

## PUBLIC/LEGAL NOTICE

*The regular monthly Board meeting of the Lisle Library District Board of Trustees will be held on August 9, 2017 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois.*

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

LISLE LIBRARY DISTRICT  
BOARD MEETING  
August 9, 2017 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak
3. Consent Agenda - Action Required
  - a. Approve Minutes of the July 12, 2017 Board Meeting
  - b. Approve Minutes of the July 12, 2017 Executive Session
  - c. Approve Minutes of the August 3, 2017 Finance Committee Meeting
  - d. Acknowledge Treasurer's Report, 07/31/17, Investment Activity Report, 07/31/17, Current Assets Report, 07/31/17, Revenue Report, 07/31/17, and Expense Report, 07/31/17
  - e. Authorize Payment of Bills, 08/9/17
4. Director's Report
 

Assign Trustees for "Review of Bills Next Month"

Trustee Wang and Trustee Bartelli reviewed the July billings in August.

Trustee Sullivan 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
7. Unfinished Business
  - a. .02 Building & Maintenance fund discussion.
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, 2017 and ending June 30, 2018.
  - b. Approve IPLAR - Action Required  
Illinois public libraries are required by statute to prepare an annual report to be submitted to the State Library as a condition of system membership. This is done via submission of the Illinois Public Library Annual Report.
  - c. Semi-annual review of executive session minutes - Action Required  
Six month review of executive session minutes to release or to remain closed.
9. Executive Session
  - a. 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. Adjourn

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

1. Roll call

Present:

Jay Fisher - President

Thomas Hummel - Vice President

Longry Wang - Treasurer

Liz Sullivan - Secretary

Marjorie Bartelli - Trustee

Richard Flint - Trustee

Emily Swistak - Trustee

Also present:

Tatiana Weinstein - Director

Beth McQuillan - Assistant Director

Will Savage - Director of Youth Services

Ginger Boskelly - Finance Director

Chris Knight - Recording Secretary

2. Opportunity for visitors to speak

Public comment period included statements from a Lisle resident who participated in the community engagement forum and mentioned he was in attendance to learn more about the Board and Library operations.

3. Consent Agenda

a. Approve Minutes of the June 14, 2017 Board Meeting

b. Approve Minutes of the June 14, 2017 Executive Session

c. Acknowledge Treasurer's Report, 06/30/17, Investment Activity Report, 06/30/17, Current Assets Report, 06/30/17, Revenue Report, 06/30/17, and Expense Report, 06/30/17

d. Authorize Payment of Bills, 07/12/17

**MOTION:** Vice President, Hummel moved to approve the Consent Agenda.

Roll Call Vote - All Aye

4. Director's Report

Assign Trustees for "Review of Bills Next Month."

Vice President Hummel and Treasurer Wang reviewed the June billings in July.

Treasurer Wang and Trustee Bartelli will review the July billings in August.

The Director thanked the staff and Board members who participated in the 4<sup>th</sup> of July parade. As of the Director's July report, 1,110 patrons have registered for the Summer Read Program. There were two community engagement focus groups in the month of June with a total of 70 attendees. The community survey launched on Friday, July 7<sup>th</sup>. Patrons may access the survey via the Library's website until the end of July. In June, Board Officers were elected for 12 month terms. The Director and other staff attended the American Library Association (ALA) conference in Chicago. The Library received comments/suggestions that included recommendations for automatic door openers for the public restrooms, a bee keeping program, and a snack bar. There were also comments from one patron to save community money by not funding fireworks or sports facilities; but to maintain Library services. Another communication thanked the Library

for creating a beautiful and warm community space. A patron met with the Director to discuss Library maker-space ideas.

5. Assistant Director's Report

In June the Digital Outreach Team changed account passwords and coordinated social media posts for the community survey and Summer Read Wrap-Up. The Safety Team met to review Chapter 12 of the *Standards for Illinois Public Libraries*; a requirement for the Per Capita Grant. The east end HVAC air handler was repaired. The supply fans for the meeting rooms were also problematic. New controllers were installed for the east-end HVAC system. The Assistant Director attended ALA on Saturday, June 24<sup>th</sup>. She met with representatives from Innovative for a demonstration of the Polaris app. They also discussed enhancements to the cloud-based catalog product. The iREAD booth featured next year's Summer Read theme ideas. All workshops were at full capacity with people standing in the back and along the sides of each session room.

6. Committee Reports

- a. Finance - The Committee did not meet. Treasurer Wang met with Ken Herdeman from Ehlers Investment Group. They discussed investment strategy, cash flow and forecasting. Current investments are comprised of 50% CDs, 40% federal bonds and 10% municipal bonds. No meeting planned.
- b. Personnel Policy - The Committee did not meet. No meeting planned.
- c. Physical Plant - The Committee did not meet. No meeting planned.

7. Unfinished Business

8. New Business

- a. Approve Ordinance 17-05: .02% Building and Maintenance  
**MOTION:** Vice President Hummel moved to table New Business 8a and 8b.  
Discussion included comments about purpose of .02 Building and Maintenance fund and the timetable regarding taking a vote.  
Roll Call Vote - Trustee Bartelli - Aye, Trustee Flint - Nay, Trustee Hummel - Aye, Trustee Sullivan - Aye, Trustee Swistak - Nay, Trustee Wang - Nay, Trustee Fisher - Aye. The motion passed.
- b. Approve Public Notice of .02%  
*Tabled per above motion.*
- c. Approve Resolution R17-05: authorizing preparation and filing of the B&A  
**MOTION:** Vice President Hummel moved to approve Resolution R17-05: authorizing preparation and filing of the B&A.  
Roll Call Vote - All Aye
- d. Approve Public Notice of Public Hearing on B&A  
**MOTION:** Secretary Sullivan moved to approve Public Notice of Public Hearing on B&A.  
Roll Call Vote - All Aye
- e. Trustee Committee assignments  
President Fisher assigned Board members to the following:  
Finance Committee - Treasurer Wang was designated as Chair. President Fisher and Secretary Sullivan were assigned as Committee members.  
Physical Plant Committee – Vice President Hummel was designated as Chair. Trustee Bartelli and Trustee Swistak were assigned as Committee members.  
Personnel and Policy Committee - Trustee Flint was designated as Chair. Vice President Hummel and Secretary Sullivan were assigned as Committee members.
- f. Appoint Committee to review the minutes  
President Fisher and Secretary Sullivan will perform the annual review the minutes.

g. Discussion: recording meetings

President Fisher asked the rest of the Board their thoughts about recording Board meetings. There was discussion about how to record meetings, where to hold meetings and costs for recording. There was discussion about the definition of transparency and statements about what other Village bodies do. President Fisher stated that he will research recording technology and costs with the Director and present their findings to the Board at a later date.

Additional Trustee comment: Secretary Sullivan mentioned that she appreciated the LLD's programs and events listed in the Green Trails subdivision newsletter. She also read a Facebook message she received from one resident. Statements included doing more with less, cutting staff and print materials/books and going more digital, charging for services and programs and not to update the parking lot.

9. Executive Session

**MOTION:** Vice President Hummel moved to go into Executive Session for 5 ILCS 120/2(c)(1) The appointment, employment, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

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

The Board voted to go into Executive Session at 8:29 p.m.

The Board came back into Open Session at 8:55 p.m.

10. Adjourn

**MOTION:** Vice President, Hummel moved to adjourn the meeting. Voice Vote - All Aye

The meeting adjourned at 8:55 p.m.

Recorded by

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Chris Knight, Recording Secretary

Approved by the Board of Trustees on August 9, 2017.

Approved by

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Liz Sullivan, Secretary of the Board



LISLE LIBRARY DISTRICT  
Finance Committee Meeting  
August 3, 2017 - 6:00 p.m.

1. Roll call

Present:

Longry Wang - Treasurer | Chair

Jay Fisher - President

Liz Sullivan - Secretary

Also Present:

Thomas Hummel - Vice-President

Richard Flint - Trustee

Marjorie Bartelli - Trustee

Tatiana Weinstein - Director

Beth McQuillan - Assistant Director

Ginger Boskelly - Finance Director

Chris Knight - Recording Secretary

2. Opportunity for visitors to speak

None

3. Budget and Appropriation (B & A) discussion

The Treasurer opened the meeting and asked the Director to explain the B&A. Copies of the adopted LLD FY16/17 B&A Ordinance and a draft of LLD FY17/18 B&A were provided.

Committee members discussed the relationship between a working budget and a B&A. Members also discussed the LLD FY17/18 B&A draft, the LLD FY17/18 Working Budget; including line items and special funds.

4. Report format discussion

The Committee discussed possible changes to the monthly financial reports. It was suggested that Administration draft example spreadsheets for evaluation at a future Board meeting.

5. Adjourn

**MOTION:** President Fisher moved to adjourn the meeting. Voice Vote - All Aye

The meeting adjourned at 7:17 p.m.

Recorded by:

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Chris Knight, Recording Secretary

Approved by the Board of Trustees on August 9, 2017.

Approved by

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Longry Wang, Committee Chair

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

Fund Name	Cash Balance 06/30/17	Cash Receipts this month	Cash Disbursed this month	Cash Balance 07/31/17	
<b>Corporate</b>	<b>4,308,274.84</b>	<b>2,275,613.11</b>	<b>256,443.57</b>	<b>6,327,444.38</b>	<b>84.32%</b>
<b>Building Maintenance</b>	<b>65,687.52</b>	<b>71,247.99</b>	<b>0.00</b>	<b>136,935.51</b>	<b>1.82%</b>
<b>IMRF</b>	<b>308,228.23</b>	<b>115,118.70</b>	<b>16,440.78</b>	<b>406,906.15</b>	<b>5.42%</b>
<b>FICA</b>	<b>149,865.71</b>	<b>90,959.83</b>	<b>13,322.19</b>	<b>227,503.35</b>	<b>3.03%</b>
<b>Working Cash</b>	<b>405,503.80</b>	<b>189.90</b>	<b>0.00</b>	<b>405,693.70</b>	<b>5.41%</b>
Subtotals	<u>5,237,560.10</u>	<u>2,553,129.53</u>	<u>286,206.54</u>	<u>7,504,483.09</u>	100.00%
Special Reserve	<u>2,437,251.29</u>	<u>1,081.90</u>	<u>13,697.44</u>	<u>2,424,635.75</u>	
	<u><u>7,674,811.39</u></u>	<u><u>2,554,211.43</u></u>	<u><u>299,903.98</u></u>	<u><u>9,929,118.84</u></u>	

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Treasurer

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Date

## **MONTHLY INVESTMENT ACTIVITY**

### **July, 2017**

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

Earned monthly interest of \$51.62. The 2 CDs earned interest of \$339.23.

#### **The Illinois Funds – MM**

The deposits in July consisted of monthly interest of \$ 1059.68 and PPRT of \$3,079.10.

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

The interest for July was \$.21. We had 5 notes that paid interest totaling \$1,780.35. We purchased one investment and had one investment mature.

#### **IMET-MM**

The interest for July totaled \$900.80. We also have \$31,210.15 in a restricted liquidating trust account.

#### **US Bank**

We earned interest of \$30.82 for July. We earned \$1,918.70 in ecommerce income and paid \$96.96 in ecommerce fees.

#### **MB Financial acct**

Earned monthly interest of \$529.50. July's payroll expenses were withdrawn for \$203,998.87 and we moved \$205,000 to the General Fund checking for monthly disbursements and payroll. We received our fourth tax distributions bringing us to 52.08% of our levy.

## **PAYMENT OF BILLS**

According to the RECAP OF PRIOR SHEETS EXPENSES report, which is the last page of the Bills Paid Report for July 2017 Board Meeting, our payables totaled \$419,399.72.

U:\Ginger\Monthly Financial Report\Monthly Investment Activity.doc

**Fair Market Value on 7/31/17**

Bank of America - (2) acct closed 7/1/2017  
MB Operating Acct-opened 5/23  
MB Financial Now acct  
MB Financial-petty cash  
US Bank  
E commerce

**LISTE SAVINGS BANK**  
**IMET**  
**THE ILLINOIS FUNDS**

\$5,640.39

Liste Savings Bank	7/11/2016	\$ 217,393.93	100,000	0.45	0.45	217,393.93	7/12/2018	\$217,450.22
Charter One/US Bank	3/15/2015	\$ 249,999.99	100,000	0.75	0.75	249,999.99	12/15/2017	\$249,999.99
American Exp Bank CD	7/24/2014	\$ 150,000.00	100,000	1.15	1.15	150,000.00	7/24/2017	\$0.00
Sallie Mae CD	4/16/2014	\$ 125,000.00	101,230	1.75	1.37	126,933.05	8/15/2017	\$125,036.25
Aly Bank CD	9/17/2015	\$ 155,000.00	100,000	1.25	1.25	154,937.50	9/18/2017	\$155,032.55
Winnebago Cty, IL	1/8/2013	\$ 55,000.00	107,516	3.25	1.67	59,133.80	12/30/2017	\$65,500.50
Discover Bank	2/11/2015	\$ 50,000.00	100,000	1.20	1.20	50,000.00	2/12/2018	\$49,975.50
Goldman Sachs	2/11/2015	\$ 107,000.00	100,000	1.25	1.25	107,000.00	2/12/2018	\$106,975.39
Discover Bank	7/22/2015	\$ 150,000.00	99,100	1.30	1.03	149,622.97	5/14/2018	\$149,928.00
Fed Nat Mtge Assoc	2/27/2014	\$ 100,000.00	99,575	1.00	1.08	99,672.22	7/9/2018	\$98,748.00
Capital One BK USA Natl	8/19/2015	\$ 118,000.00	100,000	1.75	1.75	118,000.00	8/20/2018	\$118,287.92
Aly Bank CD	10/2/2015	\$ 30,000.00	99,800	1.70	1.77	29,965.58	9/24/2018	\$30,077.40
Capital One	10/1/2015	\$ 150,000.00	99,948	1.65	1.67	150,071.18	10/1/2018	\$150,369.00
Community Cap Bk	11/3/2015	\$ 125,000.00	99,970	1.40	1.41	124,982.29	11/2/2018	\$125,307.50
Capital One BK USA	11/4/2015	\$ 125,000.00	100,000	1.55	1.55	125,000.00	11/5/2018	\$125,306.25
Liste Savings Bank	7/16/2015	\$ 214,915.16	100,000	1.35	1.35	214,915.16	1/16/2019	\$220,927.50
Wells Fargo Bank	3/9/2018	\$ 160,000.00	100,000	1.20	1.20	160,000.00	3/11/2019	\$159,830.40
Stevens Point	3/2/2016	\$ 16,000.00	107,615	4.10	1.56	16,409.06	4/1/2019	\$15,548.25
Fed Natl Mtg Assoc	5/16/2016	\$ 160,000.00	99,975	1.20	1.21	159,975.00	5/16/2019	\$159,060.80
Monroe Falls	5/2/2016	\$ 25,000.00	102,191	2.00	1.27	25,757.47	5/1/2019	\$23,088.00
Merrick Bk South	8/19/2016	\$ 125,000.00	100,000	1.20	1.20	124,952.50	8/19/2019	\$123,591.25
Everbank	9/7/2016	\$ 160,000.00	100,000	1.20	1.20	160,015.00	9/6/2019	\$158,507.20
Freddie Mac	12/7/2015	\$ 60,000.00	100,000	1.25	1.58	59,368.02	10/2/2019	\$59,734.80
Aly Bank	12/23/2016	\$ 50,000.00	100,000	1.65	1.65	49,979.76	12/23/2019	\$49,917.50
Key Bank Natl	3/8/2017	\$ 225,000.00	100,000	1.70	1.70	224,902.50	3/9/2020	\$224,604.00
Green Bay, WI SD	12/20/2016	\$ 10,000.00	100,000	4.30	4.30	10,725.26	4/1/2020	\$10,556.40
Monroe Falls	5/2/2016	\$ 15,000.00	106,927	3.50	1.70	16,055.51	5/1/2020	\$15,623.85
Sallie Mae	6/14/2017	\$ 110,000.00	99,950	1.90	1.90	109,960.00	6/15/2020	\$110,209.00
Will County, IL CCS	12/20/2016	\$ 50,000.00	100,000	2.57	2.57	50,284.43	10/9/2020	\$51,117.00
FNMA	2/28/2017	\$ 175,000.00	100,000	2.00	2.00	175,000.00	2/26/2021	\$175,010.50
FNMA	2/28/2017	\$ 170,000.00	100,000	2.00	2.00	169,930.00	5/28/2021	\$170,056.10
Madison, WI	11/17/2016	\$ 100,000.00	102,896	2.45	1.83	103,209.06	10/1/2021	\$101,067.00
FHLNC	2/24/2017	\$ 200,000.00	100,000	2.25	2.25	200,000.00	11/24/2021	\$200,086.00
FHLNC	7/25/2017	\$ 155,000.00	100,000	2.00	2.00	155,223.39	12/29/2021	\$154,897.75
FHLNC	3/15/2017	\$ 250,000.00	100,000	2.30	2.30	250,015.00	3/15/2022	\$250,032.50

**\$9,929,118.84**

**Lisle Library District**  
**Revenues through 8/9/17**  
Special Reserve Only

<b>REVENUES</b>					
	Current Month July 2017	YTD July - June 2016-2017	YTD Jul - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
<b>INTEREST/ DONATIONS</b>					
70-02-4481-00 Interest Earned - Special Reserve	\$1,081.90	\$1,081.90	\$540.99	\$7,000.00	15.46 %
70-04-4587-10 Restricted - Transfer from Corporate F	\$0.00	\$0.00	\$25,000.00	\$300,000.00	0.00 %
<b>TOTAL INTEREST &amp; CASH DONATION</b>	<b>\$1,081.90</b>	<b>\$1,081.90</b>	<b>\$25,540.99</b>	<b>\$307,000.00</b>	<b>0.35 %</b>
<b>TOTAL REVENUES</b>	<b>\$1,081.90</b>	<b>\$1,081.90</b>	<b>\$25,540.99</b>	<b>\$307,000.00</b>	<b>0.35 %</b>

# Lisle Library District

## Revenues through Aug 9 2017

No Special Reserve reflected

		Current Month July 2017	YTD July - July 2016-2017	YTD July - June 2015-2016	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
<b>REVENUES</b>						
<b>TAX LEVY</b>						
10-01-4411-00	Tax Levy - Corp.	\$2,264,825.54	\$2,264,825.54	\$2,253,927.53	\$4,347,646.00	52.09 %
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.	\$71,217.06	\$71,217.06	\$62,556.82	\$136,350.00	52.23 %
40-01-4414-00	Tax Levy - IMRF	\$114,806.82	\$114,806.82	\$114,785.20	\$220,180.00	52.14 %
45-01-4415-00	Tax Levy - FICA	\$90,863.16	\$90,863.16	\$65,468.84	\$173,720.00	52.30 %
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 %
<b>TOTAL TAX LEVY</b>		<b>\$2,541,712.58</b>	<b>\$2,541,712.58</b>	<b>\$2,496,738.39</b>	<b>\$4,877,896.00</b>	<b>52.11 %</b>
<b>BACK TAXES</b>						
10-01-4441-00	Back Taxes - Corp.	\$11.07	\$11.07	\$0.00	\$45,000.00	0.02 %
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	\$0.24	\$0.24	\$0.00	\$0.00	0.00 %
40-01-4444-00	Back Taxes - IMRF	\$0.89	\$0.89	\$0.00	\$0.00	0.00 %
45-01-4445-00	Back Taxes - FICA	\$0.46	\$0.46	\$0.00	\$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 %
<b>TOTAL BACK TAXES</b>		<b>\$12.66</b>	<b>\$12.66</b>	<b>\$0.00</b>	<b>\$45,000.00</b>	<b>0.03 %</b>
<b>PERSONAL PROPERTY REPLACEMENT TAX</b>						
10-01-4461-00	Personal Property Repl. Tax - Corp	\$2,886.35	\$2,886.35	\$2,977.76	\$11,000.00	26.24 %
40-01-4462-00	Personal Property Repl. Tax - IMRF	\$166.58	\$166.58	\$171.86	\$600.00	27.76 %
45-01-4463-00	Personal Property Repl. Tax - FICA	\$26.17	\$26.17	\$27.00	\$100.00	26.17 %

# Lisle Library District Revenues through Aug 9 2017

No Special Reserve reflected

	Current Month July 2017	YTD July - July 2016-2017	YTD July - June 2015-2016	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
TOTAL PERSONAL PROPERTY REPLACEMENT TAX	\$3,079.10	\$3,079.10	\$3,176.62	\$11,700.00	26.32 %
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	\$2,714.19	\$2,714.19	\$7,180.63	\$30,000.00	9.05 %
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	\$30.69	\$30.69	\$106.18	\$1,000.00	3.07 %
40-02-4475-00 Interest Earned - IMRF	\$144.41	\$144.41	\$148.65	\$1,200.00	12.03 %
45-02-4476-00 Interest Earned - FICA	\$70.04	\$70.04	\$152.51	\$1,200.00	5.84 %
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	\$189.90	\$189.90	\$366.81	\$3,000.00	6.33 %
TOTAL INTEREST INCOME	\$3,149.23	\$3,149.23	\$7,954.78	\$36,400.00	8.65 %
COUNTY INTEREST					
10-02-4511-00 County Interest - Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-02-4512-00 County Interest - Audit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-02-4513-00 County Interest - .02 B/M	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-02-4514-00 County Interest - IMRF	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-02-4515-00 County Interest - FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-02-4516-00 County Interest - Liab. Ins.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-02-4517-00 County Interest - Tort Judg.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-02-4518-00 County Interest - Workers Comp	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-02-4519-00 County Interest - Unempl. Comp.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-02-4520-00 County Interest - Working Cash	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL COUNTY INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
DESK INCOME					
10-03-4531-00 Lost Books - Adult	\$261.45	\$261.45	\$461.84	\$4,000.00	6.54 %
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 %

# Lisle Library District

## Revenues through Aug 9 2017

No Special Reserve reflected

	Current Month July 2017	YTD July - July 2016-2017	YTD July - June 2015-2016	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-03-4540-00 Fines - Main Circ Desk	\$4,823.31	\$4,823.31	\$4,582.18	\$40,000.00	12.06 %
10-03-4542-00 Fines - YS Desk	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
<b>TOTAL DESK INCOME</b>	<b>\$5,084.76</b>	<b>\$5,084.76</b>	<b>\$5,044.02</b>	<b>\$44,500.00</b>	<b>11.43 %</b>
<b>RESTRICTED INCOME</b>					
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	\$91.20	\$91.20	\$96.95	\$1,200.00	7.60 %
10-04-4575-00 A-V Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4577-00 Piano tuning contrib.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4583-00 Per Capita Grant	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4584-00 Other Income - Corp.	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %
<b>TOTAL RESTRICTED INCOME</b>	<b>\$91.20</b>	<b>\$91.20</b>	<b>\$96.95</b>	<b>\$2,200.00</b>	<b>4.15 %</b>
<b>MISCELLANEOUS INCOME</b>					
10-05-4593-00 Misc. - Pay Phone	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4595-00 Misc. - Jury Duty	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %



**Lisle Library District**  
**Revenues through Aug 9 2017**  
 No Special Reserve reflected

	Current Month July 2017	YTD July - July 2016-2017	YTD July - June 2015-2016	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
53-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
<b>TOTAL MISCELLANEOUS INCOME</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00 %</b>
<b>TRANSFER OUT FROM SPECIAL FUNDS</b>					
20-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
<b>TOTAL TRANSFER OUTS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00 %</b>
<b>TOTAL REVENUES</b>	<b>\$2,553,129.53</b>	<b>\$2,553,129.53</b>	<b>\$2,513,010.76</b>	<b>\$5,017,696.00</b>	<b>50.88 %</b>

# Lisle Library District

## Expenses through Aug 9 2017

### Special Reserve Only

	Cur Mth July 2017	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
<b>SPECIAL RESERVE EXPENSES</b>					
<b>RENTAL, MAINT AND EQUIP EXPENSES</b>					
70-00-5656-00 Other Property - Utilities - Spec Res	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-20-5660-00 Maint/Repairs-Bldg Structure (Spec R	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00 %
70-00-5662-00 Other Property - Landscape Serv - Spe	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-00-5663-00 Other Property - Maint/Repairs - Spec	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-00-5667-00 Other Property - Real Est. Taxes - Spe	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-00-5762-00 Other Property- Mgmt Serv - Spec Res	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5671-00 Furniture & Equipment (Spec Res)	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00 %
70-65-5672-00 Computer Upgrade & Equip. (Spec Re	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5673-10 Eng Study (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5674-00 Consulting	\$13,697.44	\$13,697.44	\$0.00	\$50,000.00	27.39 %
<b>TOTAL RENTAL, MAINT AND EQUIP EXPENSES</b>	<b>\$13,697.44</b>	<b>\$13,697.44</b>	<b>\$0.00</b>	<b>\$180,000.00</b>	<b>7.61 %</b>
<b>RENOVATION COSTS</b>					
70-65-5861-00 Interior Renovation (Spec Res)	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
70-65-5915-10 Vacant Land Landscape	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
<b>TOTAL RENOVATION COSTS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>0.00 %</b>
<b>RENOVATION - PROFESSIONAL FEES</b>					
70-65-5911-10 Architect - Interior (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5911-15 Remodeling (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5911-20 Architect - Exterior (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
<b>TOTAL RENOVATION - PROFESSIONAL FEES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00 %</b>
<b>RENOVATION - OPERATING COSTS</b>					
70-65-5917-10 Publishing/Postage (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
<b>TOTAL RENOVATION - OPERATING COSTS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00 %</b>
<b>SPECIAL FUNDING</b>					
70-65-5986-00 IMRF Funding	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-80-5987-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %

**Lisle Library District**  
**Expenses through Aug 9 2017**  
Special Reserve Only

	Cur Mth July 2017	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
Total SPECIAL FUNDING	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
PURCHASE OF REAL ESTATE					
70-65-5863-10 Real Estate - Purchase (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
Total	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL SPECIAL RESERVE EXPENSES	\$13,697.44	\$13,697.44	\$0.00	\$190,000.00	7.21 %

# Lisle Library District

## Expenses through Aug 9 2017

No Special Reserve reflected

ALL EXPENSES		Current Month July 2017	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
EMPLOYEE COSTS						
Salaries						
10-10-5603-10	Administrative - Reg. Hours	\$41,243.50	\$41,243.50	\$14,695.67	\$508,961.08	8.10 %
10-10-5603-20	Adult Services - Reg. Hours	\$43,377.94	\$43,377.94	\$26,146.64	\$529,222.36	8.20 %
10-10-5603-30	Youth Services - Reg. Hours	\$28,559.81	\$28,559.81	\$8,781.68	\$357,007.29	8.00 %
10-10-5603-50	Technical Services - Reg. Hours	\$21,183.73	\$21,183.73	\$12,549.78	\$268,861.76	7.88 %
10-10-5603-60	Circulation - Reg. Hours	\$38,960.13	\$38,960.13	\$18,655.23	\$481,779.21	8.09 %
10-10-5613-10	Administrative - Sunday Hrs.	\$501.65	\$501.65	\$478.18	\$6,200.00	8.09 %
10-10-5613-20	Adult Services - Sunday Hrs.	\$2,064.38	\$2,064.38	\$1,920.32	\$23,400.00	8.82 %
10-10-5613-30	Youth Services - Sunday Hrs.	\$1,368.09	\$1,368.09	\$1,384.74	\$16,000.00	8.55 %
10-10-5613-60	Circulation - Sunday Hrs.	\$2,385.71	\$2,385.71	\$2,774.96	\$29,400.00	8.11 %
Total Salaries		\$179,644.94	\$179,644.94	\$87,387.20	\$2,220,831.70	8.09 %
Health and Dental Ins.						
10-10-5621-10	Hosp. Ins. - Admin	\$4,637.20	\$4,637.20	\$2,566.37	\$60,000.00	7.73 %
10-10-5621-20	Hosp. Ins. - Adult Serv.	\$7,430.99	\$7,430.99	\$6,381.71	\$100,000.00	7.43 %
10-10-5621-30	Hosp. Ins. - YS	\$2,982.62	\$2,982.62	\$3,299.22	\$60,000.00	4.97 %
10-10-5621-50	Hosp. Ins. - Tech	\$3,120.39	\$3,120.39	\$4,650.29	\$38,000.00	8.21 %
10-10-5621-60	Hosp. Ins. - Circ	\$4,584.58	\$4,584.58	\$4,014.48	\$47,000.00	9.75 %
10-10-5622-10	Dental Ins. - Admin.	\$254.69	\$254.69	\$340.48	\$4,600.00	5.54 %
10-10-5622-20	Dental Ins. - Adult Serv	\$652.73	\$652.73	\$567.09	\$7,000.00	9.32 %
10-10-5622-30	Dental Ins. - YS	\$287.65	\$287.65	\$186.67	\$2,600.00	11.06 %
10-10-5622-50	Dental Ins. - Tech	\$255.15	\$255.15	\$299.27	\$2,500.00	10.21 %
10-10-5622-60	Dental Ins. - Circ	\$314.75	\$314.75	\$339.60	\$3,300.00	9.54 %
Total Health & Dental Ins.		\$24,520.75	\$24,520.75	\$22,845.18	\$325,000.00	7.54 %
Other Staff Benefits						
10-10-5646-00	5646 Unemployment Compensat	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00 %
10-10-5646-10	Tuition Reimbursement - Staff	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00 %
10-10-5623-00	CompPsych Assistance Plan	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %

# Lisle Library District

## Expenses through Aug 9 2017

No Special Reserve reflected

	Current Month July 2017	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
Total Other Staff Benefits	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00 %
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	\$3,056.86	\$3,056.86	\$1,132.77	\$40,000.00	7.64 %
45-10-5625-20 FICA Expense - Adult Serv.	\$3,343.94	\$3,343.94	\$2,108.05	\$41,000.00	8.16 %
45-10-5625-30 FICA Expense - Youth Services	\$2,287.23	\$2,287.23	\$769.23	\$29,393.63	7.78 %
45-10-5625-50 FICA Expense - Tech Servs.	\$1,550.99	\$1,550.99	\$845.94	\$21,500.00	7.21 %
45-10-5625-60 FICA Expense - Circulation	\$3,083.17	\$3,083.17	\$1,556.86	\$38,000.00	8.11 %
Total FICA Expenses	\$13,322.19	\$13,322.19	\$6,412.85	\$169,893.63	7.84 %
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	\$4,007.77	\$4,007.77	\$1,171.19	\$51,000.00	7.86 %
40-10-5628-20 IMRF Expense - Adult Servs	\$4,644.21	\$4,644.21	\$3,072.83	\$54,000.00	8.60 %
40-10-5628-30 IMRF Expense - Youth Services	\$2,729.52	\$2,729.52	\$339.61	\$37,000.00	7.38 %
40-10-5628-50 IMRF Expense - Tech Servs.	\$1,976.39	\$1,976.39	\$1,077.97	\$27,000.00	7.32 %
40-10-5628-60 IMRF Expense - Circulation	\$3,082.89	\$3,082.89	\$768.46	\$48,419.42	6.37 %
Total IMRF Expenses	\$16,440.78	\$16,440.78	\$6,430.06	\$217,419.42	7.56 %
TOTAL EMPLOYEE COSTS	\$233,928.66	\$233,928.66	\$123,075.29	\$2,940,144.75	7.96 %
BUILDING COSTS					
Utilities					
10-20-5650-00 Internet Service Provider	\$0.00	\$0.00	\$1,200.00	\$6,600.00	0.00 %
10-20-5651-00 INet	\$0.00	\$0.00	\$0.00	\$1,810.00	0.00 %
10-20-5652-00 Utilities - Phone	(\$761.74)	(\$761.74)	\$664.95	\$7,800.00	(9.77)%
10-20-5653-00 Utilities - Gas	\$235.98	\$235.98	\$0.00	\$7,000.00	3.37 %
10-20-5654-00 Utilities - Sewer & Water	\$178.94	\$178.94	\$247.29	\$2,750.00	6.51 %
10-20-5655-00 Utilities - Electric	\$0.00	\$0.00	\$0.00	\$48,700.00	0.00 %
10-20-5656-00 Verizon	\$0.00	\$0.00	\$50.08	\$680.00	0.00 %
Total Utilities	(\$346.82)	(\$346.82)	\$2,162.32	\$75,340.00	(0.46)%
Maintenance and Repairs					

# Lisle Library District

## Expenses through Aug 9 2017

No Special Reserve reflected

	Current Month July 2017	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-20-5660-00 Maint Contracts - HVAC	\$0.00	\$0.00	\$1,137.50	\$5,500.00	0.00 %
10-20-5661-00 Maint Contracts - Maint. Service	\$2,444.00	\$2,444.00	\$2,376.00	\$36,750.00	6.65 %
10-20-5662-00 Maint Contr. - Landscape Serv.	\$0.00	\$0.00	\$0.00	\$34,000.00	0.00 %
10-20-5663-00 Maint/Repairs-Genl repairs, Sup	\$251.20	\$251.20	\$161.44	\$8,000.00	3.14 %
10-20-5664-00 Maint/Repairs-Non Contr. Work	\$0.00	\$0.00	\$0.00	\$18,000.00	0.00 %
10-20-5665-00 Rubbish Removal	\$179.09	\$179.09	\$179.09	\$2,500.00	7.16 %
Total Maintenance and Repairs	\$2,874.29	\$2,874.29	\$3,854.03	\$104,750.00	2.74 %
TOTAL BUILDING COSTS	\$2,527.47	\$2,527.47	\$6,016.35	\$180,090.00	1.40 %
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00 Postage	\$0.00	\$0.00	\$0.00	\$4,500.00	0.00 %
10-25-5710-10 Printing/Spec. Serv. - Adult	\$0.00	\$0.00	\$4,339.16	\$26,400.00	0.00 %
10-25-5711-00 Postage Special Serv	\$0.00	\$0.00	\$0.00	\$8,500.00	0.00 %
10-25-5712-00 Printing	\$262.00	\$262.00	\$0.00	\$1,000.00	26.20 %
Total Postage and Printing	\$262.00	\$262.00	\$4,339.16	\$40,400.00	0.65 %
Supplies					
10-25-5713-00 Office Supplies	\$162.62	\$162.62	(\$29.97)	\$5,000.00	3.25 %
10-25-5714-00 Circ. Material Supplies	\$202.30	\$202.30	(\$775.16)	\$9,080.00	2.23 %
10-25-5715-00 Copier Supplies	\$294.90	\$294.90	\$0.00	\$2,500.00	11.80 %
10-25-5716-00 Kitchen Supplies	\$247.70	\$247.70	\$0.00	\$6,500.00	3.81 %
10-25-5717-00 Processing Supplies	\$1,601.82	\$1,601.82	\$0.00	\$27,500.00	5.82 %
10-25-5718-00 Computer Supplies	(\$30.10)	(\$30.10)	(\$39.20)	\$13,500.00	(0.22)%
Total Supplies	\$2,479.24	\$2,479.24	(\$844.33)	\$64,080.00	3.87 %
Other Operating Costs					
10-25-5719-00 Publishing	\$47.15	\$47.15	\$0.00	\$2,000.00	2.36 %
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	\$177.77	\$177.77	\$99.25	\$1,000.00	17.78 %

# Lisle Library District Expenses through Aug 9 2017

No Special Reserve reflected

	Current Month July 2017	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-25-5724-15 Local Travel	\$21.72	\$21.72	\$0.00	\$700.00	3.10 %
Total Other Operating Costs	\$246.64	\$246.64	\$99.25	\$4,100.00	6.02 %
<b>TOTAL OPERATING EXPENSES</b>	<b>\$2,987.88</b>	<b>\$2,987.88</b>	<b>\$3,594.08</b>	<b>\$108,580.00</b>	<b>2.75 %</b>
<b>INSURANCE</b>					
10-30-5750-00 Fidelity Bonds	\$2,400.00	\$2,400.00	\$0.00	\$2,500.00	96.00 %
10-30-5751-00 Property Damage (All-Peril)	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00 %
10-30-5754-00 5754 Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$5,400.00	0.00 %
<b>TOTAL INSURANCE</b>	<b>\$2,400.00</b>	<b>\$2,400.00</b>	<b>\$0.00</b>	<b>\$32,900.00</b>	<b>7.29 %</b>
<b>CONTRACTUAL SERVICES</b>					
10-35-5760-00 Legal Services - Admin	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00 %
10-35-5761-00 Collection Agency	\$35.80	\$35.80	\$0.00	\$700.00	5.11 %
10-35-5762-00 Other Contr Services - Admin	\$0.00	\$0.00	\$0.00	\$3,500.00	0.00 %
10-35-5763-00 Other Contractual Services-Tech	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00 %
10-35-5764-10 Other Contractual Services - IS	\$0.00	\$0.00	\$0.00	\$4,500.00	0.00 %
10-35-5765-10 Investment Agency Consultants	\$556.39	\$556.39	\$0.00	\$7,000.00	7.95 %
10-35-5769-00 Acct Maint & Upgrades	\$0.00	\$0.00	\$0.00	\$7,937.00	0.00 %
10-35-5770-00 5770 Contractual - Audit Fee	\$0.00	\$0.00	\$0.00	\$8,250.00	0.00 %
10-35-5771-00 Payroll Service	\$505.64	\$505.64	\$510.24	\$7,700.00	6.57 %
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$1,097.83</b>	<b>\$1,097.83</b>	<b>\$510.24</b>	<b>\$89,587.00</b>	<b>1.23 %</b>
<b>PERSONNEL DEVELOPMENT</b>					
Staff & Trustee Development					
10-40-5783-00 Dues - Staff	\$10.00	\$10.00	\$569.00	\$5,400.00	0.19 %
10-40-5784-00 Meetings - Staff	\$149.00	\$149.00	\$0.00	\$2,500.00	5.96 %
10-40-5785-00 Conferences - Staff	\$465.27	\$465.27	\$254.85	\$15,000.00	3.10 %
10-40-5786-00 Employee/Volunteer Recognition	\$0.00	\$0.00	\$60.00	\$2,000.00	0.00 %
10-40-5787-00 In-Service	\$300.00	\$300.00	\$0.00	\$3,000.00	10.00 %
10-40-5788-00 Training (Cont Ed) - Staff	\$0.00	\$0.00	\$0.00	\$2,200.00	0.00 %
10-45-5786-70 Dues - Trustee	\$0.00	\$0.00	\$0.00	\$525.00	0.00 %

# Lisle Library District

## Expenses through Aug 9 2017

No Special Reserve reflected

	Current Month July 2017	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-45-5787-70	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
10-45-5788-70	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
10-45-5789-70	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
Total Staff & Trustee Development	\$924.27	\$924.27	\$883.85	\$32,125.00	2.88 %
TOTAL PERSONNEL DEVELOPMENT	\$924.27	\$924.27	\$883.85	\$32,125.00	2.88 %
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10	\$0.00	\$0.00	\$0.00	\$47,100.00	0.00 %
Total Major Equipment	\$0.00	\$0.00	\$0.00	\$47,100.00	0.00 %
Minor Equipment					
10-48-5823-10	\$0.00	\$0.00	\$0.00	\$700.00	0.00 %
10-48-5823-20	\$0.00	\$0.00	\$0.00	\$700.00	0.00 %
10-48-5823-30	\$0.00	\$0.00	\$0.00	\$700.00	0.00 %
10-48-5823-50	\$0.00	\$0.00	\$0.00	\$700.00	0.00 %
10-48-5823-60	\$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	\$0.00	\$0.00	\$0.00	\$800.00	0.00 %
10-48-5845-00	\$1,199.14	\$1,199.14	\$900.33	\$19,150.00	6.26 %
10-48-5846-00	\$137.99	\$137.99	\$0.00	\$1,000.00	13.80 %
10-48-5846-20	\$0.00	\$0.00	\$7,520.49	\$0.00	0.00 %
Total Equip Maint/Repairs & Rentals	\$1,337.13	\$1,337.13	\$8,420.82	\$20,950.00	6.38 %
TOTAL EQUIPMENT COSTS	\$1,337.13	\$1,337.13	\$8,420.82	\$71,550.00	1.87 %
LIBRARY MEDIA					
Books					
10-50-5863-20	\$1,266.80	\$1,266.80	\$88.32	\$10,000.00	12.67 %



# Lisle Library District

## Expenses through Aug 9 2017

No Special Reserve reflected

	Current Month July 2017	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-50-5863-30 Books - Youth Serv. Dept.	\$3,095.36	\$3,095.36	(\$1,689.69)	\$51,000.00	6.07 %
10-50-5863-50 Books - Tech Serv. Dept.	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
10-50-5864-10 Books - Non Fiction	\$6,031.90	\$6,031.90	\$51.56	\$82,000.00	7.36 %
10-50-5865-10 Books - Adult Fiction	\$6,418.03	\$6,418.03	\$80.54	\$65,000.00	9.87 %
10-50-5867-20 Ref Books - Adult Serv. Dept.	\$2,814.18	\$2,814.18	\$0.00	\$24,000.00	11.73 %
Total Books	\$19,626.27	\$19,626.27	(\$1,469.27)	\$232,500.00	8.44 %
Databases					
10-50-5869-20 Internet Licensed DBases	\$2,381.00	\$2,381.00	\$4,273.00	\$126,500.00	1.88 %
10-50-5872-10 Dbases - Professional	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
10-50-5873-30 Dbases - Youth Serv. Dept.	\$0.00	\$0.00	\$699.00	\$12,500.00	0.00 %
Total Databases	\$2,381.00	\$2,381.00	\$4,972.00	\$149,000.00	1.60 %
Audio-Visual Materials					
10-50-5890-30 A-V Mats - Youth Serv. Dept.	\$2,573.15	\$2,573.15	\$762.26	\$18,000.00	14.30 %
10-50-5895-40 A-V Mats - Adult Serv. Dept.	\$11,979.31	\$11,979.31	\$471.96	\$95,000.00	12.61 %
Total Audio-Visual Materials	\$14,552.46	\$14,552.46	\$1,234.22	\$113,000.00	12.88 %
Periodicals/Doc Delivery					
10-50-5900-20 Periodicals - Adult Serv. Dept.	\$493.87	\$493.87	\$887.30	\$42,620.00	1.16 %
10-50-5900-30 Periodicals - Youth Serv. Dept.	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %
10-50-5900-80 Periodicals - Prof. Collections	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00 %
10-50-5871-20 Document Delivery	\$15.25	\$15.25	\$0.00	\$22,000.00	0.07 %
Total Periodicals/Doc Delivery	\$509.12	\$509.12	\$887.30	\$70,620.00	0.72 %
TOTAL LIBRARY MEDIA	\$37,068.85	\$37,068.85	\$5,624.25	\$565,120.00	6.56 %
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10 Programs - Adult Services	\$2,810.98	\$2,810.98	\$1,328.15	\$16,000.00	17.57 %
10-60-5931-30 Programs - Youth Serv. Dept.	\$584.26	\$584.26	\$514.58	\$11,000.00	5.31 %
10-60-5931-40 Online Marketing	\$0.00	\$0.00	\$11.99	\$2,000.00	0.00 %

# Lisle Library District

## Expenses through Aug 9 2017

No Special Reserve reflected

	Current Month July 2017	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-60-5931-50 Community Relations	\$323.71	\$323.71	\$26.00	\$6,000.00	5.40 %
Total Programs	\$3,718.95	\$3,718.95	\$1,880.72	\$35,000.00	10.63 %
Readers Service's					
10-60-5940-10 Reader Services - Adult Serv. De	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00 %
10-60-5940-30 Reader Services - Youth Serv. D	\$215.50	\$215.50	\$1,470.63	\$5,300.00	4.07 %
Total Readers Services's	\$215.50	\$215.50	\$1,470.63	\$7,300.00	2.95 %
TOTAL PROGRAMS AND READER'S SERVICES	\$3,934.45	\$3,934.45	\$3,351.35	\$42,300.00	9.30 %
RESTRICTED USAGE EXPENSES					
10-80-5984-80 Transfer to Special Reserve	\$0.00	\$0.00	\$25,000.00	\$300,000.00	0.00 %
10-80-5986-80 IMRF Funding	\$0.00	\$0.00	\$0.00	\$200,000.00	0.00 %
TOTAL RESTRICTED USAGE EXPENSES	\$0.00	\$0.00	\$25,000.00	\$500,000.00	0.00 %
.02 BLDG/MAINT EXPENSES					
30-65-5920-00 Network - Purchases (.02 B/M)	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00 %
30-65-5925-00 Network - Maint. (.02 B/M)	\$0.00	\$0.00	\$106.19	\$30,000.00	0.00 %
30-65-5926-00 Maint - Bldg Structure (.02 B/M)	\$0.00	\$0.00	\$0.00	\$57,000.00	0.00 %
Total .02 BLDG/MAINT EXPENSES	\$0.00	\$0.00	\$106.19	\$137,000.00	0.00 %
CONTINGENCY					
10-90-5999-00 Contingency	\$0.00	\$0.00	\$0.00	\$75,000.00	0.00 %
Total	\$0.00	\$0.00	\$0.00	\$75,000.00	0.00 %
TOTAL ALL EXPENSES	\$286,206.54	\$286,206.54	\$176,582.42	\$4,774,396.75	5.99 %

# Lisle Library District

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>American Library Assn</b> American Library Assn	8/9/2017 M0263427	Dues - Director Invoice	Paid	10-40-5783-00	Dues - Staff	\$137.00
<b>Anderson Pest Solutions</b> Anderson Pest Solutions	8/9/2017 4324429	July 2017 Pest Control Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$141.00
					<i>Totals for American Library Assn:</i>	<i>\$137.00</i>
<b>ASSA ABLOY Entrance Systems US Inc.</b> ASSA ABLOY Entrance Systems US Inc.	8/9/2017 SCI/00046888	Auto Doors Contract Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$1,308.00
					<i>Totals for Anderson Pest Solutions:</i>	<i>\$141.00</i>
<b>B. Gunther &amp; Company (266)</b> B. Gunther & Company (266)	8/9/2017 103401	Name Plates Invoice	Paid	10-45-5788-70	Meetings - Trustee	\$30.00
					<i>Totals for ASSA ABLOY Entrance Systems US Inc.:</i>	<i>\$1,308.00</i>
<b>Baker &amp; Taylor (L4171582)</b> Baker & Taylor (L4171582)	8/9/2017 073117	Audio Books & Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Mats - Adult Serv. Dept. Processing Supplies	\$712.17 \$91.00
					<i>Totals for B. Gunther &amp; Company (266):</i>	<i>\$30.00</i>
<b>Baker &amp; Taylor (C5223353)</b> Baker & Taylor (C5223353)	8/9/2017 073117	Continuations Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv. Dept.	\$344.96
					<i>Totals for Baker &amp; Taylor (L4171582):</i>	<i>\$803.17</i>
<b>Baker &amp; Taylor (C5223433)</b> Baker & Taylor (C5223433)	8/9/2017 073117	Continuations & Processing Invoice	Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$1,166.42 \$0.65
					<i>Totals for Baker &amp; Taylor (C5223353):</i>	<i>\$344.96</i>
<b>Baker &amp; Taylor (L0334152)</b> Baker & Taylor (L0334152)					<i>Totals for Baker &amp; Taylor (C5223433):</i>	<i>\$1,167.07</i>

# Lisle Library District

## Accounts Payable for August 9, 2017

Vendor Name	Tax Identification Number	Transaction Date	Description	Transaction Type	Status	Account Number	Account Description	Amount
Baker & Taylor	(L0334152)	8/9/2017 073117	Circ & Processing Invoice		Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$4,560.37 \$231.15
<b>Baker &amp; Taylor (L4134462)</b>							<b>Totals for Baker &amp; Taylor (L0334152):</b>	<b>\$4,791.52</b>
Baker & Taylor	(L4134462)	8/9/2017 073117	YS Books Invoice		Paid	10-50-5863-30	Books - Youth Serv. Dept.	\$73.97
<b>Baker &amp; Taylor (L4171782)</b>							<b>Totals for Baker &amp; Taylor (L4134462):</b>	<b>\$73.97</b>
Baker & Taylor	(L4171782)	8/9/2017 073117	Auto Yours & Processing Invoice		Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv. Dept. Processing Supplies	\$437.34 \$4.75
<b>Baker &amp; Taylor (L5202982)</b>							<b>Totals for Baker &amp; Taylor (L4171782):</b>	<b>\$442.09</b>
Baker & Taylor	(L5202982)	8/9/2017 073117	PBS & Processing Invoice		Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$161.78 \$37.95
<b>Baker &amp; Taylor (L5425632)</b>							<b>Totals for Baker &amp; Taylor (L5202982):</b>	<b>\$199.73</b>
Baker & Taylor	(L5425632)	8/9/2017 073117	Books - YS & Processing Invoice		Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv. Dept. Processing Supplies	\$2,855.39 \$140.60
<b>Baker &amp; Taylor (L5543202)</b>							<b>Totals for Baker &amp; Taylor (L5425632):</b>	<b>\$2,995.99</b>
Baker & Taylor	(L5543202)	8/9/2017 073117	Books - Fiction & Processing Invoice		Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$7,077.56 \$323.45
<b>Brian Baxter</b>							<b>Totals for Baker &amp; Taylor (L5543202):</b>	<b>\$7,401.01</b>
Brian Baxter		8/9/2017 06062417	ALA Annual Conference Invoice		Paid	10-40-5785-00	Conferences - Staff	\$70.14
<b>Bear Landscape Group</b>							<b>Totals for Brian Baxter:</b>	<b>\$70.14</b>
Bear Landscape Group		8/9/2017 3543	July Landscape Invoice		Paid	10-20-5662-00	Maint Contr. - Landscape Serv.	\$969.38

# Lisle Library District

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Ginger Boskelly</b> Ginger Boskelly	8/9/2017 071817	LIRA Meeting Invoice	Paid	10-40-5784-00	Meetings - Staff	\$23.54
					<i>Totals for Bear Landscape Group:</i>	<u>\$969.38</u>
<b>Case Lots, Inc.</b> Case Lots, Inc.	8/9/2017 005436	Misc Janitorial & Kitchen Su Invoice	Paid	10-20-5663-00 10-25-5716-00	Maint/Repairs-Genl repairs, Supplies Kitchen Supplies	\$285.00 \$28.90
					<i>Totals for Ginger Boskelly:</i>	<u>\$23.54</u>
<b>Chicago Metropolitan Fire Prevention Co.</b> Chicago Metropolitan Fire Prevention Co.	8/9/2017 IN00163509	Fire Monitoring Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$155.25
					<i>Totals for Case Lots, Inc.:</i>	<u>\$313.90</u>
<b>Children's Plus, Inc.</b> Children's Plus, Inc.	8/9/2017 13389	Nonfiction Materials Invoice	Paid	10-50-5863-30	Books - Youth Serv. Dept.	\$2,020.87
					<i>Totals for Chicago Metropolitan Fire Prevention Co.:</i>	<u>\$155.25</u>
<b>Compact Disc Source</b> Compact Disc Source	8/9/2017 74464	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$83.57
	8/9/2017 74463	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$25.64
<b>Complete Cleaning Company</b> Complete Cleaning Company	8/9/2017 74421	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$387.32
	8/9/2017 74420	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$124.11
					<i>Totals for Compact Disc Source:</i>	<u>\$620.64</u>

# Lisle Library District

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Complete Cleaning Company	8/9/2017 C02753	Cleaning August 2017 Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$2,303.00
<b>Concept Wireless Communications, Inc.</b>						
Concept Wireless Communications, Inc.	8/9/2017 160817	Two-Way Radios Replacem Invoice	Paid	10-48-5823-15	Minor Equip - Adm Services/PR	\$518.00
<i>Totals for Complete Cleaning Company:</i>						<u>\$2,303.00</u>
<b>Demco, Inc.</b>						
Demco, Inc.	8/9/2017 6161916	Corner Pockets, Stamps Invoice	Paid	10-25-5717-00	Processing Supplies	\$176.00
<i>Totals for Concept Wireless Communications, Inc.:</i>						<u>\$518.00</u>
<b>Diana DiPierro</b>						
Diana DiPierro	8/9/2017 071317	Bookmarks and Library Card Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$219.65
<i>Totals for Demco, Inc.:</i>						<u>\$395.65</u>
<b>Dynegy Energy Services</b>						
Dynegy Energy Services	8/9/2017 149565717071	LCSH Workshop Invoice	Paid	10-40-5784-00	Meetings - Staff	\$27.60
<i>Totals for Diana DiPierro:</i>						<u>\$27.60</u>
<b>Dynegy Energy Services</b>						
Dynegy Energy Services	8/9/2017 149565717071	Usage Invoice	Paid	10-20-5655-00	Utilities - Electric	\$4,731.92
<i>Totals for Dynegy Energy Services:</i>						<u>\$4,731.92</u>
<b>Easypemrit Postage</b>						
Easypemrit Postage	8/9/2017 072517	Permit & Survey Postcard Pos Invoice	Paid	10-25-5711-00	Postage Special Serv	\$928.63
<i>Totals for Easypemrit Postage:</i>						<u>\$1,412.03</u>
<b>Ehlers Investment Partners, LLC</b>						
Ehlers Investment Partners, LLC	8/9/2017 073117	Consulting Fee Invoice	Paid	10-35-5765-10	Investment Agency Consultants	\$574.83
<i>Totals for Ehlers Investment Partners, LLC:</i>						<u>\$574.83</u>

# Lisle Library District

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>EnvisionWare, INC.</b> EnvisionWare, INC.	8/9/2017 INV-US-32259	PCI Compliance June Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$167.00
					<i>Totals for EnvisionWare, INC.:</i>	<u>\$167.00</u>
<b>Express Fence Inc.</b> Express Fence Inc.	8/9/2017 071717-1	Fence Repair South Parking L Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$2,585.00
	8/9/2017 071717-2	Fence Repair East Parking Lo Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$1,160.00
					<i>Totals for Express Fence Inc.:</i>	<u>\$3,745.00</u>
<b>Findaway World</b> Findaway World	8/9/2017 222778	Launchpad Case Invoice	Paid	10-50-5863-20	Literacy/ESL	\$86.85
					<i>Totals for Findaway World:</i>	<u>\$86.85</u>
<b>Pam Freer</b> Pam Freer	8/9/2017 071017	Book Group Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$8.48
					<i>Totals for Pam Freer:</i>	<u>\$8.48</u>
<b>Gale / Cengage Learning</b> Gale / Cengage Learning	8/9/2017 60821058	Renewal: Chilton, Courses, H Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$57,156.74
					<i>Totals for Gale / Cengage Learning:</i>	<u>\$57,156.74</u>
<b>Garvey's Office Products</b> Garvey's Office Products	8/9/2017 CM166960	Duster Refills Credit memo	Applied	10-25-5713-00	Office Supplies	(\$12.59)
	8/9/2017 PINV1277444	Label Peeler, Index Cards, Pu Invoice	Paid	10-25-5713-00	Office Supplies	\$44.16
	8/9/2017 PINV1318914	Paper, Pens, Markers Invoice	Paid	10-25-5713-00	Office Supplies	\$72.48

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Jeff Helfand</b> Jeff Helfand	8/9/2017 PINV1318931	Tape Invoice	Paid	10-25-5713-00	Office Supplies	\$6.99
	8/9/2017 PINV1372040	Office Supplies Invoice	Paid	10-25-5713-00	Office Supplies	\$40.53
	8/9/2017 PINV1369372	Purell Wipes, Staple Remove Invoice	Paid	10-25-5713-00	Office Supplies	\$37.46
	8/9/2017 PINV1379173	Glue Dots Invoice	Paid	10-25-5713-00	Office Supplies	\$12.99
	8/9/2017 PINV1381350	Sharpener Invoice	Paid	10-25-5713-00	Office Supplies	\$19.99
Totals for Garvey's Office Products:						<u>\$222.01</u>
<b>Heritage Technology Solutions</b> Heritage Technology Solutions	8/9/2017 081117	Staff Develop Day - Team Bu Invoice	Paid	10-40-5787-00	In-Service	\$650.00
	Totals for Jeff Helfand:					<u>\$650.00</u>
	8/9/2017 106710	Annual Security Camera Mai Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$890.00
Totals for Heritage Technology Solutions:						<u>\$890.00</u>
<b>IHLS - OCLC</b> IHLS - OCLC	8/9/2017 13694	Baker & Taylor Cataloging Credit memo	Applied	10-50-5872-10	Dbases - Professional	(\$187.50)
	8/9/2017 13832	OCLC Fee Invoice	Paid	10-50-5871-20	Document Delivery	\$20,321.04
	8/9/2017 13694	OCLC Fee Invoice	Paid	10-50-5871-20	Document Delivery	\$42.00
	Totals for IHLS - OCLC:					<u>\$20,175.54</u>

Illinois Library Association



# Lisle Library District

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Illinois Library Association	8/9/2017 134762	Membership Dues - Teri Za Invoice	Paid	10-40-5783-00	Dues - Staff	\$100.00
	8/9/2017 134661	Membership Dues - Paul Hu Invoice	Paid	10-40-5783-00	Dues - Staff	\$150.00
	8/9/2017 134557	Membership Dues - Mallory C Invoice	Paid	10-40-5783-00	Dues - Staff	\$100.00
	8/9/2017 134513	Membership Dues - Laura M Invoice	Paid	10-40-5783-00	Dues - Staff	\$25.00
	8/9/2017 134334	Membership Dues - Gail Invoice	Paid	10-40-5783-00	Dues - Staff	\$100.00
	8/9/2017 134341	Membership Dues - Ginger B Invoice	Paid	10-40-5783-00	Dues - Staff	\$150.00
	8/9/2017 135322	Membership Dues - Diana D Invoice	Paid	10-40-5783-00	Dues - Staff	\$75.00
<b>Industrial Appraisal Company</b> Industrial Appraisal Company						<u>Totals for Illinois Library Association: \$700.00</u>
	8/9/2017 4-301-625 6-30	Fixed Assets Appraisals Invoice	Paid	10-35-5762-00	Other Contr Services - Admin	\$445.00
<b>Tom Kens</b> Tom Kens						<u>Totals for Industrial Appraisal Company: \$445.00</u>
	8/9/2017 081117	Staff Development Day Progr Invoice	Paid	10-40-5787-00	In-Service	\$250.00
<b>Jackie Kilcran</b> Jackie Kilcran						<u>Totals for Tom Kens: \$250.00</u>
	8/9/2017 073117	Reimburse Mileage Invoice	Paid	10-25-5724-15	Local Travel	\$18.09
<b>LIMRICC Unemployment Compensation Group Account</b>						<u>Totals for Jackie Kilcran: \$18.09</u>

# Lisle Library District

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
LIMRiCC Unemployment Compensation	8/9/2017 072617	2nd Quarter Invoice	Paid	10-10-5646-00	5646 Unemployment Compensation	\$574.19
<b>Management Association</b> Management Association	8/9/2017 FY18-58478	Dues 7/17 - 6/30/18 Invoice	Paid	10-40-5783-00	Dues - Staff	\$1,260.00
				<i>Totals for LIMRiCC Unemployment Compensation Group Account:</i>		<u>\$574.19</u>
<b>Beth McQuillan</b> Beth McQuillan	8/9/2017 072817	RAILS Asst. Director Meetin Invoice	Paid	10-40-5784-00	Meetings - Staff	\$3.64
				<i>Totals for Management Association:</i>		<u>\$1,260.00</u>
<b>Midwest Tape (7288)</b> Midwest Tape (7288)	8/9/2017 080117	DVDs/Blu-rays w/Processing Invoice	Paid	10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$1,582.73
				<i>Totals for Beth McQuillan:</i>		<u>\$3.64</u>
<b>Midwest Tape (7291)</b> Midwest Tape (7291)	8/9/2017 080117	JH CDs, YS DVD/Blu-rays Invoice	Paid	10-50-5890-30	A-V Mats - Youth Serv. Dept.	\$391.57
				<i>Totals for Midwest Tape (7288):</i>		<u>\$1,582.73</u>
<b>Midwest Tape (12516)</b> Midwest Tape (12516)	8/9/2017 080117	CD Books Invoice	Paid	10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$79.97
				<i>Totals for Midwest Tape (7291):</i>		<u>\$391.57</u>
<b>Midwest Tape (12957)</b> Midwest Tape (12957)	8/9/2017 080117	DVDs/Blu-rays - TV Invoice	Paid	10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$81.98
				<i>Totals for Midwest Tape (12516):</i>		<u>\$79.97</u>
<b>Midwest Tape</b> Midwest Tape	8/9/2017 95271287	Hoopla Monthly Invoice	Paid	10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$2,957.25
				<i>Totals for Midwest Tape (12957):</i>		<u>\$81.98</u>

# Lisle Library District

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Monaco Mechanical Service, Inc.</b> Monaco Mechanical Service, Inc.	8/9/2017 95277085	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$427.80
					<i>Totals for Midwest Tape:</i>	<u>\$3,385.05</u>
	8/9/2017 17724	Maintenance 7/17 - 9/17 Invoice	Paid	10-20-5660-00	Maint Contracts - HVAC	\$1,200.00
<b>Motion Picture Licensing Corp.</b> Motion Picture Licensing Corp.	8/9/2017 17753	YS Air Handler Repair Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$1,467.10
					<i>Totals for Monaco Mechanical Service, Inc.:</i>	<u>\$2,667.10</u>
<b>Laura Murff</b> Laura Murff	8/9/2017 504095719	Motion Picture License Rene Invoice	Paid	10-50-5872-10	Dbases - Professional	\$160.05
					<i>Totals for Motion Picture Licensing Corp.:</i>	<u>\$160.05</u>
<b>Naperville Public Library</b> Naperville Public Library	8/9/2017 062517	ALA Annual Conference Invoice	Paid	10-40-5785-00	Conferences - Staff	\$116.47
					<i>Totals for Laura Murff:</i>	<u>\$116.47</u>
<b>NCPERS - IL IMRF</b> NCPERS - IL IMRF	8/9/2017 730124141806	Reciprocal Borrowing Loss Invoice	Paid	10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$13.99
					<i>Totals for Naperville Public Library:</i>	<u>\$13.99</u>
<b>New Albertsons Inc./Purchase Advantage Card</b> New Albertsons Inc./Purchase Advantage Card	8/9/2017 46020817	Payroll Withholding Invoice	Paid	10-00-2638-00	Vol. Life (NCPERS)	\$96.00
					<i>Totals for NCPERS - IL IMRF:</i>	<u>\$96.00</u>
<b>New Albertsons Inc./Purchase Advantage Card</b> New Albertsons Inc./Purchase Advantage Card	8/9/2017 062117	Supplies Invoice	Paid	10-60-5931-40	Online Marketing	\$8.99

## Lisle Library District

### Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
NICOR NICOR	8/9/2017 061917	Supplies Invoice	Paid	10-40-5784-00	Meetings - Staff	\$14.97
	8/9/2017 062317	Mario Kart Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$3.98
	8/9/2017 062317	Writers Workshop/TAB Supp Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$23.98
	8/9/2017 062617	PJ Storytime Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$7.98
	8/9/2017 071417	G777 Reception Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$41.43
	8/9/2017 071517	Chess Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$35.25
	8/9/2017 071717	Staff Meeting - July Invoice	Paid	10-40-5786-00	Employee/Volunteer Recognition	\$11.89
	8/9/2017 071717	Monday Funday Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$11.47
	8/9/2017 071817	Turtles Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$6.49
	Totals for New Albertsons Inc./Purchase Advantage Card:					\$166.43
	8/9/2017 071917	Usage Invoice	Paid	10-20-5653-00	Utilities - Gas	\$318.11
	Totals for NICOR:					\$318.11
Outsource Solutions Group, Inc. Outsource Solutions Group, Inc.	8/9/2017 36695	Monthly Maintenance - July 2 Invoice	Paid	10-35-5763-00	Other Contractual Services-Technology As	\$720.00
	8/9/2017 36762	Monthly Back Up License 10 Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$250.00

# Lisle Library District

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
p4A Antiques Research Services, LLC p4A Antiques Research Services, LLC	8/9/2017 36789	Consulting Block Hours of S Invoice	Paid	10-35-5763-00	Other Contractual Services-Technology As	\$9,375.00
	8/9/2017 155	Antiques Renewal Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$199.00
					<b>Totals for Outsource Solutions Group, Inc.:</b>	<b>\$10,345.00</b>
Paddock Publications Paddock Publications	8/9/2017 T4477830	B&A Hearing Notice Invoice	Paid	10-25-5719-00	Publishing	\$62.10
					<b>Totals for p4A Antiques Research Services, LLC:</b>	<b>\$199.00</b>
Patriot Electric & Technologies Patriot Electric & Technologies	8/9/2017 725504	Install (2) Exterior Outlets Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$490.00
	8/9/2017 725505	Repair Outdoor Lighting Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$222.50
					<b>Totals for Paddock Publications:</b>	<b>\$62.10</b>
Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd. Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd.	8/9/2017 073117	Services 4/1/17 - 6/30/17 Invoice	Paid	10-35-5760-00	Legal Services - Admin	\$1,365.00
					<b>Totals for Patriot Electric &amp; Technologies:</b>	<b>\$712.50</b>
					<b>Totals for Peregrine, Stime, Newman, Ritzman &amp; Bruckner, Ltd.:</b>	<b>\$1,365.00</b>
ProQuest LLC ProQuest LLC	8/9/2017 US1723614	Ancestry/Heritage Quest Ren Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$2,967.00
					<b>Totals for ProQuest LLC:</b>	<b>\$2,967.00</b>
RAILS RAILS	8/9/2017 4396	RDA Toolkit Invoice	Paid	10-50-5872-10	Dbases - Professional	\$152.80
					<b>Totals for RAILS:</b>	<b>\$152.80</b>

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Record Information Services, Inc.</b> Record Information Services, Inc.	8/9/2017 43373	Public Record / Check IL Re Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$1,462.00
					<i>Totals for Record Information Services, Inc.:</i>	<u>\$1,462.00</u>
<b>Recorded Books, LLC</b> Recorded Books, LLC	8/9/2017 75562738	Zinio Renewal Content Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$5,079.80
	8/9/2017 75559544	Zinio Renewal Platform Fee Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$1,350.00
					<i>Totals for Recorded Books, LLC:</i>	<u>\$6,429.80</u>
<b>Republic Services</b> Republic Services	8/9/2017 0551-013656891	Rubbish Removal 8/1 - 8/31 Invoice	Paid	10-20-5665-00	Rubbish Removal	\$179.09
					<i>Totals for Republic Services:</i>	<u>\$179.09</u>
<b>Ricoh USA, Inc.</b> Ricoh USA, Inc.	8/9/2017 5049354272	Copy Fee Invoice	Paid	10-48-5845-00	Equip Maint/Rept-Contr-Lib. Wide	\$933.77
					<i>Totals for Ricoh USA, Inc.:</i>	<u>\$933.77</u>
<b>Will Savage</b> Will Savage	8/9/2017 071217	PJ Storytime Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$5.49
					<i>Totals for Will Savage:</i>	<u>\$5.49</u>
<b>Noelle Spicher</b> Noelle Spicher	8/9/2017 071817	Teen Program Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$11.99
	8/9/2017 070717	TAB Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$5.98
					<i>Totals for Noelle Spicher:</i>	<u>\$17.97</u>
<b>Staples Advantage</b>						

# Lisle Library District

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Staples Advantage	8/9/2017 8045295402	Misc. Office, Kitchen & Jani Invoice	Paid	10-25-5713-00 10-20-5663-00 10-25-5716-00	Office Supplies Maint/Repairs-Genl repairs, Supplies Kitchen Supplies	\$218.64 \$315.34 \$263.38
<b>SWAN</b>					<i>Totals for Staples Advantage:</i>	<i>\$797.36</i>
SWAN	8/9/2017 5565	ILL Fee Invoice	Paid	10-50-5871-20	Document Delivery	\$20.00
<b>Toshiba Business Solutions, USA</b>					<i>Totals for SWAN:</i>	<i>\$20.00</i>
Toshiba Business Solutions, USA	8/9/2017 13777066	Copier Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$90.32
<b>Triple S Vending</b>					<i>Totals for Toshiba Business Solutions, USA:</i>	<i>\$90.32</i>
Triple S Vending	8/9/2017 11736	Water Cooler Rental Invoice	Paid	10-25-5716-00	Kitchen Supplies	\$30.00
	8/9/2017 11746	Water Invoice	Paid	10-25-5716-00	Kitchen Supplies	\$105.00
<b>Tumbleweed Press, Inc.</b>					<i>Totals for Triple S Vending:</i>	<i>\$135.00</i>
Tumbleweed Press, Inc.	8/9/2017 81937	Tumblebooks Invoice	Paid	10-50-5873-30	Dbases - Youth Serv. Dept.	\$2,273.70
<b>Unique Management Services, Inc.</b>					<i>Totals for Tumbleweed Press, Inc.:</i>	<i>\$2,273.70</i>
Unique Management Services, Inc.	8/9/2017 446854	Collection Accounts June Sub Invoice	Paid	10-35-5761-00	Collection Agency	\$26.85
<b>Village of Lisle</b>					<i>Totals for Unique Management Services, Inc.:</i>	<i>\$26.85</i>
Village of Lisle	8/9/2017 3600000195	Shared Internet Services Invoice	Paid	10-20-5650-00	Internet Service Provider	\$450.00
					<i>Totals for Village of Lisle:</i>	<i>\$450.00</i>

# Lisle Library District

## Accounts Payable for August 9, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Tatiana Weinstein</b> Tatiana Weinstein	8/9/2017 062417	ALA Conference Invoice	Paid	10-40-5785-00	Conferences - Staff	\$59.51
					<i>Totals for Tatiana Weinstein:</i>	<u>\$59.51</u>
<b>Wells Fargo Vendor Financial Services, LLC</b> Wells Fargo Vendor Financial Services, L	8/9/2017 99151109	Ricoh Copier 8/20 - 9/19/17 Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$202.55
					<i>Totals for Wells Fargo Vendor Financial Services, LLC:</i>	<u>\$202.55</u>
<b>LuAnn Williams</b> LuAnn Williams	8/9/2017 072617-1	Reissue Payroll Check #6182 Invoice	Paid	10-10-5603-60	Circulation - Reg. Hours	\$203.59
	8/9/2017 072617-2	Reissue Payroll Check #4953 Invoice	Paid	10-10-5603-60	Circulation - Reg. Hours	\$210.34
					<i>Totals for LuAnn Williams:</i>	<u>\$413.93</u>
<b>Workspace Interiors by Office Depot</b> Workspace Interiors by Office Depot	8/9/2017 941781920	Replacement Parts - Meeting Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$418.00
					<i>Totals for Workspace Interiors by Office Depot:</i>	<u>\$418.00</u>



# Lisle Library District Accounts Payable for August 9, 2017

## Account Summary

Account Number	Description	Net Amount
10-00-2638-00	Vol. Life (NCPERS)	\$96.00
10-10-5603-60	Circulation - Reg. Hours	\$413.93
10-10-5646-00	5646 Unemployment Compensation	\$574.19
10-20-5650-00	Internet Service Provider	\$450.00
10-20-5653-00	Utilities - Gas	\$318.11
10-20-5655-00	Utilities - Electric	\$4,731.92
10-20-5660-00	Maint Contracts - HVAC	\$1,200.00
10-20-5661-00	Maint Contracts - Maint. Service	\$3,752.00
10-20-5662-00	Maint Contr. - Landscape Serv.	\$969.38
10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$1,018.34
10-20-5664-00	Maint/Repairs-Non Contr. Work	\$1,467.10
10-20-5665-00	Rubbish Removal	\$179.09
10-25-5711-00	Postage Special Serv	\$2,340.66
10-25-5713-00	Office Supplies	\$440.65
10-25-5714-00	Circ. Material Supplies	\$219.65
10-25-5716-00	Kitchen Supplies	\$427.28
10-25-5717-00	Processing Supplies	\$1,583.10
10-25-5719-00	Publishing	\$62.10
10-25-5724-15	Local Travel	\$18.09
10-35-5760-00	Legal Services - Admin	\$1,365.00
10-35-5761-00	Collection Agency	\$26.85
10-35-5762-00	Other Contr Services - Admin	\$445.00
10-35-5763-00	Other Contractual Services-Technology Asst	\$10,095.00
10-35-5765-10	Investment Agency Consultants	\$574.83
10-40-5783-00	Dues - Staff	\$2,097.00
10-40-5784-00	Meetings - Staff	\$69.75
10-40-5785-00	Conferences - Staff	\$246.12
10-40-5786-00	Employee/Volunteer Recognition	\$11.89
10-40-5787-00	In-Service	\$900.00
10-45-5788-70	Meetings - Trustee	\$30.00
10-48-5823-15	Minor Equip - Adm Services/PR	\$518.00
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$1,381.89
10-50-5863-20	Literacy/ESL	\$86.85

## Lisle Library District Accounts Payable for August 9, 2017

10-50-5863-30	Books - Youth Serv. Dept.	\$5,387.57
10-50-5864-10	Books - Non Fiction	\$5,726.79
10-50-5865-10	Books - Adult Fiction	\$7,239.34
10-50-5867-20	Ref Books - Adult Serv. Dept.	\$344.96
10-50-5869-20	Internet Licensed DBases	\$68,214.54
10-50-5871-20	Document Delivery	\$20,383.04
10-50-5872-10	Dbases - Professional	\$125.35
10-50-5873-30	Dbases - Youth Serv. Dept.	\$2,273.70
10-50-5890-30	A-V Matls - Youth Serv. Dept.	\$391.57
10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$5,898.98
10-60-5931-10	Programs - Adult Services	\$127.11
10-60-5931-30	Programs - Youth Serv. Dept.	\$35.41
10-60-5931-40	Online Marketing	\$8.99
30-65-5925-00	Network - Maint. (.02 B/M)	\$1,307.00
30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$4,457.50
	GRAND TOTAL:	\$160,031.62

# Lisle Library District

## Account Distribution Report by Number

August 9, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
<b>10-00-2638-00, Vol. Life (NCPERS)</b>									
8/9/2017	46020817	Invoice	5230-228	NCPERS - IL IMRF	NCPERS - IL IMRF-	Posted	8/9/2017	\$96.00	\$0.00
									<b>\$0.00</b>
<b>10-10-5603-60, Circulation - Reg. Hours</b>									
8/9/2017	072617-1	Invoice	5230-158	LuAnn Williams	LuAnn Williams-0726	Posted	8/9/2017	\$203.59	\$0.00
8/9/2017	072617-2	Invoice	5230-160	LuAnn Williams	LuAnn Williams-0726	Posted	8/9/2017	\$210.34	\$0.00
									<b>\$0.00</b>
<b>10-10-5603-60, Circulation - Reg. Hours:</b>									
									<b>\$413.93</b>
<b>10-10-5646-00, 5646 Unemployment Compensation</b>									
8/9/2017	072617	Invoice	5230-168	LIMRiCC Unemployment Com	LIMRiCC Unemploym	Posted	8/9/2017	\$574.19	\$0.00
									<b>\$0.00</b>
<b>10-10-5650-00, Internet Service Provider</b>									
8/9/2017	3600000195	Invoice	5230-267	Village of Lisle	Village of Lisle-360000	Posted	8/9/2017	\$450.00	\$0.00
									<b>\$0.00</b>
<b>10-20-5653-00, Utilities - Gas</b>									
8/9/2017	071917	Invoice	5230-162	NICOR	NICOR-071917	Posted	8/9/2017	\$318.11	\$0.00
									<b>\$0.00</b>
<b>10-20-5655-00, Utilities - Electric</b>									
8/9/2017	149565717071	Invoice	5230-271	Dynegy Energy Services	Dynegy Energy Servi	Posted	8/9/2017	\$4,731.92	\$0.00
									<b>\$0.00</b>
<b>10-20-5655-00, Utilities - Gas:</b>									
									<b>\$318.11</b>
<b>10-20-5660-00, Maint Contracts - HVAC</b>									
8/9/2017	17724	Invoice	5230-003	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	8/9/2017	\$1,200.00	\$0.00
									<b>\$0.00</b>
<b>10-20-5661-00, Maint Contracts - Maint. Service</b>									
8/9/2017	4324429	Invoice	5230-029	Anderson Pest Solutions	Anderson Pest Solutio	Posted	8/9/2017	\$141.00	\$0.00
8/9/2017	SCI/00046888	Invoice	5230-130	ASSA ABLOY Entrance Syst	ASSA ABLOY Entra	Posted	8/9/2017	\$1,308.00	\$0.00
8/9/2017	C02753	Invoice	5230-164	Complete Cleaning Company	Complete Cleaning Co	Posted	8/9/2017	\$2,303.00	\$0.00
									<b>\$0.00</b>
<b>10-20-5662-00, Maint Contr. - Landscape Serv.</b>									
8/9/2017	3543	Invoice	5230-055	Bear Landscape Group	Bear Landscape Group-	Posted	8/9/2017	\$969.38	\$0.00
									<b>\$0.00</b>
<b>10-20-5663-00, Maint/Repairs-Genl repairs, Supplies</b>									
8/9/2017	8045295402	Invoice	5230-025	Staples Advantage	Staples Advantage-804	Posted	8/9/2017	\$315.34	\$0.00
									<b>\$0.00</b>

# Lisle Library District

## Account Distribution Report by Number

August 9, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
8/9/2017	941781920	Invoice	5230-027	Workspace Interiors by Office C	Workspace Interiors by	Posted	8/9/2017	\$418.00	\$0.00
8/9/2017	005436	Invoice	5230-170	Case Lots, Inc.	Case Lots, Inc.-005436	Posted	8/9/2017	\$285.00	\$0.00
				Totals for 10-20-5663-00, Maint/Repairs-Genl repairs, Supplies:					
									\$1,018.34
10-20-5664-00, Maint/Repairs-Non Contr. Work									
8/9/2017	17753	Invoice	5230-326	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	8/9/2017	\$1,467.10	\$0.00
				Totals for 10-20-5664-00, Maint/Repairs-Non Contr. Work:					
									\$1,467.10
10-20-5665-00, Rubbish Removal									
8/9/2017	0551-013656891	Invoice	5230-145	Republic Services	Republic Services-055	Posted	8/9/2017	\$179.09	\$0.00
				Totals for 10-20-5665-00, Rubbish Removal:					
									\$179.09
10-25-5711-00, Postage Special Serv									
8/9/2017	072517	Invoice	5230-223	Easypemrit Postage	Easypemrit Postage-07	Posted	8/9/2017	\$928.63	\$0.00
8/9/2017	072517	Invoice	5230-225	Easypemrit Postage	Easypemrit Postage-07	Posted	8/9/2017	\$1,412.03	\$0.00
				Totals for 10-25-5711-00, Postage Special Serv:					
									\$2,340.66
10-25-5713-00, Office Supplies									
8/9/2017	8045295402	Invoice	5230-023	Staples Advantage	Staples Advantage-804:	Posted	8/9/2017	\$218.64	\$0.00
8/9/2017	PINV1277444	Invoice	5230-033	Garvey's Office Products	Garvey's Office Produc	Posted	8/9/2017	\$44.16	\$0.00
8/9/2017	PINV1318914	Invoice	5230-035	Garvey's Office Products	Garvey's Office Produc	Posted	8/9/2017	\$72.48	\$0.00
8/9/2017	PINV1318931	Invoice	5230-037	Garvey's Office Products	Garvey's Office Produc	Posted	8/9/2017	\$6.99	\$0.00
8/9/2017	PINV1372040	Invoice	5230-110	Garvey's Office Products	Garvey's Office Produc	Posted	8/9/2017	\$40.53	\$0.00
8/9/2017	PINV1369372	Invoice	5230-122	Garvey's Office Products	Garvey's Office Produc	Posted	8/9/2017	\$37.46	\$0.00
8/9/2017	CM166960	Credit Memo	5230-173	Garvey's Office Products	Garvey's Office Prod-C	Posted	8/9/2017	\$0.00	\$12.59
8/9/2017	PINV1379173	Invoice	5230-263	Garvey's Office Products	Garvey's Office Produc	Posted	8/9/2017	\$12.99	\$0.00
8/9/2017	PINV1381350	Invoice	5230-334	Garvey's Office Products	Garvey's Office Produc	Posted	8/9/2017	\$19.99	\$0.00
				Totals for 10-25-5713-00, Office Supplies:					
									\$453.24
10-25-5714-00, Circ. Material Supplies									
8/9/2017	6168765	Invoice	5230-181	Demco, Inc.	Demco, Inc.-6168765	Posted	8/9/2017	\$219.65	\$0.00
				Totals for 10-25-5714-00, Circ. Material Supplies:					
									\$219.65
10-25-5716-00, Kitchen Supplies									
8/9/2017	11736	Invoice	5230-017	Triple S Vending	Triple S Vending-1173	Posted	8/9/2017	\$30.00	\$0.00
8/9/2017	8045295402	Invoice	5230-026	Staples Advantage	Staples Advantage-804:	Posted	8/9/2017	\$263.38	\$0.00
8/9/2017	11746	Invoice	5230-132	Triple S Vending	Triple S Vending-1174	Posted	8/9/2017	\$105.00	\$0.00
8/9/2017	005436	Invoice	5230-172	Case Lots, Inc.	Case Lots, Inc.-005436	Posted	8/9/2017	\$28.90	\$0.00
				Totals for 10-25-5716-00, Kitchen Supplies:					
									\$427.28

# Lisle Library District

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<b>10-25-5717-00, Processing Supplies</b>									
8/9/2017	6161916	Invoice	5230-015	Demco, Inc.	Demco, Inc.-6161916	Posted	8/9/2017	\$176.00	\$0.00
8/9/2017	073117	Invoice	5230-285	Baker & Taylor (C5223433)	Baker & Taylor (C5223433)	Posted	8/9/2017	\$0.65	\$0.00
8/9/2017	073117	Invoice	5230-288	Baker & Taylor (L0334152)	Baker & Taylor (L0334152)	Posted	8/9/2017	\$231.15	\$0.00
8/9/2017	073117	Invoice	5230-291	Baker & Taylor (L4171582)	Baker & Taylor (L4171582)	Posted	8/9/2017	\$91.00	\$0.00
8/9/2017	073117	Invoice	5230-294	Baker & Taylor (L4171782)	Baker & Taylor (L4171782)	Posted	8/9/2017	\$4.75	\$0.00
8/9/2017	073117	Invoice	5230-297	Baker & Taylor (L5202982)	Baker & Taylor (L5202982)	Posted	8/9/2017	\$37.95	\$0.00
8/9/2017	073117	Invoice	5230-300	Baker & Taylor (L5425632)	Baker & Taylor (L5425632)	Posted	8/9/2017	\$140.60	\$0.00
8/9/2017	073117	Invoice	5230-303	Baker & Taylor (L5543202)	Baker & Taylor (L5543202)	Posted	8/9/2017	\$323.45	\$0.00
8/9/2017	74463	Invoice	5230-320	Compact Disc Source	Compact Disc Source	Posted	8/9/2017	\$25.64	\$0.00
8/9/2017	74420	Invoice	5230-324	Compact Disc Source	Compact Disc Source	Posted	8/9/2017	\$124.11	\$0.00
8/9/2017	95277085	Invoice	5230-332	Midwest Tape	Midwest Tape-9527708	Posted	8/9/2017	\$427.80	\$0.00
<b>Totals for 10-25-5717-00, Processing Supplies:</b>								<b>\$1,583.10</b>	<b>\$0.00</b>
<b>10-25-5719-00, Publishing</b>									
8/9/2017	T4477830	Invoice	5230-275	Paddock Publications	Paddock Publications	Posted	8/9/2017	\$62.10	\$0.00
<b>Totals for 10-25-5719-00, Publishing:</b>								<b>\$62.10</b>	<b>\$0.00</b>
<b>10-25-5724-15, Local Travel</b>									
8/9/2017	073117	Invoice	5230-226	Jackie Kilcran	Jackie Kilcran-073117	Posted	8/9/2017	\$18.09	\$0.00
<b>Totals for 10-25-5724-15, Local Travel:</b>								<b>\$18.09</b>	<b>\$0.00</b>
<b>10-35-5760-00, Legal Services - Admin</b>									
8/9/2017	073117	Invoice	5230-330	Peregrine, Stime, Newnman, Rit	Peregrine, Stime, Newn Post	Posted	8/9/2017	\$1,365.00	\$0.00
<b>Totals for 10-35-5760-00, Legal Services - Admin:</b>								<b>\$1,365.00</b>	<b>\$0.00</b>
<b>10-35-5761-00, Collection Agency</b>									
8/9/2017	446854	Invoice	5230-019	Unique Management Services, I	Unique Management S	Posted	8/9/2017	\$26.85	\$0.00
<b>Totals for 10-35-5761-00, Collection Agency:</b>								<b>\$26.85</b>	<b>\$0.00</b>
<b>10-35-5762-00, Other Contr Services - Admin</b>									
8/9/2017	4-301-625 6-30	Invoice	5230-279	Industrial Appraisal Company	Industrial Appraisal Co	Posted	8/9/2017	\$445.00	\$0.00
<b>Totals for 10-35-5762-00, Other Contr Services - Admin:</b>								<b>\$445.00</b>	<b>\$0.00</b>
<b>10-35-5763-00, Other Contractual Services-Technology Asst</b>									
8/9/2017	36695	Invoice	5230-183	Outsource Solutions Group, In	Outsource Solutions G	Posted	8/9/2017	\$720.00	\$0.00
8/9/2017	36789	Invoice	5230-234	Outsource Solutions Group, In	Outsource Solutions G	Posted	8/9/2017	\$9,375.00	\$0.00
<b>Totals for 10-35-5763-00, Other Contractual Services-Technology Asst:</b>								<b>\$10,095.00</b>	<b>\$0.00</b>

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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
8/9/2017	073117	Invoice	5230-304	Ehlers Investment Partners, LL	Ehlers Investment Part	Posted	8/9/2017	\$574.83	\$0.00
<b>10-40-5783-00, Dues - Staff</b>									
8/9/2017	FY18-58478	Invoice	5230-039	Management Association	Management Associa	Posted	8/9/2017	\$1,260.00	\$0.00
8/9/2017	134762	Invoice	5230-043	Illinois Library Association	Illinois Library Associa	Posted	8/9/2017	\$100.00	\$0.00
8/9/2017	134661	Invoice	5230-045	Illinois Library Association	Illinois Library Associa	Posted	8/9/2017	\$150.00	\$0.00
8/9/2017	134557	Invoice	5230-047	Illinois Library Association	Illinois Library Associa	Posted	8/9/2017	\$100.00	\$0.00
8/9/2017	134513	Invoice	5230-049	Illinois Library Association	Illinois Library Associa	Posted	8/9/2017	\$25.00	\$0.00
8/9/2017	134334	Invoice	5230-051	Illinois Library Association	Illinois Library Associa	Posted	8/9/2017	\$100.00	\$0.00
8/9/2017	134341	Invoice	5230-053	Illinois Library Association	Illinois Library Associa	Posted	8/9/2017	\$150.00	\$0.00
8/9/2017	135322	Invoice	5230-185	Illinois Library Association	Illinois Library Associa	Posted	8/9/2017	\$75.00	\$0.00
8/9/2017	M0263427	Invoice	5230-265	American Library Assn	American Library Ass	Posted	8/9/2017	\$137.00	\$0.00
<b>10-40-5784-00, Meetings - Staff</b>									
8/9/2017	071317	Invoice	5230-144	Diana DiPierro	Diana DiPierro-071317	Posted	8/9/2017	\$27.60	\$0.00
8/9/2017	071817	Invoice	5230-179	Ginger Boskelly	Ginger Boskelly-07181	Posted	8/9/2017	\$23.54	\$0.00
8/9/2017	061917	Invoice	5230-189	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	8/9/2017	\$14.97	\$0.00
8/9/2017	072817	Invoice	5230-277	Beth McQuillan	Beth McQuillan-07281	Posted	8/9/2017	\$3.64	\$0.00
<b>10-40-5785-00, Conferences - Staff</b>									
8/9/2017	062517	Invoice	5230-009	Laura Murff	Laura Murff-062517	Posted	8/9/2017	\$116.47	\$0.00
8/9/2017	06062417	Invoice	5230-011	Brian Baxter	Brian Baxter-0606241	Posted	8/9/2017	\$70.14	\$0.00
8/9/2017	062417	Invoice	5230-261	Tatiana Weinstein	Tatiana Weinstein-0624	Posted	8/9/2017	\$59.51	\$0.00
<b>10-40-5786-00, Employee/Volunteer Recognition</b>									
8/9/2017	071717	Invoice	5230-201	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	8/9/2017	\$11.89	\$0.00
<b>10-40-5787-00, In-Service</b>									
8/9/2017	081117	Invoice	5230-031	Tom Kens	Tom Kens-081117	Posted	8/9/2017	\$250.00	\$0.00
8/9/2017	081117	Invoice	5230-221	Jeff Helfand	Jeff Helfand-081117	Posted	8/9/2017	\$650.00	\$0.00
<b>10-45-5788-70, Meetings - Trustee</b>									
8/9/2017	103401	Invoice	5230-021	B. Gunther & Company (266)	B. Gunther & Compan	Posted	8/9/2017	\$30.00	\$0.00
<b>Totals for 10-40-5783-00, Investment Agency Consultants:</b>									
								\$574.83	\$0.00
<b>Totals for 10-40-5784-00, Dues - Staff:</b>									
								\$2,097.00	\$0.00
<b>Totals for 10-40-5785-00, Meetings - Staff:</b>									
								\$69.75	\$0.00
<b>Totals for 10-40-5786-00, Conferences - Staff:</b>									
								\$246.12	\$0.00
<b>Totals for 10-40-5787-00, Employee/Volunteer Recognition:</b>									
								\$11.89	\$0.00
<b>Totals for 10-40-5788-70, In-Service:</b>									
								\$900.00	\$0.00

# Lisle Library District

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<b>10-48-5823-15, Minor Equip - Adm Services/PR</b>									
8/9/2017	160817	Invoice	5230-005	Concept Wireless Communicati	Concept Wireless Contr	Posted	8/9/2017	\$518.00	\$0.00
<i>Totals for 10-45-5788-70, Meetings - Trustee:</i>								\$30.00	\$0.00
<b>10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide</b>									
8/9/2017	5049354272	Invoice	5230-041	Ricooh USA, Inc.	Ricooh USA, Inc.-504	Posted	8/9/2017	\$933.77	\$0.00
8/9/2017	IN00163509	Invoice	5230-104	Chicago Metropolitan Fire Prev	Chicago Metropolitan F	Posted	8/9/2017	\$155.25	\$0.00
8/9/2017	13777066	Invoice	5230-177	Toshiba Business Solutions, US	Toshiba Business Solu	Posted	8/9/2017	\$90.32	\$0.00
8/9/2017	99151109	Invoice	5230-273	Wells Fargo Vendor Financial S	Wells Fargo Vendor F	Posted	8/9/2017	\$202.55	\$0.00
<i>Totals for 10-48-5823-15, Minor Equip - Adm Services/PR:</i>								\$518.00	\$0.00
<i>Totals for 10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide:</i>								\$1,381.89	\$0.00
<b>10-50-5863-20, Literacy/ESL</b>									
8/9/2017	222778	Invoice	5230-120	Findaway World	Findaway World-2227	Posted	8/9/2017	\$86.85	\$0.00
<i>Totals for 10-50-5863-20, Literacy/ESL:</i>								\$86.85	\$0.00
<b>10-50-5863-30, Books - Youth Serv. Dept.</b>									
8/9/2017	073117	Invoice	5230-292	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	8/9/2017	\$437.34	\$0.00
8/9/2017	073117	Invoice	5230-298	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	8/9/2017	\$2,855.39	\$0.00
8/9/2017	133389	Invoice	5230-314	Children's Plus, Inc.	Children's Plus, Inc.-1	Posted	8/9/2017	\$2,020.87	\$0.00
8/9/2017	073117	Invoice	5230-316	Baker & Taylor (L4134462)	Baker & Taylor (L4134	Posted	8/9/2017	\$73.97	\$0.00
<i>Totals for 10-50-5863-30, Books - Youth Serv. Dept.:</i>								\$5,387.57	\$0.00
<b>10-50-5864-10, Books - Non Fiction</b>									
8/9/2017	073117	Invoice	5230-283	Baker & Taylor (C5223433)	Baker & Taylor (C5223	Posted	8/9/2017	\$1,166.42	\$0.00
8/9/2017	073117	Invoice	5230-286	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	8/9/2017	\$4,560.37	\$0.00
<i>Totals for 10-50-5864-10, Books - Non Fiction:</i>								\$5,726.79	\$0.00
<b>10-50-5865-10, Books - Adult Fiction</b>									
8/9/2017	073117	Invoice	5230-295	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	8/9/2017	\$161.78	\$0.00
8/9/2017	073117	Invoice	5230-301	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	8/9/2017	\$7,077.56	\$0.00
<i>Totals for 10-50-5865-10, Books - Adult Fiction:</i>								\$7,239.34	\$0.00
<b>10-50-5867-20, Ref Books - Adult Serv. Dept.</b>									
8/9/2017	073117	Invoice	5230-281	Baker & Taylor (C5223353)	Baker & Taylor (C5223	Posted	8/9/2017	\$344.96	\$0.00
<i>Totals for 10-50-5867-20, Ref Books - Adult Serv. Dept.:</i>								\$344.96	\$0.00
<b>10-50-5869-20, Internet Licensed DBases</b>									
8/9/2017	US1723614	Invoice	5230-116	ProQuest LLC	ProQuest LLC-US1723-	Posted	8/9/2017	\$2,967.00	\$0.00

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8/9/2017	43373	Invoice	5230-118	Record Information Services, I	Record Information Se	Posted	8/9/2017	\$1,462.00	\$0.00
8/9/2017	60821058	Invoice	5230-124	Gale / Cengage Learning	Gale / Cengage Learnin	Posted	8/9/2017	\$57,156.74	\$0.00
8/9/2017	75562738	Invoice	5230-154	Recorded Books, LLC	Recorded Books, LLC-7	Posted	8/9/2017	\$5,079.80	\$0.00
8/9/2017	75559544	Invoice	5230-156	Recorded Books, LLC	Recorded Books, LLC-7	Posted	8/9/2017	\$1,350.00	\$0.00
8/9/2017	155	Invoice	5230-269	p4A Antiques Research Serv	p4A Antiques Researc	Posted	8/9/2017	\$199.00	\$0.00
<b>10-50-5871-20, Document Delivery</b>									<b>\$0.00</b>
8/9/2017	13832	Invoice	5230-136	IHLIS - OCLC	IHLIS - OCLC-13832	Posted	8/9/2017	\$20,321.04	\$0.00
8/9/2017	13694	Invoice	5230-142	IHLIS - OCLC	IHLIS - OCLC-13694	Posted	8/9/2017	\$42.00	\$0.00
8/9/2017	5565	Invoice	5230-152	SWAN	SWAN-5565	Posted	8/9/2017	\$20.00	\$0.00
<b>Totals for 10-50-5871-20, Document Delivery:</b>									<b>\$0.00</b>
<b>10-50-5872-10, Dbases - Professional</b>									<b>\$0.00</b>
8/9/2017	4396	Invoice	5230-013	RAILS	RAILS-4396	Posted	8/9/2017	\$152.80	\$0.00
8/9/2017	504095719	Invoice	5230-112	Motion Picture Licensing Corp.	Motion Picture Licens	Posted	8/9/2017	\$160.05	\$0.00
8/9/2017	13694	Credit Memo	5230-138	IHLIS - OCLC	IHLIS - OCLC-13694	Posted	8/9/2017	\$0.00	\$187.50
<b>Totals for 10-50-5872-10, Dbases - Professional:</b>									<b>\$187.50</b>
<b>10-50-5873-30, Dbases - Youth Serv. Dept.</b>									<b>\$0.00</b>
8/9/2017	81937	Invoice	5230-007	Tumbleweed Press, Inc.	Tumbleweed Press, In	Posted	8/9/2017	\$2,273.70	\$0.00
<b>Totals for 10-50-5873-30, Dbases - Youth Serv. Dept.:</b>									<b>\$0.00</b>
<b>10-50-5890-30, A-V Matls - Youth Serv. Dept.</b>									<b>\$0.00</b>
8/9/2017	080117	Invoice	5230-312	Midwest Tape (7291)	Midwest Tape (7291)-	Posted	8/9/2017	\$391.57	\$0.00
<b>Totals for 10-50-5890-30, A-V Matls - Youth Serv. Dept.:</b>									<b>\$0.00</b>
<b>10-50-5895-40, A-V Matls - Adult Serv. Dept.</b>									<b>\$0.00</b>
8/9/2017	7301241806	Invoice	5230-166	Naperville Public Library	Naperville Public Libr	Posted	8/9/2017	\$13.99	\$0.00
8/9/2017	073117	Invoice	5230-289	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	8/9/2017	\$712.17	\$0.00
8/9/2017	080117	Invoice	5230-306	Midwest Tape (12516)	Midwest Tape (12516)	Posted	8/9/2017	\$79.97	\$0.00
8/9/2017	080117	Invoice	5230-308	Midwest Tape (12957)	Midwest Tape (12957)	Posted	8/9/2017	\$81.98	\$0.00
8/9/2017	080117	Invoice	5230-310	Midwest Tape (7288)	Midwest Tape (7288)-	Posted	8/9/2017	\$1,582.73	\$0.00
8/9/2017	74464	Invoice	5230-318	Compact Disc Source	Compact Disc Source	Posted	8/9/2017	\$83.57	\$0.00
8/9/2017	74421	Invoice	5230-322	Compact Disc Source	Compact Disc Source	Posted	8/9/2017	\$387.32	\$0.00
8/9/2017	95271287	Invoice	5230-328	Midwest Tape	Midwest Tape-9527128	Posted	8/9/2017	\$2,957.25	\$0.00
<b>Totals for 10-50-5895-40, A-V Matls - Adult Serv. Dept.:</b>									<b>\$5,898.98</b>
<b>10-60-5931-10, Programs - Adult Services</b>									<b>\$0.00</b>



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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
8/9/2017	071817	Invoice	5230-114	Noelle Spicher	Noelle Spicher-071817	Posted	8/9/2017	\$11.99	\$0.00
8/9/2017	071017	Invoice	5230-126	Pam Freer	Pam Freer-071017	Posted	8/9/2017	\$8.48	\$0.00
8/9/2017	070717	Invoice	5230-128	Noelle Spicher	Noelle Spicher-070717	Posted	8/9/2017	\$5.98	\$0.00
8/9/2017	062317	Invoice	5230-193	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	8/9/2017	\$23.98	\$0.00
8/9/2017	071417	Invoice	5230-197	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	8/9/2017	\$41.43	\$0.00
8/9/2017	071517	Invoice	5230-199	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	8/9/2017	\$35.25	\$0.00
<b>Totals for 10-60-5931-10, Programs - Adult Services:</b>									<b>\$0.00</b>
<b>10-60-5931-30, Programs - Youth Serv. Dept.</b>									
8/9/2017	071217	Invoice	5230-134	Will Savage	Will Savage-071217	Posted	8/9/2017	\$5.49	\$0.00
8/9/2017	062317	Invoice	5230-191	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	8/9/2017	\$3.98	\$0.00
8/9/2017	062617	Invoice	5230-195	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	8/9/2017	\$7.98	\$0.00
8/9/2017	071717	Invoice	5230-203	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	8/9/2017	\$11.47	\$0.00
8/9/2017	071817	Invoice	5230-205	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	8/9/2017	\$6.49	\$0.00
<b>Totals for 10-60-5931-30, Programs - Youth Serv. Dept.:</b>									<b>\$0.00</b>
<b>10-60-5931-40, Online Marketing</b>									
8/9/2017	062117	Invoice	5230-187	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	8/9/2017	\$8.99	\$0.00
<b>Totals for 10-60-5931-40, Online Marketing:</b>									<b>\$0.00</b>
<b>30-65-5925-00, Network - Maint. (.02 B/M)</b>									
8/9/2017	106710	Invoice	5230-001	Heritage Technology Solutions	Heritage Technology S	Posted	8/9/2017	\$890.00	\$0.00
8/9/2017	INV-US-32259	Invoice	5230-230	EnvisionWare, INC.	EnvisionWare, INC.-IN	Posted	8/9/2017	\$167.00	\$0.00
8/9/2017	36762	Invoice	5230-232	Outsource Solutions Group, In	Outsource Solutions G	Posted	8/9/2017	\$250.00	\$0.00
<b>Totals for 30-65-5925-00, Network - Maint. (.02 B/M):</b>									<b>\$0.00</b>
<b>30-65-5926-00, Maint - Bldg Structure (.02 B/M)</b>									
8/9/2017	071717-1	Invoice	5230-106	Express Fence Inc.	Express Fence Inc.-071	Posted	8/9/2017	\$2,585.00	\$0.00
8/9/2017	071717-2	Invoice	5230-108	Express Fence Inc.	Express Fence Inc.-071	Posted	8/9/2017	\$1,160.00	\$0.00
8/9/2017	725504	Invoice	5230-148	Patriot Electric & Technologies	Patriot Electric & Techn	Posted	8/9/2017	\$490.00	\$0.00
8/9/2017	725505	Invoice	5230-150	Patriot Electric & Technologies	Patriot Electric & Techn	Posted	8/9/2017	\$222.50	\$0.00
<b>Totals for 30-65-5926-00, Maint - Bldg Structure (.02 B/M):</b>									<b>\$0.00</b>
<b>Grand Totals:</b>									<b>\$200.09</b>

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Report name: Account number report for August 9, 2017  
Report format: Detail  
Include these transaction dates: 8/9/2017 to 8/9/2017  
Include these post dates: 8/9/2017 to 8/9/2017  
Include all Post Statuses  
Do not include adjustment transactions  
Include miscellaneous entries  
Include these Accounts; Query: Account number report  
Include all Funds  
Include all Classes  
Include all Vendors  
Include all Invoices  
Include all Credit Memos  
Include all Payments  
Include all Purchase Orders  
Include all Receipts  
Include all Account Attributes  
Include all Vendor Attributes  
Include all Invoice Attributes  
Include all Credit Memo Attributes  
Include all Purchase Order Attributes  
Include all Function(s)  
Include all Department(s)

PRIOR MONTHS BILLS PAID BETWEEN July 2017 and August 2017 BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.			
Check #	Vendor		Amount
HSA	Salaries 7/15/17		\$ 64,239.63
HSA	Garnishment	Employee Deduction	\$ 171.78
HSA	Ill. Dept. of Revenue	State Tax Withheld	\$ 3,130.09
Auto W/D	Howard Simon & Associates	Mo. PR Serv. - July 2017	\$ 505.64
HSA	EFTPS/Electronic Tax Pymt 7/15/17	Fed Tax \$9665.27	\$ 23,142.84
		FICA W/H \$6738.75	
		FICA Lib \$6738.82	
HSA	Salaries 7/31/17		\$ 61,767.52
HSA	Garnishment	Employee Deduction	\$ 155.35
HSA	Ill. Dept. of Revenue	State Tax Withheld	\$ 4,013.29
HSA	EFTPS/Electronic Tax Pymt 7/31/17	Fed Tax \$9433.60	\$ 22,600.46
		FICA W/H \$6583.44	
		FICA Lib \$6583.42	
Wired	IMRF	IMRF W/H \$7831.49	\$ 24,272.27
		IMRF Lib. \$16440.78	
		Sub Total	\$ 203,998.87
Check #	Vendor	Description	Amt
1174	AFLAC (G6920)	Payroll Withholding	\$ 484.34
1175	Delta Dental - Risk	Premiums	\$ 2,102.79
1176	DuPage County Public Works	Water and Sewer Usage	\$ 123.38
1177	John Ferrari	Mileage to ALA	\$ 65.27
1178	Jeff Helfand	Staff Development	\$ 300.00
1179	LIMRICC Purchase of Health Ins. Program	Health Premium	\$ 27,780.10
1180	MB Financial Credit Card	ALA, Testing Koisk, Webinar, Programs	\$ 518.89
1181	OverDrive, Inc.	Content	\$ 1,500.00
1182	Amazon	Books, Games, Supplies, Displays	\$ 1,765.49
1183	Arthur J. Gallagher Risk Management Services	Treasurer's Bond	\$ 2,400.00
1184	Bank of America	ALA, FB Boost, Survey	\$ 316.19
1185	Midwest Tape	Hoopla Content	\$ 4,315.34
1186	Millennia Consulting LLC	3rd Payment	\$ 13,697.44
		Sub Total	\$ 55,369.23
		TOTAL	\$ 259,368.10

RECAP OF PRIOR SHEETS EXPENSES

TOTAL CORPORATE EXPENSES	\$370,174.76
TOTAL .02 BUILDING/MAINT. EXPENSES	\$5,764.50
TOTAL IMRF/FICA EXPENSES	\$29,763.02
TOTAL WORKING CASH EXPENSES	
TOTAL SPECIAL RESERVE	\$13,697.44
TOTAL OF ALL ABOVE	\$419,399.72

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

The above items have been approved by the Lisle Library District Board of Trustees on: / 8/9/2017

\_\_\_\_\_  
Trustee

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

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

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

Monthly Circulation Report - July 2017

	Checkouts	Renewals	Jul-17 TOTALS	YTD FY 16/17	YTD FY 17/18	YTD % Change
Adult Non-Print	7,341	2,737	10,078	10,868	10,078	-7.27%
Adult Print	7,610	3,484	11,094	11,565	11,094	-4.07%
Adult Total	14,951	6,221	21,172	22,433	21,172	-5.62%
YS Non-Print	2,027	838	2,865	3,170	2,865	-9.62%
YS Print	8,850	3,472	12,322	12,348	12,322	-0.21%
Total YS	10,877	4,310	15,187	15,518	15,187	-2.13%
Digital Media						
Overdrive	1,573		1,573	1,464	1,573	7.45%
hoopla	1,405		1,405	857	1,405	63.94%
Zinio	109		109	161	109	-32.30%
Total Digital	3,087	0	3,087	2,482	3,087	24.38%
Subtotal Print + Non-Print/Digital	28,915	10,531	39,446	40,433	39,446	-2.44%
Computer/Tech Sessions Logins	2,983		2,983	3,312	2,983	-9.93%
Database Usage/Unique Logins	5,616		5,616	6,547	5,616	-14.22%
Wireless Use	1,947		1,947	2,322	1,947	-16.15%
ScannX sessions/jobs	289		289	288	289	0.35%
Museum Adventure Passes	38		38	44	38	-13.64%
Total IT/Resource Sessions	10,873	0	10,873	12,513	10,873	-13.11%
Total Circulation	39,788	10,531	50,319	52,946	50,319	-4.96%
Literacy Software Usage Hours *	88			85	88	3.53%
Borrower Information	July 2017 Total	YTD 16/17	YTD 17/18	YTD % Change		
New Library Cards Added	154	172	154	-10.47%		
Monthly Borrowers	3,373	3,524	3,373	-4.28%		
Total # Registered Borrowers	11,677	12,126	11,677	-3.70%		
InterLibrary Loans						
Materials Sent	140	112	140	25.00%		
Materials Received	310	359	310	-13.65%		
Polaris/Catalog Holds						
Holds Placed	2,862	3,117	2,862	-8.18%		
Holds Checked Out	2,223	2,440	2,223	-8.89%		

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

	LibWide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY16/17	YTD FY17/18	% Change
<b>Library Event Statistics</b>									
Staff Facilitated Programs		22	37		3	62	68	62	-8.82%
Attendees		248	827		43	1,118	1,095	1,118	2.10%
Computer/Technology Programs		3	0		4	7	7	7	0.00%
Attendees		11	0		7	18	23	18	-21.74%
Performer/Speaker/Author		4	2		0	6	7	6	-14.29%
Attendees		96	90		0	186	244	186	-23.77%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	1					1	1	1	0.00%
Attendees	300					300	250	300	20.00%
<b>Total Number of Programs</b>	1	29	39	0	7	76	83	76	-8.43%
<b>Total Patrons Served by Programming</b>	300	355	917	0	50	1,622	1,612	1,622	0.62%
Reference Questions		2,375	1,917	2,527		6,819	7,563	6,819	-9.84%
Volunteer Hours		5.00	467.00	0.00		472.00	505.00	472.00	-6.53%
<b>Outreach Service Statistics</b>									
Outreach Visits		0	5	2		7	6	7	16.67%
Patrons Served by Outreach Visits		0	410	114		524	820	524	-36.10%
Home Delivery Dates		2				2	2	2	0.00%
Patrons Served via Home Delivery		74				74	78	74	-5.13%
<b>Total Outreach Programs</b>		2	5	2		9	8	9	12.50%
<b>Total Patrons Served with Outreach Services</b>		74	410	114		598	898	598	-33.41%
<b>Civic Facility Use</b>									
Literacy/Tutoring Room Use (patron count)	96						89	96	7.87%
Number of Outside Groups Using Meeting Space	18						17	18	5.88%
Patrons Entering Building	17,032						17,283	17,032	-1.45%
Friend's Sponsored Programs	0						1	0	-100.00%
Attendees	0						40	0	-100.00%
<b>Social Media Use</b>									
Facebook (daily page consumption)	1,082						1,050	1,082	3.05%
Twitter Followers	666						578	666	15.22%
Pinterest Average Daily Viewers	84						133	84	-36.84%
Instagram Likes	598						266	598	124.81%
Flickr Views	9,433						4,245	9,433	122.21%

To: Lisle Library District Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: August 4, 2017

## Director's Report August 2017

### Meetings

Directors – July 13  
Staff – July 18  
Intergovernmental – July 20  
Fisher – July 27  
Knutte, Wang, Boskelly – July 27  
Sullivan, Bartelli, Boskelly – July 27

Directors – July 27  
Swistak, Boskelly – July 31  
Directors – August 3  
Finance Committee – August 3  
Sullivan – August 4

## Highlights | Developments

### Summer Read Wrap-Up

The *Reading by Design* Summer Read Program concluded with a Wrap-Up Party on Saturday, July 29<sup>th</sup> (photo included). Our outdoor event featured a dunk-tank, cotton candy machine, live music, face painting, an all-ages “seed bomb” craft table and food truck providing delicious soft pretzels. We also highlighted some of the most popular summer reads at a Readers Advisory table where patrons could check out the books. The Library foyer displays our residents’ reading statistics in a fun graphic format. Some of those statistics include most popular title by age demographic:

Kids: *Percy Jackson's Greek Heroes* by Rick Riordan  
Teens: *All the Broken Pieces* by Ann E. Burg  
Adults: *Into the Water* by Paula Hawkins

We had a total of 1,198 participants in the reading program this year: 712 kids, 98 teens, and 388 adults. The party was held from 11:00 am to 2:00 pm and we estimate 300 attendees during the 3 hour event. The event ran smoothly and the weather cooperated. What attendees didn’t know was that the Library experienced a power outage that morning. Staff began the day at 8:30 am to begin preparations for dunk-tank delivery and event set-up and noticed that approximately half the building did not have electricity.

There were lights on the Adult floor, but none on the Youth Services floor. None of the public computers were operational and we had no air conditioning. Staff acted quickly and appropriately by alerting me as well as calling our IT Manager to ensure proper server shut-down procedures were followed. Staff carefully evaluated the facility and the Library opened on time with limited capability until the power was restored at approximately 10:00 am. The IT Manager did come in to assess the situation, notify our Polaris ILS (integrated library system) and to make sure all IT issues were resolved before leaving for the day. I arrived upon the event launch at 11:00 am and all went smoothly as if nothing had happened.

High praise goes to the staff for keeping cool heads and making sure that our patrons were able to enjoy the day’s activities. It takes a lot to make a program like Summer Read happen - from the planning, to the promotion, to the implementation, to the clean-up, to the evaluation. Every department deserves recognition and a big *thank-you*!



## Intergovernmental

I attended the Intergovernmental with the Board President on July 20<sup>th</sup>. Below are a few topics of discussion:

- Lisle Chamber – The Chamber gave out nine, *Eyes to the Skies*, scholarships to high school students. There will be a variety of upcoming fall events including: a membership appreciation picnic, government luncheon, Lisle Ale Fest, and Lisle Uncorked Wine Tasting.
- Village – The downtown master-plan project is conducting a parking study. They are wrapping up the police contracts and are moving on to contracts for public works employees. The Ashton Place development is moving forward. The Marq on Main project switched general contractors.
- Fire District – The functional cooperation project between the Darien/Woodridge/Lisle Districts is going well. The September 11<sup>th</sup> Memorial event will be held in Woodridge. Fire Prevention Week begins October 8<sup>th</sup>.
- Convention and Visitors Bureau – There is a new Visitor's Guide. There are a variety of upcoming events including: an accordion music festival, Veggie-Fest and bands performing at Prairie-walk Pond.
- School Dist. 202 – The District will launch a new website next week. There is a draft design of the internal architecture for the new school building. School starts on August 15<sup>th</sup>.
- School Dist. 203 – The District has three new Board members. There will be a new entrance constructed at Naperville North High School. Negotiations for the transportation union are underway.
- Park District – There is construction fencing up and around the stage at Community Park for the 6-8 week project to fill the "moat." The District is evaluating expanding the parking lot at the golf course. The Leask Lane Park project is moving along great. Summer camps for youth and teens have begun.

## Community Engagement

Millennia Consulting and CB White Market Research & Strategy launched the community survey on July 7<sup>th</sup>. Residents were able to access the survey via the homepage of our website, [lislelibrary.org](http://lislelibrary.org) throughout the month of July. In the last week of July, I was notified that 550 surveys were completed. The final count will not be known until the last week of July is counted, the data is evaluated and the paper surveys are included. I mailed 76 completed paper surveys to Carol White on August 1<sup>st</sup> for inclusion. The final report, including all focus group, forum, and survey data will be summarized by the consultants and presented to the LLD Board of Trustees this fall.

## Communications

Below are a few comments from our patrons:

*"...I suggest placement of several small stools to be provided to allow patrons access to two lower shelves of books..."*

*"...Just filled out the survey. I love our Library....the entry could do with some bright mural or artwork....a green space to read would be nice...email or app all you have to offer...Lisle is a great place because of our Library..."*



*To: Lisle Library District Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: August 4, 2017*

And lastly, a patron emailed me about the Library's email/text notifications and wondered how his request to receive notifications closer to the due date could come to fruition (this idea was also expressed in a community forum session in June). I let him know that the team of Department Directors would discuss his suggestion at an upcoming meeting.

Our Department Director meetings generally consist of discussions about departmental initiatives and updates. I also use these meetings as a time to brainstorm and dissect ideas. We discussed the patron suggestion and after thoughtful consideration came to a consensus on notifications. The Library will now notify patrons one day before the due date to encourage prompt return or renewals. The team also tightened up the notification language. The Library will continue to notify patrons two days, two weeks and three weeks *after* the due date. We've put this update in our next newsletter and have social media announcements planned. We hope this change encourages timely returns and renewals.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tatiana Weinstein', with a stylized, flowing script.

Tatiana Weinstein











## August 2017 Assistant Director's Report

### Meetings:

- Summer Read Wrap-up team
- Star Wars Reads team
- Ready Set Go team
- Patriot Electric outdoor lighting
- Express Fence south parking fence repaired July 12th
- Complete Cleaning

Digital Outreach team (DOT) worked in July to plan social media posts with results of Summer Read such as the most popular authors and titles for youth, teens and adults. The DOT team planned Facebook boosts for the Community Engagement Survey and Medicare senior program. The LLD Safety Team met in July to plan safety drills for Staff Development Day August 11th. Team members plan drills for all staff training in the areas of tornado, fire, and lost child. The Safety Team also plans to introduce the concept of "Shelter in Place" to staff and develop a procedure.

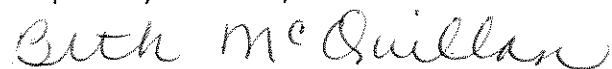
Facilities: LLD has had several additional HVAC outages. Several brown-outs were reported in Lisle after LLD closed the evening of July 19<sup>th</sup>. The HVAC in the east end was not working as staff opened the building the next day. Staff attempted to restart the HVAC systems for the east end of the building. Staff were able to restart the air handlers in the east end and the compressor for east adult area, but the compressor for Youth Services did not start. A fuse had tripped in the compressor for Youth Services.

With the area-wide power outage on Saturday, July 29<sup>th</sup>, staff had to assess the HVAC systems as power was restored. The west end HVAC started automatically; however the east end HVAC needed staff intervention. The air handlers were restarted and several minutes later the compressors started.

The lobby bathroom entrance doors were repaired this month due to a child being stuck in the men's room. The child tried to open the exit door from the bathroom. Staff were able to open the door by using a key even though the door was not in the lock position. The door was not properly aligned and was not allowing the lock to release. Both men and women's wooden bathroom doors in the lobby were rehung and now close properly.

I attended the quarterly session of the Assistant/Deputy Directors of Public Libraries for RAILS Northern/Northeastern region meeting at Downers Grove Public Library on Friday, July 28<sup>th</sup>. One of the topics of discussion was gathering new statistics for the 2017 IPLAR reports and sharing ideas for interpreting the concept of "passive programming."

Respectfully submitted,



Beth McQuillan

# Lisle Library Events

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

## Summer Read 2017 Wrap-up Party

July 29, 11:00 AM - 2:00 PM

We've had so much fun with this year's Summer Read program, we want to celebrate with a wrap-up party! Stop by the Library for food truck treats, fun, and games!

## KIDS

### Summer Performers!

Wednesdays, July 12 - 26, 2:00-3:00 PM

Every Wednesday, we present a fantastic performer! July will feature College of Dupage Theater's Play On Words (July 12), world music lovers Mystic Drumz (July 19), and the fantastically fun experiments of Mad Science (July 26).



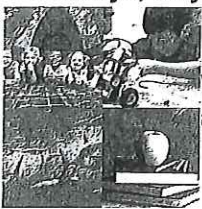
### Monday Fundays & Terrific Tuesdays

Mondays & Tuesdays, July 10-25, 4:00-5:00 PM

Use Strawbees to build cool structures with straws in Strawbees (July 10/11), make your own wild water ride in the Waterslide Challenge (July 17/18), and use secret materials to complete building challenges with Mystery Bag Engineering (July 24/25).

### Thursday Kids Club

Thursdays, July 13 - 27, 4:00-4:45 PM



Friday Kids Club is moving to Thursdays! Our programs for July are A Camping We Will Go (July 13), Radical Robots (July 20), and Shark Week (July 27).

## TEENS

### DIY Kawaii

Thursday, July 6, 4:00 - 5:00 P.M. | Meeting Room A or B

Are you ready for a cuteness overhaul? Then don't miss your chance to make an adorable panda pencil holder or your own plushy Pusheen cat!

### Movie Mayhem

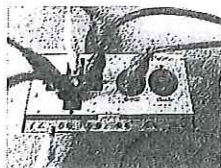
Friday, July 21, 6:00 PM - 8:30 PM | Meeting Room A/B

Join us for pizza, a movie, and witty banter! We will watch Teenage Mutant Ninja Turtles (2014) along with the hilarious and snarky Rifftrax commentary. (Rating: PG-13. Must be 13 or older to attend.)

### Makey Makey Creation Lab

Tuesday, July 25, 6:30 PM - 8:00 PM | Meeting Room A/B

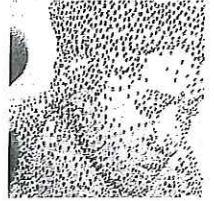
Create a banana piano! Control a game of Tetris with marshmallows! Work in teams to build an interactive experience with everyday objects using a Makey Makey kit.



## Pinhole Art

Thursday, July 27, 4:00 - 5:00 PM | Meeting Room A or B

Do you like to poke things with pins? Then you need to try out pinhole art! Make a masterpiece using paper and a push pin!



## ADULTS

### Design Your Garden With Carol Sherby

Friday, July 14, 7:00 PM - 8:00 PM | Meeting Room A/B

Want to create your dream garden but don't know where to start? Carol Sherby, Illinois Master Gardener, will present concept tools and tips to help you design your garden.

### Lisle Library 2nd Annual Chess Tournament

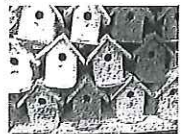
Saturday, July 15, 10:30 AM - 4:00 PM | Meeting Room A/B

Join the Lisle Library District as we host our 2nd annual chess tournament! Participate in this non-USCF, Swiss-style, timed, all-ages tournament as you vie for 1st-3rd prize! Registration required.

### Adult Craft: Design Your Bird House!

Friday, July 28, 7:00 PM - 8:30 PM | Meeting Room A/B

Summer is in the air and so are our winged friends! Join us as we turn unfinished bird houses into lovely expressions of the season.



### Senior Spotlight: Medicare 101 with David Wylly

Sunday, July 23, 2:00 PM - 3:30 PM | Meeting Room A/B

David Wylly, of Medicare Solutions Network, will detail what Medicare covers, what it doesn't, and your options for additional coverage.

## LITERACY

### Learn English at the Library!

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

- Literacy/English Language Development (ELD) Class  
July 1, 15, and 29 | 10:00 A.M. - 12:00
- Conversation Group  
July 8 & 22 | 10:00 A.M. - 12:00





# Chicago Tribune **NAPERVILLE** SUN

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



**Community Contributor Josh Hepler / July 25, 2017**

**Featured artist Vicki Frasco with her paintings at the latest Gallery 777 show, on display at the Library through August.**

# Chicago Tribune NAPERVILLE SUN

From the community: Theater and Wordplay at Lisle Library District



Community Contributor Josh Hepler / June 28, 2017

College of DuPage Theater's 'Play on Words' presented at the Lisle Library District. (pictured ensemble: Leo Aiello, Max Campbell, Philip Laricchia, Aaron Ostrowski, Brandon Torres, and Page Weaver)



# Chicago Tribune **NAPERVILLE** SUN

From the community: Susan M. Boyer to Visit Lisle Library District



**Community Contributor Josh Hepler**  
**July 17, 2017**

Susan M. Boyer, the author of the bestselling Liz Talbot mystery series, is visiting the Lisle Library District this week. Susan will join the Murder Among Friends book group as they discuss the second book in the series, *Lowcountry Bombshell*, July 20th from 7:30 - 8:30 PM. Susan's novels have received the Agatha Award, Macavity nominations, and the Daphne du Maurier Award. The event is open to everyone, and no registration is required.



# Chicago Tribune NAPERVILLE SUN

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



**Community Contributor Josh Hepler**  
**July 12, 2017**

On Saturday, June 29th, the Lisle Library District is celebrating the close of their annual Summer Reading program. From 11:00 AM - 2:00 PM, the Library will be holding a Wrap-Up Party to encourage community and congratulate patrons on their reading goals. This library-wide event will feature a food truck, DIY gardening crafts, live music, face painting, and a variety of activities for all ages. If sending your favorite librarian into the water sounds like fun, there will also be dunk tank featuring some of the braver Library staff. The event is designed to be drop-in friendly, so Library-goers can stay for the whole event, or just a little while.



## Lisle Library District Welcomes Visiting Mystery Authors



**Josh Hepler July 12, 2017**

Lisle Library's mystery book group, *Murder Among Friends*, has been discussing mystery titles amongst themselves for a long time. Lately, the group has been able to discuss those novels directly with their source: the authors. The group, which meets monthly to share their thoughts on a wide variety of books in the mystery genre (and sub-genres), has added the input of two authors during their June and July meetings.

In June, the Library hosted celebrated journalist and best-selling author Hank Phillippi Ryan (pictured). She discussed her latest novel, *Say No More*, as well her extensive career as an investigative reporter. The author took questions from attendees and discussed a variety of topics, from how her professional experiences influence her writing to a reporter's difficult duty to question people who are at a low point in their lives.

On July 20<sup>th</sup>, the Library will host the author of the Liz Talbot 'Lowcountry' series, Susan M. Boyer. The series features a modern-southern-belle sleuth and small-town life, which stands in sharp contrast to Ryan's urban Boston locales. But according to Librarian Patricia Ruocco, who runs the Library's discussion group, this variety is what keeps things interesting and fun for readers and attendees.

The July 20<sup>th</sup> meeting with Susan M. Boyer will run from 7:00 PM - 8:30 PM, and is open to everyone. No registration is required.

# ORDINANCE 17-06

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, 2017, AND ENDING JUNE 30, 2018, 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, 2017, and ending June 30, 2018.

<b>1</b>	<b>CORPORATE FUND</b>	<b>BUDGET 2017-2018</b>	<b>2017-2018 AMOUNT TO BE APPROPRIATED</b>
<b>EXPENDITURES</b>			
<b>A.</b>	<b>EMPLOYEE COSTS</b>		
	Salaries	\$2,220,831.70	\$2,331,873.00
	Health Insurance	\$325,000.00	\$346,000.00
	Compysch Asst Plan	\$1,000.00	\$1,100.00
	Unemployment compensation	\$4,000.00	\$4,200.00
	Tuition Reimbursement	\$2,000.00	\$2,100.00
		<b>\$2,552,831.70</b>	<b>\$2,685,273.00</b>
<b>B.</b>	<b>BUILDING COSTS</b>		
	Internet Service Provider	\$6,600.00	\$6,798.00
	Inet	\$1,810.00	\$1,900.00
	Utilities	\$66,930.00	\$73,691.00
	Maintenance Contracts	\$76,250.00	\$91,500.00
	Maintenance/Repairs	\$26,000.00	\$40,000.00
	Rubbish Removal	\$2,500.00	\$2,600.00
		<b>\$180,090.00</b>	<b>\$216,489.00</b>

C.	<u>OPERATING EXPENSES</u>		
	Postage	\$13,000.00	\$14,950.00
	Printing/Spec Services	\$27,400.00	\$30,090.00
	Office Supplies	\$27,500.00	\$32,300.00
	Circ Material Supplies	\$9,080.00	\$10,000.00
	Processing Supplies	\$27,500.00	\$28,875.00
	Publishing	\$2,000.00	\$2,000.00
	Safety Deposit Box Rental	\$150.00	\$165.00
	Check Printing/Bank charges	\$1,250.00	\$1,550.00
	Local Travel	\$700.00	\$735.00
		\$108,580.00	\$120,665.00
D.	<u>INSURANCE</u>		
	Fidelity Bond	\$2,500.00	\$2,500.00
	Property and Liability Coverage	\$25,000.00	\$26,750.00
	Notary Bond	\$0.00	\$100.00
	Workers Comp Insurance	\$5,400.00	\$5,778.00
		\$32,900.00	\$35,128.00
E.	<u>CONTRACTUAL SERVICES</u>		
	Legal services	\$25,000.00	\$26,250.00
	Collection Agency	\$700.00	\$735.00
	Other Contractual Services	\$33,000.00	\$36,300.00
	Investment Agency Consultants	\$7,000.00	\$7,350.00
	Audit Fee	\$8,250.00	\$8,500.00
	Payroll Service	\$7,700.00	\$8,000.00
	Accounting Maintenance/Upgrades	\$7,937.00	\$9,900.00
		\$89,587.00	\$97,035.00
F.	<u>PERSONNEL DEVELOPMENT</u>		
	Dues/Meetings, Conferences-Staff	\$22,900.00	\$23,587.00
	Memorial/Tribute/Recognition	\$2,000.00	\$2,000.00
	In Service	\$3,000.00	\$3,000.00
	Training-continuing ed-Staff	\$2,200.00	\$2,200.00
	Dues/Meetings, Conferences, Training-Trustees	\$2,025.00	\$2,126.00
		\$32,125.00	\$32,913.00
G.	<u>EQUIPMENT</u>		
	Polaris	\$47,100.00	\$50,000.00
	Major Equipment	\$0.00	\$0.00
	Minor Equipment	\$3,500.00	\$3,850.00
	Rental-Postage Meter	\$800.00	\$824.00
	Equipment Maintenance/Repair	\$20,150.00	\$24,180.00
		\$71,550.00	\$78,854.00

H.	<u>LIBRARY MATERIALS</u>		
	Literacy	\$10,000.00	\$11,000.00
	Books	\$222,500.00	\$238,075.00
	Databases	\$149,000.00	\$163,900.00
	AV	\$113,000.00	\$124,300.00
	Periodicals	\$48,620.00	\$53,482.00
	Document Delivery	\$22,000.00	\$22,660.00
		<b>\$565,120.00</b>	<b>\$613,417.00</b>
I.	<u>PROGRAMS</u>		
	Programs/Lectures	\$35,000.00	\$38,500.00
	Readers Services	\$7,300.00	\$7,300.00
		<b>\$42,300.00</b>	<b>\$45,800.00</b>
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	\$30,000.00
	Transfer to Special Reserve Fund	\$300,000.00	\$500,000.00
	Transfer to IMRF (Addl. supplemental funding)	\$200,000.00	\$200,000.00
		<b>\$500,000.00</b>	<b>\$750,000.00</b>
K.	<u>CONTINGENCY</u>	\$75,000.00	\$75,000.00
	<b>SUBTOTALS</b>	<b>\$4,250,083.70</b>	<b>\$4,750,574.00</b>
<b>2</b>	<b>.02 BUILDING/MAINTENANCE FUND</b>	\$137,000.00	\$171,250.00
<b>3</b>	<b>IMRF FUND</b>	\$217,419.42	\$228,290.00
<b>4</b>	<b>FICA FUND</b>	\$169,893.63	\$178,388.00
		<b>\$4,774,396.75</b>	<b>\$5,328,502.00</b>
<b>5</b>	<b>SPECIAL RESERVE FUND</b>		
	Building Structure/Maintenance	\$30,000.00	\$33,000.00
	Furniture & Equipment	\$100,000.00	\$110,000.00
	Consulting	\$50,000.00	\$100,000.00
	Interior Renovations	\$10,000.00	\$11,000.00
		<b>\$190,000.00</b>	<b>\$254,000.00</b>
	<b>TOTALS</b>	<b>\$4,964,396.75</b>	<b>\$5,582,502.00</b>

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 \$ 10,146,241.02.
- (b) That the estimated cash expected to be received during the fiscal year from all sources is \$ 5,324,696.00.
- (c) That the estimated expenditures for the fiscal year are \$ 4,964,396.75.
- (d) That the estimated cash expected to be on hand at the end of the fiscal year is \$ 10,506,540.27.
- (e) That the estimated amount of taxes to be received by the Lisle Library District during the fiscal year is \$ 4,934,596.00.
- (f) That the estimated amount of income to be received from sources other than library taxes for the fiscal year is \$ 390,100.00.

Section 3: That the funds in the total amount of \$ 5,582,502.00 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, 2017 and ending June 30, 2018.

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

ADOPTED this 13<sup>th</sup> day of September, 2017, pursuant to a roll call vote as follows:

AYES: \_\_\_\_ NAYS: \_\_\_\_ ABSENT: \_\_\_\_

Approved by me this 13<sup>th</sup> day of September, 2017.

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Jay Fisher  
President, Board of Trustees

Attest:

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Liz Sullivan  
Secretary, Board of Trustees

DRAFT

ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR) 2017  
**LISLE LIBRARY DISTRICT**

**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]	
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.	
1.23c	Documentation of legal population change	
1.24	If the population has changed from the prior year's answer, then indicate the reason.	
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]	07/01/2016
3.2 Fiscal Year End Date (mm/dd/year) [PLSC 207]	06/30/2017
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 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 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	5600 Hillcrest Lane #1D
5.11 City	Lisle
5.12 State	IL
5.13 Zip Code	60532

**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	824 59th Street
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	6554 Tealwood Drive
5.11 City	Lisle
5.12 State	IL
5.13 Zip Code	60532

**Fourth member**

5.5 Name	Marjorie Bartelli
5.6 Trustee Position	Other
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	900 Riedy Rd.
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	6 S 130 Carlyle Ct.
5.11 City	Naperville
5.12 State	IL
5.13 Zip Code	60540

Sixth member

5.5 Name	Liz Sullivan
5.6 Trustee Position	Secretary
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	1930 Chatfield Ln.
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	4735 River Drive
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	292
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	4,928

**Capital Needs Assessment**

Public Act 96-0037, the Public Library Construction Act, requires the Illinois Secretary of State to file a comprehensive assessment report of the capital needs of all Illinois public libraries to the General Assembly every two years. In an effort to compile this data, please fill in the requested information below. If you have any questions about this section, please contact Mark Shaffer (217-524-4901 or mshaffer@ilsos.net) at the Illinois State Library.

Age of Facility

Please indicate the number of buildings in each category below.

	5 years or less	6-10 years	11-25 years	26-50 years	51-100 years	100+ years
Number of Facilities				1		

Type of Work Needed

Please provide estimates of the costs for the type of work needed. If you do not have branch locations, the "Other Facilities" columns should be pre-populated with zeros. If not, please enter zeros to complete the section.

	Headquarters - Number of Buildings	Headquarters - Estimate \$	Other Facilities - Buildings	Other Facilities - Estimate \$
General repair/remodeling	1	\$20,000	0	\$0
Structural repairs (walls, foundations, etc.)	1	\$7,000	0	\$0
Roof repair/replacement	1	\$11,000	0	\$0
Heating/ventilation/air conditioning			0	\$0
Electrical systems other than alarms			0	\$0
Plumbing systems			0	\$0
Egress systems (doors, stairs, etc.)			0	\$0
Fire protection (detectors, alarms, etc.)			0	\$0
Asbestos abatement			0	\$0
Security measures	1	\$7,000	0	\$0
Energy conservation			0	\$0
Repair of sidewalks, curbing, parking areas	1	\$4,700	0	\$0
Accessibility measures	1	\$10,000	0	\$0
Technology upgrading	1	\$45,000	0	\$0
New building construction (construction of a new facility)			0	\$0
Building additions (adding square feet to existing facility)			0	\$0



**Type of Work in Progress**

Please provide estimates of the costs for the type of work currently in progress. If you do not have branch locations, the "Other Facilities" columns should be pre-populated with zeros. If not, please enter zeros to complete the section.

	Headquarters - Number of Buildings	Headquarters - Estimate \$	Other Facilities - Number of Buildings	Other Facilities - Estimate \$
General repair/remodeling	1	\$4,800	0	\$0
Structural repairs (walls, foundations, etc.)			0	\$0
Roof repair/replacement			0	\$0
Heating/ventilation/air conditioning	1	\$1,700	0	\$0
Electrical systems other than alarms			0	\$0
Plumbing systems			0	\$0
Egress systems (doors, stairs, etc.)			0	\$0
Fire protection (detectors, alarms, etc.)			0	\$0
Asbestos abatement			0	\$0
Security measures			0	\$0
Energy conservation			0	\$0
Repair of sidewalks, curbing, parking areas			0	\$0
Accessibility measures			0	\$0
Technology upgrading	1	\$6,000	0	\$0
New building construction (construction of a new facility)			0	\$0
Building additions (adding square feet to existing facility)			0	\$0

**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.)?	\$8,171,940
7.2 During the last fiscal year, did the library acquire any real and/or personal property?	No

<b>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)</b>	
7.3 Purchase	
7.4 Legacy	
7.5 Gift	
7.6 Other	
7.7 Provide a general description of the property acquired.	

<b>Fiscal Accumulations</b>	
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. Community engagement initiated FY16-17. Projects may be planned based on results of engagement and strategic planning. Preparing maintenance schedule. \$2,437,251	

<b>Liabilities</b>	
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
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.	

<b>OPERATING RECEIPTS BY SOURCE (8.1 - 8.21)</b>
Libraries are required by statute [75 ILCS 5/4-10(1), 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 (IL 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)	\$4,912,701
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 For the ensuing fiscal year, 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)	\$4,880,380

**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	\$21,972
8.3 Equalization aid grant	\$0
8.4 Personal property replacement tax	\$19,763
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]	\$41,735

**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	
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	\$520
8.14 Other receipts intended to be used for operating expenditures	\$73,745
8.15 TOTAL all other receipts (8.13 + 8.14) [PLSC 303]	\$74,265
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]	\$5,028,701
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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	20170731154736860.pdf
8.19	What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	\$2,200,000
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]	\$2,072,370
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLSC 351]	\$613,931
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]	\$2,686,301

**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]	\$278,693
10.2 Electronic Materials (e-books, databases, etc.) [PLSC 354]	\$129,290
10.3a Other Materials (CDs, DVDs, video games, etc.) [PLSC 355]	\$114,354
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]	\$522,337

**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]	\$1,395,155
11.2 TOTAL operating expenditures (9.3 + 10.4 + 11.1) [PLSC 358]	\$4,603,793

**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]	\$27,569
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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	\$508.55	611.50
13.1 Position Title		13.2 Primary Work Area	13.3 Hourly Rate	13.4 Total Hours/Week	
Director		Library Director	\$53.85	37.50	
Assistant Director		Assistant Library Director	\$44.05	37.50	
Assistant Director of Adult Services		Adult Services	\$22.93	37.50	
Adult Services Programmer		Adult Services	\$23.50	37.50	
Librarian		Adult Services	\$31.01	37.50	
Librarian		Adult Services	\$26.73	37.50	
Librarian		Adult Services	\$20.97	30.00	
Librarian		Adult Services	\$31.27	37.50	
Director of Youth Services		Children's Services	\$35.02	37.50	
Assistant Director of Youth Services		Children's Services	\$31.17	37.50	
Children's Librarian		Children's Services	\$21.60	37.50	
Children's Librarian		Children's Services	\$21.38	37.50	
Director of Circulation		Circulation	\$39.39	37.50	
Director of Technical Services		Cataloging	\$31.79	37.50	
Cataloger		Cataloging	\$20.56	19.00	
Librarian		Adult Services	\$20.97	37.50	
Director of Adult Services		Adult Services	\$32.36	37.50	

**Group A Total**

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

15.29



**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]	15.29

**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	916.00
13.14 Minimum hourly rate actually paid	\$12.75
13.15 Maximum hourly rate actually paid	\$40.40
13.16 Total FTE Group C employees (13.13 / 40)	22.90

**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	183.00
13.18 Minimum hourly rate actually paid	\$8.54
13.19 Maximum hourly rate actually paid	\$11.30
13.20 Total FTE Group D employees (13.17 / 40)	4.58

**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	\$16.66
13.23 Maximum hourly rate actually paid	\$18.76
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]	29.05
13.26 Total FTE Paid Employees (13.12 + 13.25) [PLSC 253]	44.34

**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	13.31 Number of Weeks Vacant during report period.	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]	183,429

**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	705	19,207	28	3,219
Young Adult	81	892	1	20
Other	255	5,239	4	122
Total	1,041	25,338	33	3,361
15.17a Did the library provide any special programming for patrons on the autism spectrum?				
No				
15.17b Please describe the programming provided.				

**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	11,751
16.2a Total Number of Unexpired Non-Resident Users Cards	2
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?	\$1,337.77
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLSC 503]	11,753
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]	120,590
17.2 Current Print Serial Subscriptions [PLSC 460]	339
17.3 Total Print Materials (17.1+17.2)	120,929
17.4 E-books Held at end of the fiscal year [PLSC 451]	18,448
17.5a Audio Recordings: Physical Units Held at end of the fiscal year [PLSC 452]	13,446
17.5b Audio Recordings: Downloadable Units Held at end of the fiscal year [PLSC 453]	11,073
17.6a DVDs/Videos: Physical Units Held at end of the fiscal year [PLSC 454]	17,410
17.6b DVDs/Videos: Downloadable Units Held at end of the fiscal year [PLSC 455]	2,547

**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	234,446
18.2 Number of young adult materials loaned	3,972
18.3 Number of children's materials loaned [PLSC 551]	158,317
18.4 Total number of materials loaned (18.1 + 18.2 + 18.3)	396,735

**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	233,654
18.6 Videos/DVDs- Physical	105,850
18.7 Audios (include music)- Physical	30,320
18.8 Magazines/Periodicals- Physical	5,985
18.9 Other Items- Physical	15,413
18.10 Physical Item Circulation (18.5-18.9) [PLSC 553]	391,222
18.11 Use of Electronic Materials [PLSC 552]	30,193
18.12 Total Circulation of Materials (18.10+18.11) [PLSC 550]	421,415
18.13 Successful Retrieval of Electronic Information [PLSC 554]	72,720
18.14 Electronic Content Use (18.11+18.13) [PLSC 555]	102,913
18.15 Total Collection Use (18.10+18.11+18.13) [PLSC 556]	494,135
18.16 Interlibrary Loans Provided TO other libraries [PLSC 575]	1,499
18.17 Interlibrary Loans Received FROM other libraries [PLSC 576]	4,543

**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]	77,594
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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	5,853
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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	1,14
20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library	54
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 mbps
21.3 What is the monthly cost of the library's internet access?	\$450
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]	34,419
21.6 Wireless Sessions Per Year [PLSC 652]	24,677
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.)	\$15,586
23.2 Does the above amount include travel expenses?	Yes
23.3 How many hours of training did employees receive this year?	1,209.00
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?	
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 Roku devices and seeds.
24.3 Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).	

**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.	3 signatures needed, corrected. Motion made - document roll call, corrected.
25.3 First board member completing the audit	Jay Fisher
25.4 Second board member completing the audit	Liz Sullivan
25.5 Date the Secretary's Audit was completed	08/09/2017

**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).