

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on August 8, 2018 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois. The LLD records all regular Board meetings. Any person who has a disability requiring accommodations to participate in this meeting should contact the Lisle Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.

LISLE LIBRARY DISTRICT
BOARD MEETING
August 8, 2018 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak
3. Consent Agenda - Action Required
 - a. Approve Minutes of the July 11, 2018 Board Meeting
 - b. Acknowledge Treasurer's Report, 07/31/18, Investment Activity Report, 07/31/18, Current Assets Report, 07/31/18, Revenue Report, 07/31/18, and Expense Report, 07/31/18
 - c. Authorize Payment of Bills, 08/08/18
4. Director's Report

Assign Trustees for "Review of Bills Next Month"

Vice President Hummel and Trustee Swistak reviewed the July billings in August.

Treasurer Wang and Trustee Flint will review the August billings in September.
5. Assistant Director's Report
6. Committee Reports
 - a. Finance
 - b. Personnel/Policy
 - c. Physical Plant
 - d. LLD Strategic Planning
 - e. Review of the Minutes
7. Unfinished Business
8. New Business
 - a. Approve tentative Budget and Appropriation Ordinance (B&A) - Action Required

This is a tentative Budget and Appropriation Ordinance of such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Lisle Library District for the fiscal year beginning July 1, 2018 and ending June 30, 2019.
 - b. Approve Illinois Public Library Annual Report (IPLAR) - Action Required

Illinois public libraries are statutorily required to prepare an annual report to be submitted to the State Library as a condition of system membership. This is done via online submission of the IPLAR.
 - c. Elevator repair - Action Required

Approve funds to be expended on elevator repairs as a matter of public safety. Repairs may include new controller, fixture panels, electrical upgrades, and door operators. Funds not to exceed \$60,000.
 - d. Semi-annual review of executive session minutes - Action Required

Six month review of executive session minutes to release or to remain closed.
 - e. Review of executive session recordings more than 18 months old - Action Required

Six month review of executive session recordings to retain or destroy.
9. Executive Session

5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06
10. Opportunity for Trustee comments (five minutes)

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

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

1. Roll call

Present:

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

Also present:

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

2. Opportunity for visitors to speak

One member of the public addressed the Board about the Special Reserve balance on the Treasurer's Report between October and November of 2017. He also commented on the budget process.

3. Consent Agenda

- a. Approve Minutes of the June 13, 2018 Board Meeting
- b. Approve Minutes of the June 13, 2018 Executive Session
- c. Acknowledge Treasurer's Report, 06/30/18, Investment Activity Report, 06/30/18, Current Assets Report, 06/30/18, Revenue Report, 06/30/18, and Expense Report, 06/30/18
- d. Authorize Payment of Bills, 07/11/18

There was an amendment to the June 13, 2018 Board Meeting minutes:

Change to Item 2, Elections of Officers: *"Voice Vote - Approved by ~~unanimous~~ Voice Vote. The vote was unopposed."*

MOTION: Trustee Flint moved to approve the Consent Agenda as amended. Vice President Hummel seconded.

Roll Call Vote - All Aye. The motion passed.

4. Director's Report

Assign Trustees for "Review of Bills Next Month."

President Fisher and Trustee Sullivan reviewed the June billings in July.

Vice President Hummel and Trustee Swistak will review the July billings in August.

Director Weinstein mentioned that 14 people, trustees and staff, participated in the annual 4th of July parade. She thanked President Fisher, Vice President Hummel, Treasurer Wang, and Trustee Flint for

participating with staff. The Library was also represented at the Eyes to the Skies festival and the French Market in June.

The Library experienced another power outage at approximately 8:15 pm on June 25th. Staff closed the facility 45 minutes before the official closing time. Power was restored around 10:00 pm the same evening.

Illinois State Representative David Olsen of the 81st District will be at the Library on July 18th from 11:00 am to 12:30 pm. He will be stationed in the front lobby of the Library to answer constituent questions.

Summer Read continues through July 27th. A wrap up party is scheduled for July 28th from 11:00 am to 2:00 pm featuring live music, ice cream, crafts, and an outdoor inflatable obstacle course. Approximately 1,300 patrons have registered for Summer Read and kids have logged over 322,000 minutes.

A United for Libraries group membership for Trustees was purchased in June. The Library received the log-in and password.

Discussion: Trustee Flint pointed out an apparent typo in the Adult Services quarterly report. He also congratulated the Technical Services staff for their meta-analysis efforts. Trustee Flint asked about the .02 Ordinance. Director Weinstein mentioned that last year there was some discussion about incorporating the .02 into the operating fund and that she was researching this option. Treasurer Wang mentioned that since a new fiscal year has begun, the Library should look at circulation statistics in relation to strategic planning. Trustee Sullivan asked about literacy software users. Vice President Hummel asked if the Village is aware of the Library's recent and frequent power outages. Director Weinstein said that the Village was made aware. Trustee Flint asked how many outages the Library had in the past 12 months. Director Weinstein responded the Library has experienced 5 to 7 outages and/or surges in the past few months.

5. Assistant Director's Report

Assistant Director McQuillan discussed the Event Planning Team. They met several times to review the Summer Read Kick-off and planning for the Summer Read Wrap-up.

Summer lunches are hosted on Mondays. 31 children have attended thus far. Many patrons have asked how they may contribute to this program. They have been directed to the West Suburban Community Pantry.

With the recent power outages, staff have been updating emergency procedures and checking equipment such as flashlights and emergency lighting.

Sensors for the HVAC air handler that services Youth Services and Adult Services on the east end of the building have been repaired. The control panel for that air handler will also be serviced soon.

Assistant Director McQuillan met with members of the Safety Team to review team reactions to the power outages as they prepare for safety drills for staff development day. The team will be meeting later this month to go over instructions for that day.

Assistant Director McQuillan is researching options for trustee training on the topic of sexual harassment. The training should be completed by November. Director Weinstein mentioned that they were looking into a webinar option.

Discussion: Vice President Hummel asked if the number of kids attending the summer lunch program has gone up since the first session. Assistant Director McQuillan stated that they had 11 children at the latest lunch.

6. Committee Reports

- a. Finance - The Committee met June 27th. The Committee reviewed the LLD's cash flow forecast as presented by an Ehlers Investment representative.

Discussion: Trustee Sullivan asked about the corporate fund and working cash fund. Treasurer Wang directed Trustee Sullivan to the annual audit for comprehensive definitions.

- b. Personnel/Policy - The Committee did not meet. No meeting planned.
- c. Physical Plant - The Committee did not meet. No meeting planned.

Discussion: Trustee Flint suggested taking another look at the Special Reserve Resolution in relation to strategic planning.

- d. LLD Strategic Planning - President Fisher announced that the next meeting would be July 25th. Director Weinstein gave a brief overview of the last meeting.

Discussion: Trustee Bartelli asked if there were any future dates for meetings besides July 25th. Director Weinstein stated that the Committee will choose future dates at the next meeting. Trustee Bartelli recommended that the Physical Plant Committee meetings should include Will and Elizabeth.

7. Unfinished Business

- a. Confirm/Appoint standing committee members
President Fisher confirmed that the current membership of all committees will stand.

8. New Business

- a. Approve Resolution 18-03: authorizing preparation and filing of the B&A
MOTION: Vice President Hummel moved to approve Resolution 18-03: authorizing preparation and filing of the B&A. Trustee Sullivan seconded.
Roll Call Vote - All Aye. The motion passed.
- b. Approve Public Notice of Public Hearing on B&A
MOTION: Treasurer Wang moved to approve the Public Notice of Public Hearing on B&A. Trustee Swistak seconded.
Roll Call Vote - All Aye. The motion passed.
- c. Appoint Committee to review the minutes
President Fisher mentioned that this is done every year. Director Weinstein added that it is done for the IPLAR. A Committee of two trustees is appointed to review the prior fiscal year minutes. The Committee will cite any discrepancies and submit those to Administration. Administration will review/correct and follow up with Committee members.

President Fisher asked Trustee Swistak if she would be willing to serve on the Committee to review the minutes along with himself. Trustee Swistak accepted President Fisher's request to serve on the Committee to review the minutes.

9. Opportunity for Trustee comments (five minutes)

Trustee Bartelli asked about the process of the B&A and how it's prepared. Director Weinstein explained that Administration prepares a draft using the approved working budget. The draft will be in the August Board packet. Trustee Sullivan asked if the items in the B&A could be lower than the budget items. Director Weinstein stated that the Board has the authority to amend what the Administration's draft proposes. Trustee Sullivan commented that she would like to see the Library use volunteers in place of hired employees and that one of her goals is to lower the employee expenses. Trustee Swistak shared a question that she received from a constituent, regarding designating others to pick up holds. Director Weinstein stated that there is an allowance note field, with limitations, to satisfy this type of request.

10. Adjourn

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

Voice Vote - All Aye

The meeting adjourned at 7:40 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on August 8, 2018.

Approved by

Marjorie Bartelli, Secretary of the LLD Board of Trustees

Treasurer's Report as of July 31, 2018

Fund Name	Cash Balance 06/30/18	Cash Receipts this month	Cash Disbursed this month	Cash Balance 07/31/18	Financial Assets % W/ Spec Res	Financial Assets % W/O Spec Res
Corporate	6,792,311.70	34,174.31	333,625.06	6,492,860.95	62.04%	86.84%
Building Maintenance	74,564.50	982.74	5,556.32	69,990.92	0.67%	0.94%
IMRF	354,344.38	1,329.00	15,345.16	340,328.22	3.25%	4.55%
FICA	175,072.01	966.73	13,383.32	162,655.42	1.55%	2.18%
Working Cash	410,339.37	334.09	0.00	410,673.46	3.92%	5.49%
Subtotals	7,806,631.96	37,786.87	367,909.86	7,476,508.97	71.44%	100.00%
Special Reserve	2,959,239.13	29,229.98	0.00	2,988,469.11	28.56%	0.00%
	10,765,871.09	67,016.85	367,909.86	10,464,978.08	100.00%	100.00%

Treasurer

Date

7/31/2018

INVESTMENT ACTIVITY

INTEREST													
Company	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	1,486.16												1,486.16
Ehlers	1.46												1.46
Ehlers-Inv interest	1,204.39												1,204.39
MB Financial	5,010.51												5,010.51
Lisle	66.84												66.84
Lisle CD 2635	337.46												337.46
Lisle CD 2669	256.60												256.60
IL Funds	2,184.69												2,184.69
US Bank-9853	30.82												30.82
US Bank-9370	2.50												2.50
Switched to MM 2/18													
TOTALS	10,581.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,581.43

INVESTMENTS													
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	
Investment Maturities	100,000.00											100,000.00	
Investment Purchases												0.00	
TOTALS	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	

	Fair Market Value on 7/31/18
1. 2018	100.00
2. 2017	100.00
3. 2016	100.00
4. 2015	100.00
5. 2014	100.00
6. 2013	100.00
7. 2012	100.00
8. 2011	100.00
9. 2010	100.00
10. 2009	100.00
11. 2008	100.00
12. 2007	100.00
13. 2006	100.00
14. 2005	100.00
15. 2004	100.00
16. 2003	100.00
17. 2002	100.00
18. 2001	100.00
19. 2000	100.00
20. 1999	100.00
21. 1998	100.00
22. 1997	100.00
23. 1996	100.00
24. 1995	100.00
25. 1994	100.00
26. 1993	100.00
27. 1992	100.00
28. 1991	100.00
29. 1990	100.00
30. 1989	100.00
31. 1988	100.00
32. 1987	100.00
33. 1986	100.00
34. 1985	100.00
35. 1984	100.00
36. 1983	100.00
37. 1982	100.00
38. 1981	100.00
39. 1980	100.00
40. 1979	100.00
41. 1978	100.00
42. 1977	100.00
43. 1976	100.00
44. 1975	100.00
45. 1974	100.00
46. 1973	100.00
47. 1972	100.00
48. 1971	100.00
49. 1970	100.00
50. 1969	100.00
51. 1968	100.00
52. 1967	100.00
53. 1966	100.00
54. 1965	100.00
55. 1964	100.00
56. 1963	100.00
57. 1962	100.00
58. 1961	100.00
59. 1960	100.00
60. 1959	100.00
61. 1958	100.00
62. 1957	100.00
63. 1956	100.00
64. 1955	100.00
65. 1954	100.00
66. 1953	100.00
67. 1952	100.00
68. 1951	100.00
69. 1950	100.00
70. 1949	100.00
71. 1948	100.00
72. 1947	100.00
73. 1946	100.00
74. 1945	100.00
75. 1944	100.00
76. 1943	100.00
77. 1942	100.00
78. 1941	100.00
79. 1940	100.00
80. 1939	100.00
81. 1938	100.00
82. 1937	100.00
83. 1936	100.00
84. 1935	100.00
85. 1934	100.00
86. 1933	100.00
87. 1932	100.00
88. 1931	100.00
89. 1930	100.00
90. 1929	100.00
91. 1928	100.00
92. 1927	100.00
93. 1926	100.00
94. 1925	100.00
95. 1924	100.00
96. 1923	100.00
97. 1922	100.00
98. 1921	100.00
99. 1920	100.00
100. 1919	100.00
101. 1918	100.00
102. 1917	100.00
103. 1916	100.00
104. 1915	100.00
105. 1914	100.00
106. 1913	100.00
107. 1912	100.00
108. 1911	100.00
109. 1910	100.00
110. 1909	100.00
111. 1908	100.00
112. 1907	100.00
113. 1906	100.00
114. 1905	100.00
115. 1904	100.00
116. 1903	100.00
117. 1902	100.00
118. 1901	100.00
119. 1900	100.00
120. 1899	100.00
121. 1898	100.00
122. 1897	100.00
123	

[illegible]

\$10,464,978.08

Lisle Library District
Revenues through July 31, 2018 (8.3% of FY 18-19)
Special Reserve Only

REVENUES		Current Month July, 2018	YTD July - June 2018-2019	YTD Jul - July 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
INTEREST/ DONATIONS						
70-02-4481-00	Interest Earned - Special Reserve	\$4,229.98	\$4,229.98	\$1,081.90	\$13,000.00	32.54 %
70-03-4550-00	Gifts - Unrestricted	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-04-4584-00	Rental Property Income	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-04-4587-00	Cash Donation Income - Spec. Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-04-4587-10	Restricted - Transfer from Corporate F	\$25,000.00	\$25,000.00	\$0.00	\$300,000.00	8.33 %
70-04-4587-20	Restricted - Transfer from Working Ca	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL INTEREST & CASH DONATION		\$29,229.98	\$29,229.98	\$1,081.90	\$313,000.00	9.34 %
UNREALIZED GAIN/LOSS ON INVESTMENTS						
70-02-4530-00	4530- Unrealized Gain/Loss on Invest	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL UNREALIZED GAIN/LOSS ON INVESTMENTS		\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL REVENUES		\$29,229.98	\$29,229.98	\$1,081.90	\$313,000.00	9.34 %

Lisle Library District

Revenues through July 31, 2018 (8.3% of FY 18-19)

No Special Reserve reflected

	Current Month July, 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
REVENUES					
TAX LEVY					
10-01-4411-00 Tax Levy - Corp.	\$2,098,159.81	\$2,098,159.81	\$2,261,893.23	\$3,914,484.64	53.60 %
20-01-4412-00 Tax Levy - Audit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-01-4413-00 Tax Levy - .02 Building/Maint.	\$84,133.49	\$84,133.49	\$71,135.41	\$152,136.05	55.30 %
40-01-4414-00 Tax Levy - IMRF	\$81,544.77	\$81,544.77	\$114,557.33	\$156,965.76	51.95 %
45-01-4415-00 Tax Levy - FICA	\$73,131.42	\$73,131.42	\$90,809.37	\$136,439.47	53.60 %
50-01-4416-00 Tax Levy - Liability Ins.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-01-4417-00 Tax Levy - D & O Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-01-4418-00 Tax Levy - Workers Comp.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-01-4419-00 Tax Levy - Unempl. Comp.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-01-4420-00 Tax Levy - Working Cash	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL TAX LEVY	\$2,336,969.49	\$2,336,969.49	\$2,538,395.34	\$4,360,025.92	53.60 %
BACK TAXES					
10-01-4441-00 Back Taxes - Corp.	\$0.00	\$0.00	\$11.07	\$40,000.00	0.00 %
20-01-4442-00 Back Taxes - Audit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-01-4443-00 Back Taxes - .02 Building/Maint	\$0.00	\$0.00	\$0.24	\$0.00	0.00 %
40-01-4444-00 Back Taxes - IMRF	\$0.00	\$0.00	\$0.89	\$0.00	0.00 %
45-01-4445-00 Back Taxes - FICA	\$0.00	\$0.00	\$0.46	\$0.00	0.00 %
50-01-4446-00 Back Taxes - Liab. Ins.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-01-4447-00 Back Taxes - Tort Judg.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-01-4448-00 Back Taxes - Workers Comp.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-01-4449-00 Back Taxes - Unempl. Comp.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-01-4451-00 Back Taxes - Working Cash	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL BACK TAXES	\$0.00	\$0.00	\$12.66	\$40,000.00	0.00 %
PERSONAL PROPERTY REPLACEMENT TAX					
10-01-4461-00 Personal Property Repl. Tax - Corp	\$2,562.11	\$2,562.11	\$2,886.35	\$11,000.00	23.29 %
40-01-4462-00 Personal Property Repl. Tax - IMRF	\$147.87	\$147.87	\$166.58	\$600.00	24.65 %
45-01-4463-00 Personal Property Repl. Tax - FICA	\$23.23	\$23.23	\$26.17	\$100.00	23.23 %

Lisle Library District
Revenues through July 31, 2018 (8.3% of FY 18-19)
 No Special Reserve reflected

	Current Month July, 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
TOTAL PERSONAL PROPERTY REPLACEMENT TAX	\$2,733.21	\$2,733.21	\$3,079.10	\$11,700.00	23.36 %
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	\$5,526.40	\$5,526.40	\$2,714.19	\$35,000.00	15.79 %
20-02-4473-00 Interest Earned - Audit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-02-4474-00 Interest Earned - .02 B/M	\$60.97	\$60.97	\$30.69	\$1,500.00	4.06 %
40-02-4475-00 Interest Earned - IMRF	\$287.72	\$287.72	\$144.41	\$4,000.00	7.19 %
45-02-4476-00 Interest Earned - FICA	\$142.27	\$142.27	\$70.04	\$2,300.00	6.19 %
50-02-4477-00 Interest Earned - Liab. Ins.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-02-4478-00 Interest Earned - Tort Judg.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-02-4479-00 Interest Earned - Work Comp	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-02-4480-00 Interest Earned - Unempl Comp	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-02-4482-00 Interest Earned - Working Cash	\$334.09	\$334.09	\$189.90	\$4,000.00	8.35 %
TOTAL INTEREST INCOME	\$6,351.45	\$6,351.45	\$3,149.23	\$46,800.00	13.57 %
COUNTY INTEREST					
10-02-4511-00 County Interest - Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-02-4512-00 County Interest - Audit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-02-4513-00 County Interest - .02 B/M	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-02-4514-00 County Interest - IMRF	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-02-4515-00 County Interest - FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-02-4516-00 County Interest - Liab. Ins.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-02-4517-00 County Interest - Tort Judg.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-02-4518-00 County Interest - Workers Comp	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-02-4519-00 County Interest - Unempl. Comp.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-02-4520-00 County Interest - Working Cash	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL COUNTY INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
UNREALIZED GAIN/LOSS ON INVESTMENTS					
10-02-4526-00 4526 - Unrealized Gain/Loss on Inves	(\$2,680.94)	(\$2,680.94)	\$0.00	\$0.00	0.00 %
30-02-4527-00 4527 - Unrealized Gain/Loss on Inves	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-02-4528-00 4528 - Unrealized Gain/Loss on Invest	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %

Lisle Library District
Revenues through July 31, 2018 (8.3% of FY 18-19)
 No Special Reserve reflected

	Current Month July, 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
45-02-4529-00 4529 - Unrealized Gain/Loss on Inves	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL UNREALIZED GAIN/LOSS ON INVESTMENTS	(\$2,680.94)	(\$2,680.94)	\$0.00	\$0.00	0.00 %
DESK INCOME					
10-03-4531-00 Lost Books - Adult	\$235.93	\$235.93	\$261.45	\$3,500.00	6.74 %
10-03-4532-00 Lost Books - Youth	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-03-4536-00 Non-Resident Fees	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
10-03-4540-00 Fines - Main Circ Desk	\$3,223.54	\$3,223.54	\$4,823.31	\$40,000.00	8.06 %
10-03-4542-00 Fines - YS Desk	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL DESK INCOME	\$3,459.47	\$3,459.47	\$5,084.76	\$44,000.00	7.86 %
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4562-00 Gifts-book purchases	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4563-00 Gifts-A-V purchases	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4564-00 Gifts-Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4565-00 Goldstein Lecture Series	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4573-00 Copier Income	\$111.71	\$111.71	\$91.20	\$1,200.00	9.31 %
10-04-4575-00 A-V Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4577-00 Piano tuning contrib.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4583-00 Per Capita Grant	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4584-00 Other Income - Corp.	\$2,208.00	\$2,208.00	\$0.00	\$1,000.00	220.80 %
TOTAL UNRESTRICTED INCOME	\$2,319.71	\$2,319.71	\$91.20	\$2,200.00	105.44 %
MISCELLANEOUS INCOME					
10-05-4593-00 Misc. - Pay Phone	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4595-00 Misc. - Jury Duty	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %

Lisle Library District
Revenues through July 31, 2018 (8.3% of FY 18-19)
 No Special Reserve reflected

	Current Month July, 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
30-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL MISCELLANEOUS INCOME	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TRANSFER OUT FROM SPECIAL FUNDS					
20-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL TRANSFER OUTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL REVENUES	\$2,349,152.39	\$2,349,152.39	\$2,549,812.29	\$4,504,725.92	52.15 %

Lisle Library District
Expenses through July 31, 2018 (8.3% of FY 18-19)
Special Reserve Only

	Cur Mth July 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
SPECIAL RESERVE EXPENSES					
RENTAL, MAINT AND EQUIP EXPENSES					
70-20-5660-00 Maint/Repairs-Bldg Structure (Spec R	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00 %
70-65-5671-00 Furniture & Equipment (Spec Res)	\$0.00	\$0.00	\$0.00	\$200,000.00	0.00 %
70-65-5674-00 Consulting	\$0.00	\$0.00	\$13,697.44	\$50,000.00	0.00 %
TOTAL RENTAL, MAINT AND EQUIP EXPENSES	\$0.00	\$0.00	\$13,697.44	\$280,000.00	0.00 %
TOTAL SPECIAL RESERVE EXPENSES	\$0.00	\$0.00	\$13,697.44	\$280,000.00	0.00 %

Lisle Library District
Expenses through July 31, 2018 (8.3% of FY 18-19)
 No Special Reserve reflected

	Current Month July 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
ALL EXPENSES					
EMPLOYEE COSTS					
Salaries					
10-10-5603-10 Administrative - Reg. Hours	\$42,615.82	\$42,615.82	\$15,531.25	\$524,814.38	8.12 %
10-10-5603-20 Adult Services - Reg. Hours	\$45,853.98	\$45,853.98	\$22,390.55	\$549,285.24	8.35 %
10-10-5603-30 Youth Services - Reg. Hours	\$29,612.33	\$29,612.33	\$9,867.22	\$346,183.57	8.55 %
10-10-5603-50 Technical Services - Reg. Hours	\$22,264.64	\$22,264.64	\$14,996.05	\$272,021.81	8.18 %
10-10-5603-60 Circulation - Reg. Hours	\$40,573.27	\$40,573.27	\$17,054.91	\$513,846.15	7.90 %
10-10-5613-10 Administrative - Sunday Hrs.	\$0.00	\$0.00	\$501.65	\$0.00	0.00 %
10-10-5613-20 Adult Services - Sunday Hrs.	\$0.00	\$0.00	\$2,064.38	\$0.00	0.00 %
10-10-5613-30 Youth Services - Sunday Hrs.	\$0.00	\$0.00	\$1,368.09	\$0.00	0.00 %
10-10-5613-60 Circulation - Sunday Hrs.	\$0.00	\$0.00	\$2,385.71	\$0.00	0.00 %
Total Salaries	\$180,920.04	\$180,920.04	\$86,159.81	\$2,206,151.15	8.20 %
Health and Dental Ins.					
10-10-5621-10 Hosp. Ins. - Admin	\$4,531.79	\$4,531.79	\$4,637.20	\$59,000.00	7.68 %
10-10-5621-20 Hosp. Ins. - Adult Serv.	\$7,645.88	\$7,645.88	\$7,430.99	\$111,000.00	6.89 %
10-10-5621-30 Hosp. Ins. - YS	\$3,567.63	\$3,567.63	\$2,982.62	\$48,000.00	7.43 %
10-10-5621-50 Hosp. Ins. - Tech	\$3,105.74	\$3,105.74	\$3,120.39	\$42,000.00	7.39 %
10-10-5621-60 Hosp. Ins. - Circ	\$4,530.82	\$4,530.82	\$4,584.58	\$60,000.00	7.55 %
10-10-5622-10 Dental Ins. - Admin.	\$263.40	\$263.40	\$637.62	\$4,000.00	6.59 %
10-10-5622-20 Dental Ins. - Adult Serv	\$549.19	\$549.19	\$1,404.86	\$6,500.00	8.45 %
10-10-5622-30 Dental Ins. - YS	\$191.71	\$191.71	\$627.25	\$3,500.00	5.48 %
10-10-5622-50 Dental Ins. - Tech	\$340.15	\$340.15	\$595.63	\$4,000.00	8.50 %
10-10-5622-60 Dental Ins. - Circ	\$275.95	\$275.95	\$701.66	\$2,000.00	13.80 %
Total Health & Dental Ins.	\$25,002.26	\$25,002.26	\$26,722.80	\$340,000.00	7.35 %
Other Staff Benefits					
10-10-5646-00 5646 Unemployment Compensat	\$488.09	\$488.09	(\$574.18)	\$4,000.00	12.20 %
10-10-5623-00 ComPsych Assistance Plan	\$0.00	\$0.00	\$0.00	\$870.00	0.00 %
Total Other Staff Benefits	\$488.09	\$488.09	(\$574.18)	\$4,870.00	10.02 %

Lisle Library District

Expenses through July 31, 2018 (8.3% of FY 18-19)

No Special Reserve reflected

	Current Month July 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	\$3,178.98	\$3,178.98	\$1,089.87	\$40,130.56	7.92 %
45-10-5625-20 FICA Expense - Adult Serv.	\$3,290.48	\$3,290.48	\$1,738.41	\$42,020.00	7.83 %
45-10-5625-30 FICA Expense - Youth Services	\$2,249.05	\$2,249.05	\$857.25	\$26,500.00	8.49 %
45-10-5625-50 FICA Expense - Tech Servs.	\$1,634.69	\$1,634.69	\$1,077.63	\$20,810.00	7.86 %
45-10-5625-60 FICA Expense - Circulation	\$3,030.12	\$3,030.12	\$1,439.09	\$39,310.00	7.71 %
Total FICA Expenses	\$13,383.32	\$13,383.32	\$6,202.25	\$168,770.56	7.93 %
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	\$3,741.25	\$3,741.25	\$731.12	\$43,000.00	8.70 %
40-10-5628-20 IMRF Expense - Adult Servs	\$4,278.15	\$4,278.15	\$2,615.38	\$45,000.00	9.51 %
40-10-5628-30 IMRF Expense - Youth Services	\$2,399.94	\$2,399.94	\$339.79	\$28,000.00	8.57 %
40-10-5628-50 IMRF Expense - Tech Servs.	\$2,077.31	\$2,077.31	\$1,290.33	\$22,000.00	9.44 %
40-10-5628-60 IMRF Expense - Circulation	\$2,848.51	\$2,848.51	\$391.55	\$42,000.00	6.78 %
Total IMRF Expenses	\$15,345.16	\$15,345.16	\$5,368.17	\$180,000.00	8.53 %
TOTAL EMPLOYEE COSTS	\$235,138.87	\$235,138.87	\$123,878.85	\$2,899,791.71	8.11 %
BUILDING COSTS					
Utilities					
10-20-5650-00 Internet Service Provider	\$450.00	\$450.00	\$0.00	\$5,400.00	8.33 %
10-20-5651-00 INet	\$0.00	\$0.00	\$0.00	\$1,810.00	0.00 %
10-20-5652-00 Utilities - Phone	\$0.00	\$0.00	(\$761.74)	\$8,000.00	0.00 %
10-20-5653-00 Utilities - Gas	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00 %
10-20-5654-00 Utilities - Sewer & Water	\$96.84	\$96.84	\$0.00	\$2,750.00	3.52 %
10-20-5655-00 Utilities - Electric	\$4,606.74	\$4,606.74	\$0.00	\$50,000.00	9.21 %
10-20-5656-00 Verizon	\$50.08	\$50.08	\$0.00	\$1,500.00	3.34 %
Total Utilities	\$5,203.66	\$5,203.66	(\$761.74)	\$76,460.00	6.81 %
Maintenance and Repairs					
10-20-5660-00 Maint Contracts - HVAC	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00 %
10-20-5661-00 Maint Contracts - Maint. Service	\$4,593.00	\$4,593.00	\$2,303.00	\$36,750.00	12.50 %

Lisle Library District

Expenses through July 31, 2018 (8.3% of FY 18-19)

No Special Reserve reflected

	Current Month July 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
10-20-5662-00 Maint Contr. - Landscape Serv.	\$969.38	\$969.38	\$0.00	\$34,500.00	2.81 %
10-20-5663-00 Maint/Repairs-Genl repairs, Sup	\$27.65	\$27.65	\$0.00	\$9,000.00	0.31 %
10-20-5664-00 Maint/Repairs-Non Contr. Work	\$0.00	\$0.00	\$0.00	\$18,700.00	0.00 %
10-20-5665-00 Rubbish Removal	\$179.09	\$179.09	\$179.09	\$2,500.00	7.16 %
Total Maintenance and Repairs	\$5,769.12	\$5,769.12	\$2,482.09	\$106,450.00	5.42 %
TOTAL BUILDING COSTS	\$10,972.78	\$10,972.78	\$1,720.35	\$182,910.00	6.00 %
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00 Postage	\$1,020.99	\$1,020.99	\$0.00	\$4,000.00	25.52 %
10-25-5710-10 Printing/Spec. Serv. - Adult	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00 %
10-25-5711-00 Postage Special Serv	\$1,098.21	\$1,098.21	(\$928.63)	\$8,500.00	12.92 %
10-25-5712-00 Printing	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %
Total Postage and Printing	\$2,119.20	\$2,119.20	(\$928.63)	\$33,500.00	6.33 %
Supplies					
10-25-5713-00 Office Supplies	\$75.00	\$75.00	(\$51.15)	\$5,000.00	1.50 %
10-25-5714-00 Circ. Material Supplies	\$186.71	\$186.71	(\$12.00)	\$9,500.00	1.97 %
10-25-5715-00 Copier Supplies	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00 %
10-25-5716-00 Kitchen Supplies	\$0.00	\$0.00	\$0.00	\$6,500.00	0.00 %
10-25-5717-00 Processing Supplies	\$1,843.16	\$1,843.16	(\$133.55)	\$25,000.00	7.37 %
10-25-5718-00 Computer Supplies	(\$0.11)	(\$0.11)	(\$30.10)	\$14,500.00	0.00 %
Total Supplies	\$2,104.76	\$2,104.76	(\$226.80)	\$62,500.00	3.37 %
Other Operating Costs					
10-25-5719-00 Publishing	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00 %
10-25-5722-15 Safety Deposit Box Rental	\$0.00	\$0.00	\$0.00	\$150.00	0.00 %
10-25-5723-00 Check Printing	\$0.00	\$0.00	\$0.00	\$250.00	0.00 %
10-25-5723-15 Bank Charges	\$221.44	\$221.44	\$131.19	\$1,750.00	12.65 %
10-25-5724-15 Local Travel	\$73.47	\$73.47	(\$10.00)	\$500.00	14.69 %
Total Other Operating Costs	\$294.91	\$294.91	\$121.19	\$3,850.00	7.66 %

Lisle Library District
Expenses through July 31, 2018 (8.3% of FY 18-19)
 No Special Reserve reflected

	Current Month July 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
TOTAL OPERATING EXPENSES	\$4,518.87	\$4,518.87	(\$1,034.24)	\$99,850.00	4.53 %
INSURANCE					
10-30-5750-00 Fidelity Bonds	\$0.00	\$0.00	\$2,400.00	\$2,300.00	0.00 %
10-30-5751-00 Property Damage (All-Peril)	\$0.00	\$0.00	\$6,356.00	\$23,000.00	0.00 %
10-30-5754-00 5754 Workers Comp Insurance	\$0.00	\$0.00	\$2,645.00	\$6,400.00	0.00 %
50-30-5753-00 Umbrella Liab. Insurance	\$0.00	\$0.00	\$5,428.00	\$0.00	0.00 %
TOTAL INSURANCE	\$0.00	\$0.00	\$16,829.00	\$31,700.00	0.00 %
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	\$0.00	\$0.00	(\$1,365.00)	\$20,000.00	0.00 %
10-35-5761-00 Collection Agency	\$0.00	\$0.00	\$0.00	\$700.00	0.00 %
10-35-5762-00 Other Contr Services - Admin	\$0.00	\$0.00	\$0.00	\$3,500.00	0.00 %
10-35-5763-00 Other Contr Svcs-Tech Asst	\$1,628.00	\$1,628.00	\$6,750.00	\$30,000.00	5.43 %
10-35-5764-10 Other Contr Svcs - Library Wid	\$0.00	\$0.00	\$0.00	\$4,500.00	0.00 %
10-35-5765-10 Investment Agency Consultants	\$1,132.15	\$1,132.15	\$0.00	\$7,000.00	16.17 %
10-35-5769-00 Acct Maint & Upgrades	\$0.00	\$0.00	\$9,818.12	\$7,574.00	0.00 %
10-35-5770-00 5770 Contractual - Audit Fee	\$0.00	\$0.00	\$0.00	\$8,500.00	0.00 %
10-35-5771-00 Payroll Service	\$505.73	\$505.73	\$505.64	\$7,700.00	6.57 %
TOTAL CONTRACTUAL SERVICES	\$3,265.88	\$3,265.88	\$15,708.76	\$89,474.00	3.65 %
PERSONNEL DEVELOPMENT					
Staff & Trustee Development					
10-40-5783-00 Dues - Staff	\$481.00	\$481.00	\$10.00	\$5,100.00	9.43 %
10-40-5784-00 Meetings - Staff	\$0.00	\$0.00	\$149.00	\$2,000.00	0.00 %
10-40-5785-00 Conferences - Staff	\$0.00	\$0.00	(\$6,137.61)	\$15,000.00	0.00 %
10-40-5786-00 Employee/Volunteer Recognition	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00 %
10-40-5787-00 In-Service	\$0.00	\$0.00	\$300.00	\$3,000.00	0.00 %
10-40-5788-00 Training (Cont Ed) - Staff	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00 %
10-45-5786-70 Dues - Trustee	\$0.00	\$0.00	\$0.00	\$525.00	0.00 %
10-45-5787-70 Conferences - Trustee	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %

Lisle Library District
Expenses through July 31, 2018 (8.3% of FY 18-19)
 No Special Reserve reflected

	Current Month July 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 18-19 Annual Budget	FY 18-19 % 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	\$481.00	\$481.00	(\$5,678.61)	\$32,125.00	1.50 %
TOTAL PERSONNEL DEVELOPMENT	\$481.00	\$481.00	(\$5,678.61)	\$32,125.00	1.50 %
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	\$0.00	\$0.00	\$3,033.11	\$50,000.00	0.00 %
Total Major Equipment	\$0.00	\$0.00	\$3,033.11	\$50,000.00	0.00 %
Minor Equipment					
10-48-5823-10 Minor Equip - Dir/Asst Dir	\$0.00	\$0.00	\$0.00	\$700.00	0.00 %
10-48-5823-20 Minor Equip - Adult Services	\$0.00	\$0.00	\$0.00	\$700.00	0.00 %
10-48-5823-30 Minor Equip - Youth	\$0.00	\$0.00	\$0.00	\$700.00	0.00 %
10-48-5823-50 Minor Equip - Tech Services	\$0.00	\$0.00	\$0.00	\$700.00	0.00 %
10-48-5823-60 Minor Equip - Circ	\$0.00	\$0.00	\$0.00	\$700.00	0.00 %
Total Minor Equipment	\$0.00	\$0.00	\$0.00	\$3,500.00	0.00 %
Equip Maint/Repairs & Rentals					
10-48-5843-00 Rental-Postage Meter	\$0.00	\$0.00	\$0.00	\$720.00	0.00 %
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	\$407.68	\$407.68	\$929.14	\$19,000.00	2.15 %
10-48-5846-00 Equip Maint/Repr-NonContr	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %
Total Equip Maint/Repairs & Rentals	\$407.68	\$407.68	\$929.14	\$20,720.00	1.97 %
TOTAL EQUIPMENT COSTS	\$407.68	\$407.68	\$3,962.25	\$74,220.00	0.55 %
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	\$1,768.79	\$1,768.79	\$1,179.95	\$9,000.00	19.65 %
10-50-5863-30 Books - Youth Serv	\$1,342.25	\$1,342.25	(\$2,020.77)	\$53,000.00	2.53 %
10-50-5863-50 Books - Tech Serv	\$0.00	\$0.00	\$0.00	\$200.00	0.00 %

Lisle Library District
Expenses through July 31, 2018 (8.3% of FY 18-19)
 No Special Reserve reflected

	Current Month July 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
10-50-5864-10 Books - Non Fiction	\$2,828.63	\$2,828.63	(\$0.01)	\$82,000.00	3.45 %
10-50-5865-10 Books - Adult Fiction	\$3,209.16	\$3,209.16	\$13.12	\$68,500.00	4.68 %
10-50-5867-20 Ref Books - Adult Serv	\$184.92	\$184.92	\$0.00	\$22,000.00	0.84 %
Total Books	\$9,333.75	\$9,333.75	(\$827.71)	\$234,700.00	3.98 %
Databases					
10-50-5869-20 Internet Licensed DBases	\$60,014.58	\$60,014.58	\$8,986.33	\$126,500.00	47.44 %
10-50-5872-10 Dbases - Professional	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
10-50-5873-30 Dbases - Youth Serv	\$0.00	\$0.00	\$0.00	\$12,700.00	0.00 %
Total Databases	\$60,014.58	\$60,014.58	\$8,986.33	\$149,200.00	40.22 %
Audio-Visual Materials					
10-50-5890-30 A-V Matls - Youth Serv	\$2,942.24	\$2,942.24	\$480.70	\$18,000.00	16.35 %
10-50-5895-40 A-V Matls - Adult Serv	\$4,481.29	\$4,481.29	\$2,478.45	\$102,000.00	4.39 %
Total Audio-Visual Materials	\$7,423.53	\$7,423.53	\$2,959.15	\$120,000.00	6.19 %
Periodicals/Doc Delivery					
10-50-5900-20 Periodicals - Adult Serv	(\$13.89)	(\$13.89)	\$1,415.87	\$42,000.00	(0.03)%
10-50-5900-30 Periodicals - Youth Serv. Dept.	\$0.00	\$0.00	\$0.00	\$800.00	0.00 %
10-50-5900-80 Periodicals - Prof. Collections	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00 %
10-50-5871-20 Document Delivery	\$16.00	\$16.00	(\$20.00)	\$22,000.00	0.07 %
Total Periodicals/Doc Delivery	\$2.11	\$2.11	\$1,395.87	\$68,800.00	0.00 %
TOTAL LIBRARY MEDIA	\$76,773.97	\$76,773.97	\$12,513.64	\$572,700.00	13.41 %
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10 Programs - Adult Services	\$2,440.95	\$2,440.95	\$2,601.77	\$16,000.00	15.26 %
10-60-5931-30 Programs - Youth Serv. Dept.	\$708.50	\$708.50	\$418.79	\$11,000.00	6.44 %
10-60-5931-40 Online Marketing	\$1,383.25	\$1,383.25	\$995.00	\$1,800.00	76.85 %
10-60-5931-50 Community Relations	\$94.01	\$94.01	\$68.65	\$6,500.00	1.45 %
Total Programs	\$4,626.71	\$4,626.71	\$4,084.21	\$35,300.00	13.11 %

Lisle Library District
Expenses through July 31, 2018 (8.3% of FY 18-19)
 No Special Reserve reflected

	Current Month July 2018	YTD July - June 2018-2019	YTD July - June 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
Readers Service's					
10-60-5940-10 Reader Services - Adult Serv. De	\$367.78	\$367.78	\$0.00	\$2,000.00	18.39 %
10-60-5940-30 Reader Services - Youth Serv. D	\$800.00	\$800.00	\$0.00	\$5,000.00	16.00 %
Total Readers Services's	\$1,167.78	\$1,167.78	\$0.00	\$7,000.00	16.68 %
TOTAL PROGRAMS AND READER'S SERVICES	\$5,794.49	\$5,794.49	\$4,084.21	\$42,300.00	13.70 %
RESTRICTED USAGE EXPENSES					
10-80-5984-80 Transfer to Special Reserve	\$25,000.00	\$25,000.00	\$0.00	\$300,000.00	8.33 %
10-80-5986-80 IMRF Funding	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00 %
TOTAL RESTRICTED USAGE EXPENSES	\$25,000.00	\$25,000.00	\$0.00	\$350,000.00	7.14 %
.02 BLDG/MAINT EXPENSES					
30-65-5920-00 Network - Purchases (.02 B/M)	\$33.98	\$33.98	\$0.00	\$60,000.00	0.06 %
30-65-5925-00 Network - Maint. (.02 B/M)	\$0.00	\$0.00	(\$167.00)	\$30,000.00	0.00 %
30-65-5926-00 Maint - Bldg Structure (.02 B/M)	\$5,522.34	\$5,522.34	\$0.00	\$65,000.00	8.50 %
Total .02 BLDG/MAINT EXPENSES	\$5,556.32	\$5,556.32	(\$167.00)	\$155,000.00	3.58 %
CONTINGENCY					
10-90-5999-00 Contingency	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00 %
Total	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00 %
TOTAL ALL EXPENSES	\$367,909.86	\$367,909.86	\$171,817.21	\$4,555,070.71	8.08 %

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Lisle Library District

Accounts Payable for August 8, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Baker & Taylor (L5226642)	8/8/2018 073118	Reference Books - Adult & P Invoice	Paid	10-50-5867-20 10-25-5717-00	Ref Books - Adult Serv Processing Supplies	\$61.45 \$0.65
Baker & Taylor (L5425632)					<i>Totals for Baker & Taylor (L5226642):</i>	<i>\$62.10</i>
Baker & Taylor (L5425632)	8/8/2018 073118	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv Processing Supplies	\$2,259.56 \$106.65
Baker & Taylor (L543202)					<i>Totals for Baker & Taylor (L5425632):</i>	<i>\$2,366.21</i>
Baker & Taylor (L543202)	8/8/2018 073118	Books - Fiction & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$7,383.20 \$306.05
Ball State University					<i>Totals for Baker & Taylor (L5543202):</i>	<i>\$7,689.25</i>
Ball State University	8/8/2018 101918	Magna Cum Murder Confer Invoice	Paid	10-40-5785-00	Conferences - Staff	\$295.00
Bear Landscape Group					<i>Totals for Ball State University:</i>	<i>\$295.00</i>
Bear Landscape Group	8/8/2018 4988	Brush Removal and Drain Ar Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$3,060.00
	8/8/2018 4966	July 2018 Maintenance Invoice	Paid	10-20-5662-00	Maint Contr. - Landscape Serv.	\$987.50
Mallory Caise					<i>Totals for Bear Landscape Group:</i>	<i>\$4,047.50</i>
Mallory Caise	8/8/2018 071118	YA Programs Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$7.97
Case Lots, Inc.					<i>Totals for Mallory Caise:</i>	<i>\$7.97</i>
Case Lots, Inc.	8/8/2018 3168	Misc Janitorial Supplies Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$514.80
					<i>Totals for Case Lots, Inc.:</i>	<i>\$514.80</i>

Lisle Library District

Accounts Payable for August 8, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Cavendish Square Cavendish Square	8/8/2018 070618	My State Database Invoice	Paid	10-50-5873-30	Dbases - Youth Serv	\$159.00
					<i>Totals for Cavendish Square:</i>	<u>\$159.00</u>
Chicago Metropolitan Fire Prevention Co. Chicago Metropolitan Fire Prevention Co.	8/8/2018 IN00187789	Fire Alarm Panel Tested Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$182.00
	8/8/2018 IN00190207	Monitoring 7/1/18 - 9/30/18 Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$160.50
					<i>Totals for Chicago Metropolitan Fire Prevention Co.:</i>	<u>\$342.50</u>
Compact Disc Source Compact Disc Source	8/8/2018 75604	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$715.00
	8/8/2018 75604	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$273.43
	8/8/2018 75645	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$126.03
	8/8/2018 75644	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$47.28
					<i>Totals for Compact Disc Source:</i>	<u>\$1,161.74</u>
Complete Cleaning Company Complete Cleaning Company	8/8/2018 C06761	Cleaning 8/18 Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$2,303.00
					<i>Totals for Complete Cleaning Company:</i>	<u>\$2,303.00</u>
Andrea Cox Andrea Cox	8/8/2018 071618	Do You Know Dewey? Conf Invoice	Paid	10-40-5785-00	Conferences - Staff	\$7.96
					<i>Totals for Andrea Cox:</i>	<u>\$7.96</u>

Lisle Library District

Accounts Payable for August 8, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Demco, Inc.	8/8/2018 6408136	Bookends 30 Qty. Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$104.31
DuPage County Public Works					<i>Totals for Demco, Inc.:</i>	<u><i>\$104.31</i></u>
DuPage County Public Works	8/8/2018 071218	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	\$117.12
Dynegy Energy Services					<i>Totals for DuPage County Public Works:</i>	<u><i>\$117.12</i></u>
Dynegy Energy Services	8/8/2018 080818	Usage Invoice	Paid	10-20-5655-00	Utilities - Electric	\$4,637.59
EBSCO					<i>Totals for Dynegy Energy Services:</i>	<u><i>\$4,637.59</i></u>
EBSCO	8/8/2018 1900019	Price Adjustment Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv	\$54.47
	8/8/2018 1568682	Subscription - Threads Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv	\$78.95
	8/8/2018 1563851	Renewal Package Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$6,324.00
	8/8/2018 1563820	Renewal Package Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$2,500.00
ELM USA, Inc.					<i>Totals for EBSCO:</i>	<u><i>\$8,957.42</i></u>
ELM USA, Inc.	8/8/2018 13301	Disc Cleaning Machine Suppl Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$455.95
EnvisionWare, INC.					<i>Totals for ELM USA, Inc.:</i>	<u><i>\$455.95</i></u>
EnvisionWare, INC.	8/8/2018 INV-US-37381	Payware - PCI Compliance J Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$167.00
					<i>Totals for EnvisionWare, INC.:</i>	<u><i>\$167.00</i></u>

Lisle Library District

Accounts Payable for August 8, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Pam Freer Pam Freer	8/8/2018 071818	Book Group Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$8.99
					<i>Totals for Pam Freer:</i>	<u>\$8.99</u>
Garvey's Office Products Garvey's Office Products	8/8/2018 PINV1565422	Circ Services Supplies Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$67.88
	8/8/2018 PINV1570590	Card Stock Invoice	Paid	10-25-5713-00	Office Supplies	\$21.78
Gail Graziani Gail Graziani	8/8/2018 072518	ILA Orientation Invoice	Paid	10-40-5785-00	Conferences - Staff	\$123.17
					<i>Totals for Garvey's Office Products:</i>	<u>\$89.66</u>
Home Depot Credit Service Home Depot Credit Service	8/8/2018 9034308	Supplies Invoice	Paid	10-25-5713-00	Office Supplies	\$23.96
	8/8/2018 5025836	Wire and Duct Tape Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$14.74
Peter Honigmann Peter Honigmann	8/8/2018 082318	Presenter - Self Defense for S Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$125.00
					<i>Totals for Home Depot Credit Service:</i>	<u>\$38.70</u>
IHLS - OCLC IHLS - OCLC	8/8/2018 16890	FY 2019 OCLC Invoice	Paid	10-50-5871-20	Document Delivery	\$20,930.67
	8/8/2018 16338	Management Fee Invoice	Paid	10-50-5871-20	Document Delivery	\$10.25
					<i>Totals for Peter Honigmann:</i>	<u>\$125.00</u>

Lisle Library District

Accounts Payable for August 8, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Illinois Library Association Illinois Library Association	8/8/2018 150808	Membership Dues - Boskelly Invoice	Paid	10-40-5783-00	Dues - Staff	\$150.00
	8/8/2018 151021	Membership Dues - Caise Invoice	Paid	10-40-5783-00	Dues - Staff	\$100.00
	8/8/2018 150800	Membership Dues - Graziani Invoice	Paid	10-40-5783-00	Dues - Staff	\$100.00
	8/8/2018 151116	Membership Dues - Hurt Invoice	Paid	10-40-5783-00	Dues - Staff	\$150.00
	8/8/2018 151226	Membership Dues - Zarat Invoice	Paid	10-40-5783-00	Dues - Staff	\$100.00
	8/8/2018 150979	Membership Dues - Murff Invoice	Paid	10-40-5783-00	Dues - Staff	\$25.00
					<i>Totals for Illinois Library Association:</i>	<i>\$625.00</i>
	8/8/2018 073118	Mileage Reimbursement Invoice	Paid	10-25-5724-15	Local Travel	\$28.13
Chris Knight Chris Knight					<i>Totals for Jackie Kilcran:</i>	<i>\$28.13</i>
	8/8/2018 072018	Reimburse Mileage Invoice	Paid	10-25-5724-15	Local Travel	\$11.88
Konica Minolta Premier Finance Konica Minolta Premier Finance					<i>Totals for Chris Knight:</i>	<i>\$11.88</i>
	8/8/2018 361352974	Copier Lease Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$211.10
Lisle Area Chamber of Commerce					<i>Totals for Konica Minolta Premier Finance:</i>	<i>\$211.10</i>

Lisle Library District

Accounts Payable for August 8, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Lisle Area Chamber of Commerce	8/8/2018 13641	Email Blast Invoice	Paid	10-60-5931-50	Community Relations	\$50.00
Midwest Tape Midwest Tape	8/8/2018 96234794	Hoopla Monthly Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$3,897.44
					<i>Totals for Lisle Area Chamber of Commerce:</i>	<u>\$50.00</u>
Monaco Mechanical Service, Inc. Monaco Mechanical Service, Inc.	8/8/2018 18089	Contract Maintenance 7/1 - 9 Invoice	Paid	10-20-5660-00	Maint Contracts - HVAC	\$1,200.00
					<i>Totals for Midwest Tape:</i>	<u>\$3,897.44</u>
Motion Picture Licensing Corp. Motion Picture Licensing Corp.	8/8/2018 504159759	MPLC Renewal Invoice	Paid	10-50-5872-10	Dbases - Professional	\$163.25
					<i>Totals for Monaco Mechanical Service, Inc.:</i>	<u>\$1,200.00</u>
New Albertsons Inc New Albertsons Inc	8/8/2018 062218	YA Thursday Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$35.33
	8/8/2018 062718	PJ Storytime Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$5.99
	8/8/2018 071018	Kitchen Supplies Invoice	Paid	10-25-5716-00	Kitchen Supplies	\$7.99
	8/8/2018 071118	ARRT and Book Group Sup Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$47.93
	8/8/2018 071418	Stuffed Animal Sleepover Invoice	Paid	10-60-5931-30 10-60-5931-30	Programs - Youth Serv. Dept. Programs - Youth Serv. Dept.	\$24.90 (\$0.43)
	8/8/2018 071618	Staff Meeting Supplies Invoice	Paid	10-40-5784-00	Meetings - Staff	\$11.78
					<i>Totals for New Albertsons Inc:</i>	<u>\$133.49</u>

Lisle Library District

Accounts Payable for August 8, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Outsource Solutions Group, Inc. Outsource Solutions Group, Inc.	8/8/2018 42168	Monthly Server Monitoring Invoice	Paid	10-35-5763-00	Other Contr Srves-Tech Asst	\$720.00
	8/8/2018 42327	Backup Software Licenses - J Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$225.00
	8/8/2018 42397	Cyber Roam License - 2 Year Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$2,890.00
OverDrive, Inc. OverDrive, Inc.	8/8/2018 CD0110718118332	Advantage Content Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$3,835.00
	8/8/2018 H0049192	Overdrive Platform Yearly Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$3,000.00
Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd. Peregrine, Stime, Newman, Ritzman & Br	8/8/2018 59160	Services for June 2018 Invoice	Paid	10-35-5760-00	Legal Services	\$630.00
					<i>Totals for OverDrive, Inc.:</i>	<i>\$4,000.00</i>
Shari Pontillo Shari Pontillo	8/8/2018 101018	Team Building Invoice	Paid	10-40-5787-00	In-Service	\$500.00
Precision Control System Precision Control System	8/8/2018 34467	BAS Repairs Air Handler Ea Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$1,370.00
					<i>Totals for Shari Pontillo:</i>	<i>\$500.00</i>
RAILS RAILS	8/8/2018 5246	Gale Analytics on Demand Invoice	Paid	10-50-5872-10	Dbases - Professional	\$1,764.00
					<i>Totals for Precision Control System:</i>	<i>\$1,370.00</i>

Lisle Library District

Accounts Payable for August 8, 2018

Vendor Name		Transaction Date		Description		Status	Account Number	Account Description	Amount	
Tax Identification Number		Transaction Number		Transaction Type						
Record Information Services, Inc.		8/8/2018 5251		RDA Toolkit Invoice	Paid	10-50-5872-10		Dbases - Professional	\$152.80	
		8/8/2018 45174		Public Record/Check IL Rene Invoice	Paid	10-50-5869-20		Internet Licensed DBases	\$1,462.00	
	Totals for RAILS:								\$1,916.80	
	Recorded Books,LLC		8/8/2018 75919114		RB Digital Platform Fee Invoice	Paid	10-50-5869-20		Internet Licensed DBases	\$1,350.00
			8/8/2018 75919113		RB Digital Renewal Content Invoice	Paid	10-50-5869-20		Internet Licensed DBases	\$5,124.76
Totals for Record Information Services, Inc.:								\$1,462.00		
Republic Services		8/8/2018 0551-014110932		Rubbish 8/1 - 8/31/18 Invoice	Paid	10-20-5665-00		Rubbish Removal	\$179.09	
	Totals for Recorded Books,LLC:								\$6,474.76	
Will Savage		8/8/2018 071118		PJ Storytime Invoice	Paid	10-60-5931-30		Programs - Youth Serv. Dept.	\$4.99	
		8/8/2018 072318		Outreach Invoice	Paid	10-60-5931-30		Programs - Youth Serv. Dept.	\$32.90	
Totals for Republic Services:								\$179.09		
SavATree		8/8/2018 5812744		Tree Maintenance Invoice	Paid	30-65-5926-00		Maint - Bldg Structure (.02 B/M)	\$8,900.00	
	Totals for Will Savage:								\$37.89	
Staples Advantage		8/8/2018 1620562798		Misc Kitchen, Office, Parade Invoice	Paid	10-25-5716-00		Kitchen Supplies	\$181.27	
	Totals for SavATree:								\$8,900.00	
								Office Supplies	\$403.13	

Lisle Library District

Accounts Payable for August 8, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Stephens Plumbing and Heating Stephens Plumbing and Heating	8/8/2018 200322	Plumbing Repair - Kitchen Invoice	Paid	10-60-5931-50 10-20-5663-00	Community Relations Maint/Repairs-Genl repairs, Supplies	\$391.06 \$300.00
					<i>Totals for Staples Advantage:</i>	<u>\$1,275.46</u>
	8/8/2018 200534	Lobby Restroom Repair Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work Maint/Repairs-Non Contr. Work	\$132.00 \$336.00
Thomson Reuters - West Thomson Reuters - West	8/8/2018 838391690	IL Compiled Statutes Invoice	Paid	10-50-5867-20	<i>Totals for Stephens Plumbing and Heating:</i>	<u>\$468.00</u>
					Ref Books - Adult Serv	\$94.00
Toshiba Business Solutions, USA Toshiba Business Solutions, USA	8/8/2018 14647529	Copier Invoice	Paid	10-48-5845-00	<i>Totals for Thomson Reuters - West:</i>	<u>\$94.00</u>
					Equip Maint/Repr-Contr-Lib. Wide	\$90.32
Triple S Vending Triple S Vending	8/8/2018 12265	Cooler Rental - 3rd Quarter Invoice	Paid	10-25-5716-00	<i>Totals for Toshiba Business Solutions, USA:</i>	<u>\$90.32</u>
					Kitchen Supplies	\$30.00
	8/8/2018 12272	Water Invoice	Paid	10-25-5716-00	Kitchen Supplies	\$98.00
	8/8/2018 12292	Water Invoice	Paid	10-25-5716-00	Kitchen Supplies	\$84.00
Unique Management Services, Inc. Unique Management Services, Inc.	8/8/2018 464369	Collection Account Submittal Invoice	Paid	10-35-5761-00	<i>Totals for Triple S Vending:</i>	<u>\$212.00</u>
					Collection Agency	\$44.75
					<i>Totals for Unique Management Services, Inc.:</i>	<u>\$44.75</u>

Lisle Library District

Accounts Payable for August 8, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
University of Illinois Extension University of Illinois Extension	8/8/2018 090618	Presenter - Fall Planning Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$125.00
	8/8/2018 082518	Presenter - Composting Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$125.00
					<i>Totals for University of Illinois Extension:</i>	<u>\$250.00</u>
Village of Lisle Village of Lisle	8/8/2018 072618	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	\$98.44
	8/8/2018 3600000247	INET - Shared Internet Servi Invoice	Paid	10-20-5650-00	Internet Service Provider	\$450.00
					<i>Totals for Village of Lisle:</i>	<u>\$548.44</u>

Lisle Library District

Accounts Payable for August 8, 2018

Account Summary

Account Number	Description	Net Amount
10-20-5650-00	Internet Service Provider	\$450.00
10-20-5654-00	Utilities - Sewer & Water	\$215.56
10-20-5655-00	Utilities - Electric	\$4,637.59
10-20-5660-00	Maint Contracts - HVAC	\$1,200.00
10-20-5661-00	Maint Contracts - Maint. Service	\$2,303.00
10-20-5662-00	Maint Contr. - Landscape Serv.	\$987.50
10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$829.54
10-20-5664-00	Maint/Repairs-Non Contr. Work	\$468.00
10-20-5665-00	Rubbish Removal	\$179.09
10-25-5713-00	Office Supplies	\$448.87
10-25-5714-00	Circ. Material Supplies	\$628.14
10-25-5716-00	Kitchen Supplies	\$401.26
10-25-5717-00	Processing Supplies	\$1,106.41
10-25-5724-15	Local Travel	\$40.01
10-35-5760-00	Legal Services	\$630.00
10-35-5761-00	Collection Agency	\$44.75
10-35-5763-00	Other Contr Svcs-Tech Asst	\$720.00
10-40-5783-00	Dues - Staff	\$625.00
10-40-5784-00	Meetings - Staff	\$11.78
10-40-5785-00	Conferences - Staff	\$426.13
10-40-5787-00	In-Service	\$500.00
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$643.92
10-50-5863-30	Books - Youth Serv	\$2,901.62
10-50-5864-10	Books - Non Fiction	\$5,209.40
10-50-5865-10	Books - Adult Fiction	\$7,568.53
10-50-5867-20	Ref Books - Adult Serv	\$519.86
10-50-5869-20	Internet Licensed DBases	\$19,760.76
10-50-5871-20	Document Delivery	\$20,940.92
10-50-5872-10	DBases - Professional	\$2,080.05
10-50-5873-30	DBases - Youth Serv	\$159.00
10-50-5895-40	A-V Matls - Adult Serv	\$6,785.40
10-50-5900-20	Periodicals - Adult Serv	\$133.42
10-60-5931-10	Programs - Adult Services	\$431.92

Lisle Library District Accounts Payable for August 8, 2018

10-60-5931-30	Programs - Youth Serv. Dept.	\$111.65
10-60-5931-50	Community Relations	\$441.06
30-65-5925-00	Network - Maint. (.02 B/M)	\$3,282.00
30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$13,330.00
	GRAND TOTAL:	\$101,152.14

Lisle Library District

Account Distribution Report by Number

August 8, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-20-5650-00, Internet Service Provider									
8/8/2018	3600000247	Invoice	5505-217	Village of Lisle	Village of Lisle-360000	Posted	8/8/2018	\$450.00	\$0.00
					Totals for 10-20-5650-00, Internet Service Provider:			\$450.00	\$0.00
10-20-5654-00, Utilities - Sewer & Water									
8/8/2018	071218	Invoice	5505-079	DuPage County Public Works	DuPage County Public	Posted	8/8/2018	\$117.12	\$0.00
8/8/2018	072618	Invoice	5505-215	Village of Lisle	Village of Lisle-07261	Posted	8/8/2018	\$98.44	\$0.00
					Totals for 10-20-5654-00, Utilities - Sewer & Water:			\$215.56	\$0.00
10-20-5655-00, Utilities - Electric									
8/8/2018	080818	Invoice	5505-209	Dynegy Energy Services	Dynegy Energy Servi	Posted	8/8/2018	\$4,637.59	\$0.00
					Totals for 10-20-5655-00, Utilities - Electric:			\$4,637.59	\$0.00
10-20-5660-00, Maint Contracts - HVAC									
8/8/2018	18089	Invoice	5505-031	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	8/8/2018	\$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									
8/8/2018	C06761	Invoice	5505-187	Complete Cleaning Company	Complete Cleaning Co	Posted	8/8/2018	\$2,303.00	\$0.00
					Totals for 10-20-5661-00, Maint Contracts - Maint. Service:			\$2,303.00	\$0.00
10-20-5662-00, Maint Contr. - Landscape Serv.									
8/8/2018	4966	Invoice	5505-229	Bear Landscape Group	Bear Landscape Group-	Posted	8/8/2018	\$987.50	\$0.00
					Totals for 10-20-5662-00, Maint Contr. - Landscape Serv.:			\$987.50	\$0.00
10-20-5663-00, Maint/Repairs-Genl repairs, Supplies									
8/8/2018	3168	Invoice	5505-053	Case Lots, Inc.	Case Lots, Inc.-3168	Posted	8/8/2018	\$514.80	\$0.00
8/8/2018	5025836	Invoice	5505-213	Home Depot Credit Se	Home Depot Credit Se	Posted	8/8/2018	\$14.74	\$0.00
8/8/2018	1620562798	Invoice	5505-235	Staples Advantage	Staples Advantage-1620	Posted	8/8/2018	\$300.00	\$0.00
					Totals for 10-20-5663-00, Maint/Repairs-Genl repairs, Supplies:			\$829.54	\$0.00
10-20-5664-00, Maint/Repairs-Non Contr. Work									
8/8/2018	200322	Invoice	5505-093	Stephens Plumbing and Heating	Stephens Plumbing and	Posted	8/8/2018	\$132.00	\$0.00
8/8/2018	200534	Invoice	5505-115	Stephens Plumbing and Heating	Stephens Plumbing and	Posted	8/8/2018	\$336.00	\$0.00
					Totals for 10-20-5664-00, Maint/Repairs-Non Contr. Work:			\$468.00	\$0.00
10-20-5665-00, Rubbish Removal									
8/8/2018	0551-014110932	Invoice	5505-185	Republic Services	Republic Services-055	Posted	8/8/2018	\$179.09	\$0.00
					Totals for 10-20-5665-00, Rubbish Removal:			\$179.09	\$0.00
10-25-5713-00, Office Supplies									

Lisle Library District

Account Distribution Report by Number

August 8, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
8/8/2018	PINV1570590	Invoice	5505-109	Garvey's Office Products	Garvey's Office Produc	Posted	8/8/2018	\$21.78	\$0.00
8/8/2018	9034308	Invoice	5505-211	Home Depot Credit Service	Home Depot Credit Se	Posted	8/8/2018	\$23.96	\$0.00
8/8/2018	1620562798	Invoice	5505-233	Staples Advantage	Staples Advantage-1621	Posted	8/8/2018	\$403.13	\$0.00
10-25-5714-00, Circ. Material Supplies									
8/8/2018	PINV1565422	Invoice	5505-035	Garvey's Office Products	Garvey's Office Produc	Posted	8/8/2018	\$67.88	\$0.00
8/8/2018	6408136	Invoice	5505-071	Demco, Inc.	Demco, Inc.-6408136	Posted	8/8/2018	\$104.31	\$0.00
8/8/2018	13301	Invoice	5505-111	ELM USA, Inc.	ELM USA, Inc.-13301	Posted	8/8/2018	\$455.95	\$0.00
10-25-5716-00, Kitchen Supplies									
8/8/2018	12265	Invoice	5505-033	Triple S Vending	Triple S Vending-1226	Posted	8/8/2018	\$30.00	\$0.00
8/8/2018	12272	Invoice	5505-041	Triple S Vending	Triple S Vending-1227	Posted	8/8/2018	\$98.00	\$0.00
8/8/2018	12292	Invoice	5505-189	Triple S Vending	Triple S Vending-1229	Posted	8/8/2018	\$84.00	\$0.00
8/8/2018	071018	Invoice	5505-197	New Albertsons Inc	New Albertsons Inc-0	Posted	8/8/2018	\$7.99	\$0.00
8/8/2018	1620562798	Invoice	5505-231	Staples Advantage	Staples Advantage-1621	Posted	8/8/2018	\$181.27	\$0.00
10-25-5717-00, Processing Supplies									
8/8/2018	75604	Invoice	5505-065	Compact Disc Source	Compact Disc Source	Posted	8/8/2018	\$273.43	\$0.00
8/8/2018	75644	Invoice	5505-171	Compact Disc Source	Compact Disc Source	Posted	8/8/2018	\$47.28	\$0.00
8/8/2018	073118	Invoice	5505-242	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	8/8/2018	\$194.75	\$0.00
8/8/2018	073118	Invoice	5505-245	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	8/8/2018	\$124.80	\$0.00
8/8/2018	073118	Invoice	5505-248	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	8/8/2018	\$1.15	\$0.00
8/8/2018	073118	Invoice	5505-251	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	8/8/2018	\$42.55	\$0.00
8/8/2018	073118	Invoice	5505-254	Baker & Taylor (L5226642)	Baker & Taylor (L5226	Posted	8/8/2018	\$0.65	\$0.00
8/8/2018	073118	Invoice	5505-257	Baker & Taylor (L4342812)	Baker & Taylor (L4342	Posted	8/8/2018	\$9.10	\$0.00
8/8/2018	073118	Invoice	5505-260	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	8/8/2018	\$106.65	\$0.00
8/8/2018	073118	Invoice	5505-263	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	8/8/2018	\$306.05	\$0.00
10-25-5724-15, Local Travel									
8/8/2018	072018	Invoice	5505-191	Chris Knight	Chris Knight-072018	Posted	8/8/2018	\$11.88	\$0.00
8/8/2018	073118	Invoice	5505-223	Jackie Kilcran	Jackie Kilcran-073118	Posted	8/8/2018	\$28.13	\$0.00
10-35-5760-00, Legal Services									
Totals for 10-25-5713-00, Office Supplies:									\$448.87
Totals for 10-25-5714-00, Circ. Material Supplies:									\$628.14
Totals for 10-25-5716-00, Kitchen Supplies:									\$401.26
Totals for 10-25-5717-00, Processing Supplies:									\$1,106.41
Totals for 10-25-5724-15, Local Travel:									\$40.01

Account Distribution Report by Number

August 8, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
8/8/2018	59160	Invoice	5505-125	Peregrine, Stime, Newman, Rit	Peregrine, Stime, Newm Posted		8/8/2018	\$630.00	\$0.00
10-35-5761-00, Collection Agency									
8/8/2018	464369	Invoice	5505-043	Unique Management Services, I	Unique Management S Posted		8/8/2018	\$44.75	\$0.00
10-35-5763-00, Other Contr Svcs-Tech Asst									
8/8/2018	42168	Invoice	5505-039	Outsource Solutions Group, In	Outsource Solutions G Posted		8/8/2018	\$720.00	\$0.00
10-40-5783-00, Dues - Staff									
8/8/2018	150808	Invoice	5505-173	Illinois Library Association	Illinois Library Associa: Posted		8/8/2018	\$150.00	\$0.00
8/8/2018	151021	Invoice	5505-175	Illinois Library Association	Illinois Library Associa: Posted		8/8/2018	\$100.00	\$0.00
8/8/2018	150800	Invoice	5505-177	Illinois Library Association	Illinois Library Associa: Posted		8/8/2018	\$100.00	\$0.00
8/8/2018	151116	Invoice	5505-179	Illinois Library Association	Illinois Library Associa: Posted		8/8/2018	\$150.00	\$0.00
8/8/2018	151226	Invoice	5505-181	Illinois Library Association	Illinois Library Associa: Posted		8/8/2018	\$100.00	\$0.00
8/8/2018	150979	Invoice	5505-206	Illinois Library Association	Illinois Library Associa: Posted		8/8/2018	\$25.00	\$0.00
10-40-5784-00, Meetings - Staff									
8/8/2018	071618	Invoice	5505-205	New Albertsons Inc	New Albertsons Inc-0 Posted		8/8/2018	\$11.78	\$0.00
10-40-5785-00, Conferences - Staff									
8/8/2018	071618	Invoice	5505-073	Andrea Cox	Andrea Cox-071618 Posted		8/8/2018	\$7.96	\$0.00
8/8/2018	101918	Invoice	5505-101	Ball State University	Ball State University-1 Posted		8/8/2018	\$295.00	\$0.00
8/8/2018	072518	Invoice	5505-221	Gail Graziani	Gail Graziani-072518 Posted		8/8/2018	\$123.17	\$0.00
10-40-5787-00, In-Service									
8/8/2018	101018	Invoice	5505-117	Shari Pontillo	Shari Pontillo-101018 Posted		8/8/2018	\$500.00	\$0.00
10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide									
8/8/2018	IN00187789	Invoice	5505-037	Chicago Metropolitan Fire Prev	Chicago Metropolitan F Posted		8/8/2018	\$182.00	\$0.00
8/8/2018	361352974	Invoice	5505-051	Konica Minolta Premier Financ	Konica Minolta Premie Posted		8/8/2018	\$211.10	\$0.00
8/8/2018	14647529	Invoice	5505-061	Toshiba Business Solutions, US	Toshiba Business Solu Posted		8/8/2018	\$90.32	\$0.00
8/8/2018	IN00190207	Invoice	5505-069	Chicago Metropolitan Fire Prev	Chicago Metropolitan F Posted		8/8/2018	\$160.50	\$0.00
Totals for 10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide:									
								\$643.92	\$0.00
Totals for 10-35-5760-00, Legal Services:									
								\$630.00	\$0.00
Totals for 10-35-5761-00, Collection Agency:									
								\$44.75	\$0.00
Totals for 10-35-5763-00, Other Contr Svcs-Tech Asst:									
								\$720.00	\$0.00
Totals for 10-40-5783-00, Dues - Staff:									
								\$625.00	\$0.00
Totals for 10-40-5784-00, Meetings - Staff:									
								\$11.78	\$0.00
Totals for 10-40-5785-00, Conferences - Staff:									
								\$426.13	\$0.00

Lisle Library District

Account Distribution Report by Number

August 8, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-50-5863-30, Books - Youth Serv									
8/8/2018	073118	Invoice	5505-246	Baker & Taylor (L4171782)	Baker & Taylor (L4171) Posted		8/8/2018	\$249.00	\$0.00
8/8/2018	073118	Invoice	5505-255	Baker & Taylor (L4342812)	Baker & Taylor (L4342) Posted		8/8/2018	\$393.06	\$0.00
8/8/2018	073118	Invoice	5505-258	Baker & Taylor (L5425632)	Baker & Taylor (L5425) Posted		8/8/2018	\$2,259.56	\$0.00
<i>Totals for 10-50-5863-30, Books - Youth Serv:</i>								\$2,901.62	\$0.00
10-50-5864-10, Books - Non Fiction									
8/8/2018	073118	Invoice	5505-236	Baker & Taylor (C5223433)	Baker & Taylor (C5223) Posted		8/8/2018	\$775.47	\$0.00
8/8/2018	073118	Invoice	5505-240	Baker & Taylor (L0334152)	Baker & Taylor (L0334) Posted		8/8/2018	\$4,433.93	\$0.00
<i>Totals for 10-50-5864-10, Books - Non Fiction:</i>								\$5,209.40	\$0.00
10-50-5865-10, Books - Adult Fiction									
8/8/2018	073118	Invoice	5505-249	Baker & Taylor (L5202982)	Baker & Taylor (L5202) Posted		8/8/2018	\$185.33	\$0.00
8/8/2018	073118	Invoice	5505-261	Baker & Taylor (L5543202)	Baker & Taylor (L5543) Posted		8/8/2018	\$7,383.20	\$0.00
<i>Totals for 10-50-5865-10, Books - Adult Fiction:</i>								\$7,568.53	\$0.00
10-50-5867-20, Ref Books - Adult Serv									
8/8/2018	838391690	Invoice	5505-105	Thomson Reuters - West	Thomson Reuters - We Posted		8/8/2018	\$94.00	\$0.00
8/8/2018	073118	Invoice	5505-238	Baker & Taylor (C5223353)	Baker & Taylor (C5223) Posted		8/8/2018	\$364.41	\$0.00
8/8/2018	073118	Invoice	5505-252	Baker & Taylor (L5226642)	Baker & Taylor (L5226) Posted		8/8/2018	\$61.45	\$0.00
<i>Totals for 10-50-5867-20, Ref Books - Adult Serv:</i>								\$519.86	\$0.00
10-50-5869-20, Internet Licensed DBases									
8/8/2018	1563851	Invoice	5505-085	EBSCO	EBSCO-1563851 Posted		8/8/2018	\$6,324.00	\$0.00
8/8/2018	1563820	Invoice	5505-087	EBSCO	EBSCO-1563820 Posted		8/8/2018	\$2,500.00	\$0.00
8/8/2018	75919114	Invoice	5505-089	Recorded Books, LLC	Recorded Books, LLC-7 Posted		8/8/2018	\$1,350.00	\$0.00
8/8/2018	75919113	Invoice	5505-091	Recorded Books, LLC	Recorded Books, LLC-7 Posted		8/8/2018	\$5,124.76	\$0.00
8/8/2018	45174	Invoice	5505-097	Record Information Services, I	Record Information Se Posted		8/8/2018	\$1,462.00	\$0.00
8/8/2018	H0049192	Invoice	5505-225	OverDrive, Inc.	OverDrive, Inc.-H0049 Posted		8/8/2018	\$3,000.00	\$0.00
<i>Totals for 10-50-5869-20, Internet Licensed DBases:</i>								\$19,760.76	\$0.00
10-50-5871-20, Document Delivery									
8/8/2018	16890	Invoice	5505-057	IHLS - OCLC	IHLS - OCLC-16890 Posted		8/8/2018	\$20,930.67	\$0.00
8/8/2018	16338	Invoice	5505-059	IHLS - OCLC	IHLS - OCLC-16338 Posted		8/8/2018	\$10.25	\$0.00
<i>Totals for 10-50-5871-20, Document Delivery:</i>								\$20,940.92	\$0.00
10-50-5872-10, Dbases - Professional									
8/8/2018	5246	Invoice	5505-081	RAILS	RAILS-5246 Posted		8/8/2018	\$1,764.00	\$0.00
8/8/2018	5251	Invoice	5505-083	RAILS	RAILS-5251 Posted		8/8/2018	\$152.80	\$0.00

Lisle Library District

Account Distribution Report by Number

August 8, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
8/8/2018	504159759	Invoice	5505-095	Motion Picture Licensing Corp.	Motion Picture Licens	Posted	8/8/2018	\$163.25	\$0.00
10-50-5873-30, Dbases - Youth Serv									
8/8/2018	070618	Invoice	5505-045	Cavendish Square	Cavendish Square-070	Posted	8/8/2018	\$159.00	\$0.00
Totals for 10-50-5872-10, Dbases - Professional:								\$2,080.05	\$0.00
10-50-5895-40, A-V Matis - Adult Serv									
8/8/2018	75604	Invoice	5505-063	Compact Disc Source	Compact Disc Source	Posted	8/8/2018	\$715.00	\$0.00
8/8/2018	CD0110718118332	Invoice	5505-099	OverDrive, Inc.	OverDrive, Inc.-CD011	Posted	8/8/2018	\$1,000.00	\$0.00
8/8/2018	96234794	Invoice	5505-103	Midwest Tape	Midwest Tape-9623479	Posted	8/8/2018	\$3,897.44	\$0.00
8/8/2018	75645	Invoice	5505-169	Compact Disc Source	Compact Disc Source	Posted	8/8/2018	\$126.03	\$0.00
8/8/2018	073118	Invoice	5505-243	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	8/8/2018	\$1,046.93	\$0.00
Totals for 10-50-5895-40, A-V Matis - Adult Serv:								\$6,785.40	\$0.00
10-50-5900-20, Periodicals - Adult Serv									
8/8/2018	1900019	Invoice	5505-075	EBSCO	EBSCO-1900019	Posted	8/8/2018	\$54.47	\$0.00
8/8/2018	1568682	Invoice	5505-077	EBSCO	EBSCO-1568682	Posted	8/8/2018	\$78.95	\$0.00
Totals for 10-50-5900-20, Periodicals - Adult Serv:								\$133.42	\$0.00
10-60-5931-10, Programs - Adult Services									
8/8/2018	071818	Invoice	5505-107	Pam Freer	Pam Freer-071818	Posted	8/8/2018	\$8.99	\$0.00
8/8/2018	090618	Invoice	5505-119	University of Illinois Extension	University of Illinois E	Posted	8/8/2018	\$125.00	\$0.00
8/8/2018	082518	Invoice	5505-121	University of Illinois Extension	University of Illinois E	Posted	8/8/2018	\$125.00	\$0.00
8/8/2018	082318	Invoice	5505-123	Peter Honigmann	Peter Honigmann-0823	Posted	8/8/2018	\$125.00	\$0.00
8/8/2018	071118	Invoice	5505-199	New Albertsons Inc	New Albertsons Inc-0	Posted	8/8/2018	\$47.93	\$0.00
Totals for 10-60-5931-10, Programs - Adult Services:								\$431.92	\$0.00
10-60-5931-30, Programs - Youth Serv. Dept.									
8/8/2018	071118	Invoice	5505-047	Mallory Caise	Mallory Caise-071118	Posted	8/8/2018	\$7.97	\$0.00
8/8/2018	071118	Invoice	5505-049	Will Savage	Will Savage-071118	Posted	8/8/2018	\$4.99	\$0.00
8/8/2018	072318	Invoice	5505-165	Will Savage	Will Savage-072318	Posted	8/8/2018	\$32.90	\$0.00
8/8/2018	062218	Invoice	5505-193	New Albertsons Inc	New Albertsons Inc-0	Posted	8/8/2018	\$35.33	\$0.00
8/8/2018	062718	Invoice	5505-195	New Albertsons Inc	New Albertsons Inc-0	Posted	8/8/2018	\$5.99	\$0.00
8/8/2018	071418	Invoice	5505-201	New Albertsons Inc	New Albertsons Inc-0	Posted	8/8/2018	\$24.90	\$0.00
8/8/2018	071418	Invoice	5505-203	New Albertsons Inc	New Albertsons Inc-0	Posted	8/8/2018	(\$0.43)	\$0.00
Totals for 10-60-5931-30, Programs - Youth Serv. Dept.:								\$111.65	\$0.00
10-60-5931-50, Community Relations									

Lisle Library District

Account Distribution Report by Number

August 8, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
8/8/2018	13641	Invoice	5505-167	Lisle Area Chamber of Commerce	Lisle Area Chamber of Commerce	Posted	8/8/2018	\$50.00	\$0.00
8/8/2018	1620562798	Invoice	5505-234	Staples Advantage	Staples Advantage-1620562798	Posted	8/8/2018	\$391.06	\$0.00
30-65-5925-00, Network - Maint. (.02 B/M)									
8/8/2018	42327	Invoice	5505-067	Outsource Solutions Group, Inc.	Outsource Solutions G	Posted	8/8/2018	\$225.00	\$0.00
8/8/2018	42397	Invoice	5505-183	Outsource Solutions Group, Inc.	Outsource Solutions G	Posted	8/8/2018	\$2,890.00	\$0.00
8/8/2018	INV-US-37381	Invoice	5505-219	EnvisionWare, INC.	EnvisionWare, INC.-IN	Posted	8/8/2018	\$167.00	\$0.00
30-65-5926-00, Maint - Bldg Structure (.02 B/M)									
8/8/2018	34467	Invoice	5505-113	Precision Control System	Precision Control System	Posted	8/8/2018	\$1,370.00	\$0.00
8/8/2018	4988	Invoice	5505-227	Bear Landscape Group	Bear Landscape Group-	Posted	8/8/2018	\$3,060.00	\$0.00
8/8/2018	5812744	Invoice	5505-264	SavATree	SavATree-5812744	Posted	8/8/2018	\$8,900.00	\$0.00
Totals for 30-65-5925-00, Network - Maint. (.02 B/M):									\$0.00
Totals for 30-65-5926-00, Maint - Bldg Structure (.02 B/M):									\$0.00
Grand Totals:									\$101,152.14

Lisle Library District Account Distribution Report by Number August 8, 2018

Report name: Account Number Report for August 8, 2018
Report format: Detail
Include these transaction dates: 8/8/2018 to 8/8/2018
Include these post dates: 8/8/2018 to 8/8/2018
Include all Post Statuses
Do not include adjustment transactions
Include miscellaneous entries
Include these Accounts: Query: Account number report
Include all Funds
Include all Classes
Include all Vendors
Include all Invoices
Include all Credit Memos
Include all Payments
Include all Purchase Orders
Include all Receipts
Include all Account Attributes
Include all Vendor Attributes
Include all Invoice Attributes
Include all Credit Memo Attributes
Include all Purchase Order Attributes
Include all Function(s)
Include all Department(s)

PRIOR MONTHS BILLS PAID BETWEEN July 2018 and August 2018				
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.				
Check #	Vendor		Amount	
HSA	Salaries 7/13/18		\$	66,146.17
HSA	Garnishment	Employee Deduction	\$	161.24
HSA	Ill. Dept. of Revenue	State Tax Withheld	\$	4,244.49
Auto W/D	Howard Simon & Associates	Mo. PR Serv. - July, 2018	\$	505.73
HSA	EFTPS/Electronic Tax Pymt 7/13/18	Fed Tax \$8217.52	\$	21,977.99
		FICA W/H \$6880.19		
		FICA Lib \$6880.28		
HSA	Salaries 7/31/18		\$	62,532.84
HSA	Garnishment	Employee Deduction	\$	112.38
HSA	Ill. Dept. of Revenue	State Tax Withheld	\$	4,007.80
HSA	EFTPS/Electronic Tax Pymt 7/31/18	Fed Tax \$7723.41	\$	20,729.57
		FICA W/H \$6503.13		
		FICA Lib \$6503.03		
Wired	IMRF	IMRF W/H \$8008.91	\$	23,354.07
		IMRF Lib. \$15345.16		
		Sub Total	\$	203,772.28
Check #	Vendor	Description	Amt	
2204	ALFAC (G6920)	Payroll Withholding	338.61	
2205	Delta Dental - Risk	Dental Premium	2102.79	
2206	Ehlers Investment Partners	Management Fee	1132.15	
2207	LIMR/CC - UCGA	2nd Quarter	488.09	
2208	LIMR/CC - PHIP Health	Health Premium	28929.58	
2209	Amazon	Books, Games, Supplies, Camera	877.23	
2210	American Marketing & Publishing, L.L.C.	Yearly Contract for Close By Text Messaging	995.00	
2211	MB Financial Credit Card	Verizon, Programs, Marketing, Maint Contracts	2358.13	
2212	NCPERS - IL IMRF	Payroll Withholding	96.00	
		Sub Total	\$	37,317.58
		TOTAL	\$	241,089.86

RECAP OF PRIOR SHEETS EXPENSES

TOTAL CORPORATE EXPENSES	\$296,901.53
TOTAL .02 BUILDING/MAINT. EXPENSES	\$16,612.00
TOTAL IMRF/FICA EXPENSES	\$28,728.47
TOTAL WORKING CASH EXPENSES	
TOTAL SPECIAL RESERVE	
TOTAL OF ALL ABOVE	\$342,242.00

These expenses have been submitted by _____
(Tatiana Weinstein)

The above items have been approved by the Lisle Library District Board of Trustees on: / 8/8/2018

Trustee

Presiding Officer

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

Monthly Circulation Report - July 2018

	Checkouts	Renewals	Jul-18 TOTALS	YTD FY 17/18	YTD FY 18/19	YTD % Change
Adult Non-Print	6,840	2,114	8,954	10,078	8,954	-11.15%
Adult Print	7,260	3,553	10,813	11,094	10,813	-2.53%
Adult Total	14,100	5,667	19,767	21,172	19,767	-6.64%
YS Non-Print	1,908	923	2,831	2,865	2,831	-1.19%
YS Print	8,750	3,612	12,362	12,322	12,362	0.32%
Total YS	10,658	4,535	15,193	15,187	15,193	0.04%
Digital Media						
Overdrive	1,849		1,849	1,573	1,849	17.55%
hoopla	2,001		2,001	1,405	2,001	42.42%
RB Digital	112		112	109	112	2.75%
Total Digital	3,962	0	3,962	3,087	3,962	28.34%
Subtotal Print + Non-Print/Digital	28,720	10,202	38,922	39,446	38,922	-1.33%
Computer/Tech Sessions Logins	2,785		2,785	2,983	2,785	-6.64%
Database Usage/Unique Logins	2,393		2,393	2,128	2,393	12.45%
Wireless Use	1,788		1,788	1,947	1,788	-8.17%
ScannX sessions/jobs	611		611	289	611	111.42%
Museum Adventure Passes	37		37	38	37	-2.63%
Total IT/Resource Sessions	7,614	0	7,614	7,385	7,614	3.10%
Total Circulation	36,334	10,202	46,536	46,831	46,536	-0.63%
Literacy Software Usage Hours			94	88	94	6.82%
Borrower Information	July 2018 Total	YTD 17/18	YTD 18/19	YTD % Change		
New Library Cards Added	181	154	181	17.53%		
Monthly Borrowers	3,297	3,373	3,297	-2.25%		
Total # Registered Borrowers	11,130	11,677	11,130	-4.68%		
InterLibrary Loans						
Materials Sent	138	140	138	-1.43%		
Materials Received	459	310	459	48.06%		
Polaris/Catalog Holds						
Holds Placed	3,084	2,862	3,084	7.76%		
Holds Checked Out	2,348	2,223	2,348	5.62%		

Lisle Library District
Program and Service Statistics - July 2018

	LibWide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY17/18	YTD FY18/19	% Change
Library Event Statistics									
Staff Facilitated Programs		20	50	65	2	137	62	137	120.97%
Attendees		178	1,094	73	28	1,373	1,118	1,373	22.81%
Computer/Technology Programs		6	0		3	9	7	9	28.57%
Attendees		20	0		4	24	18	24	33.33%
Performer/Speaker/Author		3	3			6	7	6	-14.29%
Attendees		75	257			332	186	332	78.49%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	2					2	1	2	100.00%
Attendees	460					460	300	460	53.33%
Total Number of Programs	2	29	53	65	5	154	77	154	100.00%
Total Patrons Served by Programming	460	273	1,351	73	32	2,189	1,622	2,189	34.96%
Reference Questions		2,451	1,997	1,716		6,164	6,819	6,164	-9.61%
Volunteer Hours		5.00	473.00			478.00	472.00	478.00	1.27%
Outreach Service Statistics									
Outreach Visits		1	8	6		15	7	15	114.29%
Patrons Served by Outreach Visits		16	550	456		1,022	524	1,022	95.04%
Home Delivery Dates		2				2	2	2	0.00%
Patrons Served via Home Delivery		90				90	74	90	21.62%
Total Outreach Programs		3	8	6		17	9	17	88.89%
Total Patrons Served with Outreach Services		106	550	456		1,112	598	1,112	85.95%
Civic Facility Use									
Literacy/Tutoring Room Use (patron count)	92						96	92	-4.17%
Number of Outside Groups Using Meeting Space	21						18	21	16.67%
Patrons Entering Building	15,568						17,032	15,568	-8.60%
Friend's Sponsored Programs	1						0	1	X
Attendees	32						0	32	X
Social Media Use									
Facebook (daily page consumption)	1,791						4,212	1,791	-57.48%
Twitter Followers	728						668	728	8.98%
Pinterest Average Daily Viewers	130						80	130	62.50%
Instagram Likes	405						439	405	-7.74%
Flickr Views	11,013						13,482	11,013	-18.31%

Director's Report August 2018

Meetings

Staff – July 12	Fisher – July 19
Staff – July 13	Ehlers/Wang – July 24
Flint – July 13	Strategic Planning Committee – July 25
Bartelli – July 13	Dept Directors – July 26
Sullivan – July 16	LHS – July 27
Staff – July 17	Bartelli – July 31
D. Olsen – July 18	Colley – Aug 1
Intergovernmental – July 19	Fisher – Aug 3

Highlights | Developments

Summer Read

The LLD had a great Summer Read Wrap-Up Party on Saturday July 28th. The weather was beautiful and approximately 425 patrons enjoyed ice cream, live music, crafts, and the fabulous obstacle course. The LWFD Fire Truck even came for a visit. 473 adults, 119 teens, and 834 children joined the program this year, totaling 1,426 participants.

And if you wondered which summer books were popular in our community, take a gander at the top five, most read titles:

Adults

1. *The President is Missing* by Bill Clinton and James Patterson
2. *The Death of Mrs. Westaway* by Ruth Ware
3. *The Outsider* by Stephen King
4. *Something in the Water* by Catherine Steadman
5. *The Great Alone* by Kristin Hannah

Teens

1. *The Book Thief* by Markus Zusak
2. *The Glass Castle* by Jeanette Walls
3. *The Hate U Give* by Angie Thomas
4. *The Maze Runner* by James Dashner
5. *The Scorch Trials* by James Dashner

The kids also provided excellent participation statistics!
598,543 minutes read by Lisle children!

The top five logged YS books were:

1. *Short* by Holly Sloan
2. *Harry Potter and the Order of the Phoenix* by J.K. Rowling
3. *Spy School* by Stuart Gibbs
4. *Echo* by Pam Munoz-Ryan
5. *Harry Potter and the Chamber of Secrets* by J.K. Rowling

To: Lisle Library District Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: August 3, 2018

Intergovernmental

President Fisher and I attended the Intergovernmental Meeting on July 19th. The following topics were discussed among participants:

Park District: The Summer Concert Series has begun. August 8th is *Lisle Community Night*. The PD is looking to use Universal Design principles when updating playgrounds. The PD is investigating ways to use natural pesticides.

Fire District: It is expected that the LWFD will be fully accredited in the spring of 2019. The LWFD has a new website. The LWFD is planning a September 11th memorial event at the fire station featuring artifacts from 9/11 sites.

Convention and Visitors Bureau: There is a new visitor's guide out in the region. An accordion festival is booked at the Hyatt.

School Dist. 203: The remodeling of four school libraries is underway, featuring more, small group study rooms and better seating throughout. HVAC repairs are also ongoing. District 203 has multiple sport state championships.

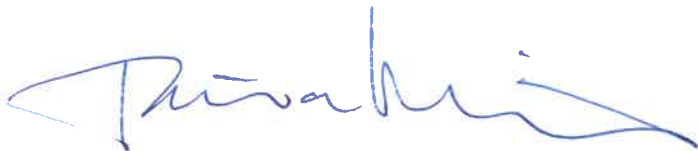
School Dist. 202: They have broken ground for the new Lisle Elementary School. There are artist renderings of the new school on the District 202 website. The District is preparing for a possible referendum on funding.

Per Capita Grant

The LLD received \$35,630 in Per Capita Grant funds. Last year, grant monies came very late in the year (May 2018). We are grateful to the State Comptroller for the prompt issuance of funds this year.

The LLD plans to use the 18/19 grant funds in order to meet standards in *Serving Our Public 3.0: Standards for Illinois Public Libraries* under the following categories: Technology Access (hardware/software/digital content), Marketing/Awareness, Programs, Equipment, and Materials. These funds are deposited into the LLD's Corporate Fund.

Respectfully,



Tatiana Weinstein

July Assistant Director Report

- Strategic Plan Committee – July 25
- Lisle 4th of July parade – July 4
- Board Meeting – July 11
- DuPage Cty Health Inspector – July 23
- Stephens Plumbing – July 11 & 19
- C. Gibson Museums at Lisle St– July 12
- Event Team – July 24
- Summer Lunch – July 2,9,16,23,30
- Alan Doty Sav-A-Tree July 12,13,27
- Precision HVAC – July 11
- S. Mason Food for Good – July 17
- Thyssen elevator – July 16, 17

Events

The Event Team met several times this month. They reviewed plans for the Summer Read Wrap-up day. The team also began discussion of Star Wars Reads day in October.

It was fun to see the Summer Read Wrap-up event come to life on Saturday, July 28th. The obstacle course was inflated by the set-up crew and guided by LLD staff to have the course ready by the Library opening. The course was great advertising for the Library event. Thank you to all the staff for set-up, event service and clean-up.

Summer Lunches

The Lisle Library District hosted five lunches on Mondays in July through the Summer Lunch Program in the Library meeting room. The Summer Meals program is designed to provide lunch to children during the summer at no cost. LLD hosted 50 children in July.

Our last summer lunch will be August 6th. LLD staff thank our volunteers and the West Suburban Community Pantry for helping with this program.

Facility

Bear Landscaping and Sav-A-Tree were both here several times this month for improvements to the LLD campus. Bear repaired the water path with new rocks at the southeast corner of the east parking lot. This will stop erosion in the landscaping and improve water flow to the sewer. Sav-A-Tree was here several days for tree trimming and to remove trees that had fallen on our Front Street neighbor's property. Tree trimming along Front and Kingston improved pedestrian access along the sidewalks.

I have met with several elevator maintenance companies to receive information on the replacement parts to the elevator controller, fixture panels and electrical code upgrades.

Patriot Electric was here to check on several ceiling emergency lights and made recommendations for surge protection to the circuit breaker boxes in the Library.

Hail Storm

The hail storm on August 1st caused a tree to come down on the Kingston property south of the Library. Facility Monitors were able to clean up storm debris in the parking lot, sidewalks and sewer drains. The tree was removed on August 2nd (see photo).



Beth McQuillan



Lisle Library Events

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

KIDS

Summer Performers for July!

Wednesdays, 2:00-3:00 PM

Summer Performers are back at the Library! We have selected a great group this year, come by each Wednesday 2:00-3:00 for an afternoon show. This July, we have Ben's Bubble Show (July 11), Dan Laib's Magic & Art (July 18), and MadScience's Heroes of Science (July 25).

Funday Monday & Terrific Tuesday

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

Combine fantastic fun with education at the Library! This month we learn about feathered friends in Building a Birdfeeder (July 2 & 3), create a masterpiece from nature in Art in the Wild (July 9 & 10), build our own Popsicle Stick Towers (July 16 & 17), and do frosty experiments in Ice Cold Science (July 23 & 24).

Thursday Kids Club

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

Anything can be discovered between the pages of a book! Every week we will focus on a different theme with books, crafts, science experiments, and more! July's themes are Gone Fishin' (July 12), Lego Man in Space (July 19), and A Camping We Will Go (July 26)!



Pajama Storytime

Ages 2-6. Wednesday, July 11 & 25, Youth Services Activity Room, 6:00-6:30 PM

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

TEENS

Between the Panels

Thursday, July 12, 4:00-4:45 PM | Meeting Room A or B

Want to read comics, but aren't sure where to start? Love them already and want to share your faves and get new recommendations? Join our new YA Comic Book Club! This month, we read *The Scooby Apocalypse* by Kieth Giffen.

College Application Workshop

Thursday, July 12, 6:30-7:30 PM | Meeting Room B



A representative from ISAC will be here to talk about the college application process, including tips on personal statements and essays, and basic financial aid information.

Harry Potter Escape the Room Game

Thursday, July 19, 4:00-5:00 PM | Meeting Room A or B

Welcome to Hogwarts! The rest of your friends are off to Hogsmeade and you are stuck here reading History of Magic Notes. Can you figure out the password to the portrait on the door in time to join your friends?



ADULTS

The Herb Patch: Growing Herbs at Home

Tuesday, July 10, 7:00-8:00 PM | Meeting Room A

Who doesn't want fresh dill picked from your own garden? Join Sandy Lentz, Illinois Master Gardener, for some tips on how to grow the herb patch of your dreams. Make Thyme for this informative program!

Mindful Vagabond: Vagabonding Around the World

Friday, July 13, 7:00-8:00 PM | Meeting Room A/B

If you dream of long-term travel but dismiss it as a plausible option, allow Brian Michalski to guide you. Learn about his 22-month, cross-continent, solo backpacking journey, and get insider information about planning, budgeting, culture, tourist visa tips, and more, so you can travel like a pro!

Al Capone and the 1933 World's Fair

Tuesday, July 17, 7:00-8:00 PM | Meeting Room A/B

Join William Hazelgrove, author of *Al Capone & the 1933 World's Fair*, as he delves into the tantalizing history of this significant event. Learn about Chicago's most corrupt mayor, the murder of Anton Cermak, the story of bombshell Sally Rand, how Al Capone was bested, and more!

Lisle Library District Writer's Group

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

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



LITERACY

ESL for You! Literacy/English Language Development (ELD) Class

Saturdays, 10:00 AM - Noon | July 5 & 19

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

Conversation Group

Saturdays, 10:00 AM - Noon | July 12 & 26

Improve your conversation skills at our English Conversation Group that meets on the 2nd and 4th Saturday of every month. Some speaking skills are required to learn new vocabulary words and phrases, and to engage in lively conversation.

More events can be found at lislelibrary.org

Chicago Tribune **NAPERVILLE SUN**

From the community: Car Detailing at Lisle Library District



Community Contributor Josh Hepler
July 31, 2018

Young Library patrons paint their own miniature vehicles for a Hot Wheels Car Show. This special program was one of the many incentives offered to youth participating in the Lisle Library District Summer Reading Program.

Chicago Tribune **NAPERVILLE SUN**

From the community: **Mixing Fun and Science at Lisle Library District**



Community Contributor Josh Hepler
July 30, 2018

Young Library patrons learn about physics principles uncovered by the "Heroes of Science" during a special program.

Chicago Tribune NAPERVILLE SUN

From the community: Summer Reading Wrap-Up Party at Lisle Library District



Community Contributor Josh Hepler | July 18, 2018

The Lisle Library District is celebrating the end of their annual Summer Read program. From 11:00 AM - 2:00 PM Saturday, July 28th, the Library will be holding a Wrap-Up Party to celebrate the end of summer and another successful reading season. This library-wide event will feature an inflatable obstacle course, an ice cream stand, live music, and an all-ages craft. The event is designed to be drop-in friendly, so Library-goers can stay for the whole event, or just a little while.

Bring your friends, family, or neighbors, and join the fun! Summer Reading prizes for patrons who have successfully completed the program will be available for pick up.

Chicago Tribune **NAPERVILLE SUN**

From the community: **Learning with Bubbles at Lisle Library District**



Community Contributor Josh Hepler
July 16, 2018

Ben Jimenez demonstrates bubble techniques for a crowd of young patrons at the Lisle Library District.

ORDINANCE 18-05

AN ORDINANCE ADOPTING A BUDGET AND APPROPRIATION OF SUCH SUMS OF MONEY AS MAY BE DEEMED NECESSARY TO DEFRAY ALL NECESSARY EXPENSES AND LIABILITIES OF THE LISLE LIBRARY DISTRICT, LISLE, DUPAGE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2018, AND ENDING JUNE 30, 2019, AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SUCH APPROPRIATIONS ARE MADE AND THE AMOUNT APPROPRIATED FOR EACH OBJECT OR PURPOSE.

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE LISLE LIBRARY DISTRICT:

Section 1: The following is the Annual Budget and Appropriation for the Lisle Library District for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

1	CORPORATE FUND	BUDGET 2018-2019	2018-2019 AMOUNT TO BE APPROPRIATED
EXPENDITURES			
A.	EMPLOYEE COSTS		
	Salaries	\$2,206,151.15	\$2,230,000.00
	Health Insurance	\$340,000.00	\$350,000.00
	Compysch Asst Plan	\$870.00	\$1,000.00
	Unemployment compensation	\$4,000.00	\$4,000.00
	Tuition Reimbursement	\$0.00	\$2,000.00
		\$2,551,021.15	\$2,587,000.00
B.	BUILDING COSTS		
	Internet Service Provider	\$5,400.00	\$5,400.00
	Inet	\$1,810.00	\$1,810.00
	Utilities	\$69,250.00	\$75,000.00
	Maintenance Contracts	\$76,250.00	\$79,000.00
	Maintenance/Repairs	\$27,700.00	\$101,970.00
	Rubbish Removal	\$2,500.00	\$2,500.00
		\$182,910.00	\$265,680.00

fn¹

Fn.¹ The draft FY 2018-19 B&A Ordinance provides that the Library will not make use in 2019 of its authority to levy the additional 0.02% tax for building and maintenance purposes. Rather, it is proposed that certain expenditures which would have been funded through the building/maintenance levy be funded instead by a corresponding increase in the general corporate levy. For this reason, the FY 18/19 appropriation for Maintenance/Repairs has been increased by \$65,000 from the FY 18/19 budgeted amount of \$27,700 and adjusted by 10% ($\$27,000 + 65,000 \times 1.10 = \$101,970$) to accommodate payment by the Corporate Fund of certain expenditures which would otherwise have been paid from the Building Maintenance Fund. See also related notes 2 and 3 below.

C.	<u>OPERATING EXPENSES</u>		
	Postage	\$12,500.00	\$12,500.00
	Printing/Spec Services	\$21,000.00	\$21,000.00
	Office Supplies	\$28,000.00	\$30,000.00
	Circ Material Supplies	\$9,500.00	\$10,000.00
	Processing Supplies	\$25,000.00	\$28,000.00
	Publishing	\$1,200.00	\$1,500.00
	Safety Deposit Box Rental	\$150.00	\$150.00
	Check Printing/Bank charges	\$2,000.00	\$2,500.00
	Local Travel	\$500.00	\$525.00
		\$99,850.00	\$106,175.00
D.	<u>INSURANCE</u>		
	Fidelity Bond	\$2,300.00	\$2,450.00
	Property and Liability Coverage	\$23,000.00	\$25,000.00
	Notary Bond	\$0.00	\$0.00
	Workers Comp Insurance	\$6,400.00	\$6,700.00
		\$31,700.00	\$34,150.00
E.	<u>CONTRACTUAL SERVICES</u>		
	Legal services	\$20,000.00	\$20,000.00
	Collection Agency	\$700.00	\$700.00
	Other Contractual Services	\$38,000.00	\$74,800.00
	Investment Agency Consultants	\$7,000.00	\$7,000.00
	Audit Fee	\$8,500.00	\$9,000.00
	Payroll Service	\$7,700.00	\$7,700.00
	Accounting Maintenance/Upgrades	\$7,574.00	\$8,950.00
		\$89,474.00	\$128,150.00
F.	<u>PERSONNEL DEVELOPMENT</u>		
	Dues/Meetings, Conferences-Staff	\$22,100.00	\$22,100.00
	Memorial/Tribute/Recognition	\$2,000.00	\$2,000.00
	In Service	\$3,000.00	\$3,000.00
	Training-continuing ed-Staff	\$1,500.00	\$2,000.00
	Dues/Meetings, Conferences, Training-Trustees	\$3,525.00	\$3,600.00
		\$32,125.00	\$32,700.00
G.	<u>EQUIPMENT</u>		
	Polaris	\$50,000.00	\$52,500.00
	Major Equipment	\$0.00	\$66,000.00
	Minor Equipment	\$3,500.00	\$4,000.00
	Rental-Postage Meter	\$720.00	\$800.00
	Equipment Maintenance/Repair	\$20,000.00	\$21,000.00
		\$74,220.00	\$144,300.00

fn²

Fn² On the rationale discussed in fn1, the FY 18/19 appropriation for Other Contractual Services has been increased by \$30,000 plus a 10% adjustment, and the appropriation for Major Equipment by \$60,000 plus a 10% adjustment.

H.	<u>LIBRARY MATERIALS</u>		
	Literacy	\$9,000.00	\$9,000.00
	Books	\$225,700.00	\$235,000.00
	Databases	\$149,200.00	\$150,000.00
	AV	\$120,000.00	\$122,000.00
	Periodicals	\$46,800.00	\$46,800.00
	Document Delivery	\$22,000.00	\$22,000.00
		\$572,700.00	\$584,800.00
I.	<u>PROGRAMS</u>		
	Programs/Lectures	\$35,300.00	\$37,000.00
	Readers Services	\$7,000.00	\$7,000.00
		\$42,300.00	\$44,000.00
J.	<u>RESTRICTED EXPENSES</u>		
	Gifts (if restricted gifts are received)	\$0.00	\$20,000.00
	Per Capita Grant (per state standards if received)	\$0.00	\$36,000.00
	Transfer to Special Reserve Fund	\$300,000.00	\$300,000.00
	Transfer to IMRF (Addl. supplemental funding)	\$50,000.00	\$75,000.00
		\$350,000.00	\$431,000.00
K.	<u>CONTINGENCY</u>	\$25,000.00	\$25,000.00
	SUBTOTALS	\$4,051,300.15	\$4,382,955.00
2	.02 BUILDING/MAINTENANCE FUND	\$155,000.00	\$220,000.00
3	IMRF FUND	\$180,000.00	\$184,500.00
4	FICA FUND	\$168,770.56	\$172,990.00
		\$4,555,070.71	\$4,960,445.00
5	SPECIAL RESERVE FUND		
	Facility and campus	\$30,000.00	\$30,000.00
	Furniture & Equipment	\$200,000.00	\$200,000.00
	Consulting	\$50,000.00	\$50,000.00
	Interior Renovations	\$0.00	\$0.00
		\$280,000.00	\$280,000.00
	TOTALS	\$4,835,070.71	\$5,240,445.00

fn³

Fn³ The proposed FY 18/19 appropriation for the Building/Maintenance Fund reflects proposed budgeted expenditures of \$155,000 plus \$65,000 of available Building/Maintenance Fund monies to be expended.

Section 2: As part of the Annual Budget, it is stated:

- (a) That the cash on hand at the beginning of the fiscal year is \$ 10,765,870.94.
- (b) That the estimated cash expected to be received during the fiscal year from all sources is \$ 4,817,725.92.
- (c) That the estimated expenditures for the fiscal year are \$ 4,835,070.71.
- (d) That the estimated cash expected to be on hand at the end of the fiscal year is \$ 10,748,526.15.
- (e) That the estimated amount of taxes to be received by the Lisle Library District during the fiscal year is \$ 4,411,725.92.
- (f) That the estimated amount of income to be received from sources other than library taxes for the fiscal year is \$ 406,000.00.

Section 3: That the funds in the total amount of \$5,240,445.00 or so much thereof as may be authorized by law, be and the same are hereby appropriated for the corporate purposes of the Lisle Library District, as hereinafter specified, for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

Section 4: The receipts and revenue of the said Lisle Library District derived from sources other than taxation and specifically appropriated and all unexpended balances from the preceding fiscal year not required for the purpose for which they were appropriated and levied may be transferred to and become part of the Special Reserve Fund for the purchase of Sites and Buildings, the Construction, Repair, Remodeling, Improving and Equipping of the Same.

Section 5: The Board of Trustees of the Lisle Library District will not levy any tax under Public Library District Act Section 35-5 (75 ILCS 16/35-5) for the Building Maintenance Fund in the Library's Tax Levy Ordinance for Tax Year 2019; therefore this Budget and Appropriation Ordinance 18-05 provides for Fiscal Year 2018-2019 expenditures of the Building Maintenance Fund and also for the appropriation within the Corporate Fund of monies to enable the Corporate Fund to pay for certain necessary building and maintenance-related expenditures for during Fiscal Year 2018-2019.

Section 6: This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

ADOPTED this 12th day of September, 2018, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Approved by me this 12th day of September, 2018.

Jay Fisher
President, Lisle Library Board of Trustees

Attest:

Marjorie Bartelli
Secretary, Lisle Library Board of Trustees

Submitted to be published on the 14th day of September, 2018.

Published in the Daily Herald on the ____ day of September, 2018.

IPLAR**IDENTIFICATION (1.1 - 1.31)**

This section is information about the administrative entity. "Administrative Entity" is defined as the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet or it may have more than one outlet (an outlet is a location, whether a central library, branch or bookmobile). The majority of the information in this section is pre-filled. If information needs to be updated, enter the corrected information in the box provided on the next line of the survey.

1.1 ISL Control # [PLSC 151, PLSC 701]	30410
1.2 ISL Branch # [PLSC 151, PLSC 701]	00
1.3a FSCS ID [PLSC 150, PLSC 700]	IL0292
1.3b FSCS_SEQ [PLSC 700]	002
1.4a Legal Name of Library [PLSC 152]	Lisle Library District
1.4b If the library's name has changed, then enter the updated answer here.	
1.4c Was this an official name change?	
1.5a Facility Street Address [PLSC 153]	777 Front Street
1.5b If the facility's street address has changed, then enter the updated answer here.	
1.5c Was this a physical location change?	
1.6a Facility City [PLSC 154]	Lisle
1.6b If the facility's city has changed, then enter the updated answer here.	
1.7a Facility Zip [PLSC 155]	60532
1.7b If the facility's zip code has changed, then enter the updated answer here.	
1.8a Mailing Address [PLSC 157]	777 Front Street
1.8b If the facility's mailing address has changed, then enter the updated answer here.	
1.9a Mailing City [PLSC 158]	Lisle
1.9b If the facility's mailing city has changed, then enter the updated answer here.	
1.10a Mailing Zip [PLSC 159]	60532
1.10b If the facility's mailing zip code has changed, then enter the updated answer here.	
1.11a Library Telephone Number [PLSC 162]	(630) 971-1675
1.11b If the telephone number has changed, then enter the updated answer here.	
1.12a Library FAX Number	(630) 971-1701
1.12b If the fax number has changed, then enter the updated answer here.	
1.13 Website	http://www.lislelibrary.org

Library Director's Information

Please enter the full name, title and e-mail address of the library director.

1.14 Name	Tatiana Weinstein
1.15 Title	Director
1.16 Library Director's E-mail	tatiana@lislelibrary.org

Library Information

Please provide the requested information about the library type.

1.17a Type of library	District
1.17b If the library type has changed, then enter the updated answer here.	
1.18 Is the main library a combined public and school library?	No
1.19 Does your library contract with another library to RECEIVE ALL your library services?	

		No
Contract for Services		
Please provide the full legal name(s) of the library(ies) with which your library contracts for service. If you need more than one line, a new one will appear once text has been entered in the first box.		
Number of contracting libraries:		
Legal name of library you contract with:		

Administrative Information		
Libraries are required by statute [75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)] to provide a statement as to any extensions of library service or any changes to the limits or boundaries of library service areas. Most of the information in this section will be pre-filled. If the information is incorrect, please enter the updated information in the box provided on the next line of the survey. If your library has had a population change, you must submit official verification to the Illinois State Library.		
1.21a	County in which the administrative entity is located [PLSC 161]	DuPage
1.21b	If the administrative entity's county has changed, then enter the updated answer here.	
1.22a	Did the administrative entity's legal service area boundaries change during the past year? [PLSC 205]	No
1.22b	IF YES, indicate the reason for the boundary change	
1.23a	Population residing in tax base (Use the latest official federal census figure) [PLSC 208]	28,504
1.23b	If the population residing in the tax base has had a LEGAL change, then enter the updated answer here.	29,554
1.23c	Documentation of legal population change	Screenshot_2018-08-02 Demographics Lisle, IL - Official Website.png
1.24	If the population has changed from the prior year's answer, then indicate the reason.	Special Census
1.25a	This library is currently a member of what Illinois library system?	RAILS
1.25b	If the library's system has changed, then enter the updated answer here.	

Federal Public Library Criteria		
According to the Institute of Museum and Library Services' Public Library Survey, a public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following:		
1. An organized collection of printed or other library materials, or a combination thereof;		
2. Paid staff;		
3. An established schedule in which services of the staff are available to the public;		
4. The facilities necessary to support such a collection, staff, and schedule; and		
5. Is supported in whole or in part with public funds.		
1.26	Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.27	Does this library have paid staff?	Yes
1.28	Does this library have an established schedule in which services of the staff are available to the public?	Yes
1.29	Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.30	Is this library supported in whole or in part with public funds?	Yes
1.31	Does this public library meet ALL the criteria of the PLSC public library definition? [PLSC 203]	Yes

SERVICE OUTLETS (2.1 - 2.14)

This section gathers information about the service outlets (centrals, branches, bookmobiles) of your library. If you do not have service locations beyond the central library, this section will not open for completion. Locations can only be added to this survey by State Library staff. If you have a branch or bookmobile and do not see its name listed in question 2.3a, please contact Pat Burg (217-785-1168, pburg@ilsos.net) so that it can be added.

2.1a Total number of bookmobiles [PLSC 211 & PLSC 712]	0
2.1b Total number of branch libraries [PLSC 210]	0
2.2a Are any of the branch libraries a combined public and school library?	
2.2b If YES, provide the name of the branch or branches in the box provided.	

ANNUAL REPORT DATA (3.1 - 3.7)

Please enter the time period covered by this annual report and the name and contact information for the person preparing the report. The report period should cover the time from the end of the previous IPLAR through the end of your most current fiscal year. If your library switched to a new fiscal year during the latest period, this may mean that your report needs to cover more or less than a twelve (12) month period.

3.1 Fiscal Year Start Date (mm/dd/year) [PLSC 206]	2017-07-01
3.2 Fiscal Year End Date (mm/dd/year) [PLSC 207]	2018-06-30
3.3 Number of months in this fiscal year	12
3.4 Name of person preparing this annual report	Chris Knight
3.5 Telephone Number of Person Preparing Report	630-971-1675
3.6 FAX Number	630-971-1701
3.7 E-Mail Address	knightc@lislelibrary.org

REFERENDA (4.1 - 4.11)

Please enter information regarding any referenda the library was involved in during the fiscal year report period. A referendum is a particular issue that is taken to the public for a vote. Examples are: bond issue, district establishment, tax increase.

4.1a Was your library involved in a referendum during the fiscal year reporting period?	No
4.1b How many referenda was your library involved in?	

Referendum 1

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 2

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 3

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 4

4.2 Referendum	4.3 If Other, what was the	4.4 Referendum Date	4.5 Passed	4.6 Effective Date	4.7 Referendum ballot

Type	referendum type?	(mm/dd/year)	or Failed?	(mm/dd/year)	language documentation
Referendum 5					
4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation
Board Action and Backdoor Referenda					
If, during the fiscal year report period, the library board took action to a) convert to public library district status by approval of the corporate authority [75 ILCS 16/10-15]; and/or b) the public library district annexed additional territory in an unincorporated area by backdoor referendum [75 ILCS 16/15-5, et seq.]; and/or c) your public library district took any other action by backdoor referendum, indicate the effective date of the action. "Backdoor referendum" means the submission of a public question to the voters of a governmental unit, initiated by a petition of voters, residents or property owners of such governmental unit, to determine whether an action by the governing body of such governmental unit shall be effective, adopted or rejected.					
4.8 District Conversion - Effective Date (mm/dd/year) 4.9 Territory Annexation - Effective Date (mm/dd/year) 4.10a Other Action by Backdoor Referendum (please specify) 4.10b Other - Effective Date (mm/dd/year) 4.11a Other Action by Backdoor Referendum (please specify) 4.11b Other - Effective Date (mm/dd/year)					
CURRENT LIBRARY BOARD (5.1 - 5.13)					
This information is used for directory purposes and for meeting the annual legal reporting requirements of public library districts [75 ILCS 16/30-40(d)]. Libraries organized under the Local Library Act [75 ILCS 5/] are also required to annually report on the condition of their trust to the Illinois State Library [75 ILCS 5/4-10]. All personal identifying information is FOIA exempt and will NOT be released to the public. The only information that the Illinois State Library will release upon request is the board member name, trustee position and term expiration date. Report the most current information available.					
5.1 Total number of board seats	7				
5.2 Total number of vacant board seats	0				
5.3 This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes				
5.4 IF NO, please explain					
First Member					
5.5 Name	Richard Flint				
5.6 Trustee Position	Other				
5.7 Present Term Ends (mm/year)	05/2019				
5.8 Telephone Number					
5.9 E-mail Address	flintr@lislelibrary.org				
5.10 Home Address					
5.11 City	Lisle				
5.12 State	IL				
5.13 Zip Code	60532				
Second member					

Second member

5.5 Name	Thomas Hummel
5.6 Trustee Position	Vice-President
5.7 Present Term Ends (mm/year)	05/2019
5.8 Telephone Number	
5.9 E-mail Address	hummelt@lislelibrary.org
5.10 Home Address	
5.11 City	Lisle
5.12 State	IL
5.13 Zip Code	60532

Third member

5.5 Name	Jay Fisher
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	05/2019
5.8 Telephone Number	
5.9 E-mail Address	fisherj@lislelibrary.org
5.10 Home Address	
5.11 City	Lisle
5.12 State	IL
5.13 Zip Code	60532

Fourth member

5.5 Name	Marjorie Bartelli
5.6 Trustee Position	Secretary
5.7 Present Term Ends (mm/year)	05/2021
5.8 Telephone Number	
5.9 E-mail Address	bartellim@lislelibrary.org
5.10 Home Address	
5.11 City	Lisle
5.12 State	IL
5.13 Zip Code	60532

Fifth member

5.5 Name	Emily Swistak
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	05/2021
5.8 Telephone Number	
5.9 E-mail Address	swistake@lislelibrary.org
5.10 Home Address	
5.11 City	Naperville
5.12 State	IL
5.13 Zip Code	60540

Sixth member

5.5 Name	Liz Sullivan
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	05/2021
5.8 Telephone Number	
5.9 E-mail Address	sullivanl@lislelibrary.org
5.10 Home Address	
5.11 City	Lisle
5.12 State	IL
5.13 Zip Code	60532

Seventh member

5.5 Name	Longry Wang
5.6 Trustee Position	Treasurer
5.7 Present Term Ends (mm/year)	05/2019
5.8 Telephone Number	
5.9 E-mail Address	wangl@lislelibrary.org
5.10 Home Address	
5.11 City	Lisle
5.12 State	IL
5.13 Zip Code	60352

Eighth member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

Ninth member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

FACILITY/FACILITIES (6.1-6.4)

Please provide the requested information about the library's facilities.

6.1a	Total square footage of the main library building [PLSC 711]	29,500
6.1b	If the main library's square footage has changed, then enter the updated answer here.	
6.1c	Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.	
6.2a	Does the library address the environmental needs of patrons on the autism spectrum?	Yes
6.2b	If so, please describe	Provide quiet room or space as needed
6.3a	Total Number of Meeting Rooms	1
6.3b	Total number of times meeting room(s) used by the public during the fiscal year	308
6.4a	Total Number of Study Rooms	4
6.4b	Total number of times study room(s) used by the public during the fiscal year	4,935

ASSETS AND LIABILITIES (7.1 - 7.13)

The below sections request information regarding property, fiscal accumulations and outstanding liabilities. These sections are required by statute [75 ILCS 5/4-10, 75 ILCS 16/30-65] to be included in the annual report. Please provide the requested information in each section.

Property

Libraries are required by statute [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)] to provide a statement as to property acquired through legacy, purchase, gift or otherwise. Please provide this information in the section below.

7.1	What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	\$9,594,368
7.2	During the last fiscal year, did the library acquire any real and/or personal property?	No

IF YES, how much of the property was acquired through the following options? (Enter dollar amount for each option 7.3-7.6 that applies)

7.3	Purchase	
7.4	Legacy	
7.5	Gift	
7.6	Other	
7.7	Provide a general description of the property acquired.	

Fiscal Accumulations

Libraries are required by statute [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)] to provide a statement as to the amount of any fiscal accumulations and the reasons for the accumulations. Please provide this information in the section below.

7.8	Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)?	Yes
7.9	IF YES, then provide a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations.	The Library has a special reserve fund ordinance 16-03. Strategic planning initiated FY17-18 and actively discussing facility options. \$2,959,239

Liabilities

Libraries are required by statute [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)] to provide a statement as to any outstanding liabilities, including for bonds still outstanding. Please provide this information in the section below.

7.10	Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?	No
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7.11 IF YES, what is the total amount of the outstanding liabilities?		
7.12 IF YES, then prepare a statement that identifies each outstanding liability and its specific dollar amount.		

OPERATING RECEIPTS BY SOURCE (8.1 - 8.21)		
Libraries are required by statute [75 ILCS 5/4-10(1)(6), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement of operating receipts. "Operating receipts" are the monies received and utilized during the library's fiscal year to support the provision of ongoing, day-to-day library services. Only include funds received during the report period. If the library was awarded a grant, but only received part of the funds during the report period, report only the portion of the grant received, not the whole amount of the grant. Exclude revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants. NOTE: Round answers to the nearest whole dollar.		

Local Government		
This includes all local government funds designated by the community, district, or region and available for expenditure by the public library. For example, include receipts from: local property taxes (library taxes), impact fees (1L Highway Code), the Mobile Home Local Services Tax Act. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants. Do not include state, federal, and other funds passed through local government for library use. Report these funds with state government revenue or federal government revenue, as appropriate.		
8.1 Local government [PLSC 300] (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only)		\$4,913,082
8.1a Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?	Yes	
8.1b Local government funds for the ensuing or upcoming/current fiscal year (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales.)		\$4,400,025

State Government		
These are all funds distributed to public libraries by state government for expenditure by the public libraries, except for federal money distributed by the state. This includes funds from such sources as penal fines, license fees, and mineral rights. Note: If operating revenue from consolidated taxes is the result of state legislation, the revenue should be reported under state revenue (even though the revenue may be from multiple sources). If you are not sure if funds you received through the State of Illinois are federal of state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.net).		
8.2 Per capita grant		\$22,131
8.3 Equalization aid grant		\$0
8.4 Personal property replacement tax		\$16,387
8.5 Other State Government funds received		\$0
8.6 If Other, please specify		0
8.7 Total State Government Funds (8.2 + 8.3 + 8.4 + 8.5) [PLSC 301]		\$38,518

Federal Government

This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

If you are unsure if the funds you received through the State of Illinois were federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.net).

8.8 LSTA funds received	\$0
8.9 E-Rate funds received	\$0
8.10 Other federal funds received	\$0
8.11 If Other, please specify	0
8.12 Total Federal Government Funds (8.8 + 8.9 + 8.10) [PLSC 302]	\$0

Other Income

This is all operating revenue other than that reported under local, state, and federal funds. Include, for example, monetary gifts and donations received in the current year, interest, library fines, fees for library services, or grants. Do not include the value of any contributed or in-kind services or the value of any non-monetary gifts and donations.

8.13 Monetary Gifts and Donations	\$286
8.14 Other receipts intended to be used for operating expenditures	\$85,718
8.15 TOTAL all other receipts (8.13 + 8.14) [PLSC 303]	\$86,004
8.16 Other non-capital receipts placed in reserve funds	\$0

Total Operating Receipts

8.17 TOTAL receipts (8.1 + 8.7 + 8.12 + 8.15) [PLSC 304]	\$5,037,604
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Safeguarding of Library Funds

This section requests information to verify that libraries meet the statutory required minimum level of insurance for library funds [75 ILCS 5/4-9 and 75 ILCS 16/30-45(e)]. According to these statutes, "the library shall provide the Illinois State Library a copy of the library's certificate of insurance at the time the library's annual report is filed."

For municipalities of less than 500,000 population, 75 ILCS 5/4-9 requires that the bond be "...not less than 50% of the total funds received by the library in the last fiscal year...", or the insurance policy or other insurance instrument's coverage "...shall be in an amount at least equal to 50% of the average amount of the library's operating fund from the prior 3 fiscal years."

For public library districts, 75 ILCS 16/30-45(e) requires that the bond be "...based upon a minimum of 50% of the total funds received by the district in the last previous fiscal year...", or the insurance policy or other insurance instrument's coverage "... shall be in an amount at least equal to 50% of the average amount of the district's operating fund from the prior 3 fiscal years."

8.18a The library safeguards its funds using which option?	Surety Bond
8.18b Proof of Certificate of Insurance for Library Funds	-1 SKM_C45818080111210.pdf
8.19 What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	\$2,400,000
8.20 Is the amount of the surety bond, insurance policy or other insurance instrument in compliance with library law?	Yes
8.21 The designated custodian of the library's funds is:	Library Treasurer

OPERATING EXPENDITURES BY CATEGORY (9.1 - 11.2)

Libraries are required by statute [75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement as to how operating revenues have been expended during the fiscal year report period. "Operating expenditures" are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

NOTE: Round answers to the nearest whole dollar.

STAFF EXPENDITURES (9.1-9.3)

This section gathers information on staff benefits and salaries. If the information is available, include benefits and salaries for staff that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library.

NOTE: Round answers to the nearest whole dollar.

9.1 Salaries and wages for all library staff [PLSC 350]	\$2,056,817
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLSC 351]	\$638,730
9.2b If this library answered question 9.2a as zero, please select an explanation from the drop-down box.	
9.3 Total Staff Expenditures (9.1 + 9.2) [PLSC 352]	\$2,695,547

COLLECTION EXPENDITURES (10.1 - 10.4)

Include expenditures for all materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

NOTE: Round answers to the nearest whole dollar.

10.1 Printed Materials (books, newspapers, etc.) [PLSC 353]	\$281,857
10.2 Electronic Materials (e-books, databases, etc.) [PLSC 354]	\$142,094
10.3a Other Materials (CDs, DVDs, video games, etc.) [PLSC 355]	\$113,825
10.3b Please provide an explanation of the other types of material expenditures.	DVDs, Blu-rays, CDs, Games, Art Prints, Digital devices, AV kits
10.4 TOTAL Collection Expenditures (10.1 + 10.2 + 10.3) [PLSC 356]	\$537,776

OTHER OPERATING EXPENDITURES (11.1 - 11.2)

This includes all expenditures other than those reported for Staff Expenditures and Collection Expenditures. Exclude purchases of major fixed assets, which should be reported in capital expenditures (12.7).

NOTE: Round answers to the nearest whole dollar.

11.1 All other operating expenditures not included above (supplies, utilities, legal fees, etc.) [PLSC 357]	\$1,192,873
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CAPITAL REVENUE AND EXPENDITURES (12.1 - 12.7)

This section gathers information on capital revenue and expenditures. Provide information for funds received and spent during the fiscal year report period only. If the library was awarded a grant, but only received part of the funds during the report period, report only the amount of the funds received, not the entire grant award.

Capital Revenue

Include funds received during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.1a Local Government: Capital Income from Bond Sales	\$0
12.1b Local Government: Other	\$0
12.1c Total Local Government (12.1a + 12.1b) [PLSC 400]	\$0
12.2 State Government [PLSC 401]	\$0
12.3 Federal Government [PLSC 402]	\$0
12.4 Other Capital Revenue [PLSC 403]	\$0
12.5 If Other, please specify	0
12.6 Total Capital Revenue (12.1c + 12.2 + 12.3 + 12.4) [PLSC 404]	\$0

Capital Expenditures

Include funds expended during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude expenditures for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.7 Total Capital Expenditures [PLSC 405]	\$26,647
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PERSONNEL (13.1 - 13.46)

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees. Do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

Group A

This category includes all LIBRARIANS with MASTER'S DEGREES from an American Library Association (ALA) ACCREDITED program of Library and Information Studies. Another row will automatically appear once data is entered in the current row.

Summary	17	17	\$535.52	615.00
13.1 Position Title	13.2 Primary Work Area	13.3 Hourly Rate	13.4 Total Hours/Week	
Director	Library Director	\$55.46	37.50	
Assistant Director	Assistant Library Director	\$45.59	37.50	
Director of Adult Services	Adult Services	\$33.49	37.50	
Director of Youth Services	Children's Services	\$36.24	37.50	
Director of Circulation Services	Circulation	\$40.77	37.50	
Director of Technical Services	Cataloging	\$32.91	37.50	
Assistant Director of Adult Services	Adult Services	\$25.40	37.50	
Assistant Director of Youth Services	Children's Services	\$32.26	37.50	
Librarian	Adult Services	\$32.05	37.50	
Librarian	Adult Services	\$31.63	37.50	
Librarian	Adult Services	\$27.66	37.50	
Librarian	Adult Services	\$24.33	37.50	
Librarian	Children's Services	\$22.36	37.50	
Literacy Librarian	Adult Services	\$30.56	37.50	
Librarian	Children's Services	\$22.13	30.00	
Cataloger	Cataloging	\$21.71	30.00	
Librarian	Adult Services	\$20.97	30.00	

Group A Total

13.5 Total Group A: FTE ALA-MLS (13.4 / 40) [PLSC 250]

15.38

Group B

This category includes other librarians. Include employees with the TITLE of LIBRARIAN who either have other types of library education (non-American Library Association (ALA) accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects. Another row will automatically appear once data is entered in the current row.

Summary	13.6 Position Title	13.7 Primary Work Area	13.8 Education Level	13.9 Hourly Rate	13.10 Total Hours/Week		
Group B Total							
13.11 Total Group B: FTE Other Librarians (13.10/40)							
13.12 Total FTE Librarians (13.5 + 13.11) [PLSC 251]		15.38					
Group C							
This category includes full-time and part-time professional staff without the title of librarian and administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.							
13.13 Total hours worked in a typical week by all Group C employees		880.00					
13.14 Minimum hourly rate actually paid		\$13.20					
13.15 Maximum hourly rate actually paid		\$41.83					
13.16 Total FTE Group C employees (13.13 / 40)		22.00					
Group D							
This category includes full-time and part-time pages or shelvees.							
13.17 Total hours worked in a typical week by all Group D employees		144.00					
13.18 Minimum hourly rate actually paid		\$8.70					
13.19 Maximum hourly rate actually paid		\$11.70					
13.20 Total FTE Group D employees (13.17 / 40)		3.60					
Group E							
This category includes full-time and part-time building maintenance, security or plant operation employees.							
13.21 Total hours worked in a typical week by all Group E employees		63.00					
13.22 Minimum hourly rate actually paid		\$16.99					
13.23 Maximum hourly rate actually paid		\$19.11					
13.24 Total FTE Group E employees (13.21 / 40)		1.58					
13.25 Total FTE Other Paid Employees from Groups C, D, and E (13.16 + 13.20 + 13.24) [PLSC 252]		27.18					
13.26 Total FTE Paid Employees (13.12 + 13.25) [PLSC 253]		42.56					
Librarian Vacancies							
Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant. Another row will automatically appear once data is entered in the current row.							
Summary	13.27 Position Title	13.28 Primary Work Area	13.29 Education Level	13.30 Total Hours/Week Vacant during report period.	13.31 Number of Weeks	13.32 Annual Salary Range Minimum	13.33 Annual Salary Range Maximum
Newly Created Librarian Positions							

Include any newly created librarian positions which were created during the fiscal year reporting period. Another row will automatically appear once data is entered in the current row.

Summary	13.34 Position Title	13.35 Primary Work Area	13.36 Education Level	13.37 Total Hours/Week	13.38 Current Status: Filled or Unfilled	13.39 Date Filled (mm/year, if applicable)

Eliminated Librarian Positions

An eliminated librarian position is one that was budgeted for during the previous fiscal year period but was not in the budget for the current report period. Another row will automatically appear once data is entered in the current row.

Summary	13.40 Position Title	13.41 Primary Work Area	13.42 Education Level	13.43 Total Hours/Week	13.44 Date Eliminated (mm/year)	13.45 Last Annual Salary Paid	13.46 Reason Eliminated

SERVICE HOURS/LIBRARY VISITS (14.1 - 14.3)

This section collects information on the number of library service hours and visits. Use an actual annual count, if available; otherwise, calculate an estimate based on a typical week and then multiply by the number of weeks open.

Minor variations in actual public service hours need not be included; however, extensive hours closed to the public due to natural disasters or other critical events should be excluded from the annual calculation.

14.1a Total public service hours PER YEAR for the MAIN/CENTRAL LIBRARY [PLSC 713]	3,469
14.1b Total public service hours PER YEAR for all BRANCH LIBRARIES & BOOKMOBILES	0
14.1c Total scheduled public service hours PER YEAR for ALL SERVICE OUTLETS (14.1a + 14.1b) [PLSC 500]	3,469
14.2 Total number of weeks, during the fiscal year, the MAIN/CENTRAL LIBRARY was open for service to the public [PLSC 714]	52
14.3 Total annual visits/attendance in the library [PLSC 501]	176,565

PROGRAMS & ATTENDANCE (15.1 - 15.17)

Programs:

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Note: Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

Passive Programs:

A passive program is any planned event for which the patron can participate on their own (instead of at a designated time with a group). Registration is not required. A staff member may monitor the activity, but may or may not directly interact with the participants. Examples of these type of events include drop-in craft sessions, library scavenger hunts (when not done as part of a group), etc.

Count all passive programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series.

	15.1 Programs	15.2 Attendance	15.3 Passive Programs	15.4 Passive Program Attendance
Children's	587	11,569	15	2,665
Young Adult	116	914	6	97
Other	917	7,249	12	1,588
Total	1,620	19,732	33	4,350
15.17a Did the library provide any special programming for patrons on the autism spectrum?	No			
15.17b Please describe the programming provided.				

ADULT LITERACY QUESTIONS

Please indicate the services provided by your library or in partnership with local literacy programs that serve low literate or English as a Second Language (ESL) adults and/or families. If you have any questions about this section, please contact Beth Paoli (217-785-6923 or bpaoli@ilsos.net) at the Illinois State Library.

Provide one-to-one adult volunteer tutoring	Yes
Provide space for one-to-one adult volunteer tutoring	Yes
Recruit low literate/ESL adult learners	Yes
Refer low literate/ESL adult learners	Yes
Train adult volunteer tutors	Yes
Provide ESL conversation groups	Yes
House a high interest/low reading level collection	Yes
House a bilingual collection (English/Spanish, English/Polish, etc.)	No
Employ bilingual or multilingual staff	Yes
Provide bilingual or multilingual services	Yes
Provide low literate adult learner programming	Yes

Provide family literacy programming, i.e. parent and child together literacy activities	Yes
Other (please specify)	LLD employs a literacy librarian as part of the Adult Services team to oversee LLD's Literacy/ELD services.
Would you like more information about the Illinois Secretary of State Literacy Program?	No

REGISTERED USERS (16.1 - 16.4)

This section collects information about the number of resident and non-resident library users. A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials and gain access to other library resources.

Note: Files should have been purged within the past three (3) years.

16.1 Total Number of Unexpired Resident Users Cards	11,216
16.2a Total Number of Unexpired Non-resident Users Cards	3
16.2b What was the total amount of the fees collected from the sale of non-resident user's cards during the past fiscal year?	\$1,532.76
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLSC 503]	11,219
16.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes

RESOURCES OWNED (17.1 - 17.9)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items in the library's collection available for use as of the last day of the fiscal year report period.

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Material Expenditures. Under this category report only items the library has acquired as part of the collection and cataloged, whether purchased, lease, licensed, or donated as gifts that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

For guidance in counting electronic materials, please reference the following guide: [Counting Electronic Materials for the IPLAR](#)

17.1 Print Materials [PLSC 450]	113,755
17.2 Current Print Serial Subscriptions [PLSC 460]	292
17.3 Total Print Materials (17.1+17.2)	114,047
17.4 E-books Held at end of the fiscal year [PLSC 451]	23,877
17.5a Audio Recordings: Physical Units Held at end of the fiscal year [PLSC 452]	12,533
17.5b Audio Recordings: Downloadable Units Held at end of the fiscal year [PLSC 453]	15,028
17.6a DVDs/Videos: Physical Units Held at end of the fiscal year [PLSC 454]	16,947
17.6b DVDs/Videos: Downloadable Units Held at end of the fiscal year [PLSC 455]	3,518

Electronic Collections

Report the number of electronic collections. An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a

third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles. Include electronic collections that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access.

17.7 Local/Other Cooperative agreements [PLSC 456]	39
17.8 State (state government or state library) [PLSC 457]	13
17.9 Total Electronic Collections (17.7 + 17.8) [PLSC 458]	52

USE OF RESOURCES (18.1 - 18.17)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items circulated by the library. Report for the library's entire fiscal year.

18.1 Number of adult materials loaned	220,307
18.2 Number of young adult materials loaned	3,917
18.3 Number of children's materials loaned [PLSC 551]	159,281
18.4 Total number of materials loaned (18.1 + 18.2 + 18.3)	383,505

Report circulation, including renewals, by the material types below.

For guidance in counting electronic content circulation and usage, please reference the following guide: [Reporting Electronic Item Usage for the IPLAR](#)

18.5 Books- Physical	240,559
18.6 Videos/DVDs- Physical	95,725
18.7 Audios (include music)- Physical	27,373
18.8 Magazines/Periodicals- Physical	5,156
18.9 Other Items- Physical	14,692
18.10 Physical Item Circulation (18.5-18.9) [PLSC 553]	383,505
18.11 Use of Electronic Materials [PLSC 552]	37,312
18.12 Total Circulation of Materials (18.10+18.11) [PLSC 550]	420,817
18.13 Successful Retrieval of Electronic Information [PLSC 554]	41,033
18.14 Electronic Content Use (18.11+18.13) [PLSC 555]	78,345
18.15 Total Collection Use (18.10+18.11+18.13) [PLSC 556]	461,850
18.16 Interlibrary Loans Provided TO other libraries [PLSC 575]	1,726
18.17 Interlibrary Loans Received FROM other libraries [PLSC 576]	4,765

PATRON SERVICES (19.1-19.2)

This section gathers information on services the library provides to its patrons. Please fill in the information requested.

Reference Transactions

Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others to meet particular information needs.

A reference transaction includes information and referral service as well as unscheduled individual instruction and assistance in using information sources (including web sites and computer-assisted instruction). Count Readers Advisory questions as reference transactions.

NOTE: It is essential that libraries do not include directional transactions in the report of reference transactions. Directional transactions include giving instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, "Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?"

If an annual count is not available, then select a typical week and multiply by 52 to estimate the annual count.

19.1 Total Annual Reference Transactions [PLSC 502]	77,842
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One-on-One Tutorials

One-on-one tutorials are when a staff member spends a considerable amount of time tutoring or teaching a patron on a specific subject. Note that these are different from programs, which are put on for a group, and reference transactions, which are limited to information consultations (see definition above).

19.2 Total Annual One-on-One Tutorials	2,798
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AUTOMATION (20.1 - 20.5)

This section is collecting information about automation technology in your library. Please provide the requested information below.

20.1 Total number of ALL computers in the library	113
20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library	60
20.3 Is your library's catalog automated?	Yes
20.4 Is your library's catalog accessible via the web?	Yes
20.5 Does your library have a telecommunications messaging device for the hearing impaired?	No

INTERNET (21.1 - 21.8)

This section collects information about internet services in the library facility. Please provide the requested information below.

21.1 Does your library have Internet access?	Yes
21.2a What is the maximum speed of your library's Internet connection? (Select one)	Other (specify)
21.2b If Other, please specify	500
21.3 What is the monthly cost of the library's internet access?	\$600
21.4 Number of Internet Computers Available for Public Use [PLSC 650]	27
21.5 Number of Uses (Sessions) of Public Internet Computers Per Year [PLSC 651]	31,694
21.6 Wireless Sessions Per Year [PLSC 652]	21,732
21.7 Does your library utilize Internet filters on some or all of the public access computers?	No
21.8 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?	Yes

E-RATE (22.1 - 22.3)

E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access.

22.1 Did your library apply directly for E-rate discounts for the fiscal year?	No
22.2a If YES, did your library apply for Category 1, Category 2 or both?	
22.2b IF YES, what is the dollar amount that your library was awarded for the fiscal year report period?	
22.3 If NO, why did your library NOT participate in the E-rate program?	Negligible benefit

STAFF DEVELOPMENT & TRAINING (23.1 - 23.5)

This section focuses on staff development and training. Please provide the requested information below.

23.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)	\$10,639
23.2 Does the above amount include travel expenses?	Yes
23.3 How many hours of training did employees receive this year?	1,445.50
23.4 Does your library provide training to enable staff to better serve their patrons on the autism spectrum?	Yes
23.5 Would you like to receive autism training at your library?	Yes

COMMENTS AND SUGGESTIONS (24.1-24.3)

Please use this section to provide further information about your library and/or comments or suggestions for changes to the IPLAR process. We will use the comments you supply to better represent your data to the Public Library Survey and to help improve future versions of the IPLAR.

24.1 Are there any other factors that may have affected your library's annual report data of which you would like to make us aware?	In category 18.13 - NoveList changed how sessions were counted which decreased numbers.
24.2 Are there any unique programs or services your library provided during the report period of which you would like to make us aware?	Circulation of Book Club in a Bag and STEAM kits. Added programs; Family Craft Night, Harry Potter Day, passive program table, and Story Time (birth to 6 months).
24.3 Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).	-1 No Comments

PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (25.1-25.5)

Public Library Districts are required by statute [75 ILCS 16/30-65(a)(1),(c)(d)] to submit the Public Library District Secretary's Audit.

NOTE: If there ARE any errors or discrepancies, please list and explain fully.

25.1 Were the secretary's records found to be complete and accurate?	No
25.2 If NO, please list and explain any errors or discrepancies.	1 signature needed, corrected.
25.3 First board member completing the audit	Jay Fisher
25.4 Second board member completing the audit	Emily Swistak
25.5 Date the Secretary's Audit was completed	08/08/2018

IPLAR CERTIFICATION

Please have the library director, board president and board secretary type their names in the boxes provided to certify that they agree with the following statement:

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the electronic IPLAR copy submitted to the Illinois State Library shall serve as the official file copy.

Electronic Signature		Date
Library Director		
President		
Secretary		

IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:

1. Select the "Verify" button located at the top of the screen.
2. Review the form and resolve any required fields or edit checks (they will be highlighted in red). In the case of edit checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.
3. Select the "Submit/Lock" button at the top of the page.

NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information. If you have trouble getting the form to submit/lock, please contact Pat Burg (217-785-1168, pburg@ilsos.net).

LISLE LIBRARY DISTRICT
LLD STRATEGIC PLANNING COMMITTEE
June 20, 2018 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President | Chair

Thomas Hummel - Vice President

Longry Wang - Treasurer

Marjorie Bartelli - Secretary

Liz Sullivan - Trustee

Richard Flint - Trustee

Emily Swistak - Trustee - absent

Elizabeth Hopkins - Director of Adult Services

Will Savage - Director of Youth Services

Tatiana Weinstein - Director/Ex-officio

Beth McQuillan - Assistant Director/Ex-officio

2. Opportunity for visitors to speak - None

3. Approve Minutes of the May 2, 2018 LLD Strategic Planning Committee Meeting

Discussion: Trustee Flint suggested a format change to include Director Weinstein and Assistant Director McQuillan in the roll call, but to continue the Ex-officio notation.

MOTION: Trustee Flint moved to approve minutes of the May 2, 2018 LLD Strategic Planning Committee as amended. Vice President Hummel seconded.

Roll Call Vote - All Aye. The motion passed.

4. Review Focus Areas

Director Weinstein provided an overview of the focus areas and listed areas in/around the facility that may need attention/improvements. Director Weinstein presented a PowerPoint presentation that featured identified problem areas and possible solutions. The presentation also included examples of *Universal Design* concepts. The Director discussed reviewing data, reports, and Community Engagement Project feedback.

Director Weinstein led the Committee in a discussion of:

- Youth Services bathroom/family bathroom,
- Group and individual study space
- Accessibility/Universal Design
- Lobby/Entrance
- Media Lab
- HVAC system
- IT infrastructure
- Water detention

- Staff space/offices
- Centralized Circulation
- Audio Visual space
- Drop off area/cars/kids
- Increase YS program space near materials
- Electrical/ access/ capacity
- Exterior space
- Two adjacent lots
- RFID/self-checkout
- Teen space
- New Materials space
- Drink/coffee/snack space

Committee member Sullivan requested documenting problem statements to better define the issues. The Director agreed to provide problem statements before the next meeting. The Committee agreed to the next meeting date of July 25th.

5. Adjourn

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

Voice Vote - All Aye

The meeting adjourned at 9:03 p.m.

Recorded by

Beth McQuillan - Assistant Director/Ex-officio

Approved by the LLD Strategic Planning Committee on July 25, 2018.

Approved by

Jay Fisher, President/Committee Chair