

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on October 10, 2018 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois. The LLD records all regular Board meetings. Any person who has a disability requiring accommodations to participate in this meeting should contact the Lisle Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.

LISLE LIBRARY DISTRICT
BOARD MEETING
October 10, 2018 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak
3. Consent Agenda - Action Required
 - a. Approve Minutes of the September 12, 2018 Public Hearing for Budget and Appropriation Ordinance
 - b. Approve Minutes of the September 12, 2018 Board Meeting
 - c. Acknowledge Treasurer's Report, 09/30/18, Investment Activity Report, 09/30/18, Current Assets Report, 09/30/18, Revenue Report, 09/30/18, and Expense Report, 09/30/18
 - d. Authorize Payment of Bills, 10/10/18
4. Director's Report and Presentation
Assign Trustees for "Review of Bills Next Month"
Vice President Hummel and Trustee Sullivan reviewed the September billings in October.
President Fisher and Secretary Bartelli will review the October billings in November.
5. Assistant Director's Report
6. Committee Reports
 - a. Finance
 - b. Personnel/Policy
 - c. Physical Plant
 - d. LLD Strategic Planning
7. Unfinished Business
8. New Business
 - a. Approve Resolution R18-04: Resolution to Determine Estimate of Funds - Action Required
This is a resolution to determine estimate of funds needed for the 2018-19 fiscal year.
9. Opportunity for Trustee comments (five minutes)
Bartelli, Fisher, Flint, Hummel, Sullivan, Swistak, Wang
10. Adjourn

LISLE LIBRARY DISTRICT
PUBLIC HEARING FOR BUDGET AND APPROPRIATION ORDINANCE
September 12, 2018 - 6:32 p.m.

1. Roll call

Present:

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

Absent:

Longry Wang - Treasurer

Also present:

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

2. Opportunity for visitors to speak

Two members of the public addressed the Board. The first visitor spoke about the number of Lisle Library District employees, health care costs, and salary costs in comparison to other public libraries. The second visitor informed the Board that she was a heavy user of the Library and that she would like to see more full time staff because they offer enhanced patron service.

3. Adjourn

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

Voice Vote - All Aye

The meeting adjourned at 6:39 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on October 10, 2018.

Approved by

Marjorie Bartelli, Secretary of the LLD Board of Trustees

LISLE LIBRARY DISTRICT
BOARD MEETING
September 12, 2018 - 7:00 p.m.

1. Roll call

Present:

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

Absent:

Longry Wang - Treasurer

Also present:

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

2. Opportunity for visitors to speak - None

3. Consent Agenda

- a. Approve Minutes of the August 8, 2018 Board Meeting
- b. Approve Minutes of the August 8, 2018 Executive Session
- c. Approve Minutes of the August 23, 2018 Special Board Meeting
- d. Acknowledge Treasurer's Report, 08/31/18, Investment Activity Report, 08/31/18, Current Assets Report, 08/31/18, Revenue Report, 08/31/18, and Expense Report, 08/31/18
- e. Authorize Payment of Bills, 09/12/18

MOTION: Vice President Hummel moved to approve the Consent Agenda as presented. Trustee Sullivan seconded.

Roll Call Vote - All Aye. The motion passed.

4. Director's Report

Assign Trustees for "Review of Bills Next Month."

President Fisher and Trustee Flint reviewed the August billings in September.

Vice President Hummel and Trustee Sullivan will review the September billings in October.

Director Weinstein stated that select staff and Trustee Flint would be presenting at the ILA conference in October. She also mentioned that she contacted ILA in May regarding a question Vice President Hummel posed. Director Weinstein read ILA's reply aloud.

On August 10th the Public Library District Act was amended regarding eligibility to serve as a library trustee. The amendment applies to the consolidated election of 2019. On August 19th the Illinois Library Act and

Public Library District Act were amended regarding non-resident district tax payers who own or lease property.

The Library Board will have four seats up for election on April 2, 2019. Residents of the District may run for a Board seat. Election packets are available at the Adult Circulation Desk. The packets will be collected between December 10th and 17th. The first day to circulate petitions is Tuesday, September 18th. Director Weinstein made a statement about petitioning on Library property, citing item #14 in Policy 610. Policy 610 was revised in June.

It is National Library Card Sign-Up Month. The Library encourages all residents to obtain a Library card. A photo ID and proof of residency, such as a utility bill, are needed for registration. Cardholders can participate in the Library's 10th annual *I Love My Lisle Library Card* program through the end of September.

The Library recognizes Banned Books Week. The LLD supports and celebrates the freedom to read.

Discussion: Vice President Hummel asked a question about the new law regarding non-resident, District tax payers. Trustee Sullivan asked that an enhanced organizational chart be supplied to the Board.

5. Assistant Director's Report

Assistant Director McQuillan mentioned programs being planned by the Event Planning Team including Star Wars Reads Day (October 6th), Winter Read kick off (December 7th), Harry Potter Day (March), and National Library Week (April).

Storm drains and detention area drains were cleared by Visu-Sewer. They will be sending a report with suggestions on how to keep the drains clear.

A proposal for elevator modernization from Colley Elevator Company was accepted and component parts are being ordered. The contract was signed and an accompanying check for 1/3 of the elevator costs was mailed. The Library is currently waiting for Village permitting and code details.

Staff Development Day was held on August 10th. The Library was closed that day. Assistant Director McQuillan gave an overview of the day's events.

Discussion: Vice President Hummel asked questions about the storm-water work and the elevator. Trustee Sullivan referenced a project list from April and wanted an updated list to reflect finished projects with estimates for projects that have yet to be completed. Trustee Flint asked about the diversity training that was on the agenda for Staff Development Day.

6. Committee Reports

- a. Finance - The Committee did not meet. No meeting planned.
- b. Personnel/Policy - The Committee did not meet. No meeting planned.
- c. Physical Plant - The Committee met on August 20th. Elevator repair was the main topic of discussion. Conversation prompted planning to schedule a Special Board meeting for August 23rd. The meeting also provided updates on HVAC work and security camera installation. No meeting planned.

- d. LLD Strategic Planning - The next meeting is on September 18th at 7:00 pm. Upcoming meetings are planned for October 19th and November 1st.

7. Unfinished Business - None

8. New Business

- a. Adopt Ordinance 18-05: Budget and Appropriation

MOTION: Vice President Hummel moved to adopt Ordinance 18-05: Budget and Appropriation. Trustee Sullivan seconded.

Discussion: Secretary Bartelli asked questions about the .02 fund and levy, Special Reserve, maintenance repair costs, and the project list that was previously mentioned by Trustee Sullivan. Trustee Sullivan stated that she would abstain from the vote and talked about reducing the budget.

President Fisher called for a vote on the motion.

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

- b. Approve Certificate of Estimated Revenue

MOTION: Trustee Flint moved to approve the Certificate of Estimated Revenue. Trustee Swistak seconded.

Discussion: Trustee Sullivan asked which tax year the Certificate referenced.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

- c. Trustee Reimbursement for meetings, conferences, and workshops

Discussion: President Fisher mentioned that both Trustee Flint and Trustee Sullivan were interested in attending ILA, however Trustee Sullivan had recently reconsidered. President Fisher mentioned that Trustee Flint is presenting at ILA. Trustee Sullivan said that the Board's access to the United for Libraries webinars would suffice regarding Trustee training. Trustee Sullivan suggested parliamentary procedure training for Trustees at a future Board meeting. Vice President Hummel asked Trustee Flint if he would request travel reimbursement. Trustee Flint replied, "No." Vice President Hummel reiterated that presenters should not have to pay a registration fee. Trustee Sullivan reminded the Board about Trustees providing a presentation to the Board after attending a conference so that all Trustees may benefit. Trustee Sullivan asked if the Board could watch the United for Libraries videos during Board meetings. Trustee Swistak commented that it would probably violate the subscription agreement since the Board records all their meetings for the public.

9. Opportunity for Trustee comments (five minutes)

Secretary Bartelli referred to a recent Tribune article regarding 3D printing of guns in libraries. She suggested the Library be prepared to draft a policy if/when the Library acquires a 3D printer. Vice President Hummel mentioned that he visited the Library of Congress on a recent vacation to D.C. and thought it was very interesting.

10. Adjourn

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

Voice Vote - All Aye

The meeting adjourned at 7:44 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on October 10, 2018.

Approved by

Marjorie Bartelli, Secretary of the LLD Board of Trustees

Treasurer's Report as of September 30, 2018

Fund Name	Cash Balance 08/31/18	Cash Receipts this month	Cash Disbursed this month	Cash Balance 09/30/18	Financial Assets % W/ Spec Res	Financial Assets % W/O Spec Res
Corporate	6,905,218.49	966,182.39	357,544.79	7,513,856.09	64.57%	87.48%
Building Maintenance	79,209.79	38,592.69	21,990.00	95,812.48	0.82%	1.12%
IMRF	352,115.85	37,802.39	15,356.61	374,561.63	3.22%	4.36%
FICA	173,287.83	33,696.66	13,415.14	193,569.35	1.66%	2.25%
Working Cash	411,319.46	592.20	0.00	411,911.66	3.54%	4.80%
Subtotals	7,921,151.42	1,076,866.33	408,306.54	8,589,711.21	73.81%	100.00%
Special Reserve	3,017,824.75	29,705.11	0.00	3,047,529.86	26.19%	0.00%
	10,938,976.17	1,106,571.44	408,306.54	11,637,241.07	100.00%	100.00%

Treasurer

Date

9/30/2018

INVESTMENT ACTIVITY

INTEREST													
Company	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	1,486.16	1,497.02	1,447.03										4,430.21
Ehlers	1.46	10.70	1.47										13.63
Ehlers-Inv interest	1,204.39	6,782.39	5,597.35										13,584.13
MB Financial	5,010.51	4,791.21	6,050.57										15,852.29
Lisle	66.84	69.09	69.12										205.05
Lisle CD 2635	337.46	459.22	445.33										1,242.01
Lisle CD 2669	256.60	256.90	248.89										762.39
IL Funds	2,184.69	2,221.51	2,221.08										6,627.28
US Bank-9853	30.82	31.85	31.86										94.53
US Bank-9370	2.50	2.65	2.74										7.89
Switched to MM 2/18													
TOTALS	10,581.43	16,122.54	16,115.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	42,819.41

	INVESTMENTS												
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Investment Maturities	100,000.00	118,000.00	30,000.00										248,000.00
Investment Purchases		231,914.00											231,914.00
TOTALS	100,000.00	-113,914.00	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,086.00

Fair Market Value on 9/30/18

Checking Accounts						
MB Operating Acct-opened 5/23						\$98,627.19
MB Financial Now acct						\$4,794,108.20
MB Financial-petty cash						\$400.00
US Bank						\$15,397.93
E commerce						\$41,480.73
						\$4,909,994.05
Money Markets						
Lisle Savings Bank						\$203,480.64
IMET						\$931,441.06
The Illinois Funds						\$1,337,783.79
						\$2,472,705.49
Restricted Cash-IMET						
						\$28,280.10
						\$40,689.58
<u>Ehlers Investments</u>						
<u>Investments</u>						
Aly Bank CD	Purchased	Face Amt.	@	Coupon Rate	YTM	Due
Capital One	10/2/2015	\$ 30,000.00	99.800	1.70	1.77	9/24/2018
Comenity Cap Bk	10/1/2015	\$ 150,000.00	99.948	1.65	1.67	10/1/2018
Capital One BK USA	11/3/2015	\$ 125,000.00	99.970	1.40	1.41	11/2/2018
Lisle Savings Bank	11/4/2015	\$ 125,000.00	100.000	1.55	1.55	11/5/2018
Wells Fargo Bank	7/16/2015	\$ 214,915.16	100.000	1.35	1.35	11/5/2019
Stevens Point	3/9/2016	\$ 160,000.00	100.000	1.20	1.20	11/6/2019
Fed Natl Mtg Assoc	3/2/2016	\$ 16,000.00	107.615	4.10	1.56	3/11/2019
Menomonee Falls	5/16/2016	\$ 160,000.00	99.975	1.20	1.21	4/1/2019
Cathay Bank	5/2/2016	\$ 25,000.00	102.191	2.00	1.27	5/16/2019
Merrick BK South	2/16/2018	\$ 170,000.00	100.000	2.00	2.00	6/11/2019
Everbank	8/19/2016	\$ 125,000.00	100.000	1.20	1.20	8/19/2019
Freddie Mac	9/7/2016	\$ 160,000.00	100.000	1.20	1.20	8/19/2019
Aly Bank	12/7/2015	\$ 60,000.00	100.000	1.25	1.58	9/6/2019
Key Bank Natl	12/23/2016	\$ 50,000.00	100.000	1.65	1.65	10/2/2019
Green Bay, WI SD	3/6/2017	\$ 225,000.00	100.000	1.70	1.70	12/23/2019
US Bank	12/20/2016	\$ 10,000.00	100.000	4.30	4.30	3/9/2020
Menomonee Falls	9/15/2018	\$ 249,999.99	100.000	2.50	2.50	4/1/2020
Sallie Mae	5/2/2016	\$ 15,000.00	106.927	3.50	1.70	4/15/2020
Lisle Savings Bank	6/14/2017	\$ 110,000.00	99.950	1.90	1.90	5/1/2020
Sallie Mae	7/11/2018	\$ 218,374.39	100.000	2.50	2.50	6/15/2020
Barclays Bank	8/16/2017	\$ 130,000.00	100.000	1.90	1.90	7/11/2020
Will County, IL CCS	9/20/2017	\$ 160,000.00	100.000	1.95	1.95	8/17/2020
Live Oak Banking	12/20/2016	\$ 50,000.00	100.000	2.57	2.57	9/20/2020
FNMA	7/30/2018	\$ 112,000.00	99.950	2.75	2.75	10/1/2020
Fond Du Lac Cty, WI	2/28/2017	\$ 175,000.00	100.000	2.00	2.00	11/16/2020
FNMA	2/28/2017	\$ 60,000.00	100.000	4.00	2.32	2/26/2021
Citibank	2/28/2018	\$ 170,000.00	100.000	2.00	2.00	3/4/2021
Madison, WI	8/20/2018	\$ 120,000.00	99.950	3.00	3.00	5/28/2021
FHLMC	11/17/2016	\$ 100,000.00	102.896	2.45	1.83	8/24/2021
FHLMC	5/14/2018	\$ 170,000.00	99.000	2.50	2.80	10/1/2021
FHLB	7/25/2017	\$ 155,000.00	100.000	2.00	2.00	11/23/2021
Federal Farm Credit	8/29/2017	\$ 205,000.00	100.000	2.00	2.00	12/29/2021
	9/19/2017	\$ 250,000.00	100.000	2.07	2.07	2/28/2022
						5/9/2022
						\$4,185,571.85

\$11,637,241.07

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Lisle Library District
Revenues through September 30, 2018 (25% of FY 18-19)
Special Reserve Only

REVENUES		Current Month Sept, 2018	YTD July - Sept 2018-2019	YTD Jul - Sept 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
INTEREST/ DONATIONS						
70-02-4481-00	Interest Earned - Special Reserve	\$4,705.11	\$13,290.73	\$3,571.81	\$13,000.00	102.24 %
70-04-4587-10	Restricted - Transfer from Corporate F	\$25,000.00	\$75,000.00	\$75,000.00	\$300,000.00	25.00 %
TOTAL INTEREST & CASH DONATION		\$29,705.11	\$88,290.73	\$78,571.81	\$313,000.00	28.21 %
TOTAL REVENUES		\$29,705.11	\$88,290.73	\$78,571.81	\$313,000.00	28.21 %

Lisle Library District

Revenues through September 30, 2018 (25% of FY 18-19)

No Special Reserve reflected

		Current Month Sept, 2018	YTD July - Sept 2018-2019	YTD July - Sept 2017-2018	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
REVENUES						
TAX LEVY						
10-01-4411-00	Tax Levy - Corp.	\$959,596.73	\$3,738,325.78	\$4,202,608.79	\$3,914,484.64	95.50 %
30-01-4413-00	Tax Levy - .02 Building/Maint.	\$38,478.59	\$149,902.02	\$132,160.87	\$152,136.05	98.53 %
40-01-4414-00	Tax Levy - IMRF	\$37,294.63	\$145,289.65	\$212,934.61	\$156,965.76	92.56 %
45-01-4415-00	Tax Levy - FICA	\$33,446.77	\$130,299.45	\$168,669.47	\$136,439.47	95.50 %
TOTAL TAX LEVY		\$1,068,816.72	\$4,163,816.90	\$4,716,373.74	\$4,360,025.92	95.50 %
BACK TAXES						
10-01-4441-00	Back Taxes - Corp.	\$0.00	\$2,065.96	\$11.07	\$40,000.00	5.16 %
30-01-4443-00	Back Taxes - .02 Building/Maint	\$0.00	\$60.55	\$0.24	\$0.00	0.00 %
40-01-4444-00	Back Taxes - IMRF	\$0.00	\$97.82	\$0.89	\$0.00	0.00 %
45-01-4445-00	Back Taxes - FICA	\$0.00	\$74.66	\$0.46	\$0.00	0.00 %
TOTAL BACK TAXES		\$0.00	\$2,298.99	\$12.66	\$40,000.00	5.75 %
PERSONAL PROPERTY REPLACEMENT TAX						
10-01-4461-00	Personal Property Repl. Tax - Corp	\$0.00	\$2,821.05	\$3,019.43	\$11,000.00	25.65 %
40-01-4462-00	Personal Property Repl. Tax - IMRF	\$0.00	\$162.81	\$174.26	\$600.00	27.14 %
45-01-4463-00	Personal Property Repl. Tax - FICA	\$0.00	\$25.58	\$27.38	\$100.00	25.58 %
TOTAL PERSONAL PROPERTY REPLACEMENT TAX		\$0.00	\$3,009.44	\$3,221.07	\$11,700.00	25.72 %
INTEREST INCOME						
10-02-4472-00	Interest Earned - Corp	\$9,946.38	\$25,691.16	\$9,386.93	\$35,000.00	73.40 %
30-02-4474-00	Interest Earned - .02 B/M	\$114.10	\$285.68	\$347.02	\$1,500.00	19.05 %
40-02-4475-00	Interest Earned - IMRF	\$507.76	\$1,330.87	\$1,086.45	\$4,000.00	33.27 %
45-02-4476-00	Interest Earned - FICA	\$249.89	\$648.68	\$596.67	\$2,300.00	28.20 %
80-02-4482-00	Interest Earned - Working Cash	\$592.20	\$1,572.29	\$1,130.16	\$4,000.00	39.31 %
TOTAL INTEREST INCOME		\$11,410.33	\$29,528.68	\$12,547.23	\$46,800.00	63.10 %
UNREALIZED GAIN/LOSS ON INVESTMENTS						
10-02-4526-00	4526 - Unrealized Gain/Loss on Inves	(\$7,139.11)	(\$4,044.57)	\$0.00	\$0.00	0.00 %

Lisle Library District
Revenues through September 30, 2018 (25% of FY 18-19)
 No Special Reserve reflected

TOTAL UNREALIZED GAIN/LOSS ON INVESTMENTS	Current Month Sept, 2018	YTD July - Sept 2018-2019	YTD July - Sept 2017-2018	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
	(\$7,139.11)	(\$4,044.57)	\$0.00	\$0.00	0.00 %
DESK INCOME					
10-03-4531-00 Lost Books - Adult	\$282.13	\$849.13	\$641.01	\$3,500.00	24.26 %
10-03-4536-00 Non-Resident Fees	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
10-03-4540-00 Fines - Main Circ Desk	\$3,429.64	\$11,314.70	\$12,955.90	\$40,000.00	28.29 %
TOTAL DESK INCOME	\$3,711.77	\$12,163.83	\$13,596.91	\$44,000.00	27.65 %
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	\$0.00	\$0.00	\$27.00	\$0.00	0.00 %
10-04-4573-00 Copier Income	\$66.62	\$310.73	\$298.68	\$1,200.00	25.89 %
10-04-4583-00 Per Capita Grant	\$0.00	\$35,630.00	\$0.00	\$0.00	0.00 %
10-04-4584-00 Other Income - Corp.	\$0.00	\$2,708.00	\$2,030.62	\$1,000.00	270.80 %
TOTAL UNRESTRICTED INCOME	\$66.62	\$38,648.73	\$2,356.30	\$2,200.00	1,756.76 %
TOTAL REVENUES	\$1,076,866.33	\$4,245,422.00	\$4,748,107.91	\$4,504,725.92	94.24 %

Lisle Library District
Expenses through September 30, 2018 (25% of FY 18-19)
Special Reserve Only

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

Lisle Library District

Expenses through September 30, 2018 (25% of FY 18-19)

No Special Reserve reflected

ALL EXPENSES	Current Month Sept 2018	YTD July - Sept 2018-2019	YTD July - Sept 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
EMPLOYEE COSTS					
Salaries					
10-10-5603-10 Administrative - Reg. Hours	\$42,641.97	\$128,534.70	\$98,404.14	\$524,814.38	24.49 %
10-10-5603-20 Adult Services - Reg. Hours	\$45,136.43	\$136,489.30	\$110,528.08	\$549,285.24	24.85 %
10-10-5603-30 Youth Services - Reg. Hours	\$29,217.73	\$87,321.91	\$65,067.05	\$346,183.57	25.22 %
10-10-5603-50 Technical Services - Reg. Hours	\$22,847.65	\$67,890.24	\$58,854.05	\$272,021.81	24.96 %
10-10-5603-60 Circulation - Reg. Hours	\$41,493.14	\$123,451.69	\$96,195.93	\$513,846.15	24.03 %
10-10-5613-10 Administrative - Sunday Hrs.	\$0.00	\$0.00	\$1,476.33	\$0.00	0.00 %
10-10-5613-20 Adult Services - Sunday Hrs.	\$0.00	\$0.00	\$5,644.82	\$0.00	0.00 %
10-10-5613-30 Youth Services - Sunday Hrs.	\$0.00	\$0.00	\$4,018.27	\$0.00	0.00 %
10-10-5613-60 Circulation - Sunday Hrs.	\$0.00	\$0.00	\$7,491.82	\$0.00	0.00 %
Total Salaries	\$181,336.92	\$543,687.84	\$447,680.49	\$2,206,151.15	24.64 %
Health and Dental Ins.					
10-10-5621-10 Hosp. Ins. - Admin	\$4,543.59	\$13,618.97	\$13,911.60	\$59,000.00	23.08 %
10-10-5621-20 Hosp. Ins. - Adult Serv.	\$7,645.88	\$22,937.64	\$22,292.97	\$111,000.00	20.66 %
10-10-5621-30 Hosp. Ins. - YS	\$3,622.63	\$10,812.89	\$10,529.62	\$48,000.00	22.53 %
10-10-5621-50 Hosp. Ins. - Tech	\$3,105.74	\$9,317.22	\$9,280.18	\$42,000.00	22.18 %
10-10-5621-60 Hosp. Ins. - Circ	\$4,530.82	\$13,592.46	\$13,739.74	\$60,000.00	22.65 %
10-10-5622-10 Dental Ins. - Admin.	\$263.40	\$790.20	\$1,147.00	\$4,000.00	19.76 %
10-10-5622-20 Dental Ins. - Adult Serv	\$549.19	\$1,476.89	\$2,454.30	\$6,500.00	22.72 %
10-10-5622-30 Dental Ins. - YS	\$191.71	\$320.43	\$820.50	\$3,500.00	9.16 %
10-10-5622-50 Dental Ins. - Tech	\$297.70	\$764.87	\$934.81	\$4,000.00	19.12 %
10-10-5622-60 Dental Ins. - Circ	\$318.40	\$912.75	\$1,380.86	\$2,000.00	45.64 %
Total Health & Dental Ins.	\$25,069.06	\$74,544.32	\$76,491.58	\$340,000.00	21.92 %
Other Staff Benefits					
10-10-5646-00 5646 Unemployment Compensat	\$0.00	\$488.09	\$0.01	\$4,000.00	12.20 %
10-10-5623-00 CompPsych Assistance Plan	\$0.00	\$0.00	\$0.00	\$870.00	0.00 %
Total Other Staff Benefits	\$0.00	\$488.09	\$0.01	\$4,870.00	10.02 %

Lisle Library District
Expenses through September 30, 2018 (25% of FY 18-19)
 No Special Reserve reflected

	Current Month Sept 2018	YTD July - Sept 2018-2019	YTD July - Sept 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	\$3,180.92	\$9,589.41	\$7,230.93	\$40,130.56	23.90 %
45-10-5625-20 FICA Expense - Adult Serv.	\$3,235.60	\$9,789.42	\$8,489.98	\$42,020.00	23.30 %
45-10-5625-30 FICA Expense - Youth Services	\$2,218.86	\$6,631.23	\$5,278.32	\$26,500.00	25.02 %
45-10-5625-50 FICA Expense - Tech Servs.	\$1,679.29	\$4,987.92	\$4,291.74	\$20,810.00	23.97 %
45-10-5625-60 FICA Expense - Circulation	\$3,100.47	\$9,222.86	\$7,696.58	\$39,310.00	23.46 %
Total FICA Expenses	\$13,415.14	\$40,220.84	\$32,987.55	\$168,770.56	23.83 %
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	\$3,771.35	\$11,137.24	\$8,582.31	\$43,000.00	25.90 %
40-10-5628-20 IMRF Expense - Adult Servs	\$4,291.99	\$12,968.59	\$11,740.18	\$45,000.00	28.82 %
40-10-5628-30 IMRF Expense - Youth Services	\$2,447.62	\$7,254.58	\$5,850.51	\$28,000.00	25.91 %
40-10-5628-50 IMRF Expense - Tech Servs.	\$2,131.70	\$6,334.20	\$5,682.58	\$22,000.00	28.79 %
40-10-5628-60 IMRF Expense - Circulation	\$2,713.95	\$8,317.93	\$6,357.66	\$42,000.00	19.80 %
Total IMRF Expenses	\$15,356.61	\$46,012.54	\$38,213.24	\$180,000.00	25.56 %
TOTAL EMPLOYEE COSTS	\$235,177.73	\$704,953.63	\$595,372.87	\$2,899,791.71	24.31 %
BUILDING COSTS					
Utilities					
10-20-5650-00 Internet Service Provider	\$0.00	\$900.00	\$900.00	\$5,400.00	16.67 %
10-20-5651-00 INet	\$1,810.00	\$1,810.00	\$1,810.00	\$1,810.00	100.00 %
10-20-5652-00 Utilities - Phone	\$709.11	\$1,417.72	\$1,416.23	\$8,000.00	17.72 %
10-20-5653-00 Utilities - Gas	\$0.00	\$0.00	\$505.96	\$7,000.00	0.00 %
10-20-5654-00 Utilities - Sewer & Water	\$161.26	\$473.66	\$310.64	\$2,750.00	17.22 %
10-20-5655-00 Utilities - Electric	\$5,224.26	\$14,468.59	\$8,849.88	\$50,000.00	28.94 %
10-20-5656-00 Verizon	\$50.08	\$150.24	\$100.16	\$1,500.00	10.02 %
Total Utilities	\$7,954.71	\$19,220.21	\$13,892.87	\$76,460.00	25.14 %
Maintenance and Repairs					
10-20-5660-00 Maint Contracts - HVAC	\$0.00	\$1,200.00	\$1,200.00	\$5,000.00	24.00 %
10-20-5661-00 Maint Contracts - Maint. Service	\$4,099.40	\$10,995.40	\$8,499.00	\$36,750.00	29.92 %

Lisle Library District

Expenses through September 30, 2018 (25% of FY 18-19)

No Special Reserve reflected

	Current Month Sept 2018	YTD July - Sept 2018-2019	YTD July - Sept 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
10-20-5662-00 Maint. Contr. - Landscape Serv.	\$987.50	\$2,944.38	\$1,938.76	\$34,500.00	8.53 %
10-20-5663-00 Maint/Repairs-Genl repairs, Sup	\$602.22	\$1,529.37	\$1,825.52	\$9,000.00	16.99 %
10-20-5664-00 Maint/Repairs-Non Contr. Work	\$1,264.23	\$1,732.23	\$2,317.92	\$18,700.00	9.26 %
10-20-5665-00 Rubbish Removal	\$251.69	\$788.96	\$537.27	\$2,500.00	31.56 %
Total Maintenance and Repairs	\$7,205.04	\$19,190.34	\$16,318.47	\$106,450.00	18.03 %
TOTAL BUILDING COSTS	\$15,159.75	\$38,410.55	\$30,211.34	\$182,910.00	21.00 %
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00 Postage	\$1,020.99	\$2,041.98	\$73.39	\$4,000.00	51.05 %
10-25-5710-10 Printing/Spec. Serv. - Adult	\$0.00	\$2,170.00	\$4,402.92	\$20,000.00	10.85 %
10-25-5711-00 Postage Special Serv	\$1,098.06	\$3,299.33	\$1,607.26	\$8,500.00	38.82 %
10-25-5712-00 Printing	\$69.00	\$69.00	\$69.00	\$1,000.00	6.90 %
Total Postage and Printing	\$2,188.05	\$7,580.31	\$6,152.57	\$33,500.00	22.63 %
Supplies					
10-25-5713-00 Office Supplies	\$345.90	\$905.67	\$1,106.36	\$5,000.00	18.11 %
10-25-5714-00 Circ. Material Supplies	\$834.50	\$2,675.86	\$1,501.58	\$9,500.00	28.17 %
10-25-5715-00 Copier Supplies	\$294.90	\$294.90	\$294.90	\$2,000.00	14.75 %
10-25-5716-00 Kitchen Supplies	\$630.68	\$1,031.94	\$823.32	\$6,500.00	15.88 %
10-25-5717-00 Processing Supplies	\$1,863.24	\$5,372.56	\$3,013.50	\$25,000.00	21.49 %
10-25-5718-00 Computer Supplies	\$3,530.08	\$3,502.17	\$992.36	\$14,500.00	24.15 %
Total Supplies	\$7,499.30	\$13,783.10	\$7,732.02	\$62,500.00	22.05 %
Other Operating Costs					
10-25-5719-00 Publishing	\$103.50	\$103.50	\$62.10	\$1,200.00	8.63 %
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	\$238.85	\$743.06	\$303.39	\$1,750.00	42.46 %
10-25-5724-15 Local Travel	\$33.25	\$146.73	\$33.83	\$500.00	29.35 %
Total Other Operating Costs	\$375.60	\$993.29	\$399.32	\$3,850.00	25.80 %

Lisle Library District

Expenses through September 30, 2018 (25% of FY 18-19)

No Special Reserve reflected

	Current Month Sept 2018	YTD July - Sept 2018-2019	YTD July - Sept 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
TOTAL OPERATING EXPENSES	\$10,062.95	\$22,356.70	\$14,283.91	\$99,850.00	22.39 %
INSURANCE					
10-30-5750-00 Fidelity Bonds	\$0.00	\$0.00	\$2,400.00	\$2,300.00	0.00 %
10-30-5751-00 Property Damage (All-Peril)	\$0.00	\$0.00	\$6,356.00	\$23,000.00	0.00 %
10-30-5754-00 5754 Workers Comp Insurance	\$0.00	\$0.00	\$2,645.00	\$6,400.00	0.00 %
50-30-5753-00 Umbrella Liab. Insurance	\$0.00	\$0.00	\$5,428.00	\$0.00	0.00 %
TOTAL INSURANCE	\$0.00	\$0.00	\$16,829.00	\$31,700.00	0.00 %
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	\$0.00	\$630.00	\$0.00	\$20,000.00	3.15 %
10-35-5761-00 Collection Agency	\$26.85	\$71.60	\$80.55	\$700.00	10.23 %
10-35-5762-00 Other Contr Services - Admin	\$0.00	\$0.00	\$2,083.00	\$3,500.00	0.00 %
10-35-5763-00 Other Contr Svcs-Tech Asst	\$720.00	\$3,068.00	\$18,146.81	\$30,000.00	10.23 %
10-35-5764-10 Other Contr Svcs - Library Wid	\$0.00	\$0.00	\$0.00	\$4,500.00	0.00 %
10-35-5765-10 Investment Agency Consultants	\$577.27	\$2,285.86	\$1,150.21	\$7,000.00	32.66 %
10-35-5769-00 Acct Maint & Upgrades	\$0.00	\$0.00	\$9,818.12	\$7,574.00	0.00 %
10-35-5770-00 5770 Contractual - Audit Fee	\$0.00	\$0.00	\$0.00	\$8,500.00	0.00 %
10-35-5771-00 Payroll Service	\$505.73	\$1,522.26	\$1,517.05	\$7,700.00	19.77 %
TOTAL CONTRACTUAL SERVICES	\$1,829.85	\$7,577.72	\$32,795.74	\$89,474.00	8.47 %
PERSONNEL DEVELOPMENT					
Staff & Trustee Development					
10-40-5783-00 Dues - Staff	\$0.00	\$1,106.00	\$2,430.00	\$5,100.00	21.69 %
10-40-5784-00 Meetings - Staff	\$100.46	\$112.24	\$282.84	\$2,000.00	5.61 %
10-40-5785-00 Conferences - Staff	\$595.00	\$1,246.13	(\$5,641.49)	\$15,000.00	8.31 %
10-40-5786-00 Employee/Volunteer Recognition	\$68.90	\$68.90	\$67.84	\$2,000.00	3.45 %
10-40-5787-00 In-Service	\$693.23	\$1,414.88	\$1,777.41	\$3,000.00	47.16 %
10-40-5788-00 Training (Cont Ed) - Staff	\$708.20	\$708.20	\$105.00	\$1,500.00	47.21 %
10-45-5786-70 Dues - Trustee	\$0.00	\$0.00	\$0.00	\$525.00	0.00 %
10-45-5787-70 Conferences - Trustee	\$175.00	\$175.00	\$0.00	\$1,000.00	17.50 %

Lisle Library District

Expenses through September 30, 2018 (25% of FY 18-19)

No Special Reserve reflected

	Current Month Sept 2018	YTD July - Sept 2018-2019	YTD July - Sept 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
10-45-5788-70 Meetings - Trustee	\$0.00	\$0.00	\$30.00	\$1,000.00	0.00 %
10-45-5789-70 Training-Trustees	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %
Total Staff & Trustee Development	\$2,340.79	\$4,831.35	(\$948.40)	\$32,125.00	15.04 %
TOTAL PERSONNEL DEVELOPMENT	\$2,340.79	\$4,831.35	(\$948.40)	\$32,125.00	15.04 %
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	\$44,119.10	\$44,119.10	\$44,571.07	\$50,000.00	88.24 %
Total Major Equipment	\$44,119.10	\$44,119.10	\$44,571.07	\$50,000.00	88.24 %
Minor Equipment					
10-48-5823-10 Minor Equip - Dir/Asst Dir	\$0.00	\$0.00	\$0.00	\$700.00	0.00 %
10-48-5823-15 Minor Equip - Adm Services/PR	\$0.00	\$0.00	\$518.00	\$0.00	0.00 %
10-48-5823-20 Minor Equip - Adult Services	\$0.00	\$72.99	\$3.99	\$700.00	10.43 %
10-48-5823-30 Minor Equip - Youth	\$55.74	\$55.74	\$0.00	\$700.00	7.96 %
10-48-5823-50 Minor Equip - Tech Services	\$0.00	\$0.00	\$45.64	\$700.00	0.00 %
10-48-5823-60 Minor Equip - Circ	\$0.00	\$0.00	\$76.84	\$700.00	0.00 %
Total Minor Equipment	\$55.74	\$128.73	\$644.47	\$3,500.00	3.68 %
Equip Maint/Repairs & Rentals					
10-48-5843-00 Rental-Postage Meter	\$180.00	\$180.00	\$0.00	\$720.00	25.00 %
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	\$648.53	\$2,174.22	\$2,401.35	\$19,000.00	11.44 %
10-48-5846-00 Equip Maint/Repr-NonContr	\$0.00	\$0.00	\$447.00	\$1,000.00	0.00 %
Total Equip Maint/Repairs & Rentals	\$828.53	\$2,354.22	\$2,848.35	\$20,720.00	11.36 %
TOTAL EQUIPMENT COSTS	\$45,003.37	\$46,602.05	\$48,063.89	\$74,220.00	62.79 %
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	\$940.78	\$2,709.57	\$4,358.65	\$9,000.00	30.11 %
10-50-5863-30 Books - Youth Serv	\$7,309.44	\$11,553.31	\$10,946.13	\$53,000.00	21.80 %

Lisle Library District
Expenses through September 30, 2018 (25% of FY 18-19)
 No Special Reserve reflected

	Current Month Sept 2018	YTD July - Sept 2018-2019	YTD July - Sept 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
10-50-5863-50 Books - Tech Serv	\$55.00	\$100.00	\$0.00	\$200.00	50.00 %
10-50-5864-10 Books - Non Fiction	\$7,986.11	\$16,042.13	\$9,624.43	\$82,000.00	19.56 %
10-50-5865-10 Books - Adult Fiction	\$5,940.94	\$16,850.10	\$12,629.34	\$68,500.00	24.60 %
10-50-5867-20 Ref Books - Adult Serv	\$1,057.76	\$1,762.54	\$1,906.80	\$22,000.00	8.01 %
Total Books	\$23,290.03	\$49,017.65	\$39,465.35	\$234,700.00	20.89 %
Databases					
10-50-5869-20 Internet Licensed DBases	\$10,650.00	\$90,425.34	\$91,671.62	\$126,500.00	71.48 %
10-50-5872-10 Dbases - Professional	\$525.00	\$2,605.05	\$5,837.35	\$10,000.00	26.05 %
10-50-5873-30 Dbases - Youth Serv	\$2,959.00	\$3,118.00	\$5,073.70	\$12,700.00	24.55 %
Total Databases	\$14,134.00	\$96,148.39	\$102,582.67	\$149,200.00	64.44 %
Audio-Visual Materials					
10-50-5890-30 A-V Matls - Youth Serv	\$1,048.60	\$4,029.57	\$2,244.23	\$18,000.00	22.39 %
10-50-5895-40 A-V Matls - Adult Serv	\$9,488.24	\$23,494.35	\$16,739.66	\$102,000.00	23.03 %
Total Audio-Visual Materials	\$10,536.84	\$27,523.92	\$18,983.89	\$120,000.00	22.94 %
Periodicals/Doc Delivery					
10-50-5900-20 Periodicals - Adult Serv	\$97.99	\$312.43	\$1,415.87	\$42,000.00	0.74 %
10-50-5900-30 Periodicals - Youth Serv. Dept.	\$0.00	\$0.00	\$0.00	\$800.00	0.00 %
10-50-5900-80 Periodicals - Prof. Collections	\$0.00	\$25.00	\$25.00	\$4,000.00	0.63 %
10-50-5871-20 Document Delivery	\$81.16	\$21,038.08	\$20,410.04	\$22,000.00	95.63 %
Total Periodicals/Doc Delivery	\$179.15	\$21,375.51	\$21,850.91	\$68,800.00	31.07 %
TOTAL LIBRARY MEDIA	\$48,140.02	\$194,065.47	\$182,882.82	\$572,700.00	33.89 %
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10 Programs - Adult Services	\$504.26	\$4,027.17	\$4,705.43	\$16,000.00	25.17 %
10-60-5931-30 Programs - Youth Serv. Dept.	\$692.05	\$2,643.96	\$1,452.60	\$11,000.00	24.04 %
10-60-5931-40 Online Marketing	\$10.00	\$1,393.25	\$1,003.99	\$1,800.00	77.40 %
10-60-5931-50 Community Relations	\$2,224.40	\$2,793.46	(\$50.71)	\$6,500.00	42.98 %

Lisle Library District
Expenses through September 30, 2018 (25% of FY 18-19)
 No Special Reserve reflected

	Current Month Sept 2018	YTD July - Sept 2018-2019	YTD July - Sept 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
Total Programs	\$3,430.71	\$10,857.84	\$7,111.31	\$35,300.00	30.76 %
Readers Service's					
10-60-5940-10 Reader Services - Adult Serv. De	\$72.48	\$512.75	\$9.99	\$2,000.00	25.64 %
10-60-5940-30 Reader Services - Youth Serv. D	\$98.89	\$1,201.51	\$197.48	\$5,000.00	24.03 %
Total Readers Services's	\$171.37	\$1,714.26	\$207.47	\$7,000.00	24.49 %
TOTAL PROGRAMS AND READER'S SERVICES	\$3,602.08	\$12,572.10	\$7,318.78	\$42,300.00	29.72 %
RESTRICTED USAGE EXPENSES					
10-80-5984-80 Transfer to Special Reserve	\$25,000.00	\$75,000.00	\$75,000.00	\$300,000.00	25.00 %
10-80-5986-80 IMRF Funding	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00 %
TOTAL RESTRICTED USAGE EXPENSES	\$25,000.00	\$75,000.00	\$75,000.00	\$350,000.00	21.43 %
.02 BLDG/MAINT EXPENSES					
30-65-5920-00 Network - Purchases (.02 B/M)	\$2,208.00	\$2,241.98	\$1,493.96	\$60,000.00	3.74 %
30-65-5925-00 Network - Maint. (.02 B/M)	\$392.00	\$5,304.23	\$2,682.00	\$30,000.00	17.68 %
30-65-5926-00 Maint - Bldg Structure (.02 B/M)	\$19,390.00	\$38,242.34	\$9,157.50	\$65,000.00	58.83 %
Total .02 BLDG/MAINT EXPENSES	\$21,990.00	\$45,788.55	\$13,333.46	\$155,000.00	29.54 %
CONTINGENCY					
10-90-5999-00 Contingency	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00 %
Total	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00 %
TOTAL ALL EXPENSES	\$408,306.54	\$1,152,158.12	\$1,015,143.41	\$4,555,070.71	25.29 %

Lisle Library District

Accounts Payable for October 10, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Adult Reading Round Table/ARRT						
Adult Reading Round Table/ARRT	10/10/2018 2018Demas	Standard Membership Invoice	Paid	10-40-5783-00	Dues - Staff	\$15.00
Albertsons/Safeway						
Albertsons/Safeway	10/10/2018 082218	PJ Storytime Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$6.99
	10/10/2018 082318	Movie Night Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$37.02
	10/10/2018 090518	Wasp Spray Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$11.98
	10/10/2018 091118	Kids Club Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$4.76
	10/10/2018 091218	Book Group Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$13.99
	10/10/2018 090618	Teen Program Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$39.95
	10/10/2018 090518	Teen Program Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$6.70
Totals for Albertsons/Safeway:						\$121.39
Daniel Lane Anderson						
Daniel Lane Anderson XXX-XX-1566	10/10/2018 111718	Program: Jazz Performance Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$100.00
Totals for Daniel Lane Anderson:						\$100.00
Baker & Taylor (C4053863)						
Baker & Taylor (C4053863)	10/10/2018 100118	YS Continuations Invoice	Paid	10-50-5863-30	Books - Youth Serv	\$32.99
Totals for Baker & Taylor (C4053863):						\$32.99

Accounts Payable for October 10, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Baker & Taylor (L4171582)	10/10/2018 100118	Audio Books & Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Mails - Adult Serv Processing Supplies	\$531.19 \$65.00
Baker & Taylor (C5223353)					<i>Totals for Baker & Taylor (L4171582):</i>	<i>\$596.19</i>
Baker & Taylor (C5223353)	10/10/2018 100118	Continuations & Processing Invoice	Paid	10-50-5867-20 10-25-5717-00	Ref Books - Adult Serv Processing Supplies	\$288.88 \$0.65
Baker & Taylor (C5223433)					<i>Totals for Baker & Taylor (C5223353):</i>	<i>\$289.53</i>
Baker & Taylor (C5223433)	10/10/2018 100118	Continuations Invoice	Paid	10-50-5864-10	Books - Non Fiction	\$1,028.88
Baker & Taylor (L0334152)					<i>Totals for Baker & Taylor (C5223433):</i>	<i>\$1,028.88</i>
Baker & Taylor (L0334152)	10/10/2018 100118	Circ & Processing Invoice	Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$5,114.23 \$253.25
Baker & Taylor (L3965522)					<i>Totals for Baker & Taylor (L0334152):</i>	<i>\$5,367.48</i>
Baker & Taylor (L3965522)	10/10/2018 100118	Unprocessed Invoice	Paid	10-50-5864-10	Books - Non Fiction	\$39.76
Baker & Taylor (L4171782)					<i>Totals for Baker & Taylor (L3965522):</i>	<i>\$39.76</i>
Baker & Taylor (L4171782)	10/10/2018 100118	Auto Yours & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv Processing Supplies	\$565.60 \$9.35
Baker & Taylor (L4342812)					<i>Totals for Baker & Taylor (L4171782):</i>	<i>\$574.95</i>
Baker & Taylor (L4342812)	10/10/2018 100118	Books - YS & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Youth Serv Processing Supplies	\$587.70 \$21.95
Baker & Taylor (L5202982)					<i>Totals for Baker & Taylor (L4342812):</i>	<i>\$609.65</i>
Baker & Taylor (L5202982)	10/10/2018 100118	PBS & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$132.40 \$31.05

Lisle Library District

Accounts Payable for October 10, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Baker & Taylor (L5226642) Baker & Taylor (L5226642)	10/10/2018 100118	Reference Books - Adult Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv	\$24.11
					<i>Totals for Baker & Taylor (L5202982):</i>	<u>\$163.45</u>
Baker & Taylor (L5425632) Baker & Taylor (L5425632)	10/10/2018 100118	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv Processing Supplies	\$2,137.75 \$112.45
					<i>Totals for Baker & Taylor (L5226642):</i>	<u>\$24.11</u>
Baker & Taylor (L5543202) Baker & Taylor (L5543202)	10/10/2018 100118	Books - Fiction & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$3,843.89 \$182.15
					<i>Totals for Baker & Taylor (L5425632):</i>	<u>\$2,250.20</u>
Bear Landscape Group Bear Landscape Group	10/10/2018 5266	Sept. 2018 Landscape Care Invoice	Paid	10-20-5662-00	Maint Contr. - Landscape Serv.	\$987.50
					<i>Totals for Baker & Taylor (L5543202):</i>	<u>\$4,026.04</u>
Ginger Boskelly Ginger Boskelly	10/10/2018 091818	LIMRiCC Meeting Invoice	Paid	10-40-5784-00	Meetings - Staff	\$17.11
					<i>Totals for Bear Landscape Group:</i>	<u>\$987.50</u>
Case Lots, Inc. Case Lots, Inc.	10/10/2018 004675	Misc Janitorial Supplies Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$414.10
					<i>Totals for Ginger Boskelly:</i>	<u>\$17.11</u>
Children's Plus, Inc. Children's Plus, Inc.	10/10/2018 430028	Junior Library Guild Invoice	Paid	10-50-5863-30	Books - Youth Serv	\$342.60
					<i>Totals for Case Lots, Inc.:</i>	<u>\$414.10</u>
					<i>Totals for Children's Plus, Inc.:</i>	<u>\$342.60</u>

Lisle Library District

Accounts Payable for October 10, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Compact Disc Source	10/10/2018 75785	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$315.09
	10/10/2018 75784	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$126.63
	10/10/2018 75815	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$223.52
	10/10/2018 75814	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$84.64
Complete Cleaning Company					Totals for Compact Disc Source:	\$749.88
	10/10/2018 C07475	October 2018 Cleaning Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$2,303.00
Demco, Inc.					Totals for Complete Cleaning Company:	\$2,303.00
	10/10/2018 6459213	Bookends (30) Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$104.31
Direct Energy Business					Totals for Demco, Inc.:	\$104.31
	10/10/2018 182700036079712	Usage Invoice	Paid	10-20-5655-00	Utilities - Electric	\$4,255.22
Discount School Supply					Totals for Direct Energy Business:	\$4,255.22
	10/10/2018 W32179970101	Craft Supplies Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$101.40
DuPage County Public Works					Totals for Discount School Supply:	\$101.40
	10/10/2018 091418	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	\$114.19

Lisle Library District Accounts Payable for October 10, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Ehlers Investment Partners Ehlers Investment Partners	10/10/2018 093018	Consulting Fee Invoice	Paid	10-35-5765-10	Totals for DuPage County Public Works: Investment Agency Consultants	<u>\$114.19</u> \$559.44
					Totals for Ehlers Investment Partners:	<u>\$559.44</u>
ELM USA, Inc. ELM USA, Inc.	10/10/2018 14932	Disc Cleaning Machine Invoice	Paid	70-65-5671-00	Furniture & Equipment (Spec Res)	\$3,500.00
					Totals for ELM USA, Inc.:	<u>\$3,500.00</u>
EnvisionWare, INC. EnvisionWare, INC.	10/10/2018 INV-US-38371	Payware - PCI Compliance - / Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$167.00
					Totals for EnvisionWare, INC.:	<u>\$167.00</u>
Findaway World Findaway World	10/10/2018 266187	Bookpacks Invoice	Paid	10-50-5890-30	A-V Matls - Youth Serv	\$753.04
					Totals for Findaway World:	<u>\$753.04</u>
Pam Freer Pam Freer	10/10/2018 092718	Book Group Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$9.49
	10/10/2018 100118	Book Group Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$10.00
					Totals for Pam Freer:	<u>\$19.49</u>
Garvey's Office Products Garvey's Office Products	10/10/2018 PINV1605444	Card Stock Invoice	Paid	10-25-5713-00	Office Supplies	\$21.78
	10/10/2018 PINV1610316	Paper Invoice	Paid	10-25-5713-00	Office Supplies	\$40.16
					Totals for Garvey's Office Products:	<u>\$61.94</u>

Lisle Library District

Accounts Payable for October 10, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Gail Graziani Gail Graziani	10/10/2018 092718	Book Group Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$12.79
Hagg Press Hagg Press	10/10/2018 106347	October/November Newslett Invoice	Paid	10-25-5710-10	Printing/Spec. Serv. - Adult	\$2,170.00
IHLS - OCLC IHLS - OCLC	10/10/2018 17465	Management Fee Invoice	Paid	10-50-5871-20	Document Delivery	\$3.75
Pharlis R. James, Jr. Pharlis R. James, Jr.	10/10/2018 111718	Program: Jazz Performance Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$100.00
Johnson Controls Security Solutions Johnson Controls Security Solutions	10/10/2018 31167524	Tyco Security 10/1 - 12/31/1 Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$810.08
Junior Library Guild Junior Library Guild	10/10/2018 418088	Starting Hardware Invoice	Paid	10-48-5823-30	Minor Equip - Youth	\$149.00
Spencer A. Keyes Spencer A. Keyes	10/10/2018 111718	Program: Jazz Performance Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$100.00
Jackie Kilcran						

Lisle Library District

Accounts Payable for October 10, 2018

Vendor Name	Transaction Date	Description	Status	Account Number	Account Description	Amount
Tax Identification Number	Transaction Number	Transaction Type				
Jackie Kilcran	10/10/2018 100118	Reimburse Mileage Invoice	Paid	10-25-5724-15	Local Travel	\$34.56
Chris Knight					Totals for Jackie Kilcran:	\$34.56
	10/10/2018 092418	Reimburse Mileage Invoice	Paid	10-25-5724-15	Local Travel	\$11.89
Matthew Bender & Co.					Totals for Chris Knight:	\$11.89
	10/10/2018 04481852	Employment in IL Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv	\$138.43
Midwest Tape (7291)					Totals for Matthew Bender & Co.:	\$138.43
	10/10/2018 100118	JH CDs, YS DVD/Blu-rays Invoice	Paid	10-50-5890-30	A-V Matls - Youth Serv	\$429.40
Midwest Tape					Totals for Midwest Tape (7291):	\$429.40
	10/10/2018 96399812	Hoopla Monthly Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$3,832.38
	10/10/2018 96482649	Hoopla Monthly Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$3,784.79
	10/10/2018 100118	DVDs/Blu-rays w/Processing Invoice	Paid	10-25-5717-00 10-50-5895-40	Processing Supplies A-V Matls - Adult Serv	\$783.35 \$2,665.64
Monaco Mechanical Service, Inc.					Totals for Midwest Tape:	\$11,066.16
	10/10/2018 18146	2 Blower Motor Replacement Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$3,995.00
	10/10/2018 18149	Admin Office Dampers Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$709.16

Lisle Library District

Accounts Payable for October 10, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Morningstar Morningstar	10/10/2018 18148	Carrier Meeting Room Work Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$320.33
	10/10/2018 18147	Air Conditioning Alarm Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$251.84
	10/10/2018 18161	Adult Services Office Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$545.19
	<i>Totals for Monaco Mechanical Service, Inc.:</i>					<u>\$5,821.52</u>
NCPERS - IL IMRF NCPERS - IL IMRF	10/10/2018 11370052	Morningstar Renewal Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$3,971.00
	<i>Totals for Morningstar:</i>					<u>\$3,971.00</u>
Outsource Solutions Group, Inc. Outsource Solutions Group, Inc.	10/10/2018 46021018	Payroll Withholding Invoice	Paid	10-00-2638-00	Vol. Life (NCPERS)	\$96.00
	<i>Totals for NCPERS - IL IMRF:</i>					<u>\$96.00</u>
	10/10/2018 43195	Monthly Service Maintenance Invoice	Paid	10-35-5763-00	Other Contr Srves-Tech Asst	\$720.00
	10/10/2018 43260	Backup Software Licenses Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$225.00
OverDrive, Inc. OverDrive, Inc.	10/10/2018 CD0110718171165	Overdrive Advantage Septeml Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$1,000.00
	<i>Totals for Outsource Solutions Group, Inc.:</i>					<u>\$945.00</u>
Paddock Publications Paddock Publications	10/10/2018 T4509271	Legal Notice - B & A Invoice	Paid	10-25-5719-00	Publishing	\$600.21
	<i>Totals for Paddock Publications:</i>					<u>\$600.21</u>

Lisle Library District

Accounts Payable for October 10, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Winona Patterson Winona Patterson	10/10/2018 072018	Summer Read Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$9.42
	10/10/2018 0720-18-1	Summer Read Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$5.99
Peregrine, Stime, Newman, Ritzman Peregrine, Stime, Newman, Ritzman						<u>Totals for Winona Patterson: \$15.41</u>
Robbins Schwartz Robbins Schwartz XX-XXX0001	10/10/2018 59272	Legal Services 7/1 - 8/31/18 Invoice	Paid	10-35-5760-00	Legal Services	\$210.00
	10/10/2018 283254	Legal Services Invoice	Paid	10-35-5760-00	Legal Services	\$787.50
Will Savage Will Savage						<u>Totals for Peregrine, Stime, Newman, Ritzman: \$210.00</u>
Will Savage Will Savage	10/10/2018 090518	PJ Storytime Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$8.48
	10/10/2018 091018	Storytime Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$7.98
Will Savage Will Savage	10/10/2018 090118	LACONI YS Invoice	Paid	10-40-5784-00	Meetings - Staff	\$52.99
	10/10/2018 114-1902461-96255847	Pokemon Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$51.96
Noelle Spicher Noelle Spicher	10/10/2018 092618	Pokemon Club Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$28.51
Noelle Spicher Noelle Spicher						<u>Totals for Will Savage: \$149.92</u>
Noelle Spicher Noelle Spicher	10/10/2018 092718	Teen Program Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$22.99

Lisle Library District

Accounts Payable for October 10, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Staples Advantage Staples Advantage	10/10/2018 100218	Star Wars Reads Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$8.76
					<i>Totals for Noelle Spicher:</i>	<u>\$31.75</u>
	10/10/2018 1621236758	Misc Office, Janitorial, Kitch Invoice	Paid	10-25-5713-00	Office Supplies	\$444.65
				10-25-5716-00	Kitchen Supplies	\$287.21
				10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$108.76
Staples Advantage Staples Advantage				10-48-5823-10	Minor Equip - Dir/Asst Dir	\$229.79
					<i>Totals for Staples Advantage:</i>	<u>\$1,070.41</u>
Stephens Plumbing and Heating Stephens Plumbing and Heating	10/10/2018 202380	Shut Off Valves Replaced - T Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$363.75
	10/10/2018 202588	Repair East Toilet Clog Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$132.00
					<i>Totals for Stephens Plumbing and Heating:</i>	<u>\$495.75</u>
Tasting de Vine Cellars Tasting de Vine Cellars	10/10/2018 102318	Program: Wine 101 Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$100.00
					<i>Totals for Tasting de Vine Cellars:</i>	<u>\$100.00</u>
Unique Management Services, Inc. Unique Management Services, Inc.	10/10/2018 467099	Collection Accounts Submitta Invoice	Paid	10-35-5761-00	Collection Agency	\$62.65
					<i>Totals for Unique Management Services, Inc.:</i>	<u>\$62.65</u>
Village of Lisle Village of Lisle	10/10/2018 360000257	Monthly Inet Service Invoice	Paid	10-20-5650-00	Internet Service Provider	\$450.00
					<i>Totals for Village of Lisle:</i>	<u>\$450.00</u>

Accounts Payable for October 10, 2018

Account Summary

Account Number	Description	Net Amount
10-00-2638-00	Vol. Life (NCPERS)	\$96.00
10-20-5650-00	Internet Service Provider	\$450.00
10-20-5654-00	Utilities - Sewer & Water	\$114.19
10-20-5655-00	Utilities - Electric	\$4,255.22
10-20-5661-00	Maint Contracts - Maint. Service	\$2,303.00
10-20-5662-00	Maint Contr. - Landscape Serv.	\$987.50
10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$534.84
10-20-5664-00	Maint/Repairs-Non Contr. Work	\$2,322.27
10-25-5710-10	Printing/Spec. Serv. - Adult	\$2,170.00
10-25-5713-00	Office Supplies	\$506.59
10-25-5714-00	Circ. Material Supplies	\$104.31
10-25-5716-00	Kitchen Supplies	\$287.21
10-25-5717-00	Processing Supplies	\$1,670.47
10-25-5719-00	Publishing	\$600.21
10-25-5724-15	Local Travel	\$46.45
10-35-5760-00	Legal Services	\$997.50
10-35-5761-00	Collection Agency	\$62.65
10-35-5763-00	Other Contr Svcs-Tech Asst	\$720.00
10-35-5765-10	Investment Agency Consultants	\$559.44
10-40-5783-00	Dues - Staff	\$15.00
10-40-5784-00	Meetings - Staff	\$70.10
10-48-5823-10	Minor Equip - Dir/Asst Dir	\$229.79
10-48-5823-30	Minor Equip - Youth	\$149.00
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$810.08
10-50-5863-30	Books - Youth Serv	\$3,666.64
10-50-5864-10	Books - Non Fiction	\$6,182.87
10-50-5865-10	Books - Adult Fiction	\$3,976.29
10-50-5867-20	Ref Books - Adult Serv	\$312.99
10-50-5869-20	Internet Licensed DBases	\$3,971.00
10-50-5871-20	Document Delivery	\$3.75
10-50-5890-30	A-V Mats - Youth Serv	\$1,182.44
10-50-5895-40	A-V Mats - Adult Serv	\$12,352.61
10-50-5900-20	Periodicals - Adult Serv	\$138.43

**Lisle Library District
Accounts Payable for October 10, 2018**

10-60-5931-10	Programs - Adult Services	\$577.10
10-60-5931-30	Programs - Youth Serv. Dept.	\$210.08
30-65-5925-00	Network - Maint. (.02 B/M)	\$392.00
30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$3,995.00
70-65-5671-00	Furniture & Equipment (Spec Res)	\$3,500.00
	GRAND TOTAL:	\$60,523.02

Lisle Library District

Account Distribution Report by Number

October 10, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-00-2638-00, Vol. Life (NCPERS)									
10/10/2018	46021018	Invoice	5554-168	NCPERS - IL IMRF	NCPERS - IL IMRF- Posted		10/10/2018	\$96.00	\$0.00
					<i>Totals for 10-00-2638-00, Vol. Life (NCPERS):</i>			<i>\$96.00</i>	<i>\$0.00</i>
10-20-5650-00, Internet Service Provider									
10/10/2018	3600000257	Invoice	5554-153	Village of Lisle	Village of Lisle-360000 Posted		10/10/2018	\$450.00	\$0.00
					<i>Totals for 10-20-5650-00, Internet Service Provider:</i>			<i>\$450.00</i>	<i>\$0.00</i>
10-20-5654-00, Utilities - Sewer & Water									
10/10/2018	091418	Invoice	5554-142	DuPage County Public Works	DuPage County Public Works Posted		10/10/2018	\$114.19	\$0.00
					<i>Totals for 10-20-5654-00, Utilities - Sewer & Water:</i>			<i>\$114.19</i>	<i>\$0.00</i>
10-20-5655-00, Utilities - Electric									
10/10/2018	182700036079712	Invoice	5554-204	Direct Energy Business	Direct Energy Business Posted		10/10/2018	\$4,255.22	\$0.00
					<i>Totals for 10-20-5655-00, Utilities - Electric:</i>			<i>\$4,255.22</i>	<i>\$0.00</i>
10-20-5661-00, Maint Contracts - Maint. Service									
10/10/2018	C07475	Invoice	5554-138	Complete Cleaning Company	Complete Cleaning Co Posted		10/10/2018	\$2,303.00	\$0.00
					<i>Totals for 10-20-5661-00, Maint Contracts - Maint. Service:</i>			<i>\$2,303.00</i>	<i>\$0.00</i>
10-20-5662-00, Maint Contr. - Landscape Serv.									
10/10/2018	5266	Invoice	5554-158	Bear Landscape Group	Bear Landscape Group- Posted		10/10/2018	\$987.50	\$0.00
					<i>Totals for 10-20-5662-00, Maint Contr. - Landscape Serv.:</i>			<i>\$987.50</i>	<i>\$0.00</i>
10-20-5663-00, Maint/Repairs-Genl repairs, Supplies									
10/10/2018	004675	Invoice	5554-164	Case Lots, Inc.	Case Lots, Inc.-004675 Posted		10/10/2018	\$414.10	\$0.00
10/10/2018	1621236758	Invoice	5554-211	Staples Advantage	Staples Advantage-162 Posted		10/10/2018	\$108.76	\$0.00
10/10/2018	090518	Invoice	5554-237	Albertsons/Safeway	Albertsons/Safeway-09 Posted		10/10/2018	\$11.98	\$0.00
					<i>Totals for 10-20-5663-00, Maint/Repairs-Genl repairs, Supplies:</i>			<i>\$534.84</i>	<i>\$0.00</i>
10-20-5664-00, Maint/Repairs-Non Contr. Work									
10/10/2018	18149	Invoice	5554-007	Monaco Mechanical Service, I	Monaco Mechanical S Posted		10/10/2018	\$709.16	\$0.00
10/10/2018	18148	Invoice	5554-009	Monaco Mechanical Service, I	Monaco Mechanical S Posted		10/10/2018	\$320.33	\$0.00
10/10/2018	18147	Invoice	5554-011	Monaco Mechanical Service, I	Monaco Mechanical S Posted		10/10/2018	\$251.84	\$0.00
10/10/2018	18161	Invoice	5554-091	Monaco Mechanical Service, I	Monaco Mechanical S Posted		10/10/2018	\$545.19	\$0.00
10/10/2018	202380	Invoice	5554-149	Stephens Plumbing and Heating	Stephens Plumbing and Heating Posted		10/10/2018	\$363.75	\$0.00
10/10/2018	202588	Invoice	5554-206	Stephens Plumbing and Heating	Stephens Plumbing and Heating Posted		10/10/2018	\$132.00	\$0.00
					<i>Totals for 10-20-5664-00, Maint/Repairs-Non Contr. Work:</i>			<i>\$2,322.27</i>	<i>\$0.00</i>
10-25-5710-10, Printing/Spec. Serv. - Adult									

Lisle Library District

Account Distribution Report by Number

October 10, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10/10/2018	106347	Invoice	5554-229	Hagg Press	Hagg Press-106347	Posted	10/10/2018	\$2,170.00	\$0.00
10-25-5713-00, Office Supplies									
10/10/2018	1621236758	Invoice	5554-208	Staples Advantage	Staples Advantage-162	Posted	10/10/2018	\$444.65	\$0.00
10/10/2018	PINVI605444	Invoice	5554-225	Garvey's Office Products	Garvey's Office Produc	Posted	10/10/2018	\$21.78	\$0.00
10/10/2018	PINVI610316	Invoice	5554-253	Garvey's Office Products	Garvey's Office Produc	Posted	10/10/2018	\$40.16	\$0.00
Totals for 10-25-5713-00, Office Supplies:								\$506.59	\$0.00
10/10/2018	6459213	Invoice	5554-265	Demco, Inc.	Demco, Inc.-6459213	Posted	10/10/2018	\$104.31	\$0.00
Totals for 10-25-5714-00, Circ. Material Supplies:								\$104.31	\$0.00
10/10/2018	1621236758	Invoice	5554-210	Staples Advantage	Staples Advantage-162	Posted	10/10/2018	\$287.21	\$0.00
Totals for 10-25-5716-00, Kitchen Supplies:								\$287.21	\$0.00
10/10/2018	75784	Invoice	5554-087	Compact Disc Source	Compact Disc Source	Posted	10/10/2018	\$126.63	\$0.00
10/10/2018	75814	Invoice	5554-162	Compact Disc Source	Compact Disc Source	Posted	10/10/2018	\$84.64	\$0.00
10/10/2018	100118	Invoice	5554-174	Baker & Taylor (C5223353)	Baker & Taylor (C5223353)	Posted	10/10/2018	\$0.65	\$0.00
10/10/2018	100118	Invoice	5554-179	Baker & Taylor (L0334152)	Baker & Taylor (L0334152)	Posted	10/10/2018	\$253.25	\$0.00
10/10/2018	100118	Invoice	5554-184	Baker & Taylor (L4171582)	Baker & Taylor (L4171582)	Posted	10/10/2018	\$65.00	\$0.00
10/10/2018	100118	Invoice	5554-187	Baker & Taylor (L4171782)	Baker & Taylor (L4171782)	Posted	10/10/2018	\$9.35	\$0.00
10/10/2018	100118	Invoice	5554-190	Baker & Taylor (L4342812)	Baker & Taylor (L4342812)	Posted	10/10/2018	\$21.95	\$0.00
10/10/2018	100118	Invoice	5554-193	Baker & Taylor (L5202982)	Baker & Taylor (L5202982)	Posted	10/10/2018	\$31.05	\$0.00
10/10/2018	100118	Invoice	5554-198	Baker & Taylor (L5425632)	Baker & Taylor (L5425632)	Posted	10/10/2018	\$112.45	\$0.00
10/10/2018	100118	Invoice	5554-201	Baker & Taylor (L5543202)	Baker & Taylor (L5543202)	Posted	10/10/2018	\$182.15	\$0.00
10/10/2018	100118	Invoice	5554-267	Midwest Tape	Midwest Tape-100118	Posted	10/10/2018	\$783.35	\$0.00
Totals for 10-25-5717-00, Processing Supplies:								\$1,670.47	\$0.00
10/10/2018	T4509271	Invoice	5554-156	Paddock Publications	Paddock Publications	Posted	10/10/2018	\$600.21	\$0.00
Totals for 10-25-5719-00, Publishing:								\$600.21	\$0.00
10/10/2018	092418	Invoice	5554-152	Chris Knight	Chris Knight-092418	Posted	10/10/2018	\$11.89	\$0.00
10/10/2018	100118	Invoice	5554-213	Jackie Kilcran	Jackie Kilcran-100118	Posted	10/10/2018	\$34.56	\$0.00
Totals for 10-25-5724-15, Local Travel:								\$46.45	\$0.00

Lisle Library District

Account Distribution Report by Number

October 10, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-35-5760-00, Legal Services									
10/10/2018	59272	Invoice	5554-065	Peregrine, Stime, Newman, Rit	Peregrine, Stime, Newm	Posted	10/10/2018	\$210.00	\$0.00
10/10/2018	283254	Invoice	5554-140	Robbins Schwartz	Robbins Schwartz-283	Posted	10/10/2018	\$787.50	\$0.00
Totals for 10-35-5760-00, Legal Services:								\$997.50	\$0.00
10-35-5761-00, Collection Agency									
10/10/2018	467099	Invoice	5554-202	Unique Management Services, I	Unique Management S	Posted	10/10/2018	\$62.65	\$0.00
Totals for 10-35-5761-00, Collection Agency:								\$62.65	\$0.00
10-35-5763-00, Other Contr Svcs-Tech Asst									
10/10/2018	43195	Invoice	5554-015	Outsource Solutions Group, In	Outsource Solutions G	Posted	10/10/2018	\$720.00	\$0.00
Totals for 10-35-5763-00, Other Contr Svcs-Tech Asst:								\$720.00	\$0.00
10-35-5765-10, Investment Agency Consultants									
10/10/2018	093018	Invoice	5554-272	Ehlers Investment Partners	Ehlers Investment Part	Posted	10/10/2018	\$559.44	\$0.00
Totals for 10-35-5765-10, Investment Agency Consultants:								\$559.44	\$0.00
10-40-5783-00, Dues - Staff									
10/10/2018	2018Demas	Invoice	5554-227	Adult Reading Round Table/AR	Adult Reading Round T	Posted	10/10/2018	\$15.00	\$0.00
Totals for 10-40-5783-00, Dues - Staff:								\$15.00	\$0.00
10-40-5784-00, Meetings - Staff									
10/10/2018	090118	Invoice	5554-079	Will Savage	Will Savage-090118	Posted	10/10/2018	\$52.99	\$0.00
10/10/2018	091818	Invoice	5554-144	Ginger Boskelly	Ginger Boskelly-09181	Posted	10/10/2018	\$17.11	\$0.00
Totals for 10-40-5784-00, Meetings - Staff:								\$70.10	\$0.00
10-48-5823-10, Minor Equip - Dir/Asst Dir									
10/10/2018	1621236758	Invoice	5554-212	Staples Advantage	Staples Advantage-162	Posted	10/10/2018	\$229.79	\$0.00
Totals for 10-48-5823-10, Minor Equip - Dir/Asst Dir:								\$229.79	\$0.00
10-48-5823-30, Minor Equip - Youth									
10/10/2018	418088	Invoice	5554-071	Junior Library Guild	Junior Library Guild-41	Posted	10/10/2018	\$149.00	\$0.00
Totals for 10-48-5823-30, Minor Equip - Youth:								\$149.00	\$0.00
10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide									
10/10/2018	31167524	Invoice	5554-067	Johnson Controls Security Solu	Johnson Controls Secu	Posted	10/10/2018	\$810.08	\$0.00
Totals for 10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide:								\$810.08	\$0.00
10-50-5863-30, Books - Youth Serv									
10/10/2018	430028	Invoice	5554-146	Children's Plus, Inc.	Children's Plus, Inc.-4	Posted	10/10/2018	\$342.60	\$0.00
10/10/2018	100118	Invoice	5554-170	Baker & Taylor (C4053863)	Baker & Taylor (C4053	Posted	10/10/2018	\$32.99	\$0.00

Lisle Library District

Account Distribution Report by Number

October 10, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10/10/2018	100118	Invoice	5554-185	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	10/10/2018	\$565.60	\$0.00
10/10/2018	100118	Invoice	5554-188	Baker & Taylor (L4342812)	Baker & Taylor (L4342	Posted	10/10/2018	\$587.70	\$0.00
10/10/2018	100118	Invoice	5554-196	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	10/10/2018	\$2,137.75	\$0.00
10-50-5864-10, Books - Non Fiction									
10/10/2018	100118	Invoice	5554-175	Baker & Taylor (C5223433)	Baker & Taylor (C5223	Posted	10/10/2018	\$1,028.88	\$0.00
10/10/2018	100118	Invoice	5554-177	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	10/10/2018	\$5,114.23	\$0.00
10/10/2018	100118	Invoice	5554-180	Baker & Taylor (L3965522)	Baker & Taylor (L3965	Posted	10/10/2018	\$39.76	\$0.00
10-50-5865-10, Books - Adult Fiction									
10/10/2018	100118	Invoice	5554-191	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	10/10/2018	\$132.40	\$0.00
10/10/2018	100118	Invoice	5554-199	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	10/10/2018	\$3,843.89	\$0.00
10-50-5867-20, Ref Books - Adult Serv									
10/10/2018	100118	Invoice	5554-172	Baker & Taylor (C5223353)	Baker & Taylor (C5223	Posted	10/10/2018	\$288.88	\$0.00
10/10/2018	100118	Invoice	5554-194	Baker & Taylor (L5226642)	Baker & Taylor (L5226	Posted	10/10/2018	\$24.11	\$0.00
10-50-5869-20, Internet Licensed DBases									
10/10/2018	11370052	Invoice	5554-215	Morningstar	Morningstar-11370052	Posted	10/10/2018	\$3,971.00	\$0.00
10-50-5871-20, Document Delivery									
10/10/2018	17465	Invoice	5554-063	IHLS - OCLC	IHLS - OCLC-17465	Posted	10/10/2018	\$3.75	\$0.00
10-50-5890-30, A-V Matls - Youth Serv									
10/10/2018	266187	Invoice	5554-083	Findaway World	Findaway World-2661	Posted	10/10/2018	\$753.04	\$0.00
10/10/2018	100118	Invoice	5554-270	Midwest Tape (7291)	Midwest Tape (7291)-	Posted	10/10/2018	\$429.40	\$0.00
10-50-5895-40, A-V Matls - Adult Serv									
10/10/2018	75785	Invoice	5554-085	Compact Disc Source	Compact Disc Source	Posted	10/10/2018	\$315.09	\$0.00
10/10/2018	75815	Invoice	5554-160	Compact Disc Source	Compact Disc Source	Posted	10/10/2018	\$223.52	\$0.00
10/10/2018	100118	Invoice	5554-182	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	10/10/2018	\$531.19	\$0.00
10/10/2018	96399812	Invoice	5554-221	Midwest Tape	Midwest Tape-9639981	Posted	10/10/2018	\$3,832.38	\$0.00
10/10/2018	96482649	Invoice	5554-255	Midwest Tape	Midwest Tape-9648264	Posted	10/10/2018	\$3,784.79	\$0.00

Lisle Library District

Account Distribution Report by Number

October 10, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10/10/2018	CD0110718171165	Invoice	5554-263	OverDrive, Inc.	OverDrive, Inc.-CD011	Posted	10/10/2018	\$1,000.00	\$0.00
10/10/2018	100118	Invoice	5554-269	Midwest Tape	Midwest Tape-100118	Posted	10/10/2018	\$2,665.64	\$0.00
10-50-5900-20, Periodicals - Adult Serv									
10/10/2018	04481852	Invoice	5554-017	Matthew Bender & Co.	Matthew Bender & Co	Posted	10/10/2018	\$138.43	\$0.00
10-60-5931-10, Programs - Adult Services									
10/10/2018	072018	Invoice	5554-073	Winona Patterson	Winona Patterson-072	Posted	10/10/2018	\$9.42	\$0.00
10/10/2018	0720-18-1	Invoice	5554-075	Winona Patterson	Winona Patterson-072	Posted	10/10/2018	\$5.99	\$0.00
10/10/2018	092718	Invoice	5554-217	Noelle Spicher	Noelle Spicher-092718	Posted	10/10/2018	\$22.99	\$0.00
10/10/2018	092718	Invoice	5554-219	Pam Freer	Pam Freer-092718	Posted	10/10/2018	\$9.49	\$0.00
10/10/2018	092718	Invoice	5554-223	Gail Graziani	Gail Graziani-092718	Posted	10/10/2018	\$12.79	\$0.00
10/10/2018	102318	Invoice	5554-231	Tasting de Vine Cellars	Tasting de Vine Cellar	Posted	10/10/2018	\$100.00	\$0.00
10/10/2018	082318	Invoice	5554-235	Albertsons/Safeway	Albertsons/Safeway-08	Posted	10/10/2018	\$37.02	\$0.00
10/10/2018	091218	Invoice	5554-241	Albertsons/Safeway	Albertsons/Safeway-09	Posted	10/10/2018	\$13.99	\$0.00
10/10/2018	090618	Invoice	5554-243	Albertsons/Safeway	Albertsons/Safeway-09	Posted	10/10/2018	\$39.95	\$0.00
10/10/2018	090518	Invoice	5554-245	Albertsons/Safeway	Albertsons/Safeway-09	Posted	10/10/2018	\$6.70	\$0.00
10/10/2018	111718	Invoice	5554-247	Pharlis R. James, Jr.	Pharlis R. James, Jr.-1	Posted	10/10/2018	\$100.00	\$0.00
10/10/2018	111718	Invoice	5554-249	Daniel Lane Anderson	Daniel Lane Anderson-	Posted	10/10/2018	\$100.00	\$0.00
10/10/2018	111718	Invoice	5554-251	Spencer A. Keyes	Spencer A. Keyes-1117	Posted	10/10/2018	\$100.00	\$0.00
10/10/2018	100118	Invoice	5554-259	Pam Freer	Pam Freer-100118	Posted	10/10/2018	\$10.00	\$0.00
10/10/2018	100218	Invoice	5554-261	Noelle Spicher	Noelle Spicher-100218	Posted	10/10/2018	\$8.76	\$0.00
10-60-5931-30, Programs - Youth Serv. Dept.									
10/10/2018	090518	Invoice	5554-013	Will Savage	Will Savage-090518	Posted	10/10/2018	\$8.48	\$0.00
10/10/2018	091018	Invoice	5554-077	Will Savage	Will Savage-091018	Posted	10/10/2018	\$7.98	\$0.00
10/10/2018	W32179970101	Invoice	5554-081	Discount School Supply	Discount School Suppl	Posted	10/10/2018	\$101.40	\$0.00
10/10/2018	114-1902461-9625584	Invoice	5554-148	Will Savage	Will Savage-114-19024	Posted	10/10/2018	\$51.96	\$0.00
10/10/2018	082218	Invoice	5554-233	Albertsons/Safeway	Albertsons/Safeway-08	Posted	10/10/2018	\$6.99	\$0.00
10/10/2018	091118	Invoice	5554-239	Albertsons/Safeway	Albertsons/Safeway-09	Posted	10/10/2018	\$4.76	\$0.00
10/10/2018	092618	Invoice	5554-257	Will Savage	Will Savage-092618	Posted	10/10/2018	\$28.51	\$0.00
30-65-5925-00, Network - Maint. (.02 B/M)									
10/10/2018	43260	Invoice	5554-069	Outsource Solutions Group, In	Outsource Solutions G	Posted	10/10/2018	\$225.00	\$0.00
Totals for 10-50-5895-40, A-V Matls - Adult Serv:									\$0.00
Totals for 10-50-5900-20, Periodicals - Adult Serv:									\$0.00
Totals for 10-60-5931-10, Programs - Adult Services:									\$577.10
Totals for 10-60-5931-30, Programs - Youth Serv. Dept.:									\$210.08

Lisle Library District

Account Distribution Report by Number

October 10, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10/10/2018	INV-US-38371	Invoice	5554-166	EnvisionWare, INC.	EnvisionWare, INC.-IN	Posted	10/10/2018	\$167.00	\$0.00
					<i>Totals for 30-65-5925-00, Network - Maint. (.02 B/M):</i>		<i>\$392.00</i>	<i>\$0.00</i>	
					<i>Totals for 30-65-5926-00, Maint - Bldg Structure (.02 B/M):</i>		<i>\$3,995.00</i>	<i>\$0.00</i>	
					<i>Totals for 70-65-5671-00, Furniture & Equipment (Spec Res):</i>		<i>\$3,500.00</i>	<i>\$0.00</i>	
					Grand Totals:		\$60,523.02	\$0.00	

Lisle Library District Account Distribution Report by Number October 10, 2018

Report name: Account Number Report for October 10, 2018
Report format: Detail
Include these transaction dates: 10/10/2018 to 10/10/2018
Include these post dates: 10/10/2018 to 10/10/2018
Include all Post Statuses
Do not include adjustment transactions
Include miscellaneous entries
Include these Accounts: Query: Account number report
Include all Funds
Include all Classes
Include all Vendors
Include all Invoices
Include all Credit Memos
Include all Payments
Include all Purchase Orders
Include all Receipts
Include all Account Attributes
Include all Vendor Attributes
Include all Invoice Attributes
Include all Credit Memo Attributes
Include all Purchase Order Attributes
Include all Function(s)
Include all Department(s)

PRIOR MONTHS BILLS PAID BETWEEN September 2018 and October 2018				
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.				
Check #	Vendor		Amount	
HSA	Salaries 9/14/18		\$	66,631.45
HSA	Garnishment	Employee Deduction	\$	140.30
HSA	Ill. Dept. of Revenue	State Tax Withheld	\$	4,259.44
Auto W/D	Howard Simon & Associates	Mo. PR Serv. - September, 2018	\$	505.73
HSA	EFTPS/Electronic Tax Pymt 9/14/18	Fed Tax \$8221.22	\$	22,064.44
		FICA W/H \$6921.59		
		FICA Lib \$6921.63		
HSA	Salaries 9/28/18		\$	62,406.31
HSA	Garnishment	Employee Deduction	\$	157.05
HSA	Ill. Dept. of Revenue	State Tax Withheld	\$	3,989.95
HSA	EFTPS/Electronic Tax Pymt 9/28/18	Fed Tax \$7707.12	\$	20,694.23
		FICA W/H \$6493.54		
		FICA Lib \$6493.57		
Wired	IMRF	IMRF W/H \$8026.99	\$	23,383.60
		IMRF Lib. \$15356.61		
		Sub Total	\$	204,232.50
Check #	Vendor	Description	Amt	
2358	Colley Elevator	1/3 Elevator Project	17980.00	
2359	AFLAC (G6920)	Payroll Withholding	338.61	
2360	Mary Bannon	Dollar Tree Reissue	13.00	
2361	Mallory Caise	Reimburse Expenses	16.25	
2362	Delta Dental - Risk	Dental Premium	2102.79	
2363	Heritage Technology Solutions	50% Deposit on 2 Cameras	2208.00	
2364	Illinois Library Association	Conference for Flint	175.00	
2365	Konica Minolta Business Solutions	Usage for August	347.11	
2366	Konica Minolta Premier Finance	Lease	211.10	
2367	LIMRICC PHIP Health	Medical Premium	28941.38	
2368	Pitney Bowes Global Financial Services LLC	Quarterly Lease	180.00	
2369	Amazon	Books, Games, Supplies	2238.09	
2370	Anderson Pest Solutions	Pest Control 9/18	141.00	
2371	Direct Energy Business	Usage	5224.26	
2372	MB Financial Credit Card	Phone, ILLA Conference, Staff in Service, Programs	3857.42	
2373	Republic Services	Contract and Recycle Fee	251.69	
		Sub Total	\$	64,225.70
		TOTAL	\$	268,458.20

RECAP OF PRIOR SHEETS EXPENSES

TOTAL CORPORATE EXPENSES	\$272,134.41
TOTAL .02 BUILDING/MAINT. EXPENSES	\$24,575.00
TOTAL IMRF/FICA EXPENSES	\$28,771.81
TOTAL WORKING CASH EXPENSES	
TOTAL SPECIAL RESERVE	\$3,500.00
TOTAL OF ALL ABOVE	\$328,981.22

These expenses have been submitted by _____
(Tatiana Weinstein)

The above items have been approved by the Lisle Library District Board of Trustees on: / 10/10/2018

Trustee

Presiding Officer

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

Monthly Circulation Report - September 2018

	Checkouts	Renewals	Sep-18 TOTALS	YTD FY 17/18	YTD FY 18/19	YTD % Change
Adult Non-Print	5,585	2,028	7,613	27,546	25,403	-7.78%
Adult Print	5,973	2,650	8,623	30,812	29,393	-4.61%
Adult Total	11,558	4,678	16,236	58,358	54,796	-6.10%
YS Non-Print	1,154	552	1,706	7,186	6,800	-5.37%
YS Print	6,895	3,371	10,266	32,431	33,715	3.96%
Total YS	8,049	3,923	11,972	39,617	40,515	2.27%
Digital Media						
Overdrive	2,256		2,256	4,444	5,829	31.17%
hoopla	1,801		1,801	4,083	5,644	38.23%
RB Digital	148		148	368	398	8.15%
Total Digital	4,205	0	4,205	8,895	11,871	33.46%
Subtotal Print + Non-Print/Digital	23,812	8,601	32,413	106,870	107,182	0.29%
Computer/Tech Sessions Logins	2,474		2,474	8,386	7,862	-6.25%
Database Usage/Unique Logins	3,250		3,250	6,973	9,057	29.89%
Wireless Use	1,563		1,563	5,615	4,859	-13.46%
ScannX sessions/jobs	267		267	788	1,267	60.79%
Museum Adventure Passes	21		21	98	97	-1.02%
Total IT/Resource Sessions	7,575	0	7,575	21,860	23,142	5.86%
Total Circulation	31,387	8,601	39,988	128,730	130,324	1.24%
Literacy Software Usage Hours			95	278	287	3.24%
Borrower Information	Sept. 2018 Total	YTD 17/18	YTD 18/19	YTD % Change		
New Library Cards Added	152	506	505	-0.20%		
Monthly Borrowers	2,908	9,666	9,408	-2.67%		
Total # Registered Borrowers	11,031	11,596	11,031	-4.87%		
InterLibrary Loans						
Materials Sent	146	441	444	0.68%		
Materials Received	351	1,200	1,256	4.67%		
Polaris/Catalog Holds						
Holds Placed	2,744	8,911	8,876	-0.39%		
Holds Checked Out	2,205	6,742	6,810	1.01%		

Lisle Library District
Program and Service Statistics - September 2018

	LibWide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY17/18	YTD FY18/19	% Change
Library Event Statistics									
Staff Facilitated Programs		22	59	85	3	169	210	428	103.81%
Attendees		211	1,066	92	42	1,411	3,481	3,798	9.11%
Computer/Technology Programs		4	0		2	6	29	22	-24.14%
Attendees		11	0		2	13	90	62	-31.11%
Performer/Speaker/Author		1	0			1	14	10	-28.57%
Attendees		10	0			10	358	395	10.34%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	0					0	3	2	-33.33%
Attendees	0					0	367	460	25.34%
Total Number of Programs	0	27	59	85	5	176	256	462	80.47%
Total Patrons Served by Programming	0	232	1,066	92	44	1,434	4,296	4,715	9.75%
Reference Questions		1,938	1,451	3,371		6,760	19,454	19,588	0.69%
Volunteer Hours		5.00	30.00			35.00	526.00	573.00	8.94%
Outreach Service Statistics									
Outreach Visits		2	12	2		16	28	46	64.29%
Patrons Served by Outreach Visits		145	500	130		775	1,238	2,350	89.82%
Home Delivery Dates		2				2	6	6	0.00%
Patrons Served via Home Delivery		112				112	220	294	33.64%
Total Outreach Programs		4	12	2		18	34	52	52.94%
Total Patrons Served with Outreach Services		257	500	130		887	1,458	2,644	81.34%
Civic Facility Use									
Literacy/Tutoring Room Use (patron count)	98						284	276	-2.82%
Number of Outside Groups Using Meeting Space	20						66	58	-12.12%
Patrons Entering Building	13,778						46,232	43,408	-6.11%
Friend's Sponsored Programs	1						3	3	0.00%
Attendees	40						110	133	20.91%
Social Media Use									
Facebook (daily page consumption)	1,289						6,899	4,814	-30.22%
Twitter Followers	743						679	743	9.43%
Pinterest Average Daily Viewers	247						442	571	29.19%
Instagram Likes	360						1,025	1,054	2.83%
Flickr Views	12,973						19,890	32,817	64.99%

Director's Report October 2018

Meetings

HR Source – Sept 11	Polaris – Sept 19
LLD Board – Sept 12	CMFP – Sept 21
OSG – Sept 13	LWC – Sept 27
Staff – Sept 18	Johnson Cntrls – Sept 28
Strategic Planning – Sept 18	Johnson Cntrls – Oct 1
	HR Source – Oct 5

Highlights | Developments

National Library Card Sign-up Month (September)

September celebrated LLD's 10th Annual *I Love My Lisle Library Card Program*. The purpose of the program is to encourage Library card registration. The program also serves as a reciprocal support event between the Library and local businesses and non-profits.

Cardholders not only benefit from the Library's vast array of resources and services, but in September, cardholders also reap discounts at local businesses by showing their LLD card. Thirty-eight local businesses/non-profits participated this year. Twenty-two businesses donated prizes for drawings. Nine businesses were new to our program this year.

Training

LLD Policy 901: *Sexual Harassment* and Ordinance 17-08 were adopted on December 13th, 2017. Policy 901, item D, states:

Lisle Library District employees and Trustees are required to participate in annual sexual harassment training. The Library Director shall facilitate employee training and shall recommend like training for Trustees.

In accordance with Policy 901, LLD employees participated in sexual harassment training on August 10th, as part of Staff Development Day. LIRA, the Library's insurance/risk agency, facilitated the training. LIRA has also provided a web-based tutorial for Trustees via an online portal. LIRA will create an account for each Trustee and send an email invitation to view the webinar. Upon conclusion of the tutorial, a completion certificate will be generated.

To: Lisle Library District Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: October 5, 2018

In other training news, I am working with HR Source (formerly Management Association) to uptick leadership training among my department directors and managers. I have scheduled a half-day workshop focusing on communication, productivity, professionalism, and morale. We've not had this type of training for department directors/managers in the past. My aim is to do this type of training annually.

Technology

IT Manager Hayes and I met with OSG, our outsourced IT firm, and our Library catalog vendor, Polaris, this month. As part of preliminary work for a Library technology plan, we met with both companies to discuss prioritizing technology projects. Below are a few of the projects that we have planned for the next couple of months:

- Software migration from the old Envisionware server to new server. The EnvisionWare server hosts our eCommerce software allowing for credit card payments
- Switch installations to update infrastructure of network (uniform components)
- WiFi security project
- Hard-drive backup rotation for data storage
- Install security cameras on west end of facility

Lisle Woman's Club – *Operation Stand Down*

The LLD is hosting a donation box for *Operation Stand Down*, a non-profit that helps homeless veterans. This year, the Lisle Woman's Club, in partnership with Operation Stand Down, has decorated the donation box and it stands in the Library foyer ready for contributions of winter scarves. The box accepts newly purchased or hand knitted scarves. Donations will be accepted through November 4th.

Respectfully,



Tatiana Weinstein
LLD Director

September Assistant Director Report

- Strategic Plan Committee – Sept 18
- Complete Cleaning – Sept 11
- Board Meeting – Sept 12
- Stephens Plumbing – Sept 20, 21
- Colley Elevator – Sept 12
- Event Team – Sept 11, 25
- M. Rossini CMFP – Sept 21, 24
- Bear Landscape – Sept 24
- Patriot Electric – Sept 6, 20

Events

The Lisle Library will be transformed into a galaxy far, far away for Star Wars Reads day Saturday, October 6th noon to 3pm. This is the sixth year for a Star Wars Reads Day at LLD. This year's event will feature a light-saber craft, games, Star Wars trivia, face painting, and an interactive trash compactor. A special Millennium Falcon photo opportunity will be available. The Clone Wars movie will be shown at 2:30pm. Everyone is invited to come in costume. Staff are in Jedi training and preparing their costumes for Saturday.

The Event Team worked on plans for the Winter Read kick-off on December 7th. Hot chocolate, cookies, and live music will be part of the special Winter Read sign-up. Also on the planning calendar is Harry Potter Day, March 9th and National Library Week, April 7 -13.

Staff

Our Safety Team and in-charge staff (PIC) have worked to update the Library closing procedures and made suggestions for edits to the Library PIC manual. Staff reviewed the tornado procedures this month due to several storm warnings in the District area. October is Fire Safety Month and staff will be reviewing the fire procedures and fire prevention practices.

Our Digital Outreach Team (DOT) have coordinated with staff to make over ten short videos available on the LLD YouTube channel. Included on the channel are book talks, Youth Services Story Time songs, and a video game talk. The latest video connects with the PBS *Great American Read* series and we also have a popular video on Star Wars LLD materials.

Facility

In keeping with Fire Safety Month, our electrician has changed and repaired several emergency lights throughout the building. The electrician also checked many lighting fixtures for ballast repair and added electrical outlets in the lobby.

Elevator Update

The LLD elevator is operational, but staff do accompany patrons on the elevator. The elevator has stalled and staff have had to intervene.

We are evaluating fire protection companies and communicating with Colley Elevator to coordinate plans. Colley Elevator will be here Thursday, October 11th for final measurements.

Beth McQuillan



Adult Services Quarterly Report

July –August–September 2018

July:

July marked the conclusion of this year's Summer Read Program- *Reading Takes You Everywhere*. 464 Adults, 114 Teens, 12 Home Delivery Patrons, 774 Kids, and 40 Babies participated in the program. For comparison, last year 388 adults and 98 teens participated in Summer Read. Additionally, this year adult patrons read a total of 2,187 titles and wrote 265 reviews while teens read 547 titles and wrote 63 reviews. The most-read title among adults was *The Death of Mrs. Westaway* by Ruth Ware and the most popular title among teens was *The Book Thief* by Markus Zusak. At the end of Summer Read, 262 adults and 60 teens completed the program by reading and logging 4 books.

On Saturday, July 28th, LLD celebrated another summer full of reading with our annual Summer Read Wrap-Up Party. This library-wide event for patrons of all ages included an ice cream cart, a suncatcher craft, live music, a prize pick-up table, and an inflatable obstacle course. Summer Read statistics, such as the most popular titles/authors, and total number of books read, were displayed on vibrant signage throughout the building. Approximately 425 patrons attended this event.

Adult Services added two new shelving units to our floor in an effort to make room for our growing and popular AV collection. These new units now house our video game collection, which allowed for the shifting of DVDs by adding additional shelf space in that area. The video games now occupy the area in front of the Connection Desk. As a result, patrons browsing video games have easier access to AS staff in the event that they need assistance.

Assistant Director of Adult Services, Gail Graziani, was appointed as a new member of the Illinois Library Association's "Best Practices" Committee. At the launch of this two-year commitment, Gail attended ILA's Committee Orientation in Normal, Illinois on July 19th.

Beginning in July, Adult Services began offering several new computer classes, including Microsoft Word for Beginners, Microsoft Excel for Beginners, and Get Started with Instagram. We also upped our class schedule to four classes per month and added a Saturday morning slot in addition to our regular weekday and evening slots. This change was made in an effort to accommodate a variety of schedules as we have patrons with strict daytime or evening availability.

Adult Services and Youth Services collaborated to offer an all-ages family program- Movie Matinee: Disney's *The Lion King*. Prior to screening the film, families enjoyed themed treats, made a safari craft, and took photos in our Pride Rock photo booth. 35 people attended this event.

Four Adult Services staff members (Xavier Duran, Gail Graziani, Elizabeth Hopkins, and Winona Patterson) marched with other LLD staff members and trustees in this year's 4th of July parade.

August:

Teen Librarian, Noelle Spicher, participated in the School Library Journal Virtual Conference by attending various sessions discussing topics such as: Mental Health in YA, Fantasy in YA, Readers' Advisory, and Passive Programming & College Readiness. Noelle also enjoyed listening to authors, Dhonielle Clayton and Sabaa Tahir talk on the topic of the conference: Speaking Truth to Power.

Adult Services launched a new display in August- *Staff Picks*. This unit can be found directly across from the Circulation Desk and features books and AV materials that are favorites among staff. Each item is displayed with a personalized card filled out by LLD staff describing the title's appeal. This new display is a wonderful opportunity to further connect our patrons to library materials. Additionally, it proved to be instantly popular as we had to refill the display much faster than anticipated during the first month of its launch.

On Friday, August 3rd, 35 people attended the opening night reception for Ammara Alvi's Gallery 777 show "Paint Life."

August was a busy month for outreach in Adult Services. Gail Graziani and Circulation Services staff member, Anne Loeding-Foster, participated in Lisle Community Night where they answered questions about programs, listened to positive comments about the library, and offered readers' advisory. Literacy Librarian, Jean Demas, and Assistant Director of Circulation Services, Teri Zarat, attended the Ann Reid Early Childhood Center's Welcome Families event and spoke with approximately 35 people. Additionally, Jean gave a presentation to an English speaking group and then to a Spanish speaking group with a translator. Jean and Teri also visited the Lisle Village Hall where they promoted Adult Services programming, answered questions, and issued/renewed library cards. Noelle Spicher and Anne Loeding-Foster attended the Lisle High School Open House where many patrons stopped by to express their support for the library. Noelle and Anne answered questions about how to renew library cards, how to change addresses, and shared information regarding Teen programming. Home Delivery Coordinator, Winona Patterson, attended Arbor Place's 3rd anniversary luau luncheon where she talked about the Home Delivery program, provided readers' advisory on-the-fly, and helped to trouble-shoot a patron's RB Digital app. Lastly, Adult Services Librarian, Patricia Ruocco, provided an introduction to the film "North by Northwest" at the Lisle Senior Center and shared information on upcoming programs, Home Delivery, and the Low Vision Equipment.

September:

Lisle Library District, in partnership with the Ann Reid Early Childhood Center and Naperville School District #203, began their weekly Family Literacy classes held at LLD for the 2018-2019 school year. Currently, there are 21 English Language Development families and their birth to

five year-old children participating in the program. During the class, parents receive Literacy/ELD training while their children are in play groups in the adjoining room. They come together afterwards and parents show their children what they learned.

Winona Patterson and Stephanie Kandlik attended the annual Depot Days event at the Museums at Lisle Station Park where they provided information about LLD's programs and services. Winona and Stephanie spoke to approximately 130 people.

Adult Programming Librarian, Xavier Duran, attended the LACONI event- *A Librarian's Guide to Homelessness* presented by Ryan Dowd at the Addison Public Library. Dowd published a book by the same program title with the American Library Association. At the program, Dowd discussed implementing his Empathy Driven Enforcement method with homeless patrons in a library setting.

Adult Services collaborated with Youth Services to offer the all-ages program: *Family Craft: Cactus Rocks*. Family craft offerings remain popular at LLD as registration quickly filled for this event. Comments from patrons included: "This was a fantastic event for the whole family!! Thank you!" and "Love this craft activity which I can do with my kids. Thank you!"

Respectfully Submitted,

Elizabeth Hopkins



Youth Services Quarterly Report–October 2018

News and Patron Communications:

- We have had several patrons comment on the “increased diversity” that can now be found in the YS collection. This is due in part to awareness of this need in the publishing community and the diligent work of our collection development team.
- Technical Services has begun the process of transferring many of our older audiobooks into slimmer, more durable cases. These cases provide greater protection for the audiobooks as well as shrink the shelf footprint for each item. This allows us to offer a wider selection of audiobooks without having to add shelving or remove other parts of the collection. Thanks Technical Services!
- There has been a lot of positive feedback regarding the vending machines, particularly with the after school crowd. Providing people with an opportunity for an afternoon snack has been appreciated by children and parents. There have been some comments from patrons requesting that more healthy options be made available for purchase.

Programs & Community Outreach Highlights:

- The Summer Reading program wrapped up at the end of July, and was by far our most popular summer in years. 820 youth participants read nearly 560,000 minutes, a dramatic increase from previous years. We will be taking this success into account as we plan for next year.
- In the last year we have noticed a decline in program attendance for later elementary aged patrons. While this has been made up for by an increase in younger patrons, we have made some changes to our after school offerings in order to engage kids in grades third through fifth. Discovery Brigade will be our new Monday program targeting grades K-2 and Imagination Inc will be on Tuesday targeting grades 3-5. Both programs will focus on science and technology education, with the hope of being able to offer more engaging activities and information to their specific audiences.
- We held our annual librarian breakfast in August, hosting school librarians from all across the Library district. Representatives from Tate Woods Elementary, Schiescher Elementary, Lisle Jr High School, Lisle High School and St Joan of Arc joined us for the morning. Topics of discussion included outreaches, programming co-ordination and resource availability for students.
- School year outreaches have begun once again at local preschools. This year we have monthly (or more) storytimes scheduled at local preschool including Gentle Learning, Pathway Connections, Kindercare, St Joan of Arc and Chesterbrook Academy.

- Storytimes have started up again, running for the usual 8 week sessions. Each storytime involves several books, songs or activities that focus on developing early literacy and social skills. On average we offer 11 storytimes a week and have between 10-25 children attend each program.

Professional Development:

- I attended several Laconi meetings over the course of the last three months. The meetings revolved around planning out the upcoming year of programming that we as the YS arm of LACONI will offer for professional development during the next fiscal year.
- Assistant Director John Ferrari has had several meetings as a member of the iRead board. This committee plans and implements the summer reading program theme for the state of Illinois. With summer upon us, many of his meetings are looking ahead and beginning to plan for the summer of 2019.

Respectfully Submitted,

Will Savage
Director of Youth Services

Quarterly Board Report
1st Quarter FY18/19
Circulation Services Department

October 4, 2018

10th Annual I Love My Lisle Library Card

For the 10th Annual I Love My Lisle Library Card Program during September, which is National Library Card Sign-up Month, LLD patrons were encouraged to show their library cards to 38 participating local businesses/non-profits that provided discounts as determined by each entity. This is a much anticipated program each year by our patrons that features discounts from restaurants, a variety of stores, specialty businesses, and more.



This year, we received donated prizes from 22 businesses/non-profits that included, but were not limited to gift certificates for food and drink, gift baskets, complimentary swim lessons, complimentary use of the Netzley/Yender Farmhouse or Beaubien Tavern at the Museums at Lisle Station Park, cooking class gift cards, and arcade free admission coupons.

As in past years, Circulation Services (CS) Desk staff members continued to hear many positive comments about the program from our patrons. A special thank you to CS Paraprofessional, Anne Loeding-Foster, for her dedicated work in coordinating the entire event. And thank you to the Communications Coordinator, Josh Hepler, and to the Circulation Services Department Staff for all of their additional work.

National Library Card Sign-up Month Drawings

Throughout September, all current, valid LLD cardholders, new LLD card sign-up patrons, and LLD card renewal patrons were eligible to participate in giveaway drawings available at the CS Desk.

MONTH-LONG DRAWING: We had a grand total of 394 entries from patrons renewing or signing up for LLD cards. *Prizes provided by the Business Partnership program participants were:*

1st Prize (The Bundle) - (photo of winner at left)

- \$25 Gift Certificate for Country House Restaurant
- \$25 Gift Certificate for Apolis Greek Street Food Restaurant
- 2 Complimentary Breakfasts from Fox Restaurant

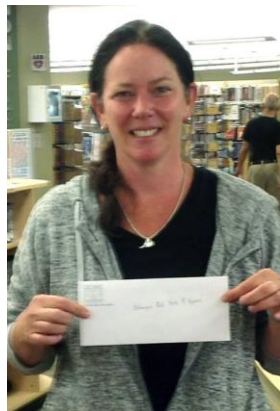
2nd Prize - Jimmy John's Swag Box donated by Jimmy John's

3rd Prize - Box of Fannie May Candies donated by Villa St. Benedict
(photo of winner at right)



WEEKLY DRAWINGS: We had a grand total of 888 entries from current LLD cardholders.

Prizes provided by the Business Partnership program participants were:



1st Week's Winner

1st Week - (2) \$10.00 Gift Cards to Johnny's Red Hots & Gyros

2nd Week - (1) \$25 Gift Certificate to Country House Restaurant

3rd Week - Gift Certificate and 1 ceramic piece from Clay Space Ceramic Arts Center

4th Week - \$10.00 Dunkin' Donuts Gift Card and \$10.00 Panera Bread Gift Card donated by Naperville Senior Center, Adult Day Services



2nd Week's Winner

1st Quarter Outreach Visits

During the First Quarter, CS staff members visited various locations throughout Lisle in order to register new patrons with LLD cards, renew existing LLD cards, and to share information about Library services and programs. Locations included:



- **Lisle Park District's Totally Tuesdays: Traveling World of Reptiles – July 10 (photo at left)**
- Lisle French Market – July 14
- Lisle Park District's Summer Entertainment Series: Heartache Tonight (Eagles Tribute Band) – July 18
- Lisle Park District's Family Fun Fest – July 20
- Brookdale Senior Living Solutions Lisle – July 25 (see photo next page)

- Lisle French Market – August 4
- **Lisle Park District's Totally Tuesdays: Ben Tatar and the Tater Tots (Kids' Tunes) – Aug. 7 (photo at right)**
- Lisle Community Night – August 8 (see photo next page)
- Ann Reid Early Childhood Center Registration and Orientations – August 9 – Morning and Evening Sessions (see photo next page)
- Lisle Village Hall – August 16 (see photo next page)
- Brookdale Senior Living Solutions Lisle – August 21
- Lisle High School Open House – August 22
- The Museums at Lisle Station Park's Depot Days – September 16 (see photo next page)
- Voter Registration at "The Women's Suffrage Movement and the Good Roads Movement in Illinois" LLD Program (with the Lisle Heritage Society and the Lisle Woman's Club) – Sept. 27



Special thanks to Stephanie Kandlik, Julie Beck, Anne Loeding-Foster, Teri Zarat, and Ellen Purcell, as well as to the contributing staff members of both Adult Services and Youth Services.



Anne and Rochelle at Brookdale Senior Living Solutions Lisle on July 25.



Anne at Lisle Community Night on Aug. 8.



Ann Reid Early Childhood Center on Aug. 9.

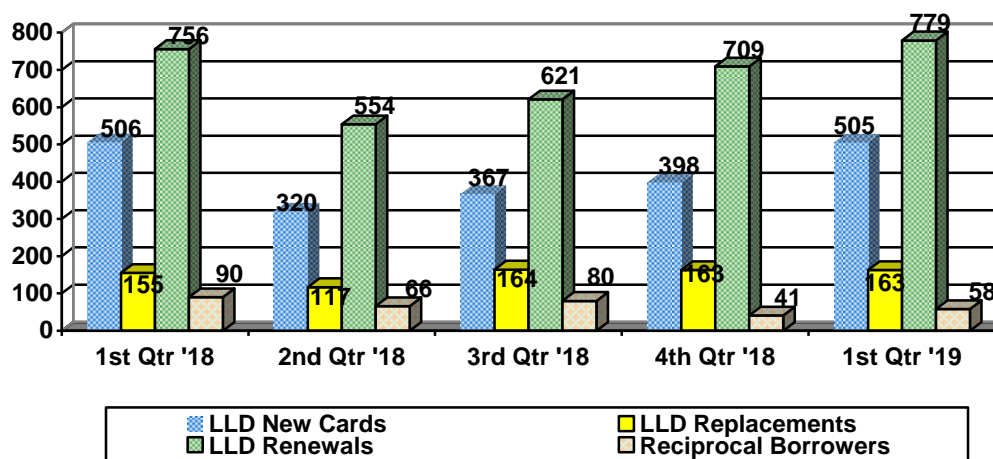


Teri and Jean at Village Hall on Aug. 16.

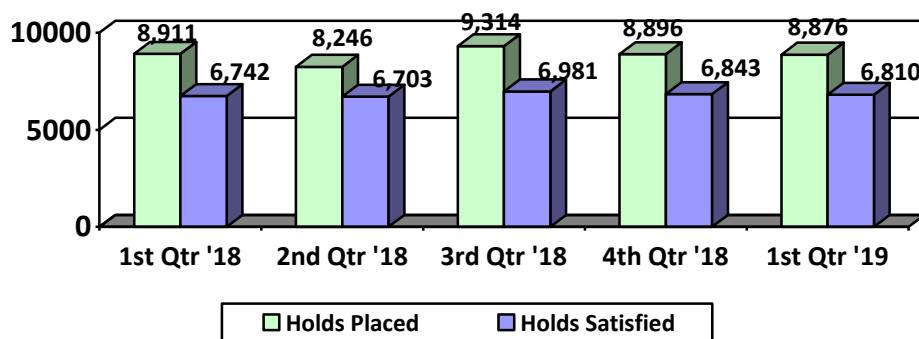


Winona and Stephanie at Depot Days on Sept. 16.

LLD Quarterly Registrations Activity

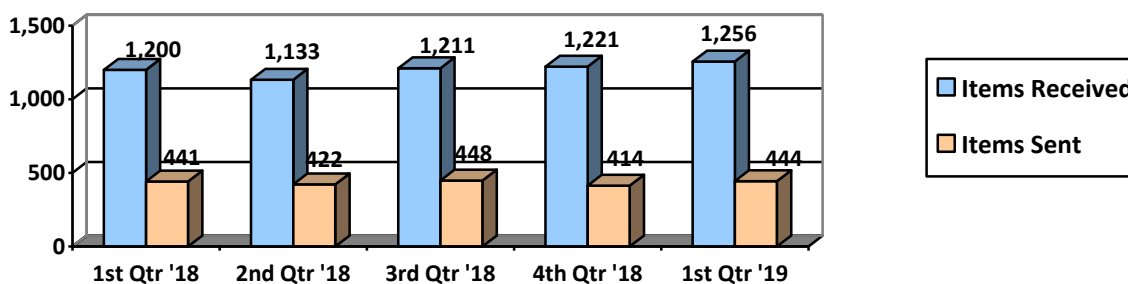


LLD Quarterly Holds Activity



CS Pages prepared 2,086 carts of items that were shelved during this quarter compared to 1,374 carts last year.

LLD Quarterly ILL Activity



CS staff members handled 2,063 reference questions, 5,716 user education questions, and 2,826 directional/mechanical inquiries from our patrons this quarter. Last year, during the First Quarter, CS staff members handled 2,295 reference questions, 5,191 user education questions, and 1,808 directional/mechanical inquiries from our patrons.

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

First Quarter FY2018/2019 in Technical Services

The 1st quarter of the new fiscal year has been an exciting time in Technical Services. In July and August, Cathi Agostino, Chitra Gnanaratne, Natalie Karl, and Nancy Frederickson represented LLD at the Lisle French Market. The French Market provides a time for TS staff to come out from the back of the library and mingle with the public. At the French Market, LLD hands out brochures highlighting our services and promotes events at the Library for adults and children. Starting this year, with the addition of a representative from the Circulation department, LLD is also able to sign up residents for new Library cards and renew existing Library cards. In addition to providing information about events and services at LLD, the prize wheel was brought to the French Market to hand out small toys, bookmarks, and books. At the July 14th French Market, approximately 80 people stopped by the Library's booth. At the August 4th French Market, LLD staff meet with over 100 people. Some of the comments heard celebrated the friendliness of LLD staff and the services we offer. Patrons also commented on how excited they were about the Love My Library Card local business discounts.

In addition to getting out to meet our patrons, Technical Services staff attend meetings, webinars, and participated in other professional development opportunities. Laura Murff, Andrea Cox, Brian Baxter, and Cathi Agostino participated in webinars on cataloging topics FRBR (Functional Requirements of Bibliographic Records) and WEMI (Work-Expression-Manifestation-Item which is the conceptual relationship of resource descriptions in library catalogs). Laura Murff also attended the webinars Copyright and Standardized Rights and Librarian Copyright Superpowers. Chitra Gnanaratne and Nancy Frederickson made use of the Library's many electronic databases and worked on time management skills and Microsoft Excel. In addition to the webinars and databases courses, Laura Murff, Andrea Cox, and Brian Baxter attended the LACONI Cataloging Un-conference. Laura was also a presenter at the day program on the ethics of cataloging. Andrea Cox participated in an online course on Authority Control. Authority Control is how libraries create and maintain access points to bibliographic material. Andrea will now begin working on Authority Records to clearly differentiate one book series from another.

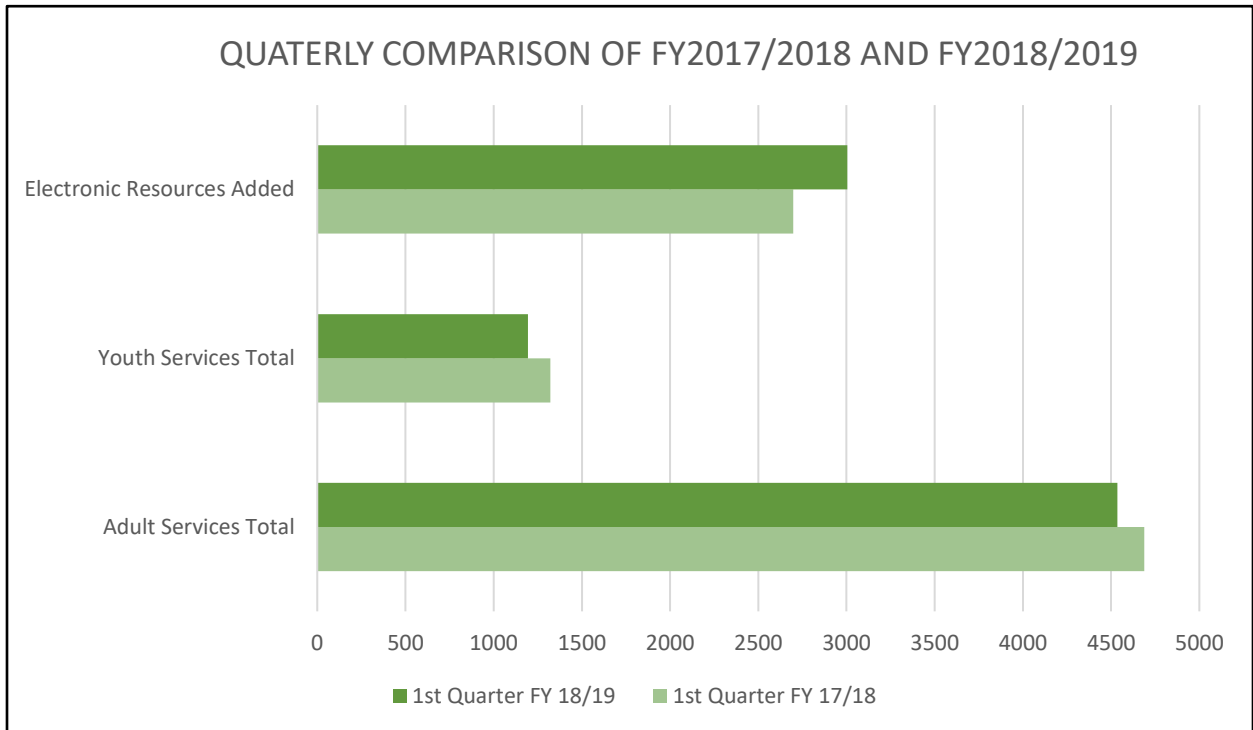
In August all of Technical Services attended the Library's In-service Staff day. TS is always appreciative of the Library's In-service day because it provides a way for staff from different departments to work together, learn new skills, and participate in team building exercises with co-workers they may not see often.

Laura Murff

Director of Technical Services

MATERIALS PROCESSED THIS QUARTER

Adult Services Collection	
AS Fiction Books	1,146
AS Non-Fiction Books	1,161
AS Audio/Visual	694
AS Periodicals	1,535
Adult Services Total	4,536
Youth Services Collection	
YS Fiction Books	815
YS Non-Fiction Books	275
YS Audio/Visual	46
YS Periodicals	59
Youth Services Total	1,195
Electronic Resources Collection	
EMediaLibrary MARC records added	338
Hoopla Marc records added	2619
Other Database records added	48
Electronic Resources Total	3,005



From the community: Star Wars Reads at the Lisle Library District



Community Contributor Josh Hepler | September 24, 2018

The Lisle Library District is hosting a Star Wars Reads celebration on Saturday, October 6th from 12:00-3:00 PM. This annual event combines Star Wars-themed fun with a celebration of books and reading.

Star Wars Reads Day will feature crafts, trivia, snacks, and games, as well as a huge selection of books and movies ready for check-out. There will also be a Millennium Falcon Photobooth, an interactive Trash Compactor, face painting, pod racing, and a showing of The Clone Wars starting at 2:30 PM (rated PG). The event is designed to be drop-in friendly, so Library-goers can stay for the whole event, or just a little while. Costumes are encouraged.

Chicago Tribune **NAPERVILLE** SUN

From the community: Learning Yoga at Lisle Library District



Community Contributor Josh Hepler
September 21, 2018

Young Library patrons learn yoga basics during a recent program held at the Lisle Library District.

From the community: Banned Books Week the Lisle Library District



Community Contributor Josh Hepler | September 21, 2018

Lisle Library District is promoting censorship awareness through Banned Books Week, September 23-29. This annual event is intended to bring the community together in shared support of the freedom of expression. The books featured during Banned Books Week have been restricted or targeted with removal in libraries and schools. By focusing on efforts across the country to remove or restrict access to books, Banned Books Week draws national attention to the harms of censorship.

More information on Banned Books Week can be found at www.ala.org, and more information on Lisle Library District events can be found at www.lislelibrary.org.

Chicago Tribune **NAPERVILLE** SUN

From the community: The History of Illinois Women's Suffrage at Lisle Library District



Community Contributor Josh Hepler | September 12, 2018

Historian Kay Shelton, the president of the League of Women Voters of DeKalb County, will present "The Women's Suffrage Movement and the Good Roads Movement in Illinois" on Thursday, September 27, from 7:00 PM - 8:30 PM at the Lisle Library District. This presentation will cover the history of transportation during this unique era of Illinois history, the Good Roads movement, the advent of the automobile, and its influence on the burgeoning Women's Suffrage movement.

A voter's registrar will be on hand to facilitate voter's registration, and information on the League of Women Voters will be available. Light refreshments will be served.

This special program is presented in partnership with the Lisle Heritage Society, the Lisle Woman's Club, the Lisle Library District, and the Illinois Humanities Road Scholars Speakers Bureau. Illinois Humanities is supported in part by the National Endowment for the Humanities and the Illinois General Assembly as well as by contributions from individuals, foundations and corporations.

The Lisle Library District is located at 777 Front Street, near downtown Lisle, IL. More information on events and programs at Lisle Library District can be found by calling (630) 971-1675 or visiting www.lislelibrary.org.

Lisle Library Events

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

KIDS

Science Saturday: The Fun & Physics of Sound
Grades K-5. Saturday, September 1, Youth Services
Activity Room, 10:30-11:30 AM



Sound. It's all around us. How does it work, how does it travel, and how does it affect our senses? Find out today with a variety of entertaining experiments and demonstrations.

Funday Monday & Terrific Tuesday
Grades K-5. Registration required. Meeting Room A/B,
4:00-5:00 PM

Combine fantastic fun with education at the Library! This month we become rocket scientists as we build Stomp Rockets (September 10 & 11), get some exercise and relaxation in Yoga for Kids (September 17 & 18), and create fantastic animal art in Notebook Zoo (September 24 & 25).

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

Anything can be discovered between the pages of a book! Every week we will focus on a different theme with books, crafts, science experiments, and more! September's themes are What's All The Buzz About? (Bees, September 6), That's Shocking (Electricity, September 13), Don't Look Now (Eyes, September 20), and Falling Into Fall (Autumn Science, September 27)!



Pajama Storytime
Ages 2-6. Wednesday, September 5 &
19, Youth Services Activity Room, 6:00 -
6:30 PM

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

TEENS

YA Thursday: Lego Blind Build
Thursday, September 6, 4:15-5:00 PM | Meeting Room A
or B

We're holding a competition to see who can build a structure out of Legos without seeing what you're doing. Are you up for the challenge?

YA Thursday: Arm Knitting
Thursday, September 27, 4:15-6:00 PM | Meeting Room A
or B

Join us and learn the fun and easy craft of Arm Knitting! Yarn will be provided, but you can bring one skein if you'd like a specific color cowl.

ADULTS

The Historical Chicago Tribune
Tuesday, September 6, 2:00-3:00 PM | Meeting Room B
The Historical Chicago Tribune (1849-1993) chronicled the city's challenges, achievements, and evolution. Users can study the progression of issues over time, including articles, photos, personals, ads, obituaries, and more. Join us as we explore this new database.

It's Fall, Now What? Prepping Your Garden for Fall and Beyond

Thursday, September 6, 7:00-8:00 PM | Meeting Room A/B
Autumn is quickly approaching. Do you know what you need to do to prepare your garden? Join Pat Kosmach, Illinois Master Gardener, for this informative presentation. Learn how to prep your garden for fall and the coming winter months.



Seed Saving 101
Saturday, September 15, 2:00-3:00 PM | Meeting Room A/B
As your garden comes into bloom, it's time to think about next year's growing season! Join Xavier Duran, our Adult Programming Coordinator, as he discusses the basics of seed saving. Learn how to prepare seeds for storage and discover the tools available to you at LLD to make seed saving easy!

Lisle Library District Writer's Group
Friday, September 21, 6:30-8:30 PM | Meeting Room A
The Writer's Group meets on the third Friday of every month! The group shares three pages of written work, be it creative fiction or non-fiction, poetry, or other written formats, and gives helpful feedback. Writers can join anytime - the door is open to all writers of any format.

LITERACY
ESL for You! Literacy/English
Language Development (ELD) Class
Saturdays, 10:00 AM - Noon
September 1, 15, 29

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



Conversation Group
Saturdays, 10:00 AM - Noon | September 8 & 22
Improve your conversation skills at our English Conversation Group that meets on the 2nd and 4th Saturday of every month. Some speaking skills are required to learn new vocabulary words and phrases and to engage in lively conversation.

More events can be found at
lislelibrary.org



STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

CERTIFICATE OF AUTHENTICITY

I, Marjorie Bartelli, Secretary of the Board of Trustees of the Lisle Library District, DuPage County, Illinois, do hereby certify that at a regular meeting of said Board of Trustees held on the 10th day of October, 2018, the foregoing resolution: R18-04 RESOLUTION TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR 2018-2019 FISCAL YEAR was duly passed by the Board of Trustees.

Marjorie Bartelli
Secretary, Board of Trustees
Lisle Library District
DuPage County, Illinois

R18-04
RESOLUTION TO DETERMINE ESTIMATE OF FUNDS
NEEDED FOR 2018-2019 FISCAL YEAR

WHEREAS, The Lisle Library District must file on or before December 24, 2018, its Levy Ordinance for the 2018-2019 fiscal year; and

WHEREAS, pursuant to the Truth in Taxation Law (35 ILCS 200/18-55 et. seq.), the Lisle Library District must determine not less than 20 days prior to adoption of its Levy Ordinance the amounts of money estimated to be raised by taxation for the 2018-2019 fiscal year upon the taxable property in said Library District.

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED by the Board of Library Trustees of the Lisle Library District that the amount of money estimated to be raised by taxation for the 2018-2019 fiscal year upon the taxable property in said Library District shall not exceed \$4,578,027.22.

ADOPTED this 10th day of October, 2018 pursuant to a vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Jay Fisher, President of the LLD Board of Trustees

ATTEST:

Marjorie Bartelli, Secretary of the LLD Board of Trustees

LISLE LIBRARY DISTRICT
LLD STRATEGIC PLANNING COMMITTEE
August 15, 2018 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President | Chair

Thomas Hummel - Vice President

Longry Wang - Treasurer

Marjorie Bartelli - Secretary

Richard Flint - Trustee

Emily Swistak - Trustee

Elizabeth Hopkins - Director of Adult Services

Will Savage - Director of Youth Services

Tatiana Weinstein - Director/Ex-officio

Beth McQuillan - Assistant Director/Ex-officio

Absent:

Liz Sullivan - Trustee

2. Opportunity for visitors to speak - None

3. Approve Minutes of the July 25, 2018 LLD Strategic Planning Committee Meeting

MOTION: Trustee Flint moved to approve minutes of the July 25, 2018 LLD Strategic Planning Committee Meeting. Treasurer Wang seconded.

Roll Call Vote - All Aye. The motion passed.

4. Review: Draft Facility objectives, approach and appendix

Director Weinstein provided an overview of the new draft document regarding *Facility*. The Committee discussed using standard terminology, formatting, and professional advice opportunities. Director Weinstein will create a new draft with suggested modifications.

5. Discussion: Draft Technology and Innovation objectives and approach

Director Weinstein introduced the LLD IT Manager, Sandy Hayes, to the Committee. Director Weinstein provided an overview of the draft document regarding *Technology and Innovation*. IT Manager Hayes provided clarification regarding IT terminology. The Committee discussed RFID. Staff gave examples of technology and talked about the space needs for providing technology services and instruction.

Treasurer Wang asked which committee would be best to oversee an IT plan. Trustee Flint commented that the LLD used to have a Technology Committee. President Fisher advised that the Board could discuss creating additional committees.

Director Weinstein reminded the Committee that the next meeting date is Tuesday, September 18th at 7:00 pm. Future meeting dates include; October 19th and November 1st. She asked the Committee if they would

like to go over the next two focus areas together or separately. The consensus of the Committee was to do them together. Director Weinstein stated that she would have updated drafts of the first two focus areas and provide new drafts for the next two areas for the September 18th meeting.

6. Adjourn

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

Voice Vote - All Aye

The meeting adjourned at 7:44 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the LLD Strategic Planning Committee on September 18, 2018.

Approved by

Jay Fisher, President/Committee Chair