

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on December 15, 2021 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois.

In accordance with Governor Pritzker's Executive Order No. 2021-20, all persons who are over the age of 2 who are medically able to tolerate a face covering (a mask or cloth face covering) must cover their nose and mouth when in the public space. Meeting attendees shall comply with social distancing guidelines and room arrangements. 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 December 15, 2021 - 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. Treasurer Norton and Trustee Sullivan reviewed the November billings in December
 - b. President Bartelli and Trustee Turner will review the December billings in January
4. Consent Agenda - Action Required
 - a. Approve Minutes of the November 17, 2021 Board Meeting
 - b. Acknowledge Treasurer's Report, 11/30/21, Investment Activity Report, 11/30/21, Current Assets Report, 11/30/21, Revenue Report, 11/30/21, and Expense Report, 11/30/21
 - c. Authorize Payment of Bills, 12/15/21
5. Unfinished Business
 - a. Capital Improvement Project
 - i. Project Status Update - CCS report
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 fundraising effort for facility installation - Action Required
Approval of fundraising effort for a special feature installation in Youth Services Department.
 - b. Approve Per Capita Grant - Action Required
Approval of the 2022 Illinois Public Library Per Capita and Equalization Aid Grant Application
 - c. Approve 2022 Holiday Closings - Action Required
Affirm Library holiday closing dates for the 2022 calendar year
9. Opportunity for Trustee comments (five minutes)
Bartelli, Larson, Norton, Sullivan, Swistak, Turner, Wynn
10. Adjourn

LISLE LIBRARY DISTRICT
BOARD MEETING
November 17, 2021 - 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
Beth McQuillan - Assistant Director
Chris Knight - Recording Secretary
Marc Rogers - CCS International Inc., Project Manager [left the meeting at 8:30 p.m.]
Eric Penney - Sheehan, Nagle, Hartray Architects [left the meeting at 8:04 p.m.]
Amy Schmieding - Sheehan, Nagle, Hartray Architects [left the meeting at 8:04 p.m.]
Matt Beran - Lauterbach & Amen [left the meeting at 7:13 p.m.]

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

3. Assignments for reviewing monthly accounts payable

- a. President Bartelli and Trustee Turner reviewed the October billings in November
- b. Treasurer Norton and Trustee Sullivan will review the November billings in December

4. Consent Agenda - Action Required

- a. Approve Minutes of the October 20, 2021 Board Meeting
- b. Acknowledge Treasurer's Report, 10/31/21, Investment Activity Report, 10/31/21, Current Assets Report, 10/31/21, Revenue Report, 10/31/21, and Expense Report, 10/31/21
- c. Authorize Payment of Bills, 11/17/21

MOTION: Trustee Turner moved to approve the Consent Agenda. Secretary Larson seconded.

Discussion: Trustee Sullivan proposed the elimination of the Account Distribution Report. Director Weinstein asked which the Board preferred, by account or vendor. The Board agreed to keep the report by vendor.

Roll Call Vote - All Aye. The motion passed.

5. Annual Audit Presentation - Representative from Lauterbach & Amen presentation

Mr. Beran provided an overview of the annual audit report and management letter.

Discussion: Trustee Sullivan commented on capital assets. Mr. Beran suggested conducting an appraisal every 10 years. Trustee Sullivan asked about appraisals of land versus the building. Mr. Beran stated that in government accounting, the appraisal is not based on current market value, it is

based on when the land was first purchased. Mr. Beran concluded by stating that the Library was in a healthy financial state and that the audit next year would include renovation expenditures.

Mr. Beran left the meeting at 7:13 p.m.

6. Unfinished Business

a. Capital Improvement Project

i. SNHA/CCS Progress update and exterior color palette review - Discussion

Mr. Rogers provided a progress update including information about the debt certificate bond sale, meetings between SNHA, CCS, and LLD Administration and staff, construction documents, signage, and landscaping.

Board members stepped away from the Board table to view and discuss exterior color options on the opposite side of the meeting room at 7:16 p.m.

The Board discussed 5 color options and came to a consensus regarding an exterior color choice.

Board members returned to the Board table at 7:36 p.m.

ii. CCS Project updates, schedule, costs, debt issuance, and upcoming activities - Discussion

Mr. Rogers provided project updates. He stated that a 10-month construction duration was supported when interviewing general contractors.

Discussion: Vice President Swistak asked if the Board should have a Special Board meeting in January. Mr. Rogers stated that the regular Board meeting on the 19th would probably be sufficient. Vice President Swistak asked about opening bids. Mr. Rogers explained the bidding process.

Mr. Rogers provided an update to project costs and stated that the LLD was on target.

Discussion: President Bartelli asked about the project contingency line. Mr. Rogers stated that it was currently 2.55% and said that it could fluctuate a bit.

Mr. Rogers stated that the first bond payment would be due in July of 2022. He explained that payments would be due in July and January.

Mr. Rogers provided an overview of upcoming activities including completing the construction documents, FF&E (Furniture, Fixtures, and Equipment) selection, and releasing bid documents.

iii. Authorize release of bid documents to prequalified general contractors - Action Required

MOTION: Vice President Swistak moved to authorize the release of bid documents to six prequalified general contractors. Trustee Sullivan seconded.

Discussion: Mr. Rogers stated that he, Mr. McKay, Director Weinstein, Assistant Director McQuillan, President Bartelli, and Vice President Swistak interviewed 10 firms over a two day period. He stated that 6 firms were recommended to submit a bid. Mr. Rogers provided a summary of topics that were covered in the interviews.

President Bartelli commented that it was a very interesting process and quite in-depth. President Bartelli stated that she felt very comfortable with the 6 firms. Vice President Swistak mentioned that she felt the same way. She commented that Mr. Rogers lead them through the process with professional help from Mr. McKay. Vice President Swistak affirmed that she was comfortable with the 6 firms. Director Weinstein mentioned that safety, information on material delays, and phasing approaches were all important topics during the interviews.

Mr. Rogers stated that he would contact the firms as soon as possible after the Board meeting. He stated that inviting six firms was good. He mentioned that the holidays may force a firm to drop out due to other projects and that this is a normal occurrence.

Ms. Schmieding and Mr. Rogers provided an overview of the lower and upper floor plans.

Discussion: Trustee Sullivan asked about staff spaces. Ms. Schmieding stated that staff configurations were directed by the department managers. Vice President Swistak said she was appreciative that staff were able to provide input regarding their respective spaces.

Roll Call Vote - All Aye. The motion passed.

Mr. Penney and Ms. Schmieding left the meeting at 8:04 p.m.

7. Committee Reports

- a. Finance - Trustee Turner had nothing to report.
- b. Personnel and Policy - Vice President Swistak had nothing to report.
- c. Physical Plant - Secretary Larson had nothing to report.
- d. Advocacy and Outreach - Trustee Sullivan stated that the Committee met and are planning to meet again the first week in December. She spoke about the renovation video project and invited other Trustees to participate. Director Weinstein reassured everyone that the videos are coached and graciously edited. She stated that the goal of the videos is to highlight areas of the Library that will be improved by the renovation. Director Weinstein stated that Trustee Wynn has already agreed to be in a video and asked if the remaining Board members would like to volunteer. Trustees agreed.

Trustee Sullivan spoke about a fundraising idea that would include drafting a letter for Board approval. Director Weinstein asked Committee members about their availability for a meeting. Members agreed that Monday, December 6th worked best.

8. Staff Reports

Director Weinstein summarized her Director's report. She mentioned that she participated in an intergovernmental focus group where input was gathered for the Village's strategic plan workshop. She stated that she attended the annual Village TIF meeting on October 27th at Village Hall. The TIF consultant reviewed the 3 TIFs in Lisle. Director Weinstein mentioned that the TIF reports could be found on the Illinois Comptroller's website. She attended a LEDP design charrette meeting facilitated by Flaherty & Collins and KTG Architects at the Park District on October 28th for a proposed development on the corner of Main and Ogden. The purpose of the meeting was to receive community input regarding aesthetics.

Director Weinstein stated that staff participated in yearly harassment prevention training and had in-service training sessions. The in-service training was facilitated by Director Weinstein and Assistant Director McQuillan over a two day period, in small groups. Assistant Director McQuillan covered topics such as tornado, AED, fire, and Code Adam and Director Weinstein provided a comprehensive overview of the renovation with time for Q&A.

Director Weinstein commented on investment information shared with the Board which included planning for consolidating holdings using a single reporting platform and segregating the renovation project and bond proceeds accounts. She stated that Ehlers has already prepared an account ready to receive the bond proceeds. Director Weinstein stated that the next step would be to connect back with Ehlers to ladder investments to maximize returns during the course of the project.

Director Weinstein spoke about the Library's Annual Report included in the Board packet. The report is a recap of the prior fiscal year which includes a message from the Director, list of current Trustees, financial recap, statistics, and pictures. She stated that paper copies would be available at the public service desks and on the Library's website.

She commented that the *LovePurse* donation campaign was well received. Director Weinstein stated that there was a new donation box in the lobby from the Lisle Woman's Club where they are collecting scarves for veterans.

Director Weinstein mentioned a new program; LLD Kindness Cards. This program begins the first week in December. It is an 'instant volunteer' opportunity where patrons can write or decorate cards for hospitalized children, seniors, or veterans. Tables will be placed in Youth Services and Adult Services with blank cards, decorating materials, simple instructions, and ideas for inspiration. For students who are tasked to complete volunteer hours, 5 cards can equal 1 hour of volunteer time. Completed cards will be sent to *Cardz For Kidz*, a Chicago-based nonprofit.

Discussion: Vice President Swistak asked about the future of the meeting rooms and moving things during the renovation. Mr. Rogers stated that his task is to draft an RFP for moving services. Mr. Rogers provided an overview of the phasing process. He stated that offsite storage will be provided by a vendor. Vice President Swistak asked who would pack Library items. Mr. Rogers stated that staff will pack their desk items and the collection would be packed by the movers. Director Weinstein stated that Library departments will not look the same during the first phase of the renovation.

Mr. Roger left the meeting at 8:30 p.m.

Assistant Director McQuillan mentioned that MetalMaster Roofing conducted an inspection and a few repairs are planned on the south side. Assistant Director McQuillan mentioned that the HVAC software was updated. She stated that a humidifier will be repaired within the next week. She commented that Stephens Plumbing will replace a couple of toilets that have cracks.

Discussion: Trustee Sullivan asked about the location of AEDs. Assistant Director McQuillan stated that there is one located on the lower floor between fiction and non-fiction and that the closest one to the meeting room is located inside the Youth Services Department doors.

9. New Business

- a. Accept Annual Audit - Action Required

MOTION: Treasurer Norton moved to accept the Library Audit, year ending June 30, 2021. Trustee Wynn seconded.

Roll Call Vote - All Aye. The motion passed.

- b. Adopt Ordinance 21-05: Tax Levy Ordinance - Action Required

MOTION: Trustee Sullivan moved to adopt Ordinance 21-05: Tax Levy Ordinance. Trustee Turner seconded.

Director Weinstein provided an explanation of Ordinance 21-05: Tax Levy Ordinance.

Roll Call Vote - All Aye. The motion passed.

- c. Approve Certification of Compliance with TITA - Action Required

MOTION: Treasurer Norton moved to approve the Certification of Compliance with TITA, the Truth in Taxation Act. Vice President Swistak seconded.

Director Weinstein provided an explanation of the Certification of Compliance with TITA.

Roll Call Vote - All Aye. The motion passed.

10. Opportunity for Trustee comments (five minutes)

Trustee Wynn stated her appreciation for CCS and SNHA. She also affirmed her appreciation for being a member of the Board. She said she could not wait to see all the wonderful outcomes. Trustee Turner stated that SNHA had gone above and beyond. She stated that she was relieved that the Board chose the exterior color. Vice President Swistak stated that she was excited about the renovation. Trustee Sullivan stated that she agreed with everything that was said. She stated that she thought they were making great progress. Treasurer Norton gave kudos to a successful audit and to a great bond rating. She commented that she was excited about the Advocacy and Outreach Committee's work. Secretary Larson stated that there are exciting times ahead. President Bartelli stated that she was excited about the Library's progress. She wished everyone a very Happy Thanksgiving.

11. Adjourn

MOTION: Vice President Swistak moved to adjourn the meeting. Treasurer Norton seconded.

Voice Vote - All Aye. The motion passed.

The meeting adjourned at 8:41 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on December 15, 2021.

Approved by

Karen Larson, Secretary of the LLD Board of Trustees

DRAFT

Treasurer's Report as of November 30, 2021

	Cash Balance	Financial	Financial
Fund Name	11/30/21	Assets %	Assets %
		W/ Spec Res	W/O Spec Res
Corporate	8,078,922.56	66.35%	94.54%
IMRF	242,326.40	1.99%	2.84%
FICA	224,393.45	1.84%	2.63%
Subtotals	8,545,642.41	70.18%	100.00%
Special Reserve	3,631,113.56	29.82%	0.00%
	12,176,755.97	100.00%	100.00%

Treasurer

Date

INVESTMENT ACTIVITY

Company	INTEREST											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
IMET	145.75	135.85	125.51	116.21	111.99							635.31
Ehlers	0.93	1.22	0.76	4.61	4.77							12.29
Ehlers-inv interest #5707	1,720.74	6,521.93	911.94	9,537.05	2,059.03							20,750.69
Ehlers-inv interest #8217	0.00	0.00	0.00	0.00	1.60							1.60
Fifth Third Bank	310.78	281.95	346.50	182.47	159.67							1,281.37
Lisle Savings	49.35	54.47	52.78	51.09	52.81							260.50
Lisle CD 2635	176.99	177.12	171.54	177.39	171.80							874.84
Lisle CD 2669	49.70	49.71	48.12	49.73	48.14							245.40
IL Funds	24.71	24.66	24.08	31.38	33.42							138.25
US Bank-9853	30.83	31.85	31.85	30.82	31.86							157.21
US Bank-9370	0.47	0.51	0.48	0.47	0.46							2.39
TOTALS	2,510.25	7,279.27	1,713.56	10,181.22	2,675.55	-	-	-	-	-	-	24,359.85
Interest - Special Reserve Only	923.73	2,572.18	545.02	3,277.04	887.22	-	-	-	-	-	-	8,205.19
Interest - No Special Reserve Reflected	1,586.52	4,707.09	1,168.54	6,904.18	1,788.33	-	-	-	-	-	-	16,154.66
Totals	2,510.25	7,279.27	1,713.56	10,181.22	2,675.55	-	-	-	-	-	-	24,359.85

INVESTMENTS

	INVESTMENTS											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Investment Maturities	0.00	290,000.00	205,000.00	360,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investment Purchases	0.00	0.00	0.00	0.00	600,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTALS	0.00	290,000.00	205,000.00	360,000.00	(600,000.00)	0.00	0.00	0.00	0.00	0.00	0.00	255,000.00

CURRENT ASSETS
AT FAIR MARKET VALUE
November 30, 2021

Fair Market Value on 11/30/21									
<u>Checking Accounts</u>									
Fifth Third Operating Acct									\$77,819.21
Fifth Third Financial Now acct									\$3,877,906.15
Fifth Third Financial-petty cash									\$400.00
US Bank									\$21,761.81
E commerce									\$53,832.09
									\$4,031,719.26
<u>Money Markets</u>									
Lisle Savings Bank									\$207,286.07
IMET									\$963,963.35
The Illinois Funds									\$1,458,166.21
									\$2,629,415.63
Ehlers Investments #5707									\$583,896.74
Ehlers Investments #8217									\$402,878.60
<u>Investments</u>									
<u>Fixed Income</u>									
Peoria ILL GO BDS									
Lisle Savings Bank	4/27/2020	75,000.00	104.111	0.00	4.00	79,081.58	\$75,218.45	1/1/2022	
Goldman Sachs Bk	1/16/2019	225,325.93	100.000	2.72	2.75	225,325.93	\$234,283.53	2/16/2022	
Morgan Stanley Bk	4/3/2019	100,000.00	100.000	2.60	2.60	99,915.00	\$100,847.46	4/4/2022	
Goldman Sachs Bk	4/4/2019	175,000.00	100.000	2.65	2.65	174,840.00	\$176,513.40	4/4/2022	
Sallie Mae Bk	5/22/2019	150,000.00	100.000	2.50	2.50	150,000.00	\$151,687.50	5/23/2022	
Lisle Savings Bank	5/22/2019	10,000.00	100.000	2.50	2.50	10,000.00	\$10,112.50	5/23/2022	
Capital One Bk	7/11/2018	218,374.39	100.000	2.50	2.50	218,374.39	\$232,331.99	7/11/2022	
Enerbank USA	8/15/2019	130,000.00	99.900	2.05	2.05	129,892.30	\$131,697.83	8/15/2022	
Morgan Stanley Bk	8/30/2019	175,000.00	99.935	1.75	1.75	174,901.25	\$177,002.84	8/30/2022	
US Bank	10/3/2019	155,000.00	99.950	1.90	1.90	154,922.50	\$157,150.25	10/3/2022	
	9/15/2018	249,999.99	100.000	2.50	2.50	249,999.99	\$249,999.99	6/15/2023	
							\$1,696,845.74		
<u>Mutual Funds</u>									
Federated Hermes Govt Obl. Inst.		\$ 1,832,000.00	1.000	0.00	0.00	1,832,000.00	\$1,832,000.00		
Schwab Funds Treas Oblig Money Investor #5707		400,000.00	1.000	0.00	0.00	400,000.00	\$400,000.00		
Schwab Funds Treas Oblig Money Investor #8217		600,000.00	1.000	0.000	0.000	600,000.00	\$600,000.00		
							\$2,832,000.00		
Total Holdings							\$4,528,845.74		
TOTAL CURRENT ASSETS									
							\$12,176,755.97		

Lisle Library District
For the Five Months Ending November 30, 2021
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	\$ 887.22	\$ 8,205.19	\$ 15,727.27	\$ 31,500.00	26.05
TOTAL INTEREST	887.22	8,205.19	15,727.27	31,500.00	26.05
70-04-4587-10 Restricted - Transfer from Cor	0.00	0.00	125,000.00	2,800,000.00	0.00
70-05-4680-00 Debt Certificate	0.00	0.00	0.00	1,000,000.00	0.00
TOTAL OTHER REVENUE	0.00	0.00	125,000.00	3,800,000.00	0.00
TOTAL REVENUES	887.22	8,205.19	140,727.27	3,831,500.00	0.21

Lisle Library District
For the Five Months Ending November 30, 2021
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.	\$ 28,966.97	\$ 3,755,365.28	\$ 3,676,617.93	\$ 3,775,885.00	99.46
40-01-4414-00 Tax Levy - IMRF	628.61	81,499.46	115,561.61	80,800.00	100.87
45-01-4415-00 Tax Levy - FICA	1,307.92	169,563.27	158,269.16	169,680.00	99.93
TOTAL TAX LEVY	30,903.50	4,006,428.01	3,950,448.70	4,026,365.00	99.50
TIF SURPLUS					
10-01-4455-00 TIF-Surplus Corp	31,560.08	31,560.08	32,563.42	30,000.00	105.20
TOTAL TIF SURPLUS	31,560.08	31,560.08	32,563.42	30,000.00	105.20
PERSONAL PROPERTY REPLACEMENT TAX					
10-01-4461-00 Personal Property Repl. Tax -	0.00	13,173.58	6,902.96	10,000.00	131.74
40-01-4462-00 Personal Property Repl. Tax -	0.00	760.28	398.39	500.00	152.06
45-01-4463-00 Personal Property Repl. Tax -	0.00	119.45	62.59	90.00	132.72
TOTAL PERSONAL PROPERTY REP	0.00	14,053.31	7,363.94	10,590.00	132.70
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	1,670.68	15,127.15	28,684.78	55,000.00	27.50
40-02-4475-00 Interest Earned - IMRF	60.79	546.00	1,254.41	2,500.00	21.84
45-02-4476-00 Interest Earned - FICA	56.86	481.51	857.75	2,000.00	24.08
TOTAL INTEREST INCOME	1,788.33	16,154.66	30,796.94	59,500.00	27.15
UNREALIZED GAIN/LOSS ON INVESTMENTS					
10-02-4526-00 Unrealized Gain/Loss on	(2,353.55)	(13,490.72)	(21,479.80)	5,000.00	(269.81)
TOTAL UNREALIZED GAIN/LOSS O	(2,353.55)	(13,490.72)	(21,479.80)	5,000.00	(269.81)
DESK INCOME					
10-03-4531-00 Lost Books	119.84	663.27	473.80	1,500.00	44.22
10-03-4536-00 Non-Resident Fees	0.00	328.12	318.53	500.00	65.62
10-03-4540-00 Fines	19.95	165.08	1,546.88	3,000.00	5.50
TOTAL DESK INCOME	139.79	1,156.47	2,339.21	5,000.00	23.13
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	0.00	0.00	0.00	0.00	0.00
10-04-4573-00 Copier Income	244.58	1,586.14	1,210.87	3,500.00	45.32
10-04-4583-00 Per Capita Grant	0.00	42,043.40	35,630.00	35,000.00	120.12
10-04-4584-00 Other Income - Corp.	1,003,103.95	1,024,614.97	811.67	2,500.00	40,984.60

Lisle Library District
For the Five Months Ending November 30, 2021
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>
10-04-4585-00 License Sticker Renewals	319.00	3,721.50	0.00	2,500.00	148.86
TOTAL UNRESTRICTED INCOME	1,003,667.53	1,071,966.01	37,652.54	43,500.00	2,464.29
TOTAL REVENUES	\$ 1,065,705.68	\$ 5,127,827.82	\$ 4,039,684.95	\$ 4,179,955.00	122.68

Lisle Library District
For the Five Months Ending November 30, 2021
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	27,998.28	0.00	0.00
70-65-5674-00 Consulting	0.00	0.00	15,777.50	0.00	0.00
TOTAL MAINTENANCE AND EQUIP	0.00	0.00	43,775.78	15,000.00	0.00
RENOVATION COSTS					
70-65-5675-00 Renovation Project	76,427.16	273,000.37	0.00	5,850,000.00	4.67
70-65-5861-00 Interior Renovation	0.00	0.00	0.00	0.00	0.00
TOTAL RENOVATION COSTS	76,427.16	273,000.37	0.00	5,850,000.00	4.67
TOTAL SPECIAL RESERVE EXPENS	76,427.16	273,000.37	43,775.78	5,865,000.00	4.65

Lisle Library District
For the Five Months Ending November 30, 2021
Expenses - 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>
ALL EXPENSES					
EMPLOYEE COSTS					
Salaries					
10-10-5603-10 Administrative - Reg. Hours	\$ 40,684.98	\$ 191,601.10	\$ 185,164.93	\$ 480,000.00	39.92
10-10-5603-20 Adult Services - Reg. Hours	44,074.63	205,385.98	224,121.36	580,000.00	35.41
10-10-5603-30 Youth Services - Reg. Hours	32,627.44	151,107.66	141,892.40	450,000.00	33.58
10-10-5603-50 Technical Services - Reg. Hour	23,197.50	107,333.27	107,641.44	277,000.00	38.75
10-10-5603-60 Circulation - Reg. Hours	37,574.72	185,348.63	178,225.83	475,000.00	39.02
Total Salaries	178,159.27	840,776.64	837,045.96	2,262,000.00	37.17
Health and Dental Ins.					
10-10-5621-10 Hosp. Ins. - Admin	3,514.15	17,570.75	19,960.20	47,000.00	37.38
10-10-5621-20 Hosp. Ins. - Adult Serv.	7,157.97	35,705.73	40,853.35	97,000.00	36.81
10-10-5621-30 Hosp. Ins. - YS	3,604.42	18,996.10	12,249.60	51,500.00	36.89
10-10-5621-50 Hosp. Ins. - Tech	2,199.86	13,851.70	14,335.30	39,500.00	35.07
10-10-5621-60 Hosp. Ins. - Circ	4,235.39	20,274.66	27,482.85	55,000.00	36.86
10-10-5622-10 Dental Ins. - Admin.	184.98	924.90	1,126.24	2,350.00	39.36
10-10-5622-20 Dental Ins. - Adult Serv	357.06	2,327.47	2,894.98	5,450.00	42.71
10-10-5622-30 Dental Ins. - YS	277.27	1,334.91	1,273.16	2,600.00	51.34
10-10-5622-50 Dental Ins. - Tech	88.45	740.11	1,263.13	2,800.00	26.43
10-10-5622-60 Dental Ins. - Circ	222.53	1,059.60	1,147.47	2,800.00	37.84
Total Health and Dental Ins.	21,842.08	112,785.93	122,586.28	306,000.00	36.86
Other Staff Benefits					
10-10-5646-00 Unemployment Compensation	0.00	256.96	147.46	4,000.00	6.42
Total Other Staff Benefits	0.00	256.96	147.46	4,000.00	6.42
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	3,076.04	14,475.63	13,771.62	37,000.00	39.12
45-10-5625-20 FICA Expense - Adult Serv.	3,188.12	14,794.04	16,016.05	45,500.00	32.51
45-10-5625-30 FICA Expense - Youth Services	2,462.62	11,276.16	10,688.01	34,500.00	32.68
45-10-5625-50 FICA Expense - Tech Servs.	1,751.57	8,047.38	8,057.14	21,500.00	37.43
45-10-5625-60 FICA Expense - Circulation	2,762.52	13,601.75	12,975.80	36,500.00	37.27
Total FICA Expenses	13,240.87	62,194.96	61,508.62	175,000.00	35.54
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	2,740.99	12,941.23	15,134.68	26,650.00	48.56
40-10-5628-20 IMRF Expense - Adult Servs	3,177.81	14,808.49	19,722.63	37,700.00	39.28
40-10-5628-30 IMRF Expense - Youth Services	2,149.88	10,272.59	11,841.82	27,300.00	37.63
40-10-5628-50 IMRF Expense - Tech Servs.	1,672.53	7,738.68	9,472.41	17,550.00	44.10
40-10-5628-60 IMRF Expense - Circulation	1,954.55	9,725.37	11,001.80	20,800.00	46.76

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Total IMRF Expenses	11,695.76	55,486.36	67,173.34	130,000.00	42.68
Total EMPLOYEE COSTS	224,937.98	1,071,500.85	1,088,461.66	2,877,000.00	37.24
BUILDING COSTS					
Utilities					
10-20-5650-00 Internet Service Provider	450.00	2,250.00	1,800.00	5,400.00	41.67
10-20-5651-00 INet	0.00	1,810.00	1,810.00	1,810.00	100.00
10-20-5652-00 Utilities - Phone	781.81	3,138.58	3,133.10	10,000.00	31.39
10-20-5653-00 Utilities - Gas	827.47	2,184.85	1,082.49	7,500.00	29.13
10-20-5654-00 Utilities - Sewer & Water	133.86	629.06	616.58	2,900.00	21.69
10-20-5655-00 Utilities - Electric	8,914.81	22,507.79	13,788.96	50,000.00	45.02
10-20-5656-00 Verizon	250.00	625.00	1,074.30	1,500.00	41.67
Total Utilities	11,357.95	33,145.28	23,305.43	79,110.00	41.90
Maintenance and Repairs					
10-20-5660-00 Maint Contracts - HVAC	0.00	2,500.00	2,400.00	5,000.00	50.00
10-20-5661-00 Maint Contracts - Maint. Servi	5,771.10	15,459.50	18,060.52	49,500.00	31.23
10-20-5662-00 Maint Contr. - Landscape Serv.	1,000.00	4,100.00	4,100.00	40,000.00	10.25
10-20-5663-00 Maint/Repairs-Genl repairs, Su	697.42	3,429.17	3,038.64	10,000.00	34.29
10-20-5664-00 Maint/Repairs-Non Contr. Work	1,432.79	20,272.39	28,751.69	70,000.00	28.96
10-20-5665-00 Rubbish Removal	382.63	1,913.15	1,765.98	4,000.00	47.83
Total Maintenance and Repairs	9,283.94	47,674.21	58,116.83	178,500.00	26.71
TOTAL BUILDING COSTS	20,641.89	80,819.49	81,422.26	257,610.00	31.37
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00 Postage and Shipping	0.00	1,730.22	1,861.67	5,500.00	31.46
10-25-5710-10 Printing/Spec. Serv. - Adult	0.00	6,200.00	1,807.00	17,000.00	36.47
10-25-5711-00 Postage Special Serv	0.00	2,371.87	3,573.12	8,800.00	26.95
10-25-5712-00 Printing	0.00	35.00	0.00	1,000.00	3.50
Total Postage and Printing	0.00	10,337.09	7,241.79	32,300.00	32.00
Supplies					
10-25-5713-00 Office Supplies	504.38	1,942.74	2,724.52	5,500.00	35.32
10-25-5714-00 Circ. Material Supplies	152.64	4,595.46	6,005.67	10,000.00	45.95
10-25-5715-00 Copier Supplies	0.00	377.37	998.98	1,900.00	19.86
10-25-5716-00 Kitchen Supplies	613.21	1,585.95	842.42	6,000.00	26.43
10-25-5717-00 Processing Supplies	1,936.61	10,339.72	9,701.21	43,000.00	24.05
10-25-5718-00 Computer Supplies	313.00	3,632.32	3,986.57	12,400.00	29.29

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Total Supplies	3,519.84	22,473.56	24,259.37	78,800.00	28.52
Other Operating Costs					
10-25-5719-00 Publishing	0.00	683.56	796.26	1,500.00	45.57
10-25-5722-15 Safety Deposit Box Rental	0.00	87.50	90.00	200.00	43.75
10-25-5723-00 Check Printing	0.00	402.29	0.00	500.00	80.46
10-25-5723-15 Bank Charges	236.45	1,898.97	378.69	6,000.00	31.65
10-25-5724-15 Local Travel	0.00	75.22	109.38	500.00	15.04
Total Other Operating Costs	236.45	3,147.54	1,374.33	8,700.00	36.18
TOTAL OPERATING EXPENSES	3,756.29	35,958.19	32,875.49	119,800.00	30.02
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	17,766.50	12,461.50	40,000.00	44.42
10-30-5752-00 Notary Bond	64.00	64.00	0.00	225.00	28.44
10-30-5754-00 Workers Comp Insurance	0.00	4,176.50	3,228.50	9,000.00	46.41
TOTAL INSURANCE	64.00	24,107.00	17,790.00	51,325.00	46.97
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	337.50	2,070.00	2,081.25	15,000.00	13.80
10-35-5761-00 Collection Agency	53.70	125.30	0.00	700.00	17.90
10-35-5762-00 Other Contr Services - Admin	0.00	250.00	1,590.00	6,000.00	4.17
10-35-5763-00 Other Contr Svcs-Tech Asst	8,945.82	42,008.14	28,066.45	76,000.00	55.27
10-35-5764-10 Other Contr Svcs - Library Wi	3,279.80	15,662.99	13,964.10	38,000.00	41.22
10-35-5765-10 Investment Agency Consultants	617.38	2,446.06	2,429.63	7,500.00	32.61
10-35-5769-00 Acct Maint & Upgrades	0.00	0.00	522.61	6,000.00	0.00
10-35-5770-00 Contractual - Audit Fee	2,000.00	8,900.00	8,650.00	8,700.00	102.30
10-35-5771-00 Payroll Service	509.52	2,625.00	2,563.53	7,700.00	34.09
TOTAL CONTRACTUAL SERVICES	15,743.72	74,087.49	59,867.57	165,600.00	44.74
PERSONNEL DEVELOPMENT					
10-40-5783-00 Dues - Staff	50.00	1,886.00	2,279.00	4,000.00	47.15
10-40-5784-00 Meetings - Staff	0.00	0.00	0.00	1,500.00	0.00
10-40-5785-00 Conferences - Staff	130.00	663.00	615.00	4,500.00	14.73
10-40-5786-00 Memorial/Tribute/Recognition	48.98	142.88	179.77	1,000.00	14.29
10-40-5787-00 Staff Development	383.86	383.86	0.00	2,500.00	15.35
10-40-5788-00 Training (Cont Ed) - Staff	0.00	0.00	0.00	1,500.00	0.00
10-45-5786-70 Dues - Trustee	0.00	230.00	75.00	525.00	43.81
10-45-5787-70 Conferences - Trustees	0.00	0.00	0.00	1,000.00	0.00
10-45-5788-70 Meetings - Trustees	0.00	0.00	0.00	1,000.00	0.00

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10-45-5789-70 Training-Trustees	0.00	39.98	80.00	1,000.00	4.00
TOTAL PERSONNEL DEVELOPMEN	612.84	3,345.72	3,228.77	18,525.00	18.06
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	0.00	56,060.59	54,474.35	53,000.00	105.77
10-48-5803-10 Technology	0.00	0.00	24,948.37	50,000.00	0.00
10-48-5804-10 Facility	0.00	5,377.99	792.86	10,000.00	53.78
Total Major Equipment	0.00	61,438.58	80,215.58	113,000.00	54.37
Minor Equipment					
10-48-5823-10 Minor Equip - Administration	0.00	0.00	349.84	700.00	0.00
10-48-5823-20 Minor Equip - Adult Services	127.93	182.51	13.47	700.00	26.07
10-48-5823-30 Minor Equipment - Youth	0.00	0.00	0.00	700.00	0.00
10-48-5823-50 Minor Equip - Tech Services	0.00	37.10	107.58	700.00	5.30
10-48-5823-60 Minor Equip - Circ	0.00	0.00	10.99	700.00	0.00
Total Minor Equipment	127.93	219.61	481.88	3,500.00	6.27
Equip Maint/Repairs and Rentals					
10-48-5843-00 Rental-Postage Meter	0.00	361.14	360.00	720.00	50.16
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	1,147.63	6,896.41	7,882.11	20,280.00	34.01
10-48-5846-00 Equip Maint/Repr-NonContr	29.91	29.91	69.86	1,000.00	2.99
Total Equip Maint/Repairs and Rentals	1,177.54	7,287.46	8,311.97	22,000.00	33.12
TOTAL EQUIPMENT COSTS	1,305.47	68,945.65	89,009.43	138,500.00	49.78
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	0.00	1,600.02	126.50	8,000.00	20.00
10-50-5863-30 Books - Youth Serv	3,323.14	21,999.78	15,696.96	54,000.00	40.74
10-50-5863-50 Books - Tech Serv	0.00	0.00	0.00	0.00	0.00
10-50-5864-10 Books - Non Fiction	4,805.63	24,195.71	17,549.85	86,100.00	28.10
10-50-5865-10 Books - Adult/Teen Fiction	5,579.97	26,745.87	21,181.84	74,500.00	35.90
10-50-5867-20 Ref Books - Adult Serv	576.41	5,649.32	2,346.86	18,100.00	31.21
Total Books	14,285.15	80,190.70	56,902.01	240,700.00	33.32
Databases					
10-50-5869-20 Internet Licensed DBases	0.00	71,860.30	70,396.37	130,000.00	55.28
10-50-5872-10 Dbases - Professional	583.25	3,912.41	3,429.74	10,000.00	39.12
10-50-5873-30 Dbases - Youth Serv	159.00	10,528.15	9,493.50	10,000.00	105.28

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Total Databases	742.25	86,300.86	83,319.61	150,000.00	57.53
Audio-Visual Materials					
10-50-5890-30 A-V Matls - Youth Serv	1,748.76	7,852.63	9,263.57	13,000.00	60.40
10-50-5895-40 A-V Matls - Adult Serv	6,252.47	26,674.72	41,269.14	55,000.00	48.50
10-50-5899-20 Digital Content	11,641.56	42,084.03	0.00	92,000.00	45.74
Total Audio-Visual Materials	19,642.79	76,611.38	50,532.71	160,000.00	47.88
Periodicals/Doc Delivery					
10-50-5871-20 Document Delivery	50.25	22,942.82	21,674.84	24,000.00	95.60
10-50-5900-20 Periodicals - Adult Serv	19,325.93	22,338.41	34,980.22	39,350.00	56.77
10-50-5900-30 Periodicals - Youth	132.91	132.91	431.06	500.00	26.58
10-50-5900-80 Periodicals - Prof. Collection	2,115.97	2,115.97	4,797.47	3,000.00	70.53
Total Periodicals/Doc Delivery	21,625.06	47,530.11	61,883.59	66,850.00	71.10
TOTAL LIBRARY MEDIA	56,295.25	290,633.05	252,637.92	617,550.00	47.06
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10 Programs - Adult Services	392.95	6,609.65	3,879.34	10,000.00	66.10
10-60-5931-30 Programs - Youth	1,110.54	4,671.74	1,410.86	10,000.00	46.72
10-60-5931-40 Online Marketing	56.73	348.70	184.17	2,000.00	17.44
10-60-5931-50 Community Relations	240.76	300.13	1,322.07	6,500.00	4.62
Total Programs	1,800.98	11,930.22	6,796.44	28,500.00	41.86
Readers Services					
10-60-5940-10 Reader Services - Adult Serv.	129.75	157.73	897.48	2,000.00	7.89
10-60-5940-30 Reader Services - Youth Serv.	0.00	172.15	1,293.16	5,500.00	3.13
Total Readers Services	129.75	329.88	2,190.64	7,500.00	4.40
TOTAL PROGRAMS AND READERS	1,930.73	12,260.10	8,987.08	36,000.00	34.06
RESTRICTED USAGE EXPENSES					
10-80-5980-80 Restricted - Gifts	0.00	0.00	0.00	0.00	0.00
10-80-5981-80 Restricted - Per Capita Grant	2,832.53	19,711.02	10,875.36	35,000.00	56.32
TOTAL RESTRICTED USAGE EXPEN	2,832.53	19,711.02	10,875.36	35,000.00	56.32
CONTINGENCY					
10-90-5999-00 Contingency	0.00	13,671.14	0.00	25,000.00	54.68

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TOTAL CONTINGENCY	0.00	13,671.14	0.00	25,000.00	54.68
TOTAL EXPENSES - EXC OP TRANS	328,120.70	1,695,039.70	1,645,155.54	4,341,910.00	39.04
OPERATING TRANSFERS OUT					
10-80-5984-80 Transfer to Special Reserve	0.00	0.00	125,000.00	2,800,000.00	0.00
TOTAL OPERATING TRANSFERS O	0.00	0.00	125,000.00	2,800,000.00	0.00
TOTAL ALL EXPENSES	328,120.70	1,695,039.70	1,770,155.54	7,141,910.00	23.73

Lisle Library District
Accounts Payable - December 15, 2021

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
B&T (C5223353)	113021	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	903.58 5.16	908.74
B&T (C5223433)	113021	Continuations & Processing Baker & Taylor (C5223433)	10-50-5864-10 10-25-5717-00 10-00-2610-00	Books - Non Fiction Processing Supplies Accounts Payable	173.10 15.48	188.58
B&T (L0334152)	113021	Circ & Processing Baker & Taylor (L0334152)	10-50-5864-10 10-25-5714-00 10-00-2610-00	Books - Non Fiction Circ. Material Supplies Accounts Payable	4,181.01 166.52	4,347.53
B&T (L4171582)	113021	Audio Books & Processing Baker & Taylor (L4171582)	10-50-5895-40 10-25-5717-00 10-00-2610-00	A-V Matls - Adult Serv Processing Supplies Accounts Payable	1,094.63 178.13	1,272.76
Bear Landscape	10109	Disposal of Hay Bales Bear Landscape	10-20-5662-00 10-00-2610-00	Maint Contr. - Landscap Accounts Payable	75.00	75.00
Bear Landscape	10150	Landscape Maintenance Bear Landscape	10-20-5662-00 10-00-2610-00	Maint Contr. - Landscap Accounts Payable	1,000.00	1,000.00
CDW G	N624489	Xerox VersaLink Warranty CDW Government	10-35-5763-00 10-00-2610-00	Other Contr Svcs-Tech Accounts Payable	205.48	205.48
Compact Disc Sourc	79666	Processing Compact Disc Source	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	182.68	182.68
Compact Disc Sourc	79667	Music CDs Compact Disc Source	10-50-5895-40 10-00-2610-00	A-V Matls - Adult Serv Accounts Payable	429.50	429.50
EBSCO	1649330	Otaku USA EBSCO	10-50-5900-20 10-00-2610-00	Periodicals - Adult Serv Accounts Payable	69.90	69.90
Ehlers Investment	113021	Investment Consultant Ehlers Investment Partners	10-35-5765-10 10-00-2610-00	Investment Agency Cons Accounts Payable	597.34	597.34
Hagg Press	114538	Dec/Jan Newsletter Hagg Press	10-25-5710-10 10-25-5711-00 10-00-2610-00	Printing/Spec. Serv. - Ad Postage Special Serv Accounts Payable	2,531.00 119.29	2,650.29
Home Depot	1916000847178	Lights & Small Tools Home Depot Credit Services	10-20-5663-00 10-00-2610-00	Maint/Repairs-Genl repai Accounts Payable	127.68	127.68
Home Depot	1916005299615	Paint Brushes Home Depot Credit Services	10-20-5663-00 10-00-2610-00	Maint/Repairs-Genl repai Accounts Payable	22.84	22.84
Ingram	121521-1	Books & Processing	10-50-5865-10	Books - Adult/Teen Ficti	1,238.42	

Lisle Library District
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Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Kanopy	274680	Ingram Library Services	10-50-5864-10	Books - Non Fiction	590.67	
		Kanopy	10-50-5863-30	Books - Youth Serv	445.75	
		Kanopy, Inc.	10-25-5717-00	Processing Supplies	159.73	2,434.57
			10-00-2610-00	Accounts Payable		
Knight, Chris	113021	Reimburse Mileage	10-50-5899-20	Digital Content	258.00	258.00
		Chris Knight	10-00-2610-00	Accounts Payable	12.21	12.21
Kocemba, Yolanda	121821	ESL for You! Teacher Stipend	10-50-5863-20	Literacy/ESL	912.00	
		Yolanda Kocemba	10-00-2610-00	Accounts Payable		912.00
Konica Minolta Busin	276826177	Copier Usage C458	10-48-5845-00	Equip Maint/Repr-Contr-	140.91	
		Konica Minolta Business Solutions	10-00-2610-00	Accounts Payable		140.91
Konica Minolta Premi	459645024	Copier Lease C458	10-48-5845-00	Equip Maint/Repr-Contr-	211.10	
		Konica Minolta Premier Finance	10-00-2610-00	Accounts Payable		211.10
Midwest Tape	501352220	Hoopla	10-50-5899-20	Digital Content	3,287.06	
		Midwest Tape	10-00-2610-00	Accounts Payable		3,287.06
Midwest Tape 7288	120121	DVDs, Blu-rays & Processing	10-50-5895-40	A-V Matls - Adult Serv	2,142.52	
		Midwest Tape (7288)	10-25-5717-00	Processing Supplies	493.65	
			10-00-2610-00	Accounts Payable		2,636.17
Midwest Tape 7289	120121	Processing	10-25-5717-00	Processing Supplies	339.98	
		Midwest Tape (7289)	10-00-2610-00	Accounts Payable		339.98
Monaco	11101585	Service Call	10-20-5664-00	Maint/Repairs-Non Contr	247.50	
		Monaco Mechanical Services, Inc.	10-00-2610-00	Accounts Payable		247.50
Monaco	11101606	HVAC Pump Gasket Repair	10-20-5664-00	Maint/Repairs-Non Contr	998.00	
		Monaco Mechanical Services, Inc.	10-00-2610-00	Accounts Payable		998.00
Montano's Landscap	113021-1	Snow Service 1 of 5	10-20-5662-00	Maint Contr. - Landscap	4,600.00	
		Montano's Landscaping	10-00-2610-00	Accounts Payable		4,600.00
Montano's Landscap	113021-2	Snow Service 2 of 5	10-20-5662-00	Maint Contr. - Landscap	4,600.00	
		Montano's Landscaping	10-00-2610-00	Accounts Payable		4,600.00
Outsource	63229	Consulting Work	10-35-5763-00	Other Contr Svcs-Tech	481.25	

Lisle Library District
Accounts Payable - December 15, 2021

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Outsource	63326	Outsource Solutions	10-00-2610-00	Accounts Payable		481.25
		Server Maintenance	10-35-5763-00	Other Contr Svcs-Tech	1,320.00	
		Outsource Solutions	10-00-2610-00	Accounts Payable		1,320.00
OverDrive	0110721475123	Advantage OverDrive, Inc.	10-50-5899-20	Digital Content	2,040.14	
			10-00-2610-00	Accounts Payable		2,040.14
OverDrive	ARPA21477102	Advantage OverDrive, Inc.	10-50-5899-20	Digital Content	35.10	
			10-00-2610-00	Accounts Payable		35.10
OverDrive	CP21477229	CPC OverDrive, Inc.	10-50-5899-20	Digital Content	1,553.20	
			10-00-2610-00	Accounts Payable		1,553.20
Peregrine	61472	Legal Services Peregrine, Stime, Newman, Ritzman	10-35-5760-00	Legal Services	1,575.00	
			10-00-2610-00	Accounts Payable		1,575.00
Procter, Justin	111221	Reimburse Mileage Justin Procter	10-25-5724-15	Local Travel	6.94	
			10-00-2610-00	Accounts Payable		6.94
Procter, Justin	111921	Reimburse Mileage Justin Procter	10-25-5724-15	Local Travel	5.71	
			10-00-2610-00	Accounts Payable		5.71
Procter, Justin	113021	Reimburse Mileage Justin Procter	10-25-5724-15	Local Travel	5.71	
			10-00-2610-00	Accounts Payable		5.71
ProQuest	70685675	Ancestry & Heritage Quest ProQuest LLC	10-50-5869-20	Internet Licensed DBase	3,334.53	
			10-00-2610-00	Accounts Payable		3,334.53
RAILS	8731	Press Reader Renewal RAILS	10-50-5869-20	Internet Licensed DBase	5,178.00	
			10-00-2610-00	Accounts Payable		5,178.00
Savage, Will	110921	Board Games Will Savage	10-60-5940-30	Reader Services - Youth	112.95	
			10-00-2610-00	Accounts Payable		112.95
Savage, Will	111021	Winter Read Will Savage	10-80-5981-80	Restricted - Per Capita	122.98	
			10-00-2610-00	Accounts Payable		122.98
Savage, Will	111221	Mini Branch Will Savage	10-60-5940-30	Reader Services - Youth	12.71	
			10-00-2610-00	Accounts Payable		12.71
Savage, Will	112321-1	Pokemon Club Will Savage	10-60-5931-30	Programs - Youth	10.35	
			10-00-2610-00	Accounts Payable		10.35
Savage, Will	112321-2	Winter Read Will Savage	10-60-5931-30	Programs - Youth	90.45	
			10-00-2610-00	Accounts Payable		90.45

Lisle Library District
Accounts Payable - December 15, 2021

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
University of Ill	081021	Program: Colors in the Garden	10-60-5931-10	Programs - Adult Service	125.00	
		University of Illinois Extension	10-00-2610-00	Accounts Payable		125.00
University of Ill	091421	Program: Fall Clean Up	10-60-5931-10	Programs - Adult Service	125.00	
		University of Illinois Extension	10-00-2610-00	Accounts Payable		125.00
Village of Lisle	103121	Usage	10-20-5654-00	Utilities - Sewer & Water	145.01	
		Village of Lisle	10-00-2610-00	Accounts Payable		145.01
					49,035.85	49,035.85

PRIOR MONTHS BILLS PAID BETWEEN NOVEMBER 2021 and DECEMBER 2021				
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.				
Check #	Vendor		Amount	
HSA	Salaries 11/15/2021		67079.25	
HSA	Ill. Dept. of Revenue	State Tax Withheld	4301.80	
Auto W/D	Howard Simon & Associates	PR Serv. - 11/15/2021	314.94	
HSA	EFTPS/Electronic Tax Payment 11/15/2021	Fed Tax \$8965.81	22952.53	
		FICA W/H \$6993.35		
		FICA Lib \$6993.37		
HSA	Salaries 11/30/2021		60333.24	
HSA	Ill. Dept. of Revenue	State Tax Withheld	3786.98	
Auto W/D	Howard Simon & Associates	PR Serv. - 11/30/2021	194.58	
HSA	EFTPS/Electronic Tax Payment 11/30/2021	Fed Tax \$7599.43	20094.41	
		FICA W/H \$6247.47		
		FICA Lib \$6247.51		
Wired	IMRF	IMRF W/H \$7641.20	19336.96	
		IMRF Lib. \$11695.76		
		Sub Total	198394.69	
Check #	Vendor	Description	Amount	
5636	AFLAC (G6920)	Payroll Withholding	206.14	
5637	Amazon	Books, Video Games, Supplies	2,927.06	
5638	Case Lots Inc.	Janitorial Supplies & Masks	938.60	
5639	CCS	Consulting	7,700.00	
5640	CDS Office Technologies	Phone System Maintenance	800.00	
5641	Children's Plus Inc.	Books	98.77	
5642	ComEd	Usage	4,124.17	
5643	Compact Disc Source	Music CDs & Processing	1,032.39	
5644	Delta Dental - Risk	December Premium	2,136.90	
5645	DuPage County Public Works	Usage	133.86	
5646	Eco Clean Maintenance	Cleaning	2,807.00	
5647	Fifth Third Bank	Phone, Programs, Supplies	4,046.34	
5648	Findaway World	Launchpads	744.95	
5649	Garvey's Office Products	Calendars	84.56	
5650	IHLS - OCLC	Lost Interlibrary Loan & Webdewey	203.50	
5651	Ingram Library Services	Books & Processing	6,126.48	

5652	Konica Minolta Premier Finance	Copier Lease	60.00
5653	Lauterbach & Amen, LLP	Audit Final Payment	2,000.00
5654	Library Ideas LLC	Vox Books	930.90
5655	NCPERS Group Life Ins	Payroll Withholding	144.00
5656	Outsource Solutions	Licenses for Backup Server & New Server	5,349.78
5657	OverDrive, Inc.	Advantage	4,056.17
5658	Precision Control Systems	HVAC Computer Maintenance	740.00
5659	Republic Services #551	Rubbish	382.63
5660	Sheehan, Nagle, Hartray Architects	Architect Consulting	68,727.16
5661	Sikich LLP	Accounting	3,279.80
5662	Staples Advantage	Office & Kitchen Supplies	555.99
5663	Toshiba America Business Solutions	Photocopier Maintenance	103.30
5664	Verizon	Cellphone & Hot Spots	300.71
5665	Village of Lisle	Monthly Internet Service	450.00
		\$	121,191.16
		TOTAL	\$ 319,585.85

Monthly Circulation Report - November 2021

	Checkouts	Renewals	Nov-21 TOTALS	YTD FY 20/21	YTD FY 21/22	YTD % Change	
Adult Non-Print	3,081	2,620	5,701	33,640	28,483	-15.33%	
Adult Print	4,452	3,759	8,211	41,581	44,706	7.52%	
Adult Total	7,533	6,379	13,912	75,221	73,189	-2.70%	
YS Non-Print	585	849	1,434	8,369	8,927	6.67%	
YS Print	6,994	5,799	12,793	64,532	71,560	10.89%	
Total YS	7,579	6,648	14,227	72,901	80,487	10.41%	
Digital Media							
Overdrive	3,118		3,118	17,135	17,150	0.09%	
hoopla	1,744		1,744	10,070	9,178	-8.86%	
Overdrive Magazines **	118		118	2,174	557	-74.38%	
PressReader *	346		346	2,184	1,467	-32.83%	
Kanopy *	198		198	220	1,168	430.91%	
Total Digital	5,524	0	5,524	31,783	29,520	-7.12%	
Subtotal Print + Non-Print/Digital	20,636	13,027	33,663	179,905	183,196	1.83%	
Computer/Tech Sessions Logins	973		973	3,568	5,110	43.22%	
Database Usage/Unique Logins	3,672		3,672	13,195	18,199	37.92%	
Wireless Use	465		465	1,724	2,454	42.34%	
ScannX sessions/jobs	559		559	980	3,472	254.29%	
Museum Adventure Passes	15		15	48	164	241.67%	
Total IT/Resource Sessions	5,684	0	5,684	19,515	29,399	50.65%	
Total Circulation	26,320	13,027	39,347	199,420	212,595	6.61%	
Literacy Software Usage Hours			0	0	0	0.00%	
Borrower Information	Nov 2021 Total	YTD 20/21	YTD 21/22	YTD % Change			
New Library Cards Added	83	390	610	56.41%			
Monthly Borrowers	2,402	10,733	12,629	17.67%			
Total # Registered Borrowers	7,858	8,566	7,858	-8.27%			
InterLibrary Loans							** New stat April 2021 (formerly
Materials Sent	84	355	399	12.39%			RB Digital). RB Digital merged with
Materials Received	262	1,526	1,453	-4.78%			Overdrive.
Polaris/Catalog Holds							
Holds Placed	2,756	24,771	16,278	-34.29%			
Holds Checked Out	2,543	21,549	13,694	-36.45%			* New statlines for September 2020.

Lisle Library District - Program and Service Statistics - November 2021

Library Event Statistics									
	Library Wide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY20/21	YTD FY21/22	% Change
Staff Facilitated Programs		12	56	66	2	136	127	618	386.61%
Attendees		74	564	72	12	722	1,939	4,638	139.20%
Computer/Technology Programs		2	0		2	4	1	12	1100.00%
Attendees		7	0		2	9	3	38	1166.67%
Performer/Speaker/Author		4	0			4	5	14	180.00%
Attendees		56	0			56	63	181	187.30%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	2					2	8	10	25.00%
Attendees	28					28	804	1,211	50.62%
Total Number of Programs	2	18	56	66	4	146	141	654	363.83%
Total Patrons Served by Programming	28	137	564	72	14	815	2,809	6,068	116.02%
Reference Questions		1,288	1,215	1,114		3,617	24,899	22,022	-11.55%
Volunteer Hours		5.00	0.00			5.00	27.50	36.50	32.73%
Notary Service *	10					10	87	75	-13.79%
Outreach Service Statistics									
Outreach Visits		0	2	0		2	3	16	433.33%
Patrons Served by Outreach Visits		0	60	0		60	145	573	295.17%
Home Delivery Dates		2				2	11	11	0.00%
Patrons Served via Home Delivery		84				84	686	449	-34.55%
Total Outreach Programs		2	2	0		4	14	27	92.86%
Total Patrons Served with Outreach Services		84	60	0		144	831	1,022	22.98%
Civic Facility Use									
Literacy/Tutoring Room Use (patron count)	0						0	0	--
Number of Outside Groups Using Meeting Space	19						0	43	100.00%
Patrons Entering Building	8,236						32,286	44,059	36.46%
Friend's Sponsored Programs	0						0	0	--
Attendees	0						0	0	--
Social Media Use									
Facebook (daily page consumption)	734						5,211	6,803	30.55%
Twitter Followers	841						804	841	4.60%
Instagram Likes	653						3,305	4,331	31.04%
Flickr Views	2,343						32,371	33,589	3.76%
YouTube Views	5,537						6,623	28,017	323.03%
Total LLD App Downloads	409						1,441	2,123	47.33%
Total LLD App Sessions	1,698						8,966	9,655	7.68%

* Notary Service - New statline June 2021.

December Board Report

A. Progress Update (since the last Board Meeting on 11/17/2021)

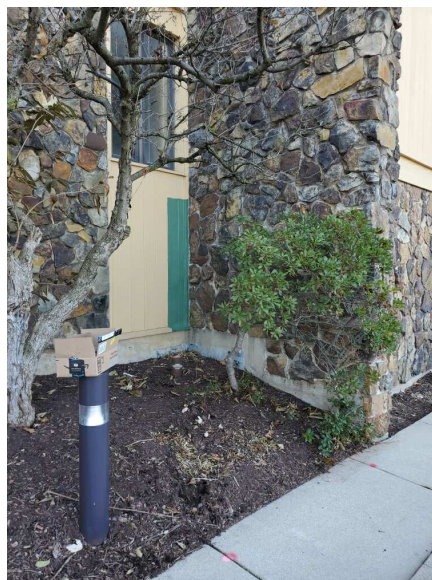
- The debt certificate bond sale closed on 11/18; the LLD received \$1,002,877 in net proceeds.
- The 100% Construction Documents (CDs) were completed and issued for bid and permit.
 - The Bid Documents were released to pre-qualified general contractors on 11/29/21.
 - The Permit Application was dropped off at the Village on 12/6/21.
- A permit fee waiver request was submitted to the Village on 12/3/21.
- SNHA has been developing the furniture packages.
- Confirmation on signage permitting exceptions/requirements has been requested from the Village.

B. Furniture Plan Update

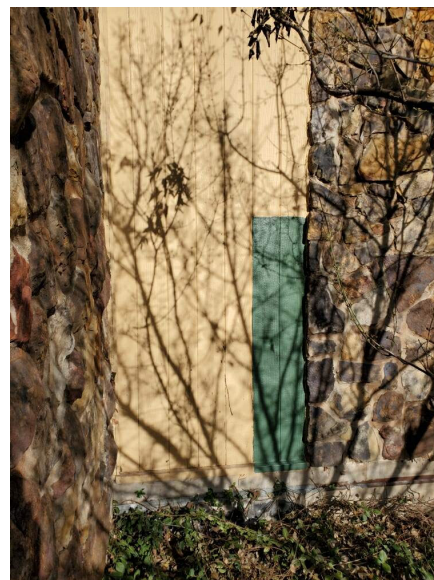
SNHA has issued a draft furniture plan that shows what pieces are planned to be existing and what pieces are planned to be new. *See attached Exhibit 1*

C. Stone Painting Update

The base bid documents included the color selections made by the LLD Board in November. The LLD painted the green siding color against the existing masonry stone for the Library's reference.



Picture in Shade



Picture in Sun

A 'deduct' alternate will be requested of contractors regarding not painting the stone.

We will plan to paint a larger area of siding to provide the LLD a better sense of the color combinations.



December Board Report

D. Pre-Qualified General Contractor Bid Process Update

- The bid process schedule is:
 - Bid Document Release: November 29, 2021
 - Bid Due: 1:00 PM on December 20, 2021
 - Public Bid Opening: 1:30 PM on December 20, 2021
 - **General Contractor Award (Board Action): January 19, 2022**
- The project schedule included in the Bid Documents is as follows:
 - *Commencement of Work on Site: March 21, 2022
 - Phase 1 Duration: 110 Days (targeting late August completion)
 - Library Move: 10 Days
 - Phase 2 Duration: 90 Days (targeting early January 2023)

* Abatement work and Library Moving will be scheduled prior to construction starting on site. Topics to be discussed in January and finalized in February with the Board.

E. Project Schedule Summary – Tracking on Schedule

No schedule change at this time.

Master Project Schedule - Executive Summary		3	4	5	6	7	8	9
# of working months:		8/21	9/21	10/21	11/21	12/21	1/22	2/22
month								
Design Phase								
*LLD Board Meeting - Special October Meeting (Proceed with CDs)			★					
Construction Documentation (CD) (Status Update @ October LLD Board Meeting)				★				
LLD Board Meeting - November (Proceed with Bid Release)					★			
Project Funding								
Develop Debt Issuance Parameters (LLD Board Meeting to Approve Parameters)			★					
Library Bond Rating Process								
Bond Sale and Closing								
Permitting								
Special Use Application Process (Replacing the 1993 Special Use Approval)								
Anticipated Building Permit Process								
Contractor Procurement								
Contractor Pre-qualification								
Bid / Award Phase							2.75 months	



December Board Report

F. Project Cost Summary – Tracking on Budget

Approved Total Project Budget: \$7.7M

Expenditures Summary					
Project Component	Concept Phase Budget (a)	Anticipated Cost Update (thru 11/11/2021)		Committed to Date (thru 11/11/2021)	
		\$	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	\$5,583,955	-\$85,245	\$0	\$0
E-200.2: Environmental Remediation	\$0	\$25,000	\$25,000	\$1,800	\$0
E-200.3: Site Utilities	\$0	\$0	\$0	\$0	\$0
E-200.4: Permitting and Zoning Fees	\$60,782	\$109,995	\$49,213	\$1,110	\$1,110
E-200: Building Costs Total	\$5,729,982	\$5,718,950	-\$11,032	\$2,910	\$1,110
E-300: Soft Costs					
E-300.1: Professional Service Costs	\$924,810	\$919,810	-\$5,000	\$818,953	\$372,653
E-300.2: Fixtures, Furnishing & Equipment	\$840,000	\$914,287	\$74,287	\$4,500	\$0
E-300.3: Other Owner Soft Costs	\$0	\$0	\$0	\$0	\$0
E-300: Soft Costs Total	\$1,764,810	\$1,834,097	\$69,287	\$823,453	\$372,653
E-400: Contingency					
E-400.1: Owner Contingency	\$190,208	\$146,953	-\$43,255	\$0	\$0
E-400: Contingency Total	\$190,208	\$146,953	-\$43,255	\$0	\$0
Project Expenditure Totals	\$7,700,000	\$7,700,000	\$0	\$826,363	\$373,763

Variance \$ from Budget Notes (New Only):

- #1 Cost removed as Financing costs paid from Gross Bond Proceeds
- #2 Updated to account for reduction in anticipated geotech need.
- #3 Updated to account for potential moving cost risk.
- #4 Funds reallocated based on updates noted above.

G. Upcoming Activities

- Pre-qualified General Contractor bids are due and will be opened on 12/20/2021.
- A visit to the merchandise mart to see new furniture options is being scheduled for the first week of January with administration and necessary staff.
- RFID and security gate purchases will be finalized in January.
- An abatement and moving bid packages are being developed for release in early January.
- The first furniture bid package (workstations) is anticipated to be released in January.

Exhibit 1

Notes:

- BLUE** furniture is existing to be reused
- PINK** furniture is new (pieces to be seen by LLD administration)
- ORANGE** furniture is new (pieces not available to be seen in person)

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The floor plan illustrates the layout of the Adult Services area, divided into four main rooms: Study Room (203), ELD Literacy (204), Adult Services (202), and Adult Services Workroom (205). The plan includes various furniture and equipment, such as bookshelves, tables, chairs, copiers, and readers. The layout is organized to provide a functional and accessible environment for adult services.

Room Details:

- Study Room (203):** Contains a public copier, printer, scanner, and FBO. It features a table with chairs and a self-check station.
- ELD Literacy (204):** Includes a table with chairs and a self-check station. It is adjacent to the Study Room.
- Adult Services (202):** The central area, featuring a large table with chairs, a self-check station, and a display area. It is adjacent to the Study Room and ELD Literacy.
- Adult Services Workroom (205):** Contains a table with chairs, a self-check station, and a display area. It is adjacent to the Adult Services room.

Equipment and Furniture:

- Bookshelves:** 36 shelves x 3 boxes = 108 (147 standard + 5 large + 2 mini required = 154 total).
- Tables:** 18 shelves x 3 boxes = 54.
- Chairs:** 15 shelves x 2 boxes = 30 (14 required + 5 backfile = 19).
- Equipment:** Public copier, printer, scanner, FBO, self-check station, display area, microfilm reader, FBO, microfilm storage, low vision reader, FBO, newsboxes (ES-8).

Dimensions and Layout:

- Room Dimensions:** 3' - 5 1/2' (Study Room), 3' - 0" (ELD Literacy), 4' - 2' (Adult Services), 3' - 2' (Adult Services Workroom).
- Room Layout:** The rooms are arranged in a linear fashion, with the Study Room and ELD Literacy at the top, and the Adult Services and Adult Services Workroom at the bottom.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: December 10, 2021

DECEMBER 2021 | DIRECTOR'S REPORT

MEETINGS:

Lauterbach & Amen – Nov 16
CCS – Nov 17
Sullivan – Nov 17
LLD Board of Trustees – Nov 17
CCS – Dec 1
Sullivan – Dec 1

Patron – Dec 3
Winter Read – Dec 3
Swistak – Dec 7
Bartelli – Dec 9
Ehlers/Sikich – Dec 10

Conference calls/ZOOM/GOTO Meetings:

Since the onset of the COVID-19 pandemic, I've participated in conference meetings with various groups. The calls are outside of the numerous one-on-one phone calls with staff and other colleagues in our community.

- Intergovernmental Group
- LLD Dept. Directors/Staff
- Zone 1 Directors Group (local DuPage area)
- Zone 1+ Directors (DuPage+ adjacent counties)
- RAILS
- President Bartelli

LLD Winter Read

The Library held its Winter Read Kick-off on December 3rd. We equaled the amount of patrons that attended the Library's first Fall Fest back in October. Please check out the Winter Read Kick-off Party photos on the LLD's Flickr account. We had approximately 600 in attendance at the two hour event. It was great fun and brought out the entire neighborhood. It was so nice to see patrons registering for the program, enjoying hot chocolate, and petting reindeers!

A big **thank you** goes to the staff who planned, promoted, executed, and cleaned-up the event. All these efforts contribute to the success of the Library. We've made a name for ourselves regarding conducting quality, family-friendly events during challenging times. I've heard nothing but positive remarks since the Kick-off.

As of this report, we have 209 Adults, 21 Teens, and 340 Kids registered for Winter Read; totaling 570 patrons. Patrons may register by visiting lislelibrary.org. The program runs through January 7th.

Per Capita Grant Application

The Per Capita Grant Application is within the Board packet. The requirements for the Application ask that libraries (Admin and Trustees) review the entire Standards guidebook. Administration has provided comment (word count limitation) regarding whether we have either met or have shown progress towards these Standards. Administration prepares the application for Board approval in December.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: December 10, 2021

In sum, the LLD meets all the essential Standards and always works to improve upon our operations. We've especially made advancements in the chapter that focuses on "Access" with the forthcoming renovation plans. The LLD submits the Application to the Illinois State Library after Board approval. We generally hear about this grant award in the spring.

Investments and Financial documentation

In October, Treasurer Norton, Marc Rogers, and I met with Ehlers representatives to discuss aligning LLD investments with the renovation project schedule to maximize returns during the renovation project. In November, the LLD received bond proceeds. On December 10th, Administration met with Ehlers and Sikich to review and confirm strategies for proper financial documentation and investing to coincide with the renovation.

Per Ehlers, bond proceeds are segregated in a special account and shall be expended first. The Board will vote to move bond proceeds from the Corporate Fund into the Special Reserve Fund in January. Existing cash at Ehlers will be invested to have maturities coincide with the project expenses moving forward. Sikich will prepare monthly investment and treasurer's reports that reflect these changes beginning in January.

Marketing/Outreach

LLD eBlasts

The LLD is expanding its eNews/eBlasts to include targeted lists. Topic lists include General/Library-Wide (current), and new Youth, Teen, and Adult lists. Each list will be curated for specific audiences with promotions for collections, databases, services, and programs. Marketing will begin during the week of December 13. We hope to gain new subscribers and open the eyes of current subscribers to some new offerings.

LLD Kindness Cards

The LLD Kindness Card program launched on Monday, December 3rd. Stations are set up in Youth and Adult Services with blank cards, stickers, and markers. In just six days, 64 cards have been made by LLD patrons. All cards will be mailed to the Chicago-based nonprofit, *Cardz for Kidz*. The cards will be distributed to hospitalized children, seniors, and veterans.

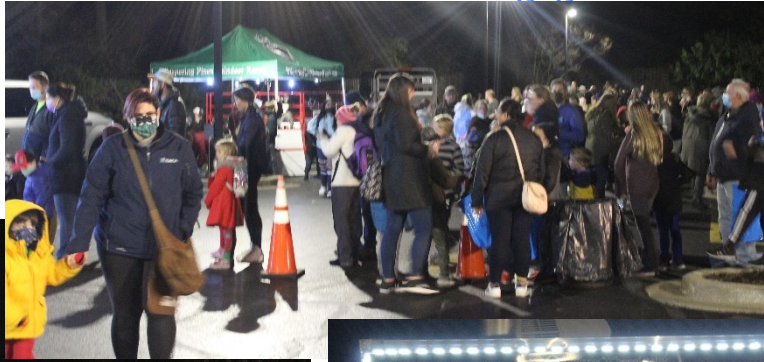
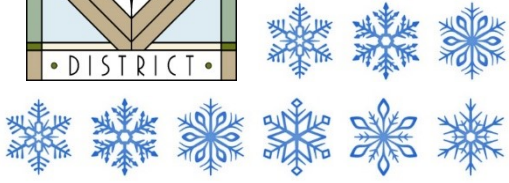
Respectfully submitted,



Tatiana Weinstein



Winter Read Kick-off 2021



December 2021 Assistant Director Report

Meetings/Virtual Meetings/Events

- Precision - Nov 16
- Board Meeting – Nov 17
- Monaco – Nov 23
- MetalMaster Roofing – Dec 1
- OSG – Dec 1
- Winter Read Kick-off – Dec 3
- Discovery Books – Dec 6
- Stephens Plumbing – Dec 6
- Johnson Controls – Dec 6 & 8
- Digital Outreach Team – Dec 7
- FSCI – Dec 8
- Precision – Dec 8
- Sikich – Dec 10
- Ehlers – Dec 10

Facility

MetalMaster Roofing inspected the Library roof earlier this fall and found a few areas where repairs were required. MetalMaster completed the necessary repairs to the roof, vents, and gutters in the first week of December. MetalMaster recommended snow guards on the south side of the roof to protect the gutters.

Stephens Plumbing replaced two toilets in the lobby rest rooms. All lobby rest room stalls received new toilet seats as part of the maintenance work.

Outsource Solutions Group (OSG)

Sandy Hayes, IT Manager, and I met with Allison Norton of OSG, the LLD's outsourced IT firm. We discussed plans to upgrade the public computers. We discussed server maintenance and scheduled replacements. We reviewed record retention and storage options for Library data. Allison discussed cyber insurance requirements such as multi-factor authentication and password creation procedures. Allison also discussed a few Microsoft requirements.

LLD Staff Training

Staff and Trustees completed Sexual Harassment through the LIRA online training portal. Jackie Kilcran, Administrative Office Coordinator, completed a re-fresher Notary Public training through RAILS. Last year 124 documents were notarized. This year the average is 13 documents notarized each month. Jackie also reviewed a Lockdown and Active Shooter training webinar through LIRA.



Beth McQuillan
Assistant Director

Chicago Tribune

An evening with Cathy Park Hong (*Minor Feelings: An Asian American Reckoning*) - online

Thursday, November 4, 7-8 p.m.

Lisle Public Library

Cathy Park Hong discusses her New York Times best-selling book *Minor Feelings: An Asian American Reckoning*, a collection of honest, emotionally charged, and utterly original essays that explore Asian American consciousness. Time magazine recently named Hong one of the "100 Most Influential People" of 2021, calling her "an energetic and necessary voice in the dialogue surrounding racism in the U.S."

Hong will be in conversation with Chicago journalist Monica Eng, currently a reporter for Axios.

Hong is the poetry editor of the *New Republic* and is a professor at Rutgers University–Newark.



Sign up at <https://bit.ly/LLDCPH>.

Thank you to these independent booksellers for supporting this event. Books can be purchased at: **Anderson's Bookshop, Barbaras Bookstore, Book Bin, The Book Stall.**

Contact info:

Joy Davis

Lisle Library District

davisj@lislelibrary.org

630-971-1675

Daily Herald

Suburban libraries host public event with Pulitzer Prize finalist Nov. 4
Submitted by Joy Davis
10/9/2021 12:06 AM

On Thursday, Nov. 4, Cathy Park Hong will discuss her bestselling book, "Minor Feelings: An Asian American Reckoning," in a virtual conversation with Monica Eng, a reporter for Axios, at 7 p.m. via Zoom.

The book has been called "a ruthlessly honest, emotionally charged, and utterly original exploration of Asian American consciousness."

The conversation is being presented by 21 Chicago area libraries, which are eager to share this important conversation with their communities. Registration is free but required, and can be done at any of the participating library's websites.

"While the pandemic has pulled us away from each other in some respects, in other respects it is bringing us closer to incredible authors," said Xavier Duran, adult programming coordinator at Lisle Library District.

The pandemic inspired Hong's 2020 essays, which explore Asian American consciousness and racism in the U.S., a topic that has recently taken a more prominent role in public discourse.

"During this current climate with heightened anti-Asian racism, we hope Ms. Hong can help our readers become more informed and sensitive about this crisis," said Roz Topolski, community engagement programming coordinator at Vernon Area Public Library and the initial organizer of the event.

The collection blends memoir, cultural criticism, and history to "speak honestly about the Asian American condition -- if such a thing exists." It earned Hong the National Book Critics Circle Award for biography and was a finalist for this year's Pulitzer Prize. It was selected as one of the best books of 2020 by Time Magazine, which also named her one of the 100 most influential people of 2021. As a result, the book has been hard to keep on the shelf at local libraries.

Hong is the poetry editor of the New Republic and a professor at Rutgers University - Newark. She published three books of poetry before her nonfiction debut.

Participating libraries include: Arlington Heights Memorial Library, Aurora Public Library, Barrington Area Library, Clarendon Hills Public Library, Cook Memorial Public Library District, Deerfield Public Library, Downers Grove Public Library, Forest Park Public Library, Glencoe Public Library, Highland Park Public Library, Homer Township Public Library District, Indian Trails Public Library, Lake Villa District Library, Lisle Library District, Mount Prospect Public Library, Prospect Heights Public Library District, Schaumburg Township District Library, Skokie Public Library, Vernon Area Public Library, Wilmette Public Library and Winnetka-Northfield Public Library District.

Local independent bookstores Anderson's Bookshop, Barbara's Bookstore, Book Bin and The Book Stall are supporting the event.



Daily Herald

Winter Read kick-off party to feature reindeer and artificial snow pit Dec. 3 at Lisle Library

Submitted by Joy Davis

12/2/2021 4:53 PM

The Lisle Library District, 777 Front St., is holding its annual Winter Read Kick-Off Party from 5 to 7 p.m. Friday, Dec. 3.

The all-ages event celebrates the start of the Winter Read Program, which starts on Dec. 3 and concludes on Jan. 7.

A reindeer petting zoo accompanies hot chocolate from Churros y Chocolate and a fake snow pit.

Inside, attendees can grab a take-home craft kit, explore the winter and holiday collection and signup for the Winter Read Program.

The Winter Read Program is open to children, teens and adults.

Children will complete a reading challenge to earn a snowperson accessories kit and teens and adults will read two books to win a wintry travel mug.



Children throwing fake snow on Will Savage, Youth Services Director, at the last Winter Read Kick-Off Party in 2019. (Courtesy of Nigel Jackson)



Adult and Teen Craft: Pie Garland

Press Release Desk

Friday, November 12 at 9:30AM

Lisle Library District, 777 Front St., Lisle, IL 60532

The Lisle Library District is happy to provide LLD cardholders with one craft kit per household. Sign-up beginning Monday, 11/8 at 9 AM for this week's craft kit event, Pie Garland . Once you register you can pick up this kit at the Connection Desk downstairs in Adult Services any day between Monday, 11/8 and Friday, 11/12. Every other week we provide a different craft and registration begins on Mondays at 9:00 AM. Please contact the Adult Services department (630-971-1675 ext. 1509) if you prefer to schedule a curbside pickup time for your craft kit. Registration is required as supplies are limited. (Please note we cannot guarantee crafts for those on the waitlist, but we will contact those in the order that they registered if a craft is available.) This week's craft is: Pie Garland



Booked for the Day Discussion Group

Press Release Desk

Monday, December 6 at 11:00AM

Lisle Library District, 777 Front St., Lisle, IL 60532

Join us in our discussion of the book "All Systems Red." This December 6, 2021 discussion group will meet via Zoom. Contact Jean Demas, demasj@lislelibrary.org, to participate in this discussion and to receive the link to attend. All Systems Red, by Martha Wells - Summary: A murderous android discovers itself in All Systems Red, a tense science fiction adventure by Martha Wells that interrogates the roots of consciousness through Artificial Intelligence. In a corporate-dominated spacefaring future, planetary missions must be approved and supplied by the Company. Exploratory teams are accompanied by Company-supplied security androids, for their own safety. But in a society where contracts are awarded to the lowest bidder, safety isn't a primary concern. (Book 1 of 6, The Murderbot Diaries)



An Evening with Cathy Park Hong: Minor Feelings, An Asian American Reckoning

Press Release Desk

Thursday, November 4 at 7:00PM

Lisle Library District, 777 Front St., Lisle, IL 60532

Author Cathy Park Hong will discuss her best-selling book of essays, *Minor Feelings: An Asian American Reckoning* in a conversation with Journal Monica Eng. Please register here: [Zoom Registration](#) Presented in partnership with: Arlington Heights Memorial Library Aurora Public Library Barrington Area Library Clarendon Hills Public Library Cook Memorial Public Library District Deerfield Public Library Downers Grove Public Library Forest Park Public Library Glencoe Public Library Highland Park Public Library Homer Township Public Library District Indian Trails Public Library District Lake Villa District Library Lisle Library District Mount Prospect Public Library Prospect Heights Public Library District Schaumburg Township Library District Skokie Public Library Vernon Area Public Library Wilmette Public Library Winnetka-Northfield Public Library District

This event was originally posted on a public calendar and [distributed by Burbio](#). Please confirm event details with the host before attending. Have a correction? Contact us at content@patch.com, and/or reach out to Burbio directly at burbio@burbio.com.



Discovery Brigade: Cranberry Structures

Press Release Desk

Friday, November 26 at 5:00PM

Lisle Library District, 777 Front St., Lisle, IL 60532

Test your building skills with this fun cranberry challenge. For Grades K-2. Pick up this kit at the Youth Services desk any day between Monday, 11/22 and Saturday, 11/27. Registration required as supplies are limited.



ESL for You

Press Release Desk

Saturday, November 20 at 10:00AM

Lisle Library District, 777 Front St., Lisle, IL 60532

Come to our English as a second language class to help you improve your reading, speaking, and writing skills. No registration is required to attend this class for adults. Please note- the LLD will permit up to 18 people in Meeting Room A.



ESL for You

Press Release Desk

Saturday, November 6 at 9:00AM

Lisle Library District, 777 Front St., Lisle, IL 60532

Come to our English as a second language class to help you improve your reading, speaking, and writing skills. No registration is required to attend this class for adults. Please note- the LLD will permit up to 18 people in Meeting Room A. *This event was originally posted on a public calendar and [distributed by Burbio](#). Please confirm event details with the host before attending. Have a correction? Contact us at content@patch.com, and/or reach out to Burbio directly at burbio@burbio.com.*



Family Storytime

Press Release Desk

Monday, November 1 at 6:00PM

Lisle Library District, 777 Front St., Lisle, IL 60532

Join us for songs, dancing, and books! Registration is required, all IDPH guidelines will be followed at this event.

This event was originally posted on a public calendar and [distributed by Burbio](#). Please confirm event details with the host before attending. Have a correction? Contact us at content@patch.com, and/or reach out to Burbio directly at burbio@burbio.com.



Fixed on Fiction Book Group

Press Release Desk

Thursday, November 11 at 7:00PM

Lisle Library District, 777 Front St., Lisle, IL 60532

Please join us as we discuss *Anxious People* by Fredrik Backman- Looking at real estate isn't usually a life-or-death situation, but an apartment open house becomes just that when a failed bank robber bursts in and takes a group of strangers hostage. The captives include a recently retired couple who relentlessly hunt down fixer-uppers to avoid the painful truth that they can't fix up their own marriage. There's a wealthy banker who has been too busy making money to care about anyone else and a young couple who are about to have their first child but can't seem to agree on anything, from where they want to live to how they met in the first place. Add to the mix an eighty-seven-year-old woman who has lived long enough not to be afraid of someone waving a gun in her face, a flustered but still-ready-to-make-a-deal real estate agent, and a mystery man who has locked himself in the apartment's only bathroom, and you've got the worst group of hostages in the world. Each of them carries a lifetime of grievances, hurts, secrets, and passions that are ready to boil over. None of them is entirely who they appear to be. And all of them—the bank robber included—desperately crave some sort of rescue. As the authorities and the media surround the premises, these reluctant allies will reveal surprising truths about themselves and set in a motion a chain of events so unexpected that even they can hardly explain what happens next. Humorous, compassionate, and wise, is an ingeniously constructed story about the enduring power of friendship, forgiveness, and hope—the things that save us, even in the most anxious of times. - Summary courtesy of [Goodreads](#). If you have questions or would like to attend the discussion, please email Elizabeth Hopkins (hopkinse@liselibrary.org) Copies may be picked up in the building or via [Curbside Pick-Up](#). Please check our [catalog](#) for availability or to place a hold.



Imagination Inc: Pom-Pom Cactus

Press Release Desk

Friday, November 26 at 5:00PM

Lisle Library District, 777 Front St., Lisle, IL 60532

Get all the materials you need to create a great seasonal decoration and help reflect on what you are thankful for all month long. For grades 3-5. Pick up this kit at the Youth Services desk between Monday, 11/22 and Saturday, 11/27. The Lisle Library District will be closed on Thursday, November 25 (Thanksgiving). Registration required as supplies are limited.



Journeying Through the American Indian Way of Life

Submitted by Joy Davis

Tuesday, November 2 at 7:00 PM

Lisle Library District, 777 Front St., Lisle, IL 60532

Join Ojibwa author, speaker, and Illinois Humanities Road Scholar Kim Sigafus for a presentation on the American Indian way of life. She will talk about the tribes that once inhabited Illinois and do a brief history of the Trail of Tears as it pertains to Illinois. She'll take an in-depth look at a typical day in the life of a Native in the early 1800's including Native gardening and music. A question-and-answer period will follow. This is a virtual program and requires use of an internet capable device that can use Zoom.



Kids Club Obstacle Course Coding

Press Release Desk

Thursday, November 18 at 4:00PM

Lisle Library District, 777 Front St., Lisle, IL 60532

Join us in reading and learning about Coding and code your way through an obstacle course! For Grades K-2. This program will take place in person, and we will be following all current IDPH health guidelines. Registration required.



Little Movers and Shakers At Home Edition

Press Release Desk

Monday, November 22 at 9:30AM

Lisle Library District, 777 Front St., Lisle, IL 60532

Looking for some fun songs to sing or activities to engage your little one? Try Little Movers and Shakers at Home! Each month we'll assemble a kit that includes a Storytime prop, lyrics for songs, and fun activities to complete with your little one. Pick up your kit, and then find Ms. Joann, Ms. Katie, and Mr. Will singing those new Storytime songs on YouTube! The theme this month is: Finger Puppets. Kit pick-ups available Monday 11/22 through Saturday 11/27 at the Youth Services Desk. For ages 0 - 2.



MAF Mystery Book Discussion on "The Lucky One by Lori Rader-Day who will join us for it!" Press Release Desk

Thursday, November 18 at 7:00PM

Lisle Library District, 777 Front St., Lisle, IL 60532

We give thanks this month for the chance to talk about our November book, *The Lucky One*, with its author, our good mystery friend, Lori Rader-Day! Here is what [Goodreads](#) has to say about it: As a child, Alice was stolen from her backyard in a tiny Indiana community, but against the odds, her policeman father tracked her down within twenty-four hours and rescued her from harm. In the aftermath of the crime, her family decided to move to Chicago and close the door on that horrible day. Yet Alice hasn't forgotten. She devotes her spare time volunteering for a website called The Doe Pages scrolling through pages upon pages of unidentified people, searching for clues that could help reunite families with their missing loved ones. When a face appears on Alice's screen that she recognizes, she's stunned to realize it's the same man who kidnapped her decades ago. The post is deleted as quickly as it appeared, leaving Alice with more questions than answers. Embarking on a search for the truth, she enlists the help of friends from The Doe Pages to connect the dots and find her kidnapper before he hurts someone else. Then Alice crosses paths with Merrily Cruz, another woman who's been hunting for answers of her own. Together, they begin to unravel a dark, painful web of lies that will change what they thought they knew—and could cost them everything. If you have questions or would like to attend the discussion, please email Patricia Ruocco (ruoccop@liselibrary.org) Copies may be picked up in the building or via [Curbside Pick-Up](#). Please check our [catalog](#) for availability or to place a hold.



Mario Kart Tournament

Press Release Desk

Thursday, November 18 at 5:00PM

Lisle Library District, 777 Front St., Lisle, IL 60532

Think you got what it takes to be Lisle's best Mario Kart racer? Enter and compete for the title. This program will be limited to registered patrons. For ages 5-12.



Microsoft Word for Beginners

Press Release Desk

Wednesday, November 10 at 10:00AM

Lisle Library District, 777 Front St., Lisle, IL 60532

Looking to learn how to create documents on your PC? We will cover the basics in this class: opening a document; setting up a page, margins, line spacing, and fonts; basic formatting; text orientation; spell check, and printing and saving the document you have created. This is a virtual program and requires use of an internet capable device that can use Zoom. Zoom Link: Link to the class will be posted here on November 9th



Preschool Projects: Gobble Gobble!

Press Release Desk

Friday, November 26 at 5:00PM

Lisle Library District, 777 Front St., Lisle, IL 60532

Thanksgiving is around the corner. Get in the holiday mood with a fun turkey craft! For ages 3-5. Pick up this kit at the Youth Services desk between Monday, 11/22 and Saturday, 11/27. The Lisle Library District is closed Thursday, November 25 (Thanksgiving). Registration required as supplies are limited.



Research Products and Batteries Before You Buy!

Press Release Desk

Saturday, December 4 at 11:00AM

Lisle Library District, 777 Front St., Lisle, IL 60532

Access Consumer Reports and Chicago Consumers' Checkbook for ratings, reviews, and buying advice for hundreds of products and services. Use this convenient online tool in the Library or remotely with your Lisle Library card to find in-depth advice, tips and trends written by experts with frequently updated articles, blogs and video content. Registration required. This is a virtual program that requires the use of an Internet capable device to access Zoom. The link to the Zoom session will be included here and emailed to registered attendees the day before this scheduled webinar.



Library's Scarf Drive To Benefit Homeless Veterans

Lisle Library District's and Lisle Woman's Club's pre-holiday scarf drive aims to benefit homeless veterans in and around the village.

By Lisa Farver

Monday, November 22

Lisle Library District, 777 Front St., Lisle, IL 60532

LISLE, IL — Lisle Library District is urging residents to donate gently used scarves to its current donation drive to benefit homeless veterans throughout the village and the surrounding area.

The scarf drive is presented in partnership with Lisle Woman's Club to aid [Operation Stand Down](#), which provides services for veterans in and around Chicagoland.

A donation drop-box will be available in the library lobby at 777 Front St. through Nov. 27. The following types of scarves are being accepted as donations:

- New scarves
- Handmade scarves
- Crocheted scarves
- Knitted scarves
- No-sew felt scarves

"The [Lisle Library District] is committed to improving the lives of our community," Joy Davis, marketing specialist for the library district, said in a news release.

Davis added, "This annual donation drive with the Lisle Woman's Club is



Lisle Library District and Lisle Woman's Club will hold a scarf drive through Nov. 27 to benefit homeless veterans. (Shutterstock)



Chapter Book Surprise Bag: Family

Press Release Desk

Monday, November 15 at 9:30AM

Lisle Library District, 777 Front St., Lisle, IL 60532

Do you like mystery? Enjoy unwrapping gifts? Then sign up for our book subscription bags and look forward to discovering what reading adventure we have in store for you! Each month we will pick a theme that the bags will be based around, with some surprise goodies thrown in as well! These bags are for readers between the ages of 8 to 12 years old. Registration required. In order to provide appropriate books, grade level of participant will be requested. The theme this month is: Family. Book Bags will be available for pickup Monday, November 15 through Saturday, November 20. Book Bag items will be checked out to you for a 4 week loan period. Please return bag and all books included by the specified due date.



Winter Read Kick-Off Party

Press Release Desk

Friday, December 3 at 5:00PM

Lisle Library District, 777 Front St., Lisle, IL 60532

Patrons of all ages are welcome to join us as we celebrate the season and kick off the Library's Winter Read program! Enjoy outdoor offerings such as a hot chocolate from the Churros Y Chocolate food truck, visit two reindeer at a wintry petting zoo, play in some artificial (and less cold!) snow in the fake snow pit, and enjoy a special story time walk lit up with string lights! Don't forget to stop by the meeting rooms indoors to register for Winter Read, pick up a Snowman Canvas craft kit (while supplies last!), and check out some seasonally-themed Library materials.



YA Take and Make: Disk Launcher

Press Release Desk

Friday, November 26 at 5:00PM

Lisle Library District, 777 Front St., Lisle, IL 60532

Practice physics with a DIY cardboard disk launcher. For Grades 5-12. Pick up this kit at the Youth Services desk between Monday, 11/22 and Saturday, 11/27. The Lisle Library District will be closed Thursday, November 25 (Thanksgiving).



Suburban Chicago libraries host public event with TIME100 "Most Influential" author

Submitted by [Joy Davis](#) on October 19, 2021 - 1:26pm

Cathy Park Hong will discuss her bestselling book, "Minor Feelings: An Asian American Reckoning," in a virtual conversation with Monica Eng, a reporter for Axios, at 7 p.m. on Thursday, Nov. 4 via Zoom. The book has been called "a ruthlessly honest, emotionally charged, and utterly original exploration of Asian American consciousness."

The conversation is being presented by 21 Chicagoland libraries, which are eager to share this important conversation with their communities. Registration is free but required, and can be done at any of the participating library's websites.

"While the pandemic has pulled us away from each other in some respects, in other respects it is bringing us closer to incredible authors," said Xavier Duran, adult programming coordinator at Lisle Library District.

The pandemic inspired Hong's 2020 essays, which explore Asian American consciousness and racism in the U.S., a topic that has recently taken a more prominent role in public discourse.

"During this current climate with heightened anti-Asian racism, we hope Ms. Hong can help our readers become more informed and sensitive about this crisis," said Roz Topolski, community engagement programming coordinator at Vernon Area Public Library and the initial organizer of the event.

The collection blends memoir, cultural criticism, and history to "speak honestly about the Asian American condition—if such a thing exists." It earned Hong the National Book Critics Circle Award for biography and was a finalist for this year's Pulitzer Prize. It was selected as one of the best books of 2020 by Time Magazine, which also named her one of the 100 most influential people of 2021. As a result, the book has been hard to keep on the shelf at local libraries.

Hong is the poetry editor of the New Republic and a professor at Rutgers University - Newark. She published three books of poetry before her nonfiction debut.

Participating libraries include: Arlington Heights Memorial Library, Aurora Public Library, Barrington Area Library, Clarendon Hills Public Library, Cook Memorial Public Library District, Deerfield Public Library, Downers Grove Public Library, Forest Park Public Library, Glencoe Public Library, Highland Park Public Library, Homer Township Public Library District, Indian Trails Public Library, Lake Villa District Library, Lisle Library District, Mount Prospect Public Library, Prospect Heights Public Library District, Schaumburg Township District Library, Skokie Public Library, Vernon Area Public Library, Wilmette Public Library and Winnetka-Northfield Public Library District.

Local independent bookstores Anderson's Bookshop, Barbara's Bookstore, Book Bin and The Book Stall are supporting the event.



To: LLD Board of Trustees
From: LLD Advocacy & Outreach Committee
Date: December 13, 2021

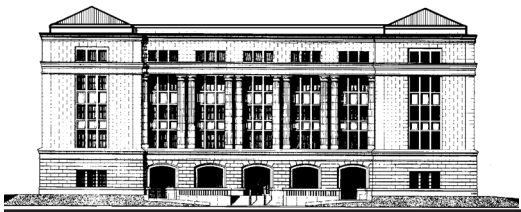
LLD Board of Trustees:

Members of the LLD Advocacy & Outreach Committee request LLD Board approval of a fundraising effort for a special feature installation in Youth Services Department as discussed during the December 13, 2021 Advocacy & Outreach Committee meeting (and prior). This special light wall installation was not included within the main scope of the LLD renovation project due to its expense (\$15,000). This effort shall include a donation request letter to specific organizations/persons, posting about the special feature on social media and via other means, and seeking any available grant monies to supplement donation efforts.

Thank you,

A handwritten signature in cursive script, reading "Liz Sullivan". The signature is written in dark ink and is positioned above a horizontal line.

Chairwoman Liz Sullivan | LLD Advocacy & Outreach Committee



JESSE WHITE • Secretary of State & State Librarian
Illinois State Library, Gwendolyn Brooks Building
300 South Second Street, Springfield, IL 62701-1796
WWW.CYBERDRIVEILLINOIS.COM

Illinois State Library

ILLINOIS PUBLIC LIBRARY PER CAPITA AND EQUALIZATION AID GRANT APPLICATION

As required by The Illinois Library System Act (23 Ill. Adm. Code 3030.200 (a)(2)(I) and (J)), to be eligible for funding, the applying public library shall have completed the Illinois Public Library Annual Report (IPLAR) and the annual certification process to confirm eligibility for grants administered by the Illinois State Library.

The Library Board of Trustees agrees to expend the funds received for the purposes outlined in the application as approved by the Illinois State Library, and as stipulated by the Illinois Library Systems Act (75 ILCS 10/8 and 10/8.1) and Illinois State Library Grant Programs (23 Ill. Adm. Code 3035.115 and 3035.135).

The Library Board of Trustees affirms that all grant funds received as a result of this application shall be used to provide public library service to its community by supplementing the library's regular budget and that it will not reduce, nor cause to have reduced, the public library's levy in the current or next fiscal year.

The Library Board of Trustees agrees that the Illinois State Library or its designee shall have the right to examine any of the records directly related to this grant.

Legal Name of Library: _____

Library's Control Number: _____ **Branch Number:** _____ **Today's Date:** _____

Contact information of the person completing this grant application:

Preparer's Name: _____
(First Name) (Last Name)

Preparer's Title: _____

Preparer's Phone Number: _____

Preparer's Email Address: _____

By checking this box, I certify: 1) that I have the authority to submit this application on behalf of the Library Board of Trustees, and 2) that the statements herein are true, complete and accurate to the best of my knowledge. The Library Board of Trustees is aware that any false, fictitious or fraudulent statements or claims may be subject to civil, criminal or administrative penalties.

Changes in the population count for the eligible service area must be documented and supporting information that details the increase or decrease shall be submitted electronically with this application. Documentation must include one of the following:

- A U.S. Census certification (e.g., correction or special census) that has been filed with the Office of the Secretary of State Index Department prior to submission of the application.
- For population changes, annexations or disconnects that are typically not documented by the U.S. Census, the library must submit appropriate and substantial supporting information, including a certified population count. Examples include, but are not limited to: legal documentation from an appropriate municipal corporate authority or a library district's referenda questions and certified results.

If the population has not changed, no additional documentation is necessary.

Service Area Population _____

Part I. Review of *Serving Our Public 4.0: Standards for Illinois Public Libraries* (© Illinois Library Association, 2019)

To be eligible for a per capita grant, a public library shall show that it will either meet or show progress toward meeting the Illinois library standards as most recently adopted by the Illinois Library Association (75 ILCS 10/8.1).

A grant applicant with below standard performance levels must raise or improve its performance levels in relation to the standards according to the objectives, time frames and priorities the library shall state in the application and which are consistent with the terms of the plan of service of the system of which it is a member. (23 ILAC 3035.115)

The Library Director and the Board of Trustees shall review the entirety of *Serving Our Public 4.0: Standards for Illinois Public Libraries*. To complete this application, refer to the checklist at the conclusion of each chapter.

Chapter 1: Core Standards

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all Core Standards, please indicate. (150 word limit)

Chapter 2: Governance and Administration

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Governance and Administration checklist, please indicate. (150 word limit)

Chapter 3: Personnel

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Personnel checklist, please indicate. (150 word limit)

Chapter 4: Access

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Access checklist, please indicate. (150 word limit)

Chapter 5: Building Infrastructure and Maintenance

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Building Infrastructure and Maintenance checklists, please indicate. (150 word limit)

Chapter 6: Safety

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Safety checklist, please indicate. (150 word limit)

Chapter 7: Collection Management

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Collection Management checklist, please indicate. (150 word limit)

Chapter 8: System Member Responsibilities and Resource Sharing

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the System Membership Responsibilities and Resource Sharing checklist, please indicate. (150 word limit)

Chapter 9: Public Services: Reference and Reader's Advisory Services

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Reference Service checklist and the Reader's Advisory Service checklist, please indicate. (150 word limit)

Chapter 10: Programming

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Programming checklist, please indicate. (150 word limit)

Chapter 11: Youth/Young Adult Services

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Youth/Young Adult Services checklist, please indicate. (150 word limit)

Chapter 12: Technology

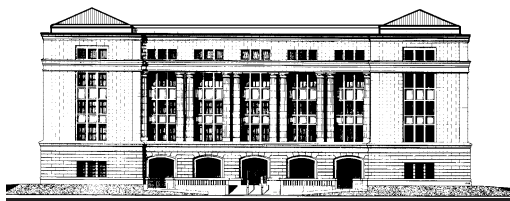
Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Technology checklist, please indicate. (150 word limit)

Chapter 13: Marketing, Promotion and Collaboration

Explain the objectives and priorities to be undertaken during the ensuing year to improve the library's performance levels where the chapter's standards are not met or the library is making progress toward meeting those standards. If the library meets all components of the Marketing, Promotion and Collaboration checklist, please indicate. (150 word limit)

Part II: Planned Use of Grant Funds

Describe objectives and priorities for use of grant monies to meet or improve performance levels in relation to the standards in *Serving Our Public 4.0: Standards for Illinois Public Libraries* (23 ILAC 3035.115). Use general categories in identifying actual planned expenditures. Do NOT include monetary figures or specific brands.



JESSE WHITE • Secretary of State & State Librarian

Illinois State Library, Gwendolyn Brooks Building

300 S. Second St., Springfield, IL 62701-1796

ilsos.gov

Illinois Public Library Per Capita Grant Expenditures Report

Library Name: _____ City: _____

Control Number: _____ Branch Number: _____

Fiscal Year 2020 Exact amount of Per Capita Grant received: _____

CHECK EXPENDITURE CATEGORY. EACH CHECKED CATEGORY MUST INCLUDE A BRIEF EXPLANATION.

☐ Materials *(materials for all ages, genres and formats, including electronic resources, books on tape, DVDs, CDs, etc.)*

☐ Programs *(summer reading, Mom & Tot, educational, instructional, etc.)*

☐ Personnel

☐ Electronic Access *(databases, resource sharing, LLSAPs, system fees, etc.)*

☐ Continuing Education *(staff and/or board)*

☐ Supplies

☐ Equipment (office equipment, computer software and hardware, etc.)

☐ Travel

☐ Public Relations (newsletters, media ads, etc.)

☐ Telecommunications (phone, fax, internet, cable, etc.)

☐ Construction – Be specific (ADA Accessibility, new carpeting and floor coverings, new furnishings, attached shelving, lighting, basic remodeling, energy conservation, electrical, roofing, elevators, ceilings, HVAC, plumbing, doors/windows, fire protection, book drops, circulation desks, security systems, technology wiring, and interior or exterior painting)

☐ Contractual Services – Be specific (legal fees, architect fees, consulting fees, etc.)

☐ Other – Be specific (insurance, utilities, furniture, Shelving, association fees, lawn maintenance, etc.) Must be specific.

Lisle Library District 2022 Holiday Closings

<u>Holiday</u>	<u>Date</u>	<u>Day</u>
New Year's Eve	12/31/21	Friday
New Year's Day	1/1/2022	Saturday
Easter	4/17/2022	Sunday
Memorial Day	5/29/2022	Sunday
Memorial Day	5/30/2022	Monday
Independence Day	7/4/2022	Monday
Labor Day	9/4/2022	Sunday
Labor Day	9/5/2022	Monday
Thanksgiving	11/24/2022	Thursday
Christmas Eve	12/24/2022	Saturday
Christmas Day	12/25/2022	Sunday
Christmas Holiday	12/26/2022	Monday
New Year's Eve	12/31/2022	Saturday
New Year's Day	1/1/2023	Sunday
New Year's Holiday	1/2/2023	Monday