

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on October 27, 2022 at 7:00 pm at the Lisle Park District Senior Center, 1925 Ohio Street, Lisle, Illinois.

Public Comment Prior to the Meeting: Citizens may provide public comment via email: library@lislelibrary.org or via the USPS mail addressed to: Public Comment/Administration, 777 Front Street, Lisle, IL 60532, by 3:00 pm on the meeting day. Submitted comments will not be read aloud. Comments will be provided to the Board prior to the regular meeting and will become part of the meeting record.

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 27, 2022 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak - general public comment period
3. Assignments for reviewing monthly accounts payable
 - a. Secretary Larson and Trustee Wynn reviewed the September billings in October
 - b. President Bartelli and Trustee Sullivan will review the October billings in November
4. Consent Agenda - Action Required
 - a. Approve Minutes of the September 21, 2022 Public Hearing for Budget and Appropriation Ordinance
 - b. Approve Minutes of the September 21, 2022 Board Meeting
 - c. Acknowledge Treasurer's Report, 09/30/22, Investment Activity Report, 09/30/22, Current Assets Report, 09/30/22, Revenue Report, 09/30/22, and Expense Report, 09/30/22
 - d. Authorize Payment of Bills, 10/27/22
5. Unfinished Business
 - a. Capital Improvement Project
 - i. Monthly Project Status Update - CCS Report including schedule, budget updates, and discussion
 - ii. Change Order #1R Approval Recommendation – Action Required
Permit review process scope changes for Camosy Change Order #1R in the sum of \$27,366.00 for Phase 2, per Village permit process
 - iii. Approval for public bids for new monument sign – Action Required
Authorization to release a public Request for Bids for new monument sign with pricing
6. Committee Reports
 - a. Finance
 - b. Personnel and Policy
 - c. Physical Plant
 - d. Advocacy and Outreach
7. Staff Reports
 - a. Director's Report
 - b. Assistant Director's Report

8. New Business
 - a. Approve Resolution 22-03: Resolution to Determine Estimate of Funds - Action Required
This is a resolution to determine estimate of funds needed for the 2022-23 fiscal year
9. Opportunity for Trustee comments (five minutes)
Bartelli, Larson, Norton, Sullivan, Swistak, Turner, Wynn
10. Adjourn

LISLE LIBRARY DISTRICT
PUBLIC HEARING FOR BUDGET AND APPROPRIATION ORDINANCE
September 21, 2022 - 6:45 p.m.

1. Roll call

Present:

Marjorie Bartelli - President
Emily Swistak - Vice President
Jenny Norton - Treasurer
Karen Larson - Secretary
Liz Sullivan - Trustee
Lorna Turner - Trustee
Sara Wynn - Trustee

Also present:

Tatiana Weinstein - Director
Beth McQuillan - Assistant Director
Chris Knight - Recording Secretary

2. Opportunity for visitors to speak - general public comment period

President Bartelli invited the public to address the LLD Board of Trustees. No visitors were present for the public hearing.

3. Adjourn

MOTION: Trustee Sullivan moved to adjourn the meeting. Secretary Larson seconded.

Roll Call Vote - All Aye

The meeting adjourned at 6:47 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on October 27, 2022.

Approved by

Karen Larson, Secretary of the LLD Board of Trustees

LISLE LIBRARY DISTRICT
BOARD MEETING
September 21, 2022 - 7:00 p.m.

1. Roll call

Present:

Marjorie Bartelli - President
Emily Swistak - Vice President
Jenny Norton - Treasurer
Karen Larson - Secretary
Liz Sullivan - Trustee
Lorna Turner - Trustee
Sara Wynn - Trustee

Also present:

Tatiana Weinstein - Director
Chris Knight - Recording Secretary
Marc Rogers - CCS International Inc. [left the meeting at 7:43 p.m.]

2. Opportunity for visitors to speak - general public comment period - None

3. Assignments for reviewing monthly accounts payable

- a. Trustee Sullivan and Trustee Turner reviewed the August billings in September
- b. Secretary Larson and Trustee Wynn will review the September billings in October

4. Consent Agenda - Action Required

- a. Approve Minutes of the August 17, 2022 Board Meeting
- b. Approve Minutes of the August 17, 2022 Executive Session
- c. Acknowledge Treasurer's Report, 08/31/22, Investment Activity Report, 08/31/22, Current Assets Report, 08/31/22, Revenue Report, 08/31/22, and Expense Report, 08/31/22
- d. Authorize Payment of Bills, 09/21/22

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

5. Unfinished Business

- a. Capital Improvement Project
 - I. Monthly Project Status Update - CCS Report including schedule, cost, and change order log updates

Mr. Rogers provided an update on the renovation project which included finishes, north entry steel fabrication, abatement, and Phase 2 planning. Mr. Rogers stated that project completion is slated for February. Mr. Rogers discussed temporary occupancy planning and the main sign design. He mentioned that the north side canopy work would continue during the move.

Discussion: Secretary Larson asked if the elevator would be installed in December. Mr. Rogers confirmed it would be installed in December and discussed the south entry stairway. President Bartelli asked about the canopy materials. Mr. Rogers stated that cedar would line the canopy. Vice President Swistak asked about the canopy and roof regarding rain and snow. Mr. Rogers stated that the roof and canopy were two

independent structures and that the canopy would utilize the existing gutter systems. Director Weinstein mentioned that the south entry canopy would have a glass enclosure. Mr. Rogers mentioned that the RFID system was scheduled to be installed on October 10th. Trustee Sullivan asked about the RFID equipment. Mr. Rogers explained the equipment for the RFID material sorter.

Mr. Rogers provided an overview of the project cost summary, change order update, and alternates.

Discussion: Trustee Sullivan asked if the Library would have sufficient electrical capacity. Mr. Rogers explained that project engineers were tasked to add additional outlets throughout the facility. Director Weinstein reiterated the facility assessment report's confirmation that the building receives appropriate power.

II. Exterior Signage Options & Discussion

Mr. Rogers provided an overview of five design concepts with price ranges. He asked the Board to narrow down options to move forward with detailed development and pricing.

Discussion: Director Weinstein asked about vendor pricing. Mr. Rogers stated that he'd attempt to get quotes from five vendors; three vendors at minimum. Director Weinstein asked about the condition of the existing pillars. Assistant Director McQuillan stated that the pillars need tuckpointing. Trustee Sullivan asked about sign sizes. Mr. Rogers provided estimates of sizes.

President Bartelli asked about the yellow coloring within the concepts. Director Weinstein stated that the coloring is to show contrast and that actual color choices would be made after the Board determined a design. Treasurer Norton asked about restrictions regarding moving the sign. Mr. Rogers stated that he understood that the Village would need to be involved if the sign moved to a significantly different location. Secretary Larson asked about costs. Mr. Rogers stated that he could procure more accurate pricing after the Board selected a design. President Bartelli asked Board members to pick two concepts to procure quotes.

After Trustee discussion and agreement, President Bartelli asked for quotes for concepts 2 and 3c. Treasurer Norton said she would also like to receive a quote for a sign that used the existing pillars. Mr. Rogers affirmed the Board's requests.

III. Phase 2 Move Planning Discussion

Mr. Rogers provided an overview of the proposed closing and move for Phase 2.

Discussion: Treasurer Norton asked Mr. Rogers for the pros and cons regarding a slightly shorter or longer close. Mr. Rogers stated that the LLD could potentially do a shorter close of 6-7 days but advised against it. He stated that the 8th day would be a day to make sure everything operated correctly. Treasurer Norton asked if there was flexibility in the proposed dates. Mr. Rogers stated the dates were based on Camosy estimates for safe patron entry. Director Weinstein explained that the newsletter with

the proposed dates would be sent as soon as the Board voted. She stated that staff would be scheduled accordingly.

IV. Library Closure - Action Required

MOTION: Trustee Sullivan moved to approve the Library closure to move from Phase 1 to Phase 2 of the renovation project with closure dates of October 19th through October 28th. Secretary Larson seconded.

Roll Call Vote - All Aye. The motion passed.

Mr. Rogers left the meeting at 7:43 p.m.

6. Committee Reports

- a. Finance - Trustee Turner had nothing to report.
- b. Personnel and Policy - Vice President Swistak stated that there were several policies up for discussion and approval. She commented that she and Director Weinstein would work on scheduling the next meeting where the Committee would work on revamping the Director's job description.
- c. Physical Plant - Secretary Larson stated that the Committee had a meeting on September 14th. She said that they discussed the roof inspection report and repairs, landscape options on Kingston Avenue, and received facility updates from Assistant Director McQuillan.
- d. Advocacy and Outreach - Trustee Sullivan had nothing to report. She mentioned that she would like to continue fundraising efforts in the future.

7. Staff Reports

Director Weinstein summarized her Director's report. She stated that four Board seats would be up for election during the Consolidated Election next year. Director Weinstein mentioned that candidate packets were available at the Library and on the Library website.

Director Weinstein mentioned that she attended the monthly Lisle Women's Club meeting. She said that she updated the club on the renovation, answered questions, and that the LLD gained a new book club member as a result of attending the meeting.

She commented that she and the Department Directors met with Mr. Rogers and Hallett Movers to discuss the Phase 2 move. Director Weinstein stated that staff would be on premises during the majority of the closure. She commented that the IT Manager and staff would be helping with office computer configuration. Director Weinstein said that Library materials would continue to be ordered, patron emails would be addressed, and the LLD would continue to receive deliveries. She mentioned that some staff would attend ILA and that there will be staff training, including sexual harassment and safety/security training during the closure.

Director Weinstein stated that the drive aisle work on the south side of the building has been completed to address the stormwater repairs per the FQC facility report recommendation. She mentioned that the LLD was transitioning from one outsourced IT company to another. Director Weinstein commented that Current Technologies has already been on the construction site and would assist the IT Manager with server room configuration.

Director Weinstein mentioned that the Library had several outreaches where staff visited Villa St. Benedict, Lisle High School, Giant Steps, St. Joan of Arc, and KinderCare Daycare. She stated that new cards were issued and renewed, staff talked about book groups, discussed home delivery, and conducted Storytimes.

Director Weinstein spoke about the Library's civic services such as notary and license plate sticker renewal. She shared revenue statistics over the past two years for license plate sticker renewals. Director Weinstein asked the Board about selling sheets of garbage stickers. She asked Trustees for their opinion regarding charging a processing fee. Director Weinstein mentioned that Jewel and the Village do not charge a surcharge for selling garbage stickers. She stated that the Village would be implementing an online service to purchase products that would charge a fee.

Discussion: Vice President Swistak mentioned that the Township and Walgreens may sell stickers as well. Trustee Sullivan suggested charging \$1.00 to cover processing fees. Trustee Turner asked if the Library should offer stickers. Director Weinstein stated that the LLD was looking to offer more conveniences. She mentioned that the LLD was soon to purchase a new cash register that worked with Polaris and allowed for better itemization of charges. Trustee Sullivan spoke about the convenience of buying stickers at the Library. Vice President Swistak suggested a flat fee. President Bartelli commented that it would be a convenient service and would be well received by the residents. Assistant Director McQuillan mentioned that the license plate sticker renewals doubled from the previous 30 days. Trustee Wynn said she was neutral to the idea of garbage stickers. Treasurer Norton suggested it was another way to increase foot traffic. The Board agreed to sell garbage stickers and to have Director Weinstein determine the amount to charge for processing.

Director Weinstein reminded the Board that they would be meeting next month at the Senior Center at the Lisle Park District.

Discussion: Vice President Swistak commented on moving from Phase 1 to Phase 2 and that the Library's configuration would not be fully complete until after the renovation was fully complete. Director Weinstein described consolidating shelving and areas where staff will be temporarily stationed during Phase 2.

Assistant Director McQuillan stated that the west side landscaping project would be completed within the next 10 days. She mentioned that the landscaper would be removing dead trees, cleaning up growth around some of the trees, and planting six small evergreens. Assistant Director McQuillan commented that they would move the fuchsia peonies from the east door to the north west corner. She mentioned that the Library will receive a new Knox box. Assistant Director McQuillan commented that a wasp nest was removed by a pest control technician. She stated that the wasps were white faced hornets.

8. New Business

- a. Approve LLD Policy 315: Loan Periods - Action Required

MOTION: Vice President Swistak moved to approve revisions to LLD Policy 315: Loan Periods. Trustee Sullivan seconded.

Director Weinstein provided an overview of revisions made to LLD Policy 315: Loan Periods.

Roll Call Vote - All Aye. The motion passed.

- b. Approve LLD Policy 330: RAILS Fines and Fees - Action Required

MOTION: Vice President Swistak moved to approve revisions to LLD Policy 330: RAILS Fines and Fees. Trustee Sullivan seconded.

Director Weinstein provided an overview of revisions made to LLD Policy 330: RAILS Fines and Fees.

Roll Call Vote - All Aye. The motion passed.

- c. Approve LLD Policy 675: Keys & Keyless Access Systems - Action Required

MOTION: Vice President Swistak moved to approve revisions to LLD Policy 675: Keys & Keyless Access Systems. Secretary Larson seconded.

Director Weinstein provided an overview of revisions made to LLD Policy 675: Keys & Keyless Access Systems.

Roll Call Vote - All Aye. The motion passed.

- d. Approve LLD Policy 680: Property Damage - Action Required

MOTION: Vice President Swistak moved to approve revisions to LLD Policy 680: Property Damage. Trustee Wynn seconded.

Director Weinstein provided an overview of revisions made to LLD Policy 680: Property Damage.

Roll Call Vote - All Aye. The motion passed.

- e. Approve LLD Policy 700: Expenditures, Contracts, & Grants - Action Required

MOTION: Vice President Swistak moved to approve revisions to LLD Policy 700: Expenditures, Contracts, & Grants. Secretary Larson seconded.

Director Weinstein provided an overview of revisions made to LLD Policy 700: Expenditures, Contracts, & Grants.

Roll Call Vote - All Aye. The motion passed.

- f. Approve LLD Policy 710: Fund Balances - Action Required

MOTION: Vice President Swistak moved to approve revisions to LLD Policy 710: Fund Balances. Treasurer Norton seconded.

Director Weinstein provided an overview of revisions made to LLD Policy 710: Fund Balances.

Roll Call Vote - All Aye. The motion passed.

- g. Approve LLD Policy 715: Accounts Payable & Payroll - Action Required

MOTION: Vice President Swistak moved to approve revisions to LLD Policy 715: Accounts Payable & Payroll. Trustee Wynn seconded.

Director Weinstein provided an overview of revisions made to LLD Policy 715: Accounts Payable & Payroll.

Discussion: Trustee Sullivan suggested using the word 'following' instead of 'next' in the last sentence of item A. The Board agreed. Trustee Turner commented that the motion would have to be amended.

MOTION: Vice President Swistak moved to approve revisions to LLD Policy 715: Accounts Payable & Payroll as amended. Trustee Wynn seconded.

Roll Call Vote - All Aye. The motion passed.

President Bartelli said she thought Ordinance R-3 from July 1983 was well written.

h. Adopt Ordinance 22-04: Budget and Appropriation - Action Required

MOTION: Treasurer Norton moved to adopt LLD Ordinance 22-04 the Budget and Appropriation Ordinance of such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Lisle Library District for the fiscal year beginning July 1, 2022 and ending June 30, 2023. Secretary Larson seconded.

Director Weinstein provided an overview of Ordinance 22-04: Budget and Appropriation.

Roll Call Vote - All Aye. The motion passed.

i. Approve Certificate of Estimated Revenue - Action Required

MOTION: Treasurer Norton moved to approve the Certificate of Estimated Revenue for fiscal year 2022-23. Trustee Wynn seconded.

Director Weinstein provided an overview of the Certificate of Estimated Revenue.

Roll Call Vote - All Aye. The motion passed.

j. Approve LLD Ordinance 22-05: Transferring funds to Special Reserve - Action Required

MOTION: Treasurer Norton moved to approve LLD Ordinance 22-05: Transferring funds to Special Reserve, an authorization to transfer \$1,010,000.00 from the Corporate Fund to the Special Reserve Fund. Trustee Sullivan seconded.

Director Weinstein provided an overview of Ordinance 22-05: Transferring funds to Special Reserve.

Roll Call Vote - All Aye. The motion passed.

9. Opportunity for Trustee comments (five minutes)

Trustee Wynn stated that it was good to be present for the updates since missing the last meeting. She said that it was great to have Mr. Rogers on the team. Trustee Turner said she appreciated all of the updates. Vice President Swistak stated she was excited for the renovation and looked forward to the new landscaping on the west side. Trustee Sullivan commented on the increased program attendance and increased use of the Museum Adventure Pass program due to increased ticket availability. Treasurer Norton stated that she greatly appreciated the Physical Plant Committee update. President Bartelli stated that she attended Depot Days and saw the LLD booth. She complimented the Physical Plant Committee for a great meeting and the Personnel and Policy Committee for the updated policies.

10. Adjourn

MOTION: Trustee Sullivan moved to adjourn the meeting. Vice President Swistak seconded.
Voice Vote - All Aye. The motion passed.

The meeting adjourned at 8:32 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on October 27, 2022.

Approved by

Karen Larson, Secretary of the LLD Board of Trustees

DRAFT

Treasurer's Report as of September 30, 2022

	Cash Balance	Financial	Financial
Fund Name	09/30/22	Assets %	Assets %
		W/ Spec Res	W/O Spec Res
Corporate	5,094,887.16	49.62%	90.92%
IMRF	243,730.41	2.37%	4.35%
FICA	265,329.53	2.58%	4.73%
Subtotals	5,603,947.10	54.57%	100.00%
Special Reserve	4,664,393.94	45.43%	0.00%
	10,268,341.04	100.00%	100.00%

Treasurer

Date

INVESTMENT ACTIVITY

INTEREST													
Company	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	1,228.98	1,677.92	1,850.93										4,757.83
Ehlers	22.87	0.00	0.00										22.87
Ehlers-Inv interest #5707	13,731.25	0.00	0.00										13,731.25
Ehlers-Inv interest #8217	0.00	0.00	0.00										0.00
Ehlers-Inv interest Pershing	280.45	22,830.90	4,519.22										27,630.57
Fifth Third Bank	926.40	1,493.92	2,125.81										4,546.13
Lisle Savings	51.21	60.90	68.32										180.43
Lisle CD 2635	131.52	109.18	105.71										346.41
Lisle CD 2669	49.82	49.83	48.24										147.89
IL Funds	1,238.56	1,692.54	1,541.54										4,472.64
US Bank-9853	10.27	10.62	10.62										31.51
US Bank-9370	0.43	0.42	0.41										1.26
TOTALS	17,671.76	27,926.23	10,270.80	-	-	-	-	-	-	-	-	-	55,868.79
Interest - Special Reserve Only	9,072.08	13,730.81	4,530.98										27,333.87
Interest - No Special Reserve Reflected	8,599.68	14,195.42	5,739.82	-	-	-	-	-	-	-	-	-	28,534.92
Totals	17,671.76	27,926.23	10,270.80	-	-	-	-	-	-	-	-	-	55,868.79

INVESTMENTS													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Investment Maturities and Sales	935,000.00	2,114,118.05	593,923.92										3,643,041.97
Investment Purchases	499,118.05	1,698,265.94	999,437.04										3,196,821.03
TOTALS	435,881.95	415,852.11	(405,513.12)	-	-	-	-	-	-	-	-	-	446,220.94

**CURRENT ASSETS
AT FAIR MARKET VALUE
September 30, 2022**

							Fair Market Value on 9/30/22	
Checking Accounts								
Fifth Third Operating Acct							\$156,982.44	
Fifth Third Financial Now acct							\$4,275,640.37	
Fifth Third Financial-petty cash							\$410.96	
US Bank							\$22,324.79	
E commerce							\$51,121.07	
							\$4,506,479.63	
Money Markets								
Lisle Savings Bank							\$207,828.00	
IMET							\$970,897.13	
The Illinois Funds							\$615,930.06	
							\$1,794,655.19	
Ehlers Investments Pershing							\$391,068.29	
Investments								
	Purchased	Face Amt.	%	Coupon Rate	YTM	Paid	FMV	Due
Fixed Income								
Morgan Stanley Bk	10/3/2019	155,000.00	99.950	1.90	1.90	154,922.50	\$154,986.05	10/3/2022
US Treasury Bill	8/11/2022	1,003,000.00	99.602	0.00	0.00	999,003.05	\$1,002,287.87	10/13/2022
Bankwell BK New Canaan Conn CTF	8/1/2022	250,000.00	99.870	1.85	1.85	249,748.36	\$249,797.50	10/27/2022
Envision BK Randolph Mass CTF	8/1/2022	250,000.00	99.930	2.00	2.00	249,904.42	\$249,845.00	10/27/2022
Farmers ST BK Waterloo Iowa CTF	8/1/2022	200,000.00	99.750	1.90	1.90	199,610.11	\$199,660.00	11/22/2022
US Treasury Bill	9/12/2022	1,008,000.00	99.151	0.00	0.00	999,437.04	\$1,000,893.60	12/22/2022
Lisle Savings Bank	1/16/2019	225,325.93	100.000	2.72	2.72	225,325.93	\$234,771.86	2/16/2023
US Bank	9/15/2018	249,999.99	100.000	2.50	2.50	249,999.99	\$249,999.99	6/15/2023
Lisle Savings Bank	7/11/2018	218,374.39	100.000	2.50	2.50	218,374.39	\$233,896.06	7/11/2024
							\$3,576,137.93	
TOTAL CURRENT ASSETS							\$10,268,341.04	

Lisle Library District
 For the Three Months Ending September 30, 2022
 Revenues - Special Reserve Only

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
REVENUES					
70-02-4481-00 Interest Earned	\$ 4,530.98	\$ 27,333.86	\$ 4,040.93	\$ 10,000.00	273.34
TOTAL INTEREST	4,530.98	27,333.86	4,040.93	10,000.00	273.34
70-04-4587-10 Restricted - Transfer from Cor	1,012,500.00	1,017,500.00	0.00	30,000.00	3,391.67
70-05-4680-00 Debt Certificate	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	1,012,500.00	1,017,500.00	0.00	30,000.00	3,391.67
TOTAL REVENUES	1,017,030.98	1,044,833.86	4,040.93	40,000.00	2,612.08

Lisle Library District
 For the Three Months Ending September 30, 2022
 Revenues - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
REVENUES					
TAX LEVY					
10-01-4411-00 Tax Levy - Corp.	\$ 1,432,813.16	\$ 1,739,578.03	\$ 3,696,863.86	\$ 3,846,660.00	45.22
40-01-4414-00 Tax Levy - IMRF	29,860.65	36,253.80	80,229.92	80,166.00	45.22
45-01-4415-00 Tax Levy - FICA	63,702.71	77,341.45	166,921.80	171,022.00	45.22
TOTAL TAX LEVY	1,526,376.52	1,853,173.28	3,944,015.58	4,097,848.00	45.22
TIF SURPLUS					
10-01-4455-00 TIF-Surplus Corp	0.00	0.00	0.00	30,000.00	0.00
TOTAL TIF SURPLUS	0.00	0.00	0.00	30,000.00	0.00
PERSONAL PROPERTY REPLACEMENT TAX					
10-01-4461-00 Personal Property Repl. Tax -	0.00	9,949.63	5,315.88	18,000.00	55.28
40-01-4462-00 Personal Property Repl. Tax -	0.00	574.22	306.79	850.00	67.56
45-01-4463-00 Personal Property Repl. Tax -	0.00	90.21	48.20	150.00	60.14
TOTAL PERSONAL PROPERTY REP	0.00	10,614.06	5,670.87	19,000.00	55.86
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	5,209.55	25,915.53	6,985.12	10,000.00	259.16
40-02-4475-00 Interest Earned - IMRF	251.72	1,301.81	261.25	700.00	185.97
45-02-4476-00 Interest Earned - FICA	278.55	1,317.59	215.78	500.00	263.52
TOTAL INTEREST INCOME	5,739.82	28,534.93	7,462.15	11,200.00	254.78
UNREALIZED GAIN/LOSS ON INVESTMENTS					
10-02-4526-00 Unrealized Gain/Loss on	3,361.67	2,509.27	(9,213.45)	0.00	0.00
TOTAL UNREALIZED GAIN/LOSS O	3,361.67	2,509.27	(9,213.45)	0.00	0.00
DESK INCOME					
10-03-4531-00 Lost Books	158.00	463.58	385.61	1,000.00	46.36
10-03-4536-00 Non-Resident Fees	0.00	732.63	328.12	500.00	146.53
10-03-4540-00 Fines	49.50	(261.06)	104.55	500.00	(52.21)
TOTAL DESK INCOME	207.50	935.15	818.28	2,000.00	46.76
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	0.00	1,021.00	0.00	5,000.00	20.42
10-03-4560-30 Gifts - Restricted - YS	0.00	0.00	0.00	0.00	0.00
10-04-4573-00 Copier Income	401.09	1,288.91	1,100.77	3,500.00	36.83
10-04-4583-00 Per Capita Grant	0.00	44,664.48	42,043.40	42,000.00	106.34

Lisle Library District
 For the Three Months Ending September 30, 2022
 Revenues - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
10-04-4584-00 Other Income - Corp.	1,449.84	1,729.69	21,311.02	2,000.00	86.48
10-04-4585-00 License Sticker Renewals	464.00	920.75	2,445.50	8,000.00	11.51
10-05-4595-00 Misc. Jury Duty	0.00	0.00	0.00	0.00	0.00
TOTAL UNRESTRICTED INCOME	2,314.93	49,624.83	66,900.69	60,500.00	82.02
TOTAL REVENUES	\$ 1,538,000.44	\$ 1,945,391.52	\$ 4,015,654.12	\$ 4,220,548.00	46.09

Lisle Library District
 For the Three Months Ending September 30, 2022
 Expenses - Special Reserve Only

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
SPECIAL RESERVE EXPENSES					
MAINTENANCE AND EQUIPMENT EXPENSES					
70-20-5666-00 Facility and Campus	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
70-65-5667-00 Security Systems	0.00	0.00	0.00	0.00	0.00
70-65-5671-00 Furniture & Equipment	0.00	0.00	0.00	0.00	0.00
70-65-5674-00 Consulting	0.00	0.00	0.00	0.00	0.00
TOTAL MAINTENANCE AND EQUIP	0.00	0.00	0.00	15,000.00	0.00
RENOVATION COSTS					
70-65-5675-00 Renovation Project	878,020.10	1,585,466.34	130,061.78	5,200,000.00	30.49
70-65-5861-00 Interior Renovation	0.00	0.00	0.00	0.00	0.00
TOTAL RENOVATION COSTS	878,020.10	1,585,466.34	130,061.78	5,200,000.00	30.49
TOTAL SPECIAL RESERVE EXPENSES	878,020.10	1,585,466.34	130,061.78	5,215,000.00	30.40

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ALL EXPENSES					
EMPLOYEE COSTS					
Salaries					
10-10-5603-10 Administrative - Reg. Hours	\$ 43,947.01	\$ 129,445.32	\$ 110,057.73	\$ 519,278.00	24.93
10-10-5603-20 Adult Services - Reg. Hours	39,110.18	129,119.97	117,727.32	539,621.00	23.93
10-10-5603-30 Youth Services - Reg. Hours	34,910.50	104,283.14	87,454.17	416,519.00	25.04
10-10-5603-50 Technical Services - Reg. Hour	20,461.17	60,861.42	62,211.48	347,451.00	17.52
10-10-5603-60 Circulation - Reg. Hours	38,933.62	113,576.82	111,048.61	477,131.00	23.80
Total Salaries	177,362.48	537,286.67	488,499.31	2,300,000.00	23.36
Health and Dental Ins.					
10-10-5621-10 Hosp. Ins. - Admin	4,637.94	13,113.13	10,542.48	49,835.00	26.31
10-10-5621-20 Hosp. Ins. - Adult Serv.	4,544.08	18,916.80	21,466.15	101,330.00	18.67
10-10-5621-30 Hosp. Ins. - YS	3,941.92	11,825.76	11,787.61	50,890.00	23.24
10-10-5621-50 Hosp. Ins. - Tech	2,395.94	7,212.66	8,743.68	30,998.00	23.27
10-10-5621-60 Hosp. Ins. - Circ	3,660.27	12,638.23	12,504.52	58,516.00	21.60
10-10-5622-10 Dental Ins. - Admin.	199.97	618.26	554.94	2,431.00	25.43
10-10-5622-20 Dental Ins. - Adult Serv	152.19	991.31	1,317.56	6,229.00	15.91
10-10-5622-30 Dental Ins. - YS	63.70	402.91	780.37	3,136.00	12.85
10-10-5622-50 Dental Ins. - Tech	(38.90)	224.66	507.85	1,849.00	12.15
10-10-5622-60 Dental Ins. - Circ	195.13	396.99	656.99	4,786.00	8.29
Total Health and Dental Ins.	19,752.24	66,340.71	68,862.15	310,000.00	21.40
Other Staff Benefits					
10-10-5646-00 Unemployment Compensation	0.00	525.64	0.00	4,000.00	13.14
10-10-5646-10 Tuition Reimbursement - Staff	0.00	0.00	0.00	0.00	0.00
Total Other Staff Benefits	0.00	525.64	0.00	4,000.00	13.14
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	3,315.48	9,770.37	8,310.29	40,187.00	24.31
45-10-5625-20 FICA Expense - Adult Serv.	2,888.61	9,414.96	8,455.37	41,761.00	22.54
45-10-5625-30 FICA Expense - Youth Services	2,634.39	7,868.95	6,473.37	32,234.00	24.41
45-10-5625-50 FICA Expense - Tech Servs.	1,540.54	4,581.69	4,653.58	26,889.00	17.04
45-10-5625-60 FICA Expense - Circulation	2,775.25	8,069.41	8,141.67	36,929.00	21.85
Total FICA Expenses	13,154.27	39,705.38	36,034.28	178,000.00	22.31
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	2,048.08	5,995.98	7,444.56	19,090.00	31.41
40-10-5628-20 IMRF Expense - Adult Servs	1,920.33	6,264.45	8,488.24	22,261.00	28.14
40-10-5628-30 IMRF Expense - Youth Services	1,571.06	4,682.08	5,972.46	15,123.00	30.96
40-10-5628-50 IMRF Expense - Tech Servs.	1,004.65	2,988.32	4,485.42	9,869.00	30.28

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40-10-5628-60	1,399.82	4,133.39	5,824.96	13,657.00	30.27
IMRF Expense - Circulation					
Total IMRF Expenses	7,943.94	24,064.22	32,215.64	80,000.00	30.08
Total EMPLOYEE COSTS	218,212.93	667,922.62	625,611.38	2,872,000.00	23.26
BUILDING COSTS					
Utilities					
10-20-5650-00	450.00	900.00	1,350.00	5,400.00	16.67
Internet Service Provider					
10-20-5651-00	0.00	0.00	1,810.00	1,810.00	0.00
INet					
10-20-5652-00	779.22	2,366.16	1,573.99	10,000.00	23.66
Utilities - Phone					
10-20-5653-00	191.34	592.78	796.90	10,000.00	5.93
Utilities - Gas					
10-20-5654-00	208.29	858.31	350.19	2,300.00	37.32
Utilities - Sewer & Water					
10-20-5655-00	4,549.76	13,167.45	9,206.77	50,000.00	26.33
Utilities - Electric					
10-20-5656-00	125.00	375.00	375.00	1,500.00	25.00
Verizon					
Total Utilities	6,303.61	18,259.70	15,462.85	81,010.00	22.54
Maintenance and Repairs					
10-20-5660-00	0.00	1,250.00	1,200.00	5,000.00	25.00
Maint Contracts - HVAC					
10-20-5661-00	464.20	8,532.30	6,724.30	49,500.00	17.24
Maint Contracts - Maint. Servi					
10-20-5662-00	1,080.00	3,160.00	2,000.00	40,000.00	7.90
Maint Contr. - Landscape Serv.					
10-20-5663-00	656.48	1,972.86	2,100.51	10,000.00	19.73
Maint/Repairs-Genl repairs, Su					
10-20-5664-00	601.00	1,772.10	16,173.74	70,000.00	2.53
Maint/Repairs-Non Contr. Work					
10-20-5665-00	274.86	840.46	1,147.89	4,000.00	21.01
Rubbish Removal					
Total Maintenance and Repairs	3,076.54	17,527.72	29,346.44	178,500.00	9.82
TOTAL BUILDING COSTS	9,380.15	35,787.42	44,809.29	259,510.00	13.79
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00	0.00	448.53	1,385.10	5,500.00	8.16
Postage and Shipping					
10-25-5710-10	0.00	3,436.00	3,785.00	17,000.00	20.21
Printing/Spec. Serv. - Adult					
10-25-5711-00	0.00	1,378.78	1,152.50	8,800.00	15.67
Postage Special Serv					
10-25-5712-00	105.00	105.00	35.00	1,000.00	10.50
Printing					
Total Postage and Printing	105.00	5,368.31	6,357.60	32,300.00	16.62
Supplies					
10-25-5713-00	590.18	1,331.73	984.90	5,500.00	24.21
Office Supplies					
10-25-5714-00	(21.50)	1,700.39	3,908.74	10,000.00	17.00
Circ. Material Supplies					
10-25-5715-00	0.00	362.00	377.37	1,900.00	19.05
Copier Supplies					
10-25-5716-00	126.70	822.17	557.54	5,000.00	16.44
Kitchen Supplies					
10-25-5717-00	1,712.52	7,772.50	6,307.77	43,000.00	18.08
Processing Supplies					

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10-25-5718-00 Computer Supplies	323.88	3,966.88	904.00	12,400.00	31.99
Total Supplies	2,731.78	15,955.67	13,040.32	77,800.00	20.51
Other Operating Costs					
10-25-5719-00 Publishing	0.00	66.70	62.10	1,500.00	4.45
10-25-5722-15 Safety Deposit Box Rental	0.00	0.00	87.50	200.00	0.00
10-25-5723-00 Check Printing	0.00	0.00	402.29	500.00	0.00
10-25-5723-15 Bank Charges	333.53	1,115.68	1,271.56	6,000.00	18.59
10-25-5724-15 Local Travel	25.26	61.81	31.01	500.00	12.36
Total Other Operating Costs	358.79	1,244.19	1,854.46	8,700.00	14.30
TOTAL OPERATING EXPENSES	3,195.57	22,568.17	21,252.38	118,800.00	19.00
INSURANCE					
10-30-5750-00 Fidelity Bonds	0.00	2,100.00	2,100.00	2,100.00	100.00
10-30-5751-00 Property Damage (All-Peril)	0.00	0.00	17,766.50	46,000.00	0.00
10-30-5752-00 Notary Bond	0.00	0.00	0.00	225.00	0.00
10-30-5754-00 Workers Comp Insurance	0.00	0.00	4,176.50	7,000.00	0.00
TOTAL INSURANCE	0.00	2,100.00	24,043.00	55,325.00	3.80
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	450.00	450.00	562.50	15,000.00	3.00
10-35-5761-00 Collection Agency	63.25	177.10	53.70	700.00	25.30
10-35-5762-00 Other Contr Services - Admin	0.00	435.00	0.00	5,000.00	8.70
10-35-5763-00 Other Contr Svcs-Tech Asst	17,508.75	29,760.86	30,454.57	95,000.00	31.33
10-35-5764-10 Other Contr Svcs - Library Wi	4,851.00	11,813.50	3,643.79	40,000.00	29.53
10-35-5765-10 Investment Agency Consultants	593.38	1,726.28	1,232.24	7,500.00	23.02
10-35-5769-00 Accounting Software	0.00	0.00	0.00	5,200.00	0.00
10-35-5770-00 Contractual - Audit Fee	0.00	0.00	6,900.00	9,200.00	0.00
10-35-5771-00 Payroll Service	517.47	1,573.21	1,580.08	7,900.00	19.91
TOTAL CONTRACTUAL SERVICES	23,983.85	45,935.95	44,426.88	185,500.00	24.76
PERSONNEL DEVELOPMENT					
10-40-5783-00 Dues - Staff	0.00	700.00	700.00	4,000.00	17.50
10-40-5784-00 Meetings - Staff	0.00	32.63	0.00	2,400.00	1.36
10-40-5785-00 Conferences - Staff	565.00	565.00	283.00	7,000.00	8.07
10-40-5786-00 Memorial/Tribute/Recognition	0.00	74.99	93.90	4,500.00	1.67
10-40-5787-00 Staff Development	0.00	0.00	0.00	2,500.00	0.00
10-40-5788-00 Training (Cont Ed) - Staff	0.00	0.00	0.00	6,500.00	0.00
10-45-5786-70 Dues - Trustcc	0.00	150.00	230.00	525.00	28.57
10-45-5787-70 Conferences - Trustees	0.00	0.00	0.00	1,000.00	0.00

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10-45-5788-70 Meetings - Trustees	0.00	0.00	0.00	1,000.00	0.00
10-45-5789-70 Training-Trustees	0.00	0.00	39.98	1,000.00	0.00
TOTAL PERSONNEL DEVELOPMENTS	565.00	1,522.62	1,346.88	30,425.00	5.00
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	0.00	202.95	51,229.04	55,000.00	0.37
10-48-5803-10 Technology	0.00	1,309.99	0.00	50,000.00	2.62
10-48-5804-10 Facility	0.00	0.00	5,377.99	10,000.00	0.00
Total Major Equipment	0.00	1,512.94	56,607.03	115,000.00	1.32
Minor Equipment					
10-48-5823-10 Minor Equip - Administration	280.38	280.38	0.00	700.00	40.05
10-48-5823-20 Minor Equip - Adult Services	0.00	0.00	29.59	700.00	0.00
10-48-5823-30 Minor Equipment - Youth	0.00	84.95	0.00	700.00	12.14
10-48-5823-50 Minor Equip - Tech Services	0.00	42.49	0.00	700.00	6.07
10-48-5823-60 Minor Equip - Circ	0.00	178.70	0.00	700.00	25.53
Total Minor Equipment	280.38	586.52	29.59	3,500.00	16.76
Equip Maint/Repairs and Rentals					
10-48-5843-00 Rental-Postage Meter	0.00	180.57	180.57	720.00	25.08
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	1,450.11	1,858.23	5,039.16	20,280.00	9.16
10-48-5846-00 Equip Maint/Repr-NonContr	0.00	59.88	0.00	1,000.00	5.99
Total Equip Maint/Repairs and Rentals	1,450.11	2,098.68	5,219.73	22,000.00	9.54
TOTAL EQUIPMENT COSTS	1,730.49	4,198.14	61,856.35	140,500.00	2.99
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	228.00	1,066.70	1,600.02	8,000.00	13.33
10-50-5863-30 Books - Youth Serv	5,434.84	12,298.36	14,530.43	54,000.00	22.77
10-50-5863-50 Books - Tech Serv	0.00	0.00	0.00	0.00	0.00
10-50-5864-10 Books - Non Fiction	4,691.96	18,026.81	12,333.88	86,200.00	20.91
10-50-5865-10 Books - Adult/Teen Fiction	4,829.92	21,379.17	15,623.41	74,500.00	28.70
10-50-5867-20 Ref Books - Adult Serv	481.27	5,330.37	4,994.48	18,000.00	29.61
Total Books	15,665.99	58,101.41	49,082.22	240,700.00	24.14
Databases					
10-50-5869-20 Internet Licensed DBases	2,123.00	64,787.18	67,354.80	110,000.00	58.90
10-50-5872-10 Dbases - Professional	0.00	171.39	3,329.16	10,000.00	1.71

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10-50-5873-30	0.00	4,044.00	10,369.15	12,000.00	33.70
Total Databases	2,123.00	69,002.57	81,053.11	132,000.00	52.27
Audio-Visual Materials					
10-50-5890-30	1,125.89	3,502.27	5,306.68	15,000.00	23.35
10-50-5895-40	3,604.96	9,508.19	13,574.23	60,000.00	15.85
10-50-5899-20	8,908.57	27,185.84	23,139.22	105,000.00	25.89
Total Audio-Visual Materials	13,639.42	40,196.30	42,020.13	180,000.00	22.33
Periodicals/Doc Delivery					
10-50-5871-20	136.52	23,743.57	22,767.83	24,500.00	96.91
10-50-5900-20	195.17	2,053.68	2,967.53	37,500.00	5.48
10-50-5900-30	0.00	0.00	0.00	500.00	0.00
10-50-5900-80	0.00	0.00	0.00	3,000.00	0.00
Total Periodicals/Doc Delivery	331.69	25,797.25	25,735.36	65,500.00	39.39
TOTAL LIBRARY MEDIA	31,760.10	193,097.53	197,890.82	618,200.00	31.24
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10	333.88	1,515.64	5,470.08	13,000.00	11.66
10-60-5931-30	2,093.95	3,680.25	2,593.06	12,000.00	30.67
10-60-5931-40	86.00	250.99	187.23	2,000.00	12.55
10-60-5931-50	22.98	778.69	59.37	5,500.00	14.16
Total Programs	2,536.81	6,225.57	8,309.74	32,500.00	19.16
Readers Services					
10-60-5940-10	0.00	0.00	0.00	2,000.00	0.00
10-60-5940-30	807.13	3,032.24	77.38	5,500.00	55.13
Total Readers Services	807.13	3,032.24	77.38	7,500.00	40.43
TOTAL PROGRAMS AND READERS	3,343.94	9,257.81	8,387.12	40,000.00	23.14
RESTRICTED USAGE EXPENSES					
10-80-5980-80	0.00	0.00	0.00	16,000.00	0.00
10-80-5981-80	0.00	0.00	3,318.79	42,000.00	0.00
10-80-5982-80	0.00	0.00	0.00	31,000.00	0.00
10-80-5983-80	0.00	0.00	0.00	36,000.00	0.00
TOTAL RESTRICTED USAGE EXPEN	0.00	0.00	3,318.79	125,000.00	0.00

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CONTINGENCY					
10-90-5999-00 Contingency	0.00	0.00	13,318.82	25,000.00	0.00
TOTAL CONTINGENCY	0.00	0.00	13,318.82	25,000.00	0.00
TOTAL EXPENSES - EXC OP TRANS	292,172.03	982,390.26	1,046,261.71	4,470,260.00	21.98
OPERATING TRANSFERS OUT					
10-80-5984-80 Transfer to Special Reserve	1,012,500.00	1,017,500.00	0.00	30,000.00	3,391.67
TOTAL OPERATING TRANSFERS O	1,012,500.00	1,017,500.00	0.00	30,000.00	3,391.67
TOTAL ALL EXPENSES	1,304,672.03	1,999,890.26	1,046,261.71	4,500,260.00	44.44

**Lisle Library District
Accounts Payable - October 27, 2022**

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
AFLAC	225795	Payroll Withholding AFLAC (G6920)	10-00-2612-00 10-00-2610-00	AFLAC Withholding Accounts Payable	111.41	111.41
B&T (C5223353)	093022	Continuations & Processing Baker & Taylor (C5223353)	10-50-5867-20 10-25-5717-00 10-00-2610-00	Ref Books - Adult Serv Processing Supplies Accounts Payable	350.77 5.76	356.53
B&T (C5223433)	093022	Continuations & Processing Baker & Taylor (C5223433)	10-50-5864-10 10-25-5717-00 10-00-2610-00	Books - Non Fiction Processing Supplies Accounts Payable	1,293.53 84.96	1,378.49
B&T (L0334152)	093022	Books - Circ & Processing Baker & Taylor (L0334152)	10-50-5864-10 10-25-5717-00 10-00-2610-00	Books - Non Fiction Processing Supplies Accounts Payable	3,427.94 165.39	3,593.33
B&T (L4171582)	093022	Audio Books & Processing Baker & Taylor (L4171582)	10-50-5895-40 10-25-5717-00 10-00-2610-00	A-V Mats - Adult Serv Processing Supplies Accounts Payable	992.95 167.18	1,160.13
B&T (L5425632)	093022	Books - YS & Processing Baker & Taylor (L5425632)	10-50-5863-30 10-00-2610-00	Books - Youth Serv Accounts Payable	9.54	9.54
B&T (L5443202)	093022	Books - Fiction & Processing Baker & Taylor (L5443202)	10-50-5865-10 10-25-5717-00 10-00-2610-00	Books - Adult/Teen Ficti Processing Supplies Accounts Payable	47.74 1.98	49.72
Bear Landscape	11404	West Side Landscape & Clean Up Bear Landscape	10-20-5664-00 10-00-2610-00	Maint/Repairs-Non Contr Accounts Payable	3,875.00	3,875.00
Bear Landscape	11429	Fall Planters Bear Landscape	10-20-5662-00 10-00-2610-00	Maint Contr. - Landscap Accounts Payable	110.00	110.00
Brown, Rose	091522	Refund NCPERS Deduction Rose Brown	10-00-2638-00 10-00-2610-00	Vol. Life (NCPERS) Accounts Payable	8.00	8.00
Case Lots	14047	Janitorial Supplies Case Lots Inc.	10-20-5663-00 10-00-2610-00	Maint/Repairs-Genl repai Accounts Payable	223.90	223.90
CCS	121082-08312022	Project Consulting CCS	70-65-5675-00 10-00-2610-00	Renovation Project Accounts Payable	7,700.00	7,700.00
ComEd	092622	Usage ComEd	10-20-5655-00 10-00-2610-00	Utilities - Electric Accounts Payable	4,244.87	4,244.87
Compact Disc Sourc	80394	Music CDs Compact Disc Source	10-50-5895-40 10-00-2610-00	A-V Mats - Adult Serv Accounts Payable	298.25	298.25

**Lisle Library District
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Compact Disc Sourc	80395	Processing Compact Disc Source	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	118.90	118.90
Delta Dental	1615091/92	November Premium	10-10-5622-10 10-10-5622-20 10-10-5622-30 10-10-5622-50 10-10-5622-60 10-00-2610-00	Dental Ins. - Admin. Dental Ins. - Adult Serv Dental Ins. - YS Dental Ins. - Tech Dental Ins. - Circ Accounts Payable	246.03 652.87 339.60 425.82 387.35	
Ehlers Investment	093022	Investment Consulting Ehlers Investment Partners	10-35-5765-10 10-00-2610-00	Investment Agency Cons Accounts Payable	533.12	533.12
Fox River Valley	31783005679042	Lost ILL Item Fox River Valley Public Library	10-50-5871-20 10-00-2610-00	Document Delivery Accounts Payable	16.99	16.99
Garvey's	PINV2326422	Supplies for Circ Services Garvey's Office Products	10-25-5714-00 10-00-2610-00	Circ. Material Supplies Accounts Payable	22.70	22.70
Hagg Press	116417	Oct/Nov Newsletter & Postage	10-25-5710-10	Printing/Spec. Serv. - Ad	3,576.00	
Hagg Press		Hagg Press	10-25-5711-00 10-00-2610-00	Postage Special Serv Accounts Payable	279.14	3,855.14
Hagg Press	221005F	Newsletter Postage Hagg Press	10-25-5711-00 10-00-2610-00	Postage Special Serv Accounts Payable	1,100.00	1,100.00
Impact	2722135	Paper Impact Network, LLC	10-25-5715-00 10-00-2610-00	Copier Supplies Accounts Payable	187.00	187.00
Ingram	100122	Books & Processing	10-50-5865-10 10-50-5864-10 10-50-5863-30 10-25-5717-00 10-00-2610-00	Books - Adult/Teen Ficti Books - Non Fiction Books - Youth Serv Processing Supplies Accounts Payable	5,402.30 1,722.33 4,208.48 2,160.83	13,493.94
Knight, Chris	101112	Reimburse Mileage Chris Knight	10-25-5724-15 10-00-2610-00	Local Travel Accounts Payable	13.62	13.62
Konica Minolta Busin	282899038	C458 Copier Usage Konica Minolta Business Solutions	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contr- Accounts Payable	153.76	153.76
Konica Minolta Premi	484640362	C227 Lease Konica Minolta Premier Finance	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contr- Accounts Payable	60.00	60.00

**Lisle Library District
Accounts Payable - October 27, 2022**

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
LIMRiCC UCGA	3Q2022	3rd Quarter Unemployment LIMRiCC UCGA	10-10-5646-00 10-00-2610-00	Unemployment Compen Accounts Payable	181.87	181.87
Maddox, Susan	110422	Program: Holiday Hors D'oeuvres Susan K. Maddox	10-60-5931-10 10-00-2610-00	Programs - Adult Service Accounts Payable	300.00	300.00
Metalmaster	10312	Annual Roof Inspection Metalmaster Roofmaster Inc.	10-20-5661-00 10-00-2610-00	Maint Contracts - Maint. Accounts Payable	549.00	549.00
Metalmaster	12035	Roof Repairs Metalmaster Roofmaster Inc.	10-20-5664-00 10-00-2610-00	Maint/Repairs-Non Contr Accounts Payable	898.00	898.00
Midwest Tape	502755095	Hoopla Midwest Tape	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	3,586.77	3,586.77
Midwest Tape 7288	093022	DVDs, Blu-rays & Processing Midwest Tape (7288)	10-50-5895-40 10-25-5717-00 10-00-2610-00	A-V Matls - Adult Serv Processing Supplies Accounts Payable	1,802.21 521.13	2,323.34
Midwest Tape 7289	093022	Processing Midwest Tape (7289)	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	349.98	349.98
Midwest Tape 7291	093022	DVDs, Blu-rays & CD Books Midwest Tape (7291)	10-50-5890-30 10-00-2610-00	A-V Matls - Youth Serv Accounts Payable	215.91	215.91
Morningstar	36347849-23	Morningstar Subscription Morningstar	10-50-5869-20 10-00-2610-00	Internet Licensed DBase Accounts Payable	4,556.00	4,556.00
NICOR	100622	Usage NICOR	10-20-5653-00 10-00-2610-00	Utilities - Gas Accounts Payable	425.53	425.53
OverDrive	22374224	Advantage OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	1,996.08	1,996.08
Paddock Publication	230144	B&A Paddock Publications	10-25-5719-00 10-00-2610-00	Publishing Accounts Payable	621.46	621.46
Romenesko, Callie	101222	Reimburse Mileage Callie Romenesko	10-25-5724-15 10-00-2610-00	Local Travel Accounts Payable	6.25	6.25
Savage, Will	101322	Pokemon Club Take Home Kits Will Savage	10-60-5931-30 10-00-2610-00	Programs - Youth Accounts Payable	140.00	140.00
Unique	6105151	September Placements Unique	10-35-5761-00 10-00-2610-00	Collection Agency Accounts Payable	12.65	12.65

**Lisle Library District
Accounts Payable - October 27, 2022**

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
					<u>60,888.85</u>	<u>60,888.85</u>

PRIOR MONTHS BILLS PAID BETWEEN September 2022 AND October 2022

BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.

Check #	Vendor	Amount
HSA	Salaries 9/15/2022	65112.15
HSA	IL Dept. of Revenue	4139.38
Auto W/D	Howard Simon & Associates	322.02
HSA	EFTPS/Electronic Tax Payment 9/15/2022	22251.92
	State Tax Withheld	
	PR Serv. - 9/15/2022	
	Fed Tax \$8666.88	
	FICA W/H \$6792.52	
	FICA Lib \$6792.52	
HSA	Salaries 9/30/2022	61179.13
HSA	IL Dept. of Revenue	3869.35
Auto W/D	Howard Simon & Associates	195.45
HSA	EFTPS/Electronic Tax Payment 9/30/2022	20636.69
	State Tax Withheld	
	PR Serv. - 9/30/2022	
	Fed Tax \$7913.27	
	FICA W/H \$6361.67	
	FICA Lib \$6361.75	
Wired	IMRF	15626.41
	IMRF W/H \$7682.46	
	IMRF Lib. \$7943.95	
	Sub Total	193332.50
Check #	Vendor	Amount
6441	Allegra	105.00
6442	Amazon	2,757.70
6443	Anderson Pest Solutions	157.10
6444	Rose Brown	27.17
6445	Case Lots Inc.	223.90
6446	Children's Plus Inc.	2,517.81
6447	Colley Elevator Company	255.00
6448	Delta Dental - Risk	1,951.97
6449	ELM USA Inc.	940.00
6450	Fifth Third Bank	3,929.56
6451	Findaway World	106.85
6452	Governors State University Library	114.00
6453	IHLS - OCLC	22.52
6454	Illinois Library Association	365.00
6455	Yolanda Kocemba	114.00
6456	OverDrive, Inc.	1,990.96
	Business Cards: Duran, Spicher, Moe	
	Books, Video Games, Supplies	
	Pest Control	
	Reimburse AFLAC Contribution	
	Janitorial Supplies	
	Books - YS	
	Elevator Testing & Inspection	
	October Premium	
	2-Year Warranty - Disc Cleaning Machine	
	Phone, Programs, Supplies	
	Adapters	
	Lost ILL Item	
	Lost ILL Item	
	Conference - Collazo	
	ESL for You! Teacher Stipend	
	Advantage	

6457	Justin Procter	Reimburse Mileage	6.38
6458	Callie Romenesko	Reimburse Mileage	12.50
6459	Will Savage	Reimburse Mileage	35.00
6460	Sikich LLP	Accounting Services	4,851.00
6461	Staples Advantage	Office Supplies	380.72
6462	Verizon	Cellphone, Hotspots & Phone Line	345.07
6463	Village of Lisle	Shared Internet Service	450.00
6464	Bear Landscape	Landscape Service	1,080.00
6465	Compact Disc Source	Music CDs & Processing	575.34
6466	Current Technologies Corporation	Server Monitoring October 2022	285.00
6467	Demco	Supplies & Stamps	258.47
6468	DuPage County Public Works	Usage	164.62
6469	Eco Clean Maintenance	Cleaning	2,607.00
6470	EnvisionWare, Inc.	Annual Fee - Wireless Printing	624.75
6471	Groot, Inc.	Rubbish	276.12
6472	Kanopy, Inc.	Kanopy	208.00
6473	Konica Minolta Business Solutions	C227 Quarterly Usage & Printer Maintenance	260.92
6474	Lauterbach & Amen, LLP	Audit Fee	7,175.00
6475	LIMRICC PHIP Health	October Premium	27,674.20
6476	Naperville Sun	Newspaper Thru 01/14/23	94.50
6477	Callie Romenesko	Reimburse Mileage	12.38
6478	Will Savage	Office Supplies	7.99
6479	Village of Lisle	Usage	416.58
		Sub Total	\$ 63,380.08
		TOTAL	\$ 256,712.58
Wire Transfer	Camosy Incorporated	Construction Draw #6 - 9/19/2022	\$ 852,339.00

Monthly Circulation Report - September 2022

	Checkouts	Renewals	Sep-22 TOTALS	YTD FY 21/22	YTD FY 22/23	YTD % Change
Adult Non-Print	1,983	2,154	4,137	17,074	13,719	-19.65%
Adult Print	3,609	2,944	6,553	27,838	21,105	-24.19%
Adult Total	5,592	5,098	10,690	44,912	34,824	-22.46%
YS Non-Print	383	641	1,024	6,034	4,383	-27.36%
YS Print	5,999	6,020	12,019	45,015	40,268	-10.55%
Total YS	6,382	6,661	13,043	51,049	44,651	-12.53%
Digital Media						
Overdrive	3,695		3,695	10,746	12,188	13.42%
hoopla	1,799		1,799	5,608	4,363	-22.20%
Overdrive Magazines	274		274	360	419	16.39%
PressReader	542		542	837	1,240	48.15%
Kanopy	159		159	742	578	-22.10%
Total Digital	6,469	0	6,469	18,293	18,788	2.71%
Subtotal Print + Non-Print/Digital	18,443	11,759	30,202	114,254	98,263	-14.00%
Computer/Tech Sessions Logins	802		802	2,883	2,683	-6.94%
Database Usage/Unique Logins	3,579		3,579	10,790	11,031	2.23%
Wireless Use	331		331	1,477	1,023	-30.74%
ScannX sessions/jobs	125		125	2,116	521	-75.38%
Museum Adventure Passes	40		40	122	164	34.43%
Total IT/Resource Sessions	4,877	0	4,877	17,388	15,422	-11.31%
Total Circulation	23,320	11,759	35,079	131,642	113,685	-13.64%
Literacy Software Usage Hours			0	0	0	--
Borrower Information	Sept. 2022 Total	YTD 21/22	YTD 22/23	YTD % Change		
New Library Cards Added	132	433	442	2.08%		
Monthly Borrowers	2,288	7,753	7,305	-5.78%		
Total # Registered Borrowers	8,359	7,979	8,359	4.76%		
InterLibrary Loans						
Materials Sent	0	242	0	-100.00%		
Materials Received	431	938	1,189	26.76%		
Polaris/Catalog Holds						
Holds Placed	2,927	10,134	9,278	-8.45%		
Holds Checked Out	2,190	8,326	7,153	-14.09%		

Lisle Library District - Program and Service Statistics - September 2022

Library Event Statistics		Library Wide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY21/22	YTD FY22/23	% Change
Staff Facilitated Programs		14	45	6	65	335	215			-35.82%
Attendees		38	684	12	734	2,973	2,508			-15.64%
Computer/Technology Programs		2	0		2	5	15			200.00%
Attendees		5	0		5	11	32			190.91%
Performer/Speaker/Author		3	0		3	8	9			12.50%
Attendees		44	0		44	96	157			63.54%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	0				0	6	0			-100.00%
Attendees	0				0	1,148	0			-100.00%
Total Number of Programs	0	19	45	6	70	354	239			-32.49%
Total Patrons Served by Programming	0	87	684	12	783	4,228	2,697			-36.21%
Reference Questions		1,444	821	1,458	3,723	14,261	13,237			-7.18%
Volunteer Hours		5.00	0.00		5.00	23.50	17.50			-25.53%
Notary Service	24				24	52	61			17.31%
LLD Kindness Cards *		0	0		0	NA	0			--
Outreach Service Statistics										
Outreach Visits		4	6	3	13	10	31			210.00%
Patrons Served by Outreach Visits		306	219	25	550	358	1,702			375.42%
Home Delivery Dates		2			2	7	7			0.00%
Patrons Served via Home Delivery		91			91	281	301			7.12%
Total Outreach Programs		6	6	3	15	17	38			123.53%
Total Patrons Served with Outreach Services		397	219	25	641	639	2,003			213.46%
Civic Facility Use										
Literacy/Tutoring Room Use (patron count)	0					0	0			--
Number of Outside Groups Using Meeting Space	0					9	0			-100.00%
Patrons Entering Building	9,082					27,066	29,800			10.10%
Friend's Sponsored Programs	0					0	0			--
Attendees	0					0	0			--
Social Media Use										
Facebook (daily page consumption)	928					5,178	3,150			-39.17%
Twitter Followers	918					840	918			9.29%
Instagram Likes	401					2,848	1,440			-49.44%
Flickr Views	3,431					23,733	33,981			43.18%
YouTube Views	6,830					16,569	21,970			32.60%
Total LLD App Downloads	520					420	520			23.81%
Total LLD App Sessions	520					6,028	5,318			-11.78%

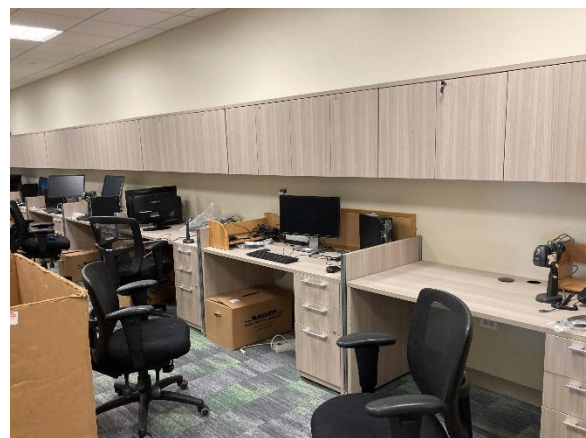
* New statline as of December 2021, due to renovation temporarily suspended.



October Board Report (10/21/2022)

A. Progress Update (since the last Board Meeting on 9/21/2022)

- The Phase 1 to Phase 2 move has begun.
- A draft RFP has been developed for the monument sign options.
- The RFID security gates and automated sorting machine is installed.
- Phase 1 workstation furniture is installed in Youth Services, Technical Services and Admin Workrooms
- Construction is progressing.
 - Sitework is progressing (curbs installed, sidewalk prepped for pouring)
 - Phase 1 interior finishes are near substantially complete (paint, wallcovering, ceiling and floors).
 - Cedar is on site for the new entrance canopies. Work is ongoing around the adjacent sitework.
 - The south entry stairs are in fabrication.
 - Millwork installation is ongoing
 - Phase 1 Mechanical, Electrical and Plumbing (M/E/P) trim out (lighting, diffusers, etc.) is ongoing.
 - Temporary glass and doors have been installed.





October Board Report (10/21/2022)

B. Project Schedule Summary – Schedule Risk

The Library Move will be completed to reopen the space on 10/29/2022 as planned. Critical items that need to fall into place during the last week before reopening include:

1. Concrete work completing for accessible entry at the new north entry (scheduled for 10/21)
2. Asphalt paving in the north lot (scheduled for 10/26)
3. Final building inspections completing and passing sufficiently for temporary occupancy (by 10/28)

Camosy has been requested to provide an updated project schedule for phase 2 ahead of the next Board meeting.

Master Project Schedule - Executive Summary	Months														
	# of working months:														
	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
month	1/22	2/22	3/22	4/22	5/22	6/22	7/22	8/22	9/22	10/22	11/22	12/22	1/23	2/23	3/23
Permitting															
Contractor Procurement															
Construction Phase															
Pre-Construction / Mobilization															
Phase 1 Construction - West Side of Building <i>(including new entrances & sitework)</i>															
Phase 2 Construction - East Side of Building															
Project Close-Out and Final Move-In															

C. Upcoming Activities

- Phase 2 abatement to occur on 10/27 and 10/28.
- RFP to be issued for main monumental sign, pending Board approval.
- Construction is ongoing:
 - Work will be ongoing in the renovated west side of the building as materials become available.
 - North canopy finish work
 - North side parking lot final work
 - Glass installation
 - Final door installation
 - Misc. electrical/mechanical work
 - Sitework will be continuing.
 - Phase 2 demolition
 - Work on the new drive up window will be continuing.



October Board Report (10/21/2022)

D. Project Cost Summary – Tracking on Budget

Approved Total Project Budget: \$7.7M

Expenditures Summary					
Project Component	Concept Phase Budget (a)	Anticipated Cost Update (thru 10/21/2022)		Committed to Date (thru 10/21/2022)	
		\$	Change from Budget (\$)	Contracted (\$)	Expenditures (\$)
E-000: Land Cost					
E-000.1: Land Cost	\$0	\$0	\$0	\$0	\$0
E-000: Land Cost Total	\$0	\$0	\$0	\$0	\$0
E-100: Bond Cost					
E-100.1: Financing Costs	\$15,000	\$0	-\$15,000	\$0	\$0
E-100: Bond Cost Total	\$15,000	\$0	-\$15,000	\$0	\$0
E-200: Building Costs					
E-200.1: Building Construction	\$5,669,200	\$5,576,193	-\$93,007	\$5,421,553	\$2,625,121
E-200.2: Environmental Remediation	\$0	\$39,020	\$39,020	\$39,020	\$28,996
E-200.3: Site Utilities	\$0	\$0	\$0	\$0	\$0
E-200.4: Permitting and Zoning Fees	\$60,782	\$12,500	-\$48,282	\$2,580	\$1,110
E-200: Building Costs Total	\$5,729,982	\$5,627,713	-\$102,269	\$5,463,152	\$2,655,227
E-300: Soft Costs					
E-300.1: Professional Service Costs	\$924,810	\$911,043	-\$13,767	\$846,320	\$712,758
E-300.2: Fixtures, Furnishing & Equipment	\$840,000	\$982,563	\$142,563	\$800,800	\$244,131
E-300.3: Other Owner Soft Costs	\$0	\$335	\$335	\$335	\$335
E-300: Soft Costs Total	\$1,764,810	\$1,893,941	\$129,131	\$1,647,454	\$957,224
E-400: Contingency					
E-400.1: Owner Contingency	\$190,208	\$178,347	-\$11,862	\$0	\$0
E-400: Contingency Total	\$190,208	\$178,347	-\$11,862	\$0	\$0
Project Expenditure Totals	\$7,700,000	\$7,700,000	\$0	\$7,110,607	\$3,612,450

Variance \$ from Budget Notes (New Only):

- #1 Modified for approved change orders (see change order report).
- #2 Increase for overhead storage blocking (found condition) and grommeting required.
- #3 Contingency balance remaining (\$19k reduction from last month is from cost allocation to #2 and added sidewalk).

Invoices sent for processing since last Board Meeting:

Categories	Invoice #	Invoice Value
E-200: Building Costs		
E-200.1: Building Construction		
Camosy	Pay App #7	\$ 418,448.00
E-200.2: Environmental Remediation		
Kinsale	14566	\$ 8,613.00
E-300: Soft Costs		
E-300.1: Professional Service Costs		
MEC	22-657	\$ 690.00
Construction Field Services	1911	\$ 2,311.03
E-300.2: Fixtures, Furnishing & Equipment		
Interior Investments	179889	\$ 40,200.15
Johnson Controls	37898167	\$ 4,884.91
Grand Total		\$ 475,147.09



October Board Report (10/21/2022)

E. Open Bid Alternate Discussion –

Following is a list of bid alternates that are still open.

Alternate	Cost @ Bid	Notes
Alternate #1 - Meeting Room AV - Wireless Screen Casting	\$ 5,725	Award not critical at this time. To be considered for approval in the future.
Alternate #2 - Meeting Room AV - Sound Upgrades & Asst. Listen	\$ 6,500	Award not critical at this time. To be considered for approval in the future.
Alternate #3 - Meeting Room AV - Wireless Microphone	\$ 17,200	Award not critical at this time. To be considered for approval in the future.

F. Change Order Update

Following is a list of Construction (Camosy - General Contractor) change orders. Changes from last month are noted in **RED** text.

Change Order Log Summary

Approved Change Orders:	\$ 123,844.36
Recommended for Board Approval:	\$ 27,366.00
Pending Change Orders:	\$ 0.00
Total:	\$ 151,210.36

Updated Change Order Log

Change Order	Current Cost	Notes
COR #1 – Permitting required changes.	\$ 27,366.00	Recommended for Approval
COR #2 thru #22 – From previous Board Meetings	\$ 101,283.92	Approved as recorded in past Board meetings
COR #22R - Power Washing	(\$ 9,181.00)	Approved – credit as chemicals not required
COR #23 - North sidewalk support wall	\$ 15,580.44	Approved – necessary for timing (additional support needed)
COR #24 - Additional north sidewalk	\$ 11,430.00	Approved– necessary for timing (added sidewalk scope)
COR #25 - Moisture Mitigation	\$ 3,527.00	Approved – necessary for timing (found condition in future YS play area)
COR #26 - Drywall modifications	\$ 1,204.00	Approved – necessary for timing (modifications to drywall for toilet room accessories and casework)



October Board Report (10/21/2022)

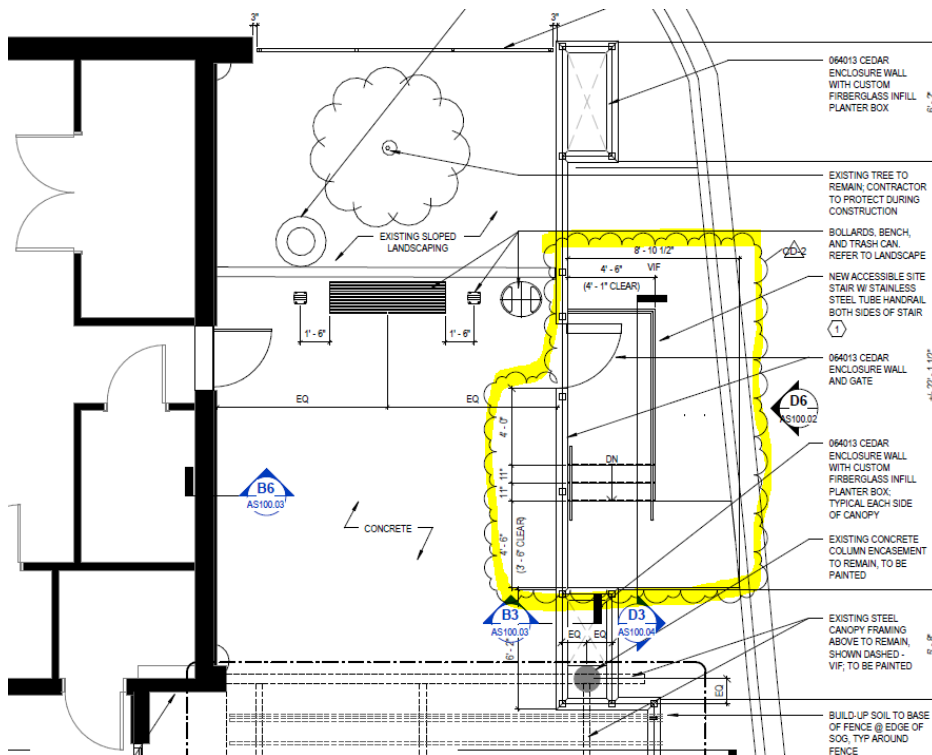
G. Change Order Approval – Action Item

Board Approval is Recommended for one change order as follows:

- Change Order #1 in a sum of \$27,366.00 (attached exhibit A)
 - For modifications to the project scope pertaining to phase 2 as required in the permitting stage (code requirements) of the project. A breakout of the changes required and the costs associated is below:
1. Reconfiguration of the east stairs and retaining wall at the outdoor program area: \$22,165 + markups
 -Includes additional retaining wall, stair modifications and additional railings.
 2. Landscaping modifications: \$3,830 + markups
 -Includes planting size increases.

Potential Board Action is as follows:

Approval of Change Order #1 to Camosy for phase 2 code required scope changes in the sum of \$27,366.00.





October Board Report (10/21/2022)

H. Exterior Signage Request for Proposals (Public Bid)

The project budget is carrying \$25,000 for exterior signage in total at this time. That amount is set aside for all exterior signs combined.

In the September Board meeting direction was provided to obtain pricing on two signage options – Concept 2 and 3C. For both options costs are anticipated to be more than \$25,000. This requires a competitive bidding process. The RFP needs to include clear scope direction to obtain competitive pricing. For discussion with the Board please note the following DRAFT key points with the proposed scope:

Concept 1: (was previously 2 at the September Board meeting)

- metal cabinet sign box - green metal top with a natural colored metal skirt
- push thru acrylic lettering and logo - logo and lettering will protrude ½”
- illumination from the inside of the sign
 - raised lettering will glow white (or colored if preferred)
 - details in the logo will be created with vinyl to allow for thin lines and lettering
- size is 7’ wide x 5’ tall including a 1’ skirting



Concept 2: (was previously 3C at the September Board meeting)

- metal cabinet sign box - green metal top with two natural colored metal skirt piers
- push thru acrylic lettering and logo - logo and lettering will protrude ½”
- illumination from the inside of the sign
 - raised lettering will glow white (or colored if preferred)
 - details in the logo will be created with vinyl to allow for thin lines and lettering
- size is 10’ wide x 4’ tall including a 1’ skirting



Potential Board Action is as follows:

Approval to proceed with issuance of an RFP (competitive bidding) for design, fabrication and installation of a new main monument sign for the LLD.



43451 N. US Highway 41
 Zion, IL 60099
 (Phone) 847-395-6800
 (Fax) 847-395-6891

Changes Order Request		NO. 01R
PROJECT: Lisle Library Addition & Rehabilitation WCPR NO.: 01R	DATE QUOTED: 10/3/2022	PROJECT NO.: 2153 ARCH. PRO. NO.: LLD DAYS ALLOWED FOR APPROVAL: 10 EXPIRATION DATE: 10/13/2022 REQUESTED EXT. OF TIME IN DAYS: 0
TO: Tatiana Weinstein, Library Director Lisle Library District 777 Front Street Lisle, IL 60532		

DESCRIPTION:
 Scope Changes due to the Village of Lisle permit review process as delineated in the For Construction set of drawings.

Note: The construction entry as depicted on drawing C5.0 is not included in this proposal, excludes door and hardware changes, excludes signage changes, north elevation site changes per civil drawings are excluded.

SUBCONTRACTORS/VENDORS	SUB/VENDOR WORK DESCRIPTION	AMOUNT:
cha Chadwick Contracting Co.	Site Concrete Work	\$1,837.00
fox Fox Trucking & Excavating	Excavating & Site Demolition	\$1,320.00
hrs Harris Rebar	Reinforcing Steel	\$825.00
jfi Jack Frost Ironworks	Structural & Misc. Steel	\$6,369.00
laf LaForce Inc.	Hollow Metal, Hardware, Wood Doors	
bh Breezy Hill Nursery	Landscaping	\$3,830.00
asi ASI Signage Innovations	Signage	
Camosy self-performed work (breakdown attached)		\$11,614.00

APPROVAL:		SUBTOTAL	\$25,795.00
ARCH: DATE: 10.13.2022 OWNER: _____ DATE: _____ CAMOSY CONSTRUCTION BY: Tim Drewry, AIC, CPC, Vice President - Construction Services	Overhead 4.0% <u>\$1,032.00</u> SUBTOTAL: \$26,827.00 Insurance 1.0% <u>\$268.00</u> SUBTOTAL: \$27,095.00 Bond 1.0% <u>\$271.00</u>	TOTAL COP AMOUNT: \$27,366.00	

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: October 21, 2022

October 2022 | DIRECTOR'S REPORT

Meetings:

LLD Board – Sept 21	CCS/Camosy/SNH – Sept 29	CCS/Camosy/SNH – Oct 6
CCS/Camosy/SNH – Sept 22	LLD Staff – Sept 29	CCS/SNH – Oct 10
LLD Staff – Sept 23	Dept. Directors – Oct 4	Robbins Schwartz/CCS – Oct 13
Longo – Sept 23	Intergovernmental – Oct 4	Bartelli – Oct 17
Swistak/Turner – Sept 27	CCS/Bartelli – Oct 5	CCS/Camosy/SNH – Oct 20

Illinois Legislation

Decennial Committee on Local Government Efficiency Act

Public Act 102-1088 requires units of local government to form a specialized committee to study institutional efficiencies and to create a report with DuPage County. The Act excludes municipalities and counties.

The Act requires that a committee must be formed within one year (after 6/10/22) and include the Board President, select Trustees, appointed members, and the Director. The committee will comply with OMA and must meet at least three times within eighteen months. More information/guidance is expected from RAILS and/or ILA in the coming weeks.

Workplace Transparency Act

In accordance with the Workplace Transparency Act (820 ILCS 96), Illinois employers are required to provide annual training for employees regarding how to recognize and prevent sexual harassment. LLD employees are required to complete this training per LLD Policy 901. Ongoing training keeps staff aware of their rights, roles, and responsibilities. During the LLD's closure, all staff will undergo this training.

The LLD Board of Trustees adopted Policy 901 to also include Trustees. Therefore, all LLD Trustees are required to complete annual training so that the governing body understands that the workplace should be free of unlawful discrimination and harassment. Next month, Trustees will receive an invitation to participate in a LIRA-provided online training session.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: October 21, 2022

Renovation Activities

Moving

LLD Department Directors and I met with Richard Benda/Hallett Movers and Marc Rogers several times this month to discuss moving materials/office stations, floorplans, and storage of items as we prepare to move to the west side of the building beginning Wednesday, October 19th. This week, staff have packed their office areas in anticipation of the move. Staff have also spent a great deal of time determining which materials will be accessible in Phase Two, versus going to storage. Technical Services Director, Murff has provided Adult and Youth Services Directors Hopkins and Savage (respectively), comprehensive reporting on their collections to make appropriate decisions.

Notice

Marketing staff have ensured that social media platforms have closure information scheduled throughout the Library closure. Flyers have been available on public desks for weeks and signage has been placed throughout the building. We are encouraging patrons to use the LLD's digital resources and letting patrons know they may contact staff during the closure via email and/or phone.

Server Room

IT Manager Hayes has diligently worked with our new outsourced IT vendor to establish connectivity for the west side of the building. The LLD experienced a few down-times during opening hours during server room configuration, however, the server room is currently prepped for Phase Two.

RFID/AMH

The RFID automated material handler was delivered and installed. Circulation Services Director Hurt, IT Manager Hayes, and Circulation staff tested the equipment for a full day with the vendor. Tests ran well and should be in working order when we reopen to the public.

Respectfully submitted,



Tatiana Weinstein

October 2022 Assistant Director Report Meetings/Virtual Meetings/Events

- Monaco – Sept 15, 27, 28
- LLD Digital Team – Sept 15
- LLD Board Meeting – Sept 21
- CCS, SNH, Camosy – Sept 15, 22, 29
- Tim Longo – Sept 23
- LIRA – Sept 28
- RAILS – Sept 29
- Department Head – Oct 4
- Monaco – Oct 5, 7, 11
- CCS, SNH, Camosy – Oct 6, 13
- Precision – Oct 7
- Metalmaster – Oct 11
- Hallett Movers – Oct 13, 17

Facility Operations

MetalMaster Roofing repaired the roof in three small areas. The technician did a visual re-inspection of the roof membrane and found no defects.

Monaco Mechanical technicians performed the fall/winter preventative maintenance on the HVAC system. Filters were changed and belts checked. Monaco Mechanical checked the boilers and a Precision technician set the boiler heating temperatures.

Meetings

I attended the RAILS member meeting on September 29th. Greg McCormick from the Illinois State Library presented new procedures for filling library trustee vacancies. Deidre Brennan discussed committee work on a RAILS initiative for statewide access sharing for online resources. Joe Filapek reported on the Decennial Committees on Local Government Efficiency Act and an update on continuing education opportunities through RAILS. Monica Harris provided an update on the RAILS Strategic Plan.

Administrative Office Coordinator, Jackie Kilcran, and I attended a webinar on Risk Management with LIRA on September 28th. Emily Wells and Amanda Weller from Gallagher Bassett covered property insurance management topics. Steps for recording an insurance claim and the claim process were explained.

Renovation

Bear Landscaping completed the cleanup of the westside of the LLD campus. Invasive shrubbery was removed. Six new evergreens were planted and mulch was applied to the area. Below are before and after pictures.

Before



After



After



Beth McQuillan

Beth McQuillan
Assistant Director

Adult Services Quarterly Report July-August-September 2022

July

The summer season brought back the opportunity for outdoor community outreaches. Adult Services staff visited the Lisle French Market during the month of July, where they promoted the Summer Read program and other Library events and services. The team spoke to nearly 200 individuals during these outreaches. Some of the feedback they received included:

- I love the library . . . you guys are so cool.
- It's a great library - one of the best I've seen.
- I think your library is spectacular.
- The library is wonderful!
- Love that library - so great!

Assistant Director of Adult Services, Gail Graziani, published a blog post on the *My Library Is...* website regarding the LLD's renovation (<https://bit.ly/3D6nD3A>). The *My Library Is...* campaign is dedicated to promoting libraries and sharing their success stories. In her post, Gail interviewed each Department Director about the renovation process and their hopes for the completed project.

August

In August, the LLD wrapped up another very successful Summer Read program. 525 adults, 17 home delivery patrons, 83 teens, 561 kids, and 45 babies participated in our annual reading event. Although we were unable to offer our traditional Wrap-Up party due to renovation activities, staff celebrated the end of the program with candy and lists of favorite summer titles at the service desks.

Adult Services welcomed a new Librarian in August, Lisa Moe. Lisa came to the LLD with over 10 years of library experience with a background in book discussions, collection development, and programming. Among her many duties, Lisa will take over as facilitator for our long-standing Science Fiction & Fantasy book discussion group.

Staff continued their outreach efforts in August by visiting Lisle's National Night Out hosted at Lisle High School. Rochelle Storm, Stephanie Kandlik, and Mallory Caise represented the LLD and spoke to approximately 240 people at the event. The team promoted Library events and services, answered questions about the renovation, and received several positive comments from patrons. Additionally, Karalyn Collazo and Teri Zarat attended a Parent Open House at Lisle High School. They spoke to roughly 25 people and issued 5 new library cards on site.

Arts, Culture, Educational Programming Librarian, Xavier Duran, was recruited to serve on the Illinois Libraries Present Programming Committee. The ILP is an organization dedicated to providing high-quality, online events to member libraries. Xavier will serve on this committee by

assisting with selecting, booking, and making available to members next year's program offerings.

After seven years of service, Gail Graziani resigned from the Lisle Library District. She will be dearly missed and the Adult Services team wishes her well. Noelle Spicher was named the new Assistant Director of Adult Services on August 30th. Formerly the Adult Services Teen Focus Librarian, Noelle has been with the LLD for five years. Noelle will continue to serve our Teen patrons through collection development and craft programming while she steps into this leadership role.

September

Karalyn Collazo and Stephanie Kandlik attended the Naperville-Lisle "Healthy, Wealthy, and Wise" senior conference. Karalyn and Stephanie spoke with 150 seniors about LLD programs and services, with an emphasis on the Library's robust Home Delivery program. Speaking of, Karalyn also visited Villa St. Benedict in September to check in with her existing Home Delivery patrons and sign up new participants.

For the first time since 2020, Noelle Spicher returned to Lisle High School to participate in a lunch room visit. Noelle regularly stopped in at LHS during lunch pre-Covid and was delighted to be invited back this year. About 38 students stopped by a table during their lunch period to learn about the books, programs, and eResources available to them with an LLD Library card.

LLD staff also returned to Depot Days this year! Xavier Duran, Stephanie Kandlik, and Emily Walker spoke to over 100 people about the upcoming renovation, youth services programs, and upcoming adult programs.

Our virtual program offerings for adults and teens continue to be popular. Some of our book discussion groups did take advantage of the summer season and met in-person and outdoors when weather allowed. The Adult Services team looks forward to once again offering regular, year-round, in-person programming once the renovation is complete.

Respectfully submitted,

Elizabeth Hopkins



Karalyn & Stephanie at the “Healthy, Wealthy, & Wise” senior conference.



Stephanie, Xavier, & Emily at Lisle Depot Days.



Noelle at Lisle High School



A French Market Visitor

Youth Services Quarterly Report–October 2022

News and Patron Communications:

- Staff have been working hard to prepare the department for the next phase of the renovation. Material selection, program adjustments, and shelf allocation are just a few of the factors we are taking into account to continue our levels of service during Phase 2.
- I have been working with Adult Services Director Elizabeth Hopkins to make sure that both YS and AS staff are prepared to share a space for the next few months. We have both solicited staff for questions about serving age demographics, procedures, and other departmental specifics that will overlap during Phase 2. We plan on addressing staff regarding these questions during the move to Phase 2

Programs & Community Outreach Highlights:

- The Summer Reading Program completed on August 13. By the end of the summer, 654 readers participated in the program, logging 260,000 minutes and over 7,000 books in our reading tracking system.
- Each of our after school Elementary and Jr High programs hosted in person sessions summer long. We were able to complete an array of art, science, and engineering projects in the parking lot to great success, as long as the weather cooperated.
- Take home kits were extremely popular over the last quarter. Nearly all of the kits assembled by staff were picked up to be used by patrons, totaling over 600 program kits distributed. Some of the projects children have been able to complete include:
 - DIY Robotic Hand
 - Origami Pinwheels
 - Bubble Art
 - Marble Run Infinity Loop
 - DIY Lava Lamps
- Storytimes have are now being held outdoors as well as virtually. In the last quarter, we hosted 109 storytimes and had 1374 participants.
- Pokémon Club continued, with average attendance of 25 participants. We will continue outdoors as long as the weather remains reasonable, and have found indoor accommodations for the winter months.

- We are partnering with the Lisle Park District in order to continue programs indoors during the winter months. Due to this collaboration, we will be able to continue Little Movers and Shakers storytime as well as Pokémon Club during the months of November and December.
- Outreaches have continued at different locations across Lisle over the last 3 months. We have presented storytimes at Giant Steps, Lisle Depot Station, Lisle Elementary, Children’s Creative Corner, St Joan of Arc and both Lisle KinderCare locations. We also worked with the Village to have a series of storytimes at Dragonfly landing, and are looking to continue those popular events next spring.
- The YS scavenger hunt continues to be a popular activity for patrons visiting the Youth Services department. Children search for cutout pictures of book characters that we hide in different sections of the library. As the kids play, they also learn the layout of the collection. In the last quarter, we have had 312 participants complete the scavenger hunt.

Professional Development:

- YS Librarians are currently serving on the following professional committees or groups:
 - 2020 Rise: Feminist Book Project Committee
 - YALSA Committee
 - Monarch Award Selection Committee
 - Rebecca Caudill Award Selection Committee
 - SLJ Best Books of 2022 Selection Committee

Respectfully Submitted,

Will Savage
Director of Youth Services

Quarterly Board Report
1st Quarter FY22/23
Circulation Services Department

October 17, 2022

Outreach Events

On August 2, Stephanie, a Circulation Services (CS) Paraprofessional, and staff members from both AS and YS attended Lisle's National Night Out 2022 event located at the Lisle High School parking lot. They spoke to over 240 people. Stephanie registered seven new LLD cardholders and renewed eight cards. Staff distributed candy, bookmarks, fans and pamphlets.

On August 24, Teri, the Assistant Director of CS, and Karalyn from AS spoke to 25 people at the Lisle High School Open House. Many people were already LLD cardholders. One woman said she loved bringing her children to the storytimes and programs in YS. Four new LLD cards and one replacement card were issued, and all of the AS craft kits were handed out.



On September 8, Angela, a CS Paraprofessional, visited Villa St. Benedict Senior Living with Karalyn (*photo at left*). She issued five new LLD cards and renewed four existing accounts. Together, they met the new Director of Resident Services and delivered books for the following month's book group meeting. Four new Home Delivery patrons were signed up for this service. The residents they met were all very happy to learn about interlibrary loan options.

On September 9, Stephanie and Karalyn attended the Healthy, Wealthy and Wise Senior Conference at the Naperville Municipal Building. They spoke to over 150 people. As most of the attendees were Naperville cardholders, Karalyn spread the word about becoming a reciprocal borrower at the LLD and talked about AS programming and activities. They distributed bookmarks, LLD bags, LLD magnets, LLD card cases, and pamphlets. Many people expressed excitement about the renovation.

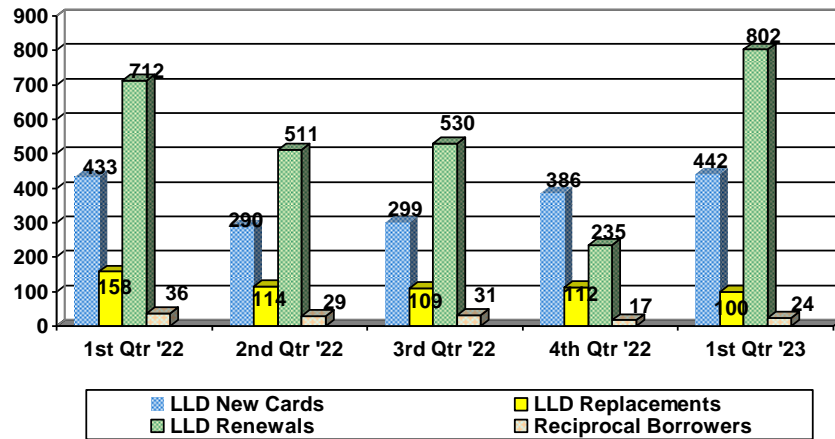
On September 17, Stephanie (*in center, photo at right*), and staff members from both AS and YS participated in day one of the Museums at Station Park's 38th Annual Depot Days. Together, they spoke to over 100 people (including children), and Stephanie registered a new LLD cardholder. Staff handed out bookmarks, candy, pins, and LLD bags, as well as shared LLD programming updates and promoted resources. Many people expressed their love of the LLD.



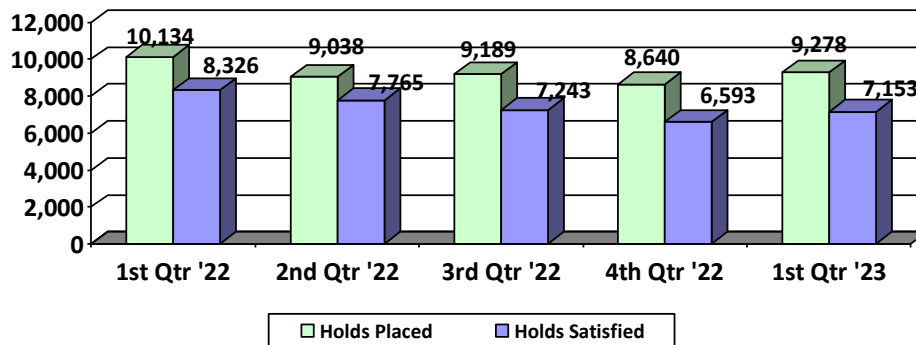
Illinois License Renewal Stickers

During this quarter, 127 stickers were sold.

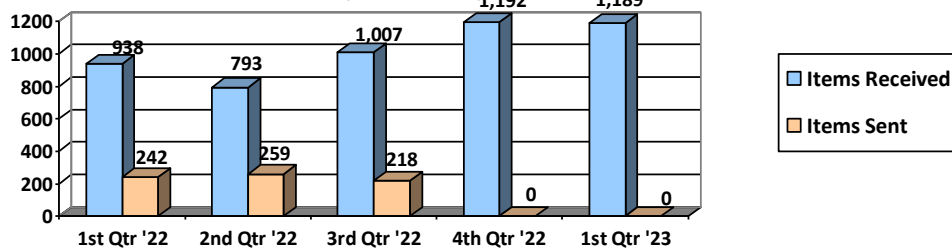
LLD Quarterly Registrations Activity



LLD Quarterly Holds Activity



LLD Quarterly ILL Activity



Please Note: Since the start of the renovation, LLD is temporarily not lending out any of our materials to other libraries.

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

Technical Services 1st Quarter FY2022/2023

- Get ready for new Worldcat.org program
- OCLC Transforming Metadata program
- LACONI TSS Unconference program
- LACONI TSS planning meeting
- SSFV group 4
- Hallet and Marc Meeting
- RAILS TS meeting
- Fair use and Transformative work program
- Deconstructing the CASE Act: Libraries, Users and Copyright Small Claims program
- LACONI Governing Board meeting
- OCLC APIs program
- LACONI meeting

The end of Phase 1 is in sight and Technical Services is very excited to be moving to our permanent home. As LLD prepares for Phase 2, Tech Services reviewed and evaluated the statistical reports, procedures, and advice used for Phase 1. It is important that Youth Services and Adult Services have clear and understandable directions on moving parts of the collection to storage or the newly renovated space. Working with the Department Directors, TS was able to provide clear instructions and numbers for the Directors to pass on to their staff.

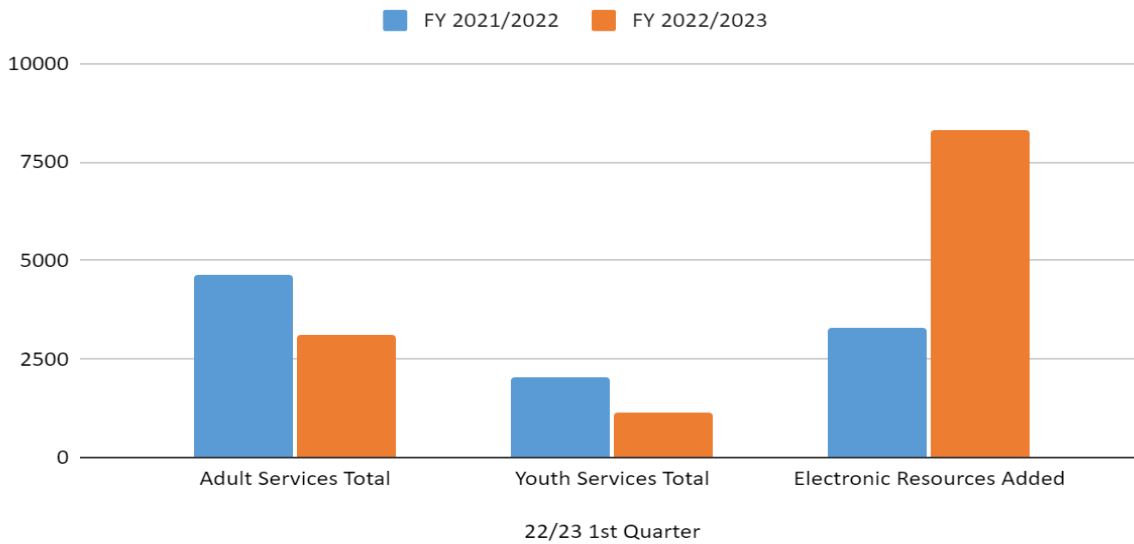
In a move towards a more efficient work-flow, Ingram, one of our book vendors, will now add barcodes, RFID tags, and link the two together. By having our Vendor perform more processing, Technical Services can concentrate on the specific needs of our community and LLD. LLD has encoded 77% of the collection, including items in storage. After our storage collection returns, TS will concentrate on RFID encoding the remaining 24% to ensure compatibility with the new Automated Material Handler in Circulation.

Technical Services continues to digitize, catalog, and add to the Illinois Digital Archives. Some of the fun items that have been added are the Browsing in Lisle Library articles in the Lisle Township Sun newspaper. One week in April of 1968, Lisle Library added 11 new nonfiction books about nature to the Youth Collection. All items added to the Illinois Digital Archives can be located by searching Lisle or Lisle Library as the contributor.

Respectfully submitted by Laura Murff, Director of Technical Services

MATERIALS ADDED THIS QUARTER	
Adult Services Collection	
AS Fiction Books	1051
AS Non-Fiction Books	918
AS Audio/Visual	527
AS Periodicals	616
Adult Services Total	3112
Youth Services Collection	
YS Fiction Books	850
YS Non-Fiction Books	250
YS Audio/Visual	23
YS Periodicals	36
Youth Services Total	1159
Electronic Resources Collection	
EMediaLibrary MARC	4637
Hoopla MARC	2773
Other Databases	880
Electronic Resources Total	8390

FY 2021/2022 and FY 2022/2023





JCS Arts, Health & Education Fund
A Fund of DuPage Foundation

ANNUAL REPORT FY 2022

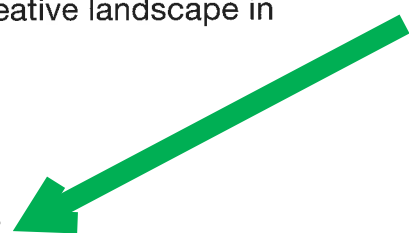


Mini Grants

The *JCS Fund* awarded visual arts and music mini-grants to not-for-profit arts organizations and governmental agencies to develop programs that enrich the creative landscape in DuPage County.

The following organizations received a mini-grant:

- Addison Center for the Arts
- b.unity
- Burning Bush Gallery
- Butterfield Park District
- Doodlebug Workshop Vocational Training Center, Inc.
- Easterseals DuPage & Fox Valley
- grit2
- Immigrant Solidarity DuPage
- Lewis University
- Lisle Library District
- National Indo-American Museum
- Pete Ellman Big Band NFP
- Senior Home Sharing, Inc.
- Senior Suburban Orchestra
- Wayne Township Pantry & Senior Services, NFP
- Young Naperville Singers



PP

The funds we have received from the *JCS Fund* are making a big impact on our program. We teach people 16 years and older with disabilities how to use tools to create beautiful products from wood and other materials. We have been developing different ways to combine colored resins with wood, but the materials are expensive. The *JCS Fund* dollars arrived just in time to help with this initiative.

- Sarah Starke, executive director
DoodleBug Workshop



PP

“With the help of your generous grant, NIAM organized a special artist-facilitated children’s program for Diwali - the Festival of Lights. The kids and their parents enjoyed the storytelling sessions preceded by the art exercises.”

- Jitesh Jaggi, program and office manager
National Indo American Museum

Chicago Tribune

Food For Thought: A Culinary Discussion

Thursday, September 1, 2022
7:00 pm

Virtual Event URL: <https://bit.ly/3osb9va>

Home chefs, join us for a culinary discussion group meeting! This meeting is virtual through Zoom.

Pick one cookbook to read that fits the month's theme. Choose one recipe from the book to create before we meet, and come prepared to discuss. (Pictures of your creation are welcome too!)

This month's theme is International Cooking and Baking. Visit <https://bit.ly/34AT7Au> for a list of suggested cookbooks, or choose another book that fits this theme.

The Zoom meeting link will be sent through email at least a day before the program.

Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675



Invite Nature to Your Yard

Tuesday, September 6, 2022
7:00 pm

Virtual Event URL: <https://bit.ly/3osb9va>

The Conservation @ Home program, brought to you by The Conservation Foundation, is all about creating more eco-friendly yards! This educational program will cover a variety of techniques for transforming your yard into a beneficial wildlife oasis for butterflies and songbirds. Some techniques covered are: the use of Rain Barrels, Rain Gardens, and the selection and use of native plants. Participants will receive a butterfly attraction and identification pamphlet, and native plant guide.

Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675



Chicago Tribune

LinkedIn Learning

Wednesday, September 7, 2022
7:00 pm

Virtual Event URL: <https://bit.ly/3osb9va>

Join us for LinkedIn Learning 101! We will explore how to search, navigate, and organize this versatile online resource with thousands of video tutorials on business, creative, and technology topics. An LLD card is needed to access the database. This is a virtual program that requires a computer or device with an Internet connection.

Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675



Adult Outdoor Craft: Bubble Wrap Tree Painting

Friday, September 9, 2022
10:30 am

Event URL: <https://bit.ly/3osb9va>

Love being outside and crafting? Join us on the hardscape for Bubble Wrap Tree Painting! Using bubble wrap as a stamp, we'll create paintings of trees that are out of this world! **Registration is required and begins Friday, September 2 @ 9:30 AM.** (Weather permitting)*

Joy Davis
Lisle Library District
davisj@lislelibrary.org



DIY Beaded Keychain

Friday, September 9, 2022
6:00 pm

Virtual Event URL: <https://bit.ly/3osb9va>

Personalize your own keychain using craft cord and glass beads!

We will meet outside in the parking lot, weather permitting.

Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675



Chicago Tribune

ESL for You!

Saturday, September 10, 2022

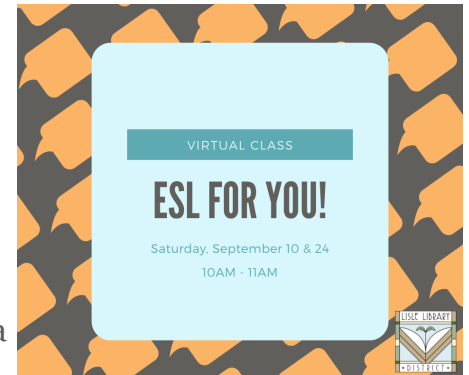
Saturday, September 24, 2022

10:00 am

Virtual Event URL: <https://bit.ly/3osb9va>

Come to our virtual English as a second language class to help you improve your reading, speaking, and writing skills. Registration is required along with an Internet connected device to join the class. This is a virtual program and the Zoom information is:

Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675



Virtual Program: Can You Afford to Retire?

Tuesday, September 13, 2022

7:00 pm

Event URL: <https://bit.ly/3osb9va>

Jim Flanagan, of Bentron Financial, will assist patrons in evaluating their readiness for retirement. Flanagan will then discuss how benefits are calculated, when to file to maximize benefit, taxation of benefits, benefits while working, and benefits for spouses, divorced and widowed.

This is a virtual program. A link will be provided a day before the event.

Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675



Booked for the Day

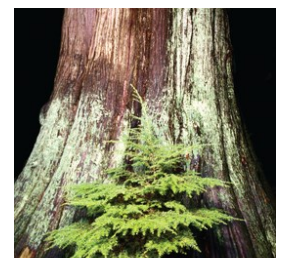
Monday, September 12, 2022

11:00 am

Virtual Event URL: <https://bit.ly/3osb9va>

Please join us to discuss **Finding the Mother Tree: Discovering the Wisdom of the Forest** by Suzanne Simard.

Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675



FINDING THE MOTHER TREE
Discovering the Wisdom of the Forest
SUZANNE SIMARD

Chicago Tribune

Illinois Libraries Presents: An Evening with Marlee Matlin

Wednesday, September 14, 2022

7:00 9m

Virtual Event URL: <https://bit.ly/3osb9va>

In celebration of Deaf Awareness Month, Marlee Matlin joins Illinois Libraries Present to share the highs and lows of her Hollywood career and journeys as an activist. The youngest recipient of the Best Actress Oscar, Matlin's acting career recently achieved another milestone as her 2021 film CODA swept every category it was nominated in at the 2022 Academy Awards.

A longtime advocate for deaf rights, Matlin continues to break down barriers for herself and others through her acting, awareness, and writing. As she has so aptly stated, "The only thing I can't do is hear. The rest is there for the taking."

This program will be offered in ASL and translated through an interpreter.

This event is made possible by Illinois Libraries Present, a statewide collaboration among public libraries offering high-quality events. ILP is funded in part by a grant awarded by the Illinois State Library, a department of the Office of Secretary of State, using funds provided by the U.S. Institute of Museum and Library Services, under the provisions of the Library Services and Technology Act (LSTA).

This is a virtual program. A link will be provided a day before the event.

Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675

Murder Among Friends Book Group

Thursday, September 20, 2022

7:00 pm

Event URL: <https://bit.ly/3osb9va>

Please join us to discuss **The Tiger in the Smoke** by Margery Allingham. We are also going to be discussing the author with Allingham enthusiast, & exceptional mystery author, Sara Paretsky, via Zoom!

This is a virtual program. A link will be provided a day before the event.

Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675



Chicago Tribune

Disposable Labor: Immigration from Northern Mexico to South Texas from 1915 to 1925

Tuesday, September 20, 2022

7:00 pm

Event URL: <https://bit.ly/3osb9va>

Join Edward Bates, Faculty at College of DuPage, for an examination of Urban and Rural Agricultural Migrants from the Monterrey Center through the Nuevo Leon Corridor to San Antonio, 1915-1925. Though this movement took place over 100 years ago, it still informs immigration trends today.

This is a virtual program. A link will be provided a day before the event.



Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675

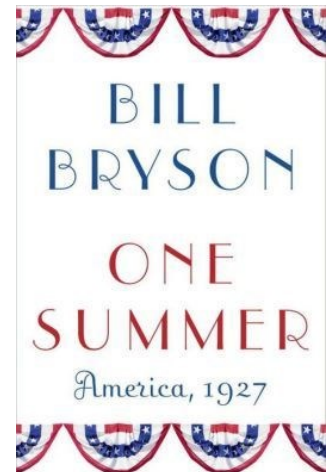
Just the Facts Book Group

Wednesday, September 21, 2022

7:00 pm

Event URL: <https://bit.ly/3osb9va>

Please join us to discuss **One Summer: America, 1927** by Bill Bryson.
This is a virtual program. A link will be provided a day before the event.



Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675

Online Privacy

Thursday, September 22, 2022

2:00 pm

Event URL: <https://bit.ly/3osb9va>

Worried about information being collected when you use the internet? Join us for a class on improving your privacy online including using apps and programs. Registration required. **This is a virtual program. A link will be provided a day before the event.**



Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675

Chicago Tribune

Teen Virtual: Anime & Manga Night

Thursday, September 22, 2022

7:00 pm

Event URL: <https://bit.ly/3osb9va>

Want to learn more about anime and manga? Already a fan? Join us on Zoom as we screen anime, talk about our favorites, and enjoy a manga-inspired craft. Pick up an anime night kit from Adult Services Staff at the Circulation Desk beginning a week before the program to be prepared with all the necessary treats and supplies for our virtual meeting.



The Zoom meeting link will be sent through email at least a day before the program. This month's craft includes blank manga book pages and anime and manga stickers...

Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675

Science Fiction & Fantasy Book Group

Thursday, September 22, 2022

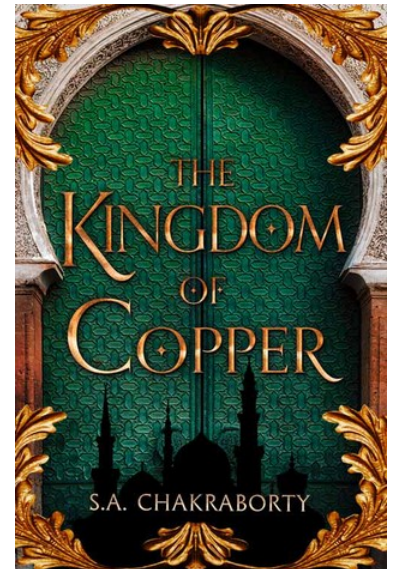
2:00 pm

Event URL: <https://bit.ly/3osb9va>

Please join us to discuss **The Kingdom of Copper** by S.A. Chakraborty via Zoom.

This is a virtual program. A link will be provided a day before the event.

Joy Davis
Lisle Library District
davisj@lislelibrary.org
630-971-1675



Daily Herald

Food For Thought: A Culinary Discussion

Thursday, September 1, 2022
7:00 pm

Virtual Event URL: <https://bit.ly/3osb9va>

Home chefs, join us for a culinary discussion group meeting! This meeting is virtual through Zoom.

Pick one cookbook to read that fits the month's theme. Choose one recipe from the book to create before we meet, and come prepared to discuss. (Pictures of your creation are welcome too!)

This month's theme is International Cooking and Baking. Visit <https://bit.ly/34AT7Au> for a list of suggested cookbooks, or choose another book that fits this theme.

The Zoom meeting link will be sent through email at least a day before the program.

Joy Davis
Lisle Library District
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630-971-1675



Invite Nature to Your Yard

Tuesday, September 6, 2022
7:00 pm

Virtual Event URL: <https://bit.ly/3osb9va>

The Conservation @ Home program, brought to you by The Conservation Foundation, is all about creating more eco-friendly yards! This educational program will cover a variety of techniques for transforming your yard into a beneficial wildlife oasis for butterflies and songbirds. Some techniques covered are: the use of Rain Barrels, Rain Gardens, and the selection and use of native plants. Participants will receive a butterfly attraction and identification pamphlet, and native plant guide.

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Daily Herald

LinkedIn Learning

Wednesday, September 7, 2022
7:00 pm

Virtual Event URL: <https://bit.ly/3osb9va>

Join us for LinkedIn Learning 101! We will explore how to search, navigate, and organize this versatile online resource with thousands of video tutorials on business, creative, and technology topics. An LLD card is needed to access the database. This is a virtual program that requires a computer or device with an Internet connection.

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Adult Outdoor Craft: Bubble Wrap Tree Painting

Friday, September 9, 2022
10:30 am

Event URL: <https://bit.ly/3osb9va>

Love being outside and crafting? Join us on the hardscape for Bubble Wrap Tree Painting! Using bubble wrap as a stamp, we'll create paintings of trees that are out of this world! **Registration is required and begins Friday, September 2 @ 9:30 AM.** (Weather permitting)*

Joy Davis
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DIY Beaded Keychain

Friday, September 9, 2022
6:00 pm

Virtual Event URL: <https://bit.ly/3osb9va>

Personalize your own keychain using craft cord and glass beads!

We will meet outside in the parking lot, weather permitting.

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Daily Herald

ESL for You!

Saturday, September 10, 2022

Saturday, September 24, 2022

10:00 am

Virtual Event URL: <https://bit.ly/3osb9va>

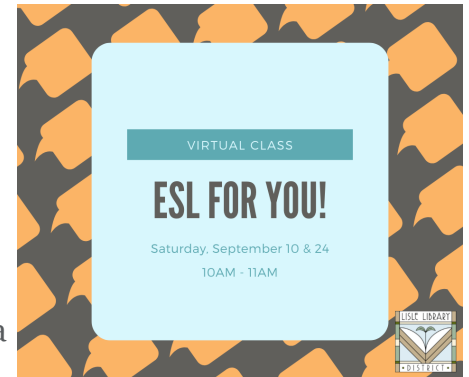
Come to our virtual English as a second language class to help you improve your reading, speaking, and writing skills. Registration is required along with an Internet connected device to join the class. This is a virtual program and the Zoom information is:

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Virtual Program: Can You Afford to Retire?

Tuesday, September 13, 2022

7:00 pm

Event URL: <https://bit.ly/3osb9va>

Jim Flanagan, of Bentron Financial, will assist patrons in evaluating their readiness for retirement. Flanagan will then discuss how benefits are calculated, when to file to maximize benefit, taxation of benefits, benefits while working, and benefits for spouses, divorced and widowed.

This is a virtual program. A link will be provided a day before the event.

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Booked for the Day

Monday, September 12, 2022

11:00 am

Virtual Event URL: <https://bit.ly/3osb9va>

Please join us to discuss **Finding the Mother Tree: Discovering the Wisdom of the Forest** by Suzanne Simard.

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FINDING THE MOTHER TREE

Discovering the
Wisdom of the Forest

SUZANNE SIMARD

Daily Herald

Illinois Libraries Presents: An Evening with Marlee Matlin

Wednesday, September 14, 2022

7:00 9m

Virtual Event URL: <https://bit.ly/3osb9va>

In celebration of Deaf Awareness Month, Marlee Matlin joins Illinois Libraries Present to share the highs and lows of her Hollywood career and journeys as an activist. The youngest recipient of the Best Actress Oscar, Matlin's acting career recently achieved another milestone as her 2021 film CODA swept every category it was nominated in at the 2022 Academy Awards.

A longtime advocate for deaf rights, Matlin continues to break down barriers for herself and others through her acting, awareness, and writing. As she has so aptly stated, "The only thing I can't do is hear. The rest is there for the taking."

This program will be offered in ASL and translated through an interpreter.

This event is made possible by Illinois Libraries Present, a statewide collaboration among public libraries offering high-quality events. ILP is funded in part by a grant awarded by the Illinois State Library, a department of the Office of Secretary of State, using funds provided by the U.S. Institute of Museum and Library Services, under the provisions of the Library Services and Technology Act (LSTA).

This is a virtual program. A link will be provided a day before the event.

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Murder Among Friends Book Group

Thursday, September 20, 2022

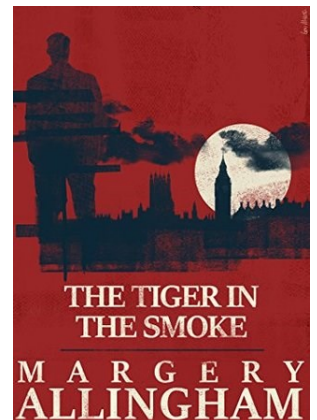
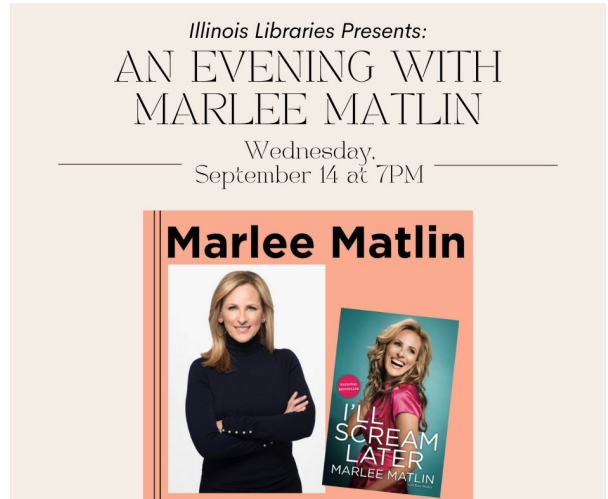
7:00 pm

Event URL: <https://bit.ly/3osb9va>

Please join us to discuss **The Tiger in the Smoke** by Margery Allingham. We are also going to be discussing the author with Allingham enthusiast, & exceptional mystery author, Sara Paretsky, via Zoom!

This is a virtual program. A link will be provided a day before the event.

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Daily Herald

Disposable Labor: Immigration from Northern Mexico to South Texas from 1915 to 1925

Tuesday, September 20, 2022

7:00 pm

Event URL: <https://bit.ly/3osb9va>

Join Edward Bates, Faculty at College of DuPage, for an examination of Urban and Rural Agricultural Migrants from the Monterrey Center through the Nuevo Leon Corridor to San Antonio, 1915-1925. Though this movement took place over 100 years ago, it still informs immigration trends today.

This is a virtual program. A link will be provided a day before the event.



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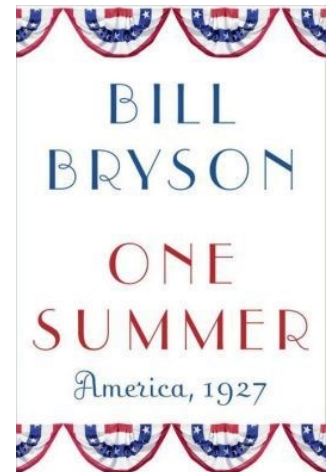
Just the Facts Book Group

Wednesday, September 21, 2022

7:00 pm

Event URL: <https://bit.ly/3osb9va>

Please join us to discuss **One Summer: America, 1927** by Bill Bryson.
This is a virtual program. A link will be provided a day before the event.



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Online Privacy

Thursday, September 22, 2022

2:00 pm

Event URL: <https://bit.ly/3osb9va>

Worried about information being collected when you use the internet? Join us for a class on improving your privacy online including using apps and programs. Registration required. **This is a virtual program. A link will be provided a day before the event.**



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Daily Herald

Teen Virtual: Anime & Manga Night

Thursday, September 22, 2022

7:00 pm

Event URL: <https://bit.ly/3osb9va>

Want to learn more about anime and manga? Already a fan? Join us on Zoom as we screen anime, talk about our favorites, and enjoy a manga-inspired craft. Pick up an anime night kit from Adult Services Staff at the Circulation Desk beginning a week before the program to be prepared with all the necessary treats and supplies for our virtual meeting.



The Zoom meeting link will be sent through email at least a day before the program. This month's craft includes blank manga book pages and anime and manga stickers...

Joy Davis
Lisle Library District
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630-971-1675

Science Fiction & Fantasy Book Group

Thursday, September 22, 2022

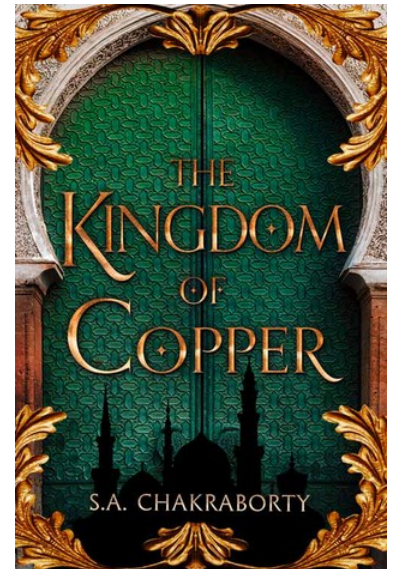
2:00 pm

Event URL: <https://bit.ly/3osb9va>

Please join us to discuss **The Kingdom of Copper** by S.A. Chakraborty via Zoom.

This is a virtual program. A link will be provided a day before the event.

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RESOLUTION 22-03

RESOLUTION TO DETERMINE ESTIMATE OF FUNDS
NEEDED FOR 2022-2023 FISCAL YEAR

WHEREAS, The Lisle Library District must file on or before December 27, 2022, its Levy Ordinance for the 2022-2023 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 2022-2023 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 2022-2023 fiscal year upon the taxable property in said Library District shall not exceed \$4,297,129.13.

ADOPTED this 27th day of October, 2022 pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Marjorie Bartelli, President of the LLD Board of Trustees

ATTEST:

Karen Larson, Secretary of the LLD Board of Trustees

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

CERTIFICATE OF AUTHENTICITY

I, Karen Larson, 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 27th day of October, 2022, the foregoing resolution: RESOLUTION 22-03 RESOLUTION TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR 2022-2023 FISCAL YEAR was duly passed by the Board of Trustees.

Karen Larson
Secretary, Board of Trustees
Lisle Library District
DuPage County, Illinois

DRAFT