

PUBLIC/LEGAL NOTICE

A public hearing for the Lisle Library District Budget and Appropriation Ordinance will be held on September 20, 2023 at 6:45 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois.

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

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

LISLE LIBRARY DISTRICT PUBLIC HEARING FOR BUDGET AND APPROPRIATION ORDINANCE September 20, 2023 - 6:45 p.m.

1. Roll call
2. Opportunity for visitors to speak - general public comment period
3. Adjourn

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on September 20, 2023 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois.

Public Comment Prior to the Meeting: Citizens may provide public comment via email: library@lislelibrary.org or via the USPS mail addressed to: Public Comment/Administration, 777 Front Street, Lisle, IL 60532, by 3:00 pm on the meeting day.

Submitted comments will not be read aloud. Comments will be provided to the Board prior to the regular meeting and will become part of the meeting record.

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

LISLE LIBRARY DISTRICT BOARD MEETING September 20, 2023 - 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. President Bartelli and Trustee Breihan reviewed the August billings in September
 - b. Secretary Sullivan and Trustee Berry will review the September billings in October
4. Consent Agenda - Action Required
 - a. Approve Minutes of the August 16, 2023 Board Meeting
 - b. Approve Minutes of the August 16, 2023 Executive Session
 - c. Acknowledge Treasurer's Report, 08/31/23, Investment Activity Report, 08/31/23, Current Assets Report, 08/31/23, Revenue Report, 08/31/23, and Expense Report, 08/31/23
 - d. Authorize Payment of Bills, 09/20/23
5. Unfinished Business
 - a. Capital Improvement Project
 - i. Monthly Project Status Update - CCS Report including progress, schedule and budget updates & discussions
6. Committee Reports
 - a. Finance
 - b. Personnel and Policy
 - c. Physical Plant
7. Staff Reports
 - a. Director's Report
 - b. Assistant Director's Report
8. New Business
 - a. Adopt Ordinance 23-04: Budget and Appropriation - Action Required
A Budget and Appropriation Ordinance of such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Lisle Library District for the fiscal year beginning July 1, 2023 and ending June 30, 2024.
 - b. Approve Certificate of Estimated Revenue - Action Required
Chief Fiscal Officer's (Treasurer's) Certificate of Estimated Revenue by source for the Lisle Library District for FY 2023-24.
9. Opportunity for Trustee comments (five minutes)
Bartelli, Berry, Breihan, Larson, Martin, Sullivan, Swistak
10. Adjourn

LISLE LIBRARY DISTRICT
BOARD MEETING
August 16, 2023 - 7:00 p.m.

1. Roll call

Present:

Marjorie Bartelli - President
Emily Swistak - Vice President
Karen Larson - Treasurer
Liz Sullivan - Secretary
Vanessa Berry - Trustee
Debbie Breihan - Trustee
Joshua Martin - Trustee

Also present:

Tatiana Weinstein - Director
Will Savage - Assistant Director
Chris Knight - Recording Secretary
Lorna Turner - Lisle Resident/Decennial Committee member [left the meeting at 7:23 p.m.]
Thomas Hummel - Public Comment resident/Lisle Park District Commissioner

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

Mr. Hummel welcomed the new Board members. He congratulated the Library on its efficiencies including reducing its levy from 2017 through 2019 by 18% and keeping it flat in 2020, improving transparency by recording all of its Board and Committee meetings, and recent building renovation improvements. He clarified that he was speaking as an individual Lisle Park District Commissioner, not on behalf of the entire Park Board. Mr. Hummel stated that he thought that the Park District and Library District could create an intergovernmental agreement to create a park at the vacant Kingston Avenue property.

3. Approve LLD Resolution 23-06: In Memoriam Resolution for Richard Flint - Action Required

MOTION: Vice President Swistak moved to approve LLD Resolution 23-06. Trustee Martin seconded.

Vice President Swistak read aloud Resolution 23-06.

Roll Call Vote - All Aye. The motion passed.

4. Assignments for reviewing monthly accounts payable

- a. Vice President Swistak and Trustee Martin reviewed the July billings in August
- b. President Bartelli and Trustee Breihan will review the August billings in September

5. Consent Agenda - Action Required

- a. Approve Minutes of the July 19, 2023 Board Meeting
- b. Acknowledge Treasurer's Report, 07/31/23, Investment Activity Report, 07/31/23, Current Assets Report, 07/31/23, Revenue Report, 07/31/23, and Expense Report, 07/31/23
- c. Authorize Payment of Bills, 08/16/23

MOTION: Trustee Breihan moved to approve the Consent Agenda. Treasurer Larson seconded.

Discussion: Vice President Swistak pointed out a scrivener's error. It was noted by staff.

Roll Call Vote - All Aye. The motion passed.

6. Decennial Committee

a. Introductions

President Bartelli announced that the full Board, Director Weinstein, Assistant Director Savage, and Lisle resident Lorna Turner were present for the meeting. She stated that Lisle resident John McCabe could not be present.

b. Compliance guidelines

President Bartelli summarized the compliance guidelines. She stated that the Committee must have met for the first time before June 10, 2023. She stated that the Committee held its first meeting in May. She said that the Committee must meet at least three times total, prepare a written report with recommendations, and then file the report with the County no later than 18 months after the first Committee meeting.

c. Draft report document - discussion

Director Weinstein read a note provided by Mr. McCabe. She provided an overview of the draft report document.

Discussion: Vice President Swistak suggested adding the play area to the list under Core Programs or Services Offered by the LLD. Treasurer Larson suggested adding LiteZilla to the list. Director Weinstein mentioned adding the teen space to the list as well. Trustee Martin mentioned the license plate sticker renewal program. Vice President Swistak suggested adding the study rooms. Trustee Berry mentioned the outdoor seating area. Secretary Sullivan suggested adding reference services.

Vice President Swistak suggested using 'Lisle-Woodridge Fire District' instead of 'Lisle Fire District' under Intergovernmental/System Partnerships.

Secretary Sullivan suggested a correction to the third bullet point under Efficiency Implementations/Projects to say 'meetings' instead of 'meeting.'

Treasurer Larson asked about the goals for all entities. Director Weinstein suggested that the intended outcome is to increase efficiencies while maintaining quality services. Trustee Berry suggested it might be a way to get districts talking about efficiencies and have it on record. Ms. Turner commented on the taxing system of Illinois compared to neighboring states.

d. Public comment - None

e. Adjourn

MOTION: Secretary Sullivan moved to adjourn. Treasurer Larson seconded.

Roll Call Vote - All Aye. The motion passed.

Ms. Turner left the meeting at 7:23 p.m.

7. Unfinished Business
 - a. Capital Improvement Project
 - i. Monthly Project Status Update - CCS Report including progress, schedule and budget updates & discussions

Director Weinstein provided an overview of Mr. Rogers' report to the Board.

8. Committee Reports
 - a. Finance - Secretary Sullivan stated that the Committee had met to discuss and review the tentative B&A.
 - b. Personnel and Policy - Vice President Swistak had nothing to report.
 - c. Physical Plant - Treasurer Larson had nothing to report.

9. Staff Reports

Director Weinstein stated she met with Joe Viso, the Village's Community Engagement Specialist, to discuss an upcoming community survey for the Village of Lisle. The survey will involve Village related activities and satisfaction. He asked that the Library help promote the survey which happens in September.

Director Weinstein said a few words about former Trustee Richard Flint and expressed sympathies to his family and friends.

Director Weinstein stated that Administration was accessing operational needs regarding technology. She commented that she and the IT Manager have discussed improvements to operations including better documentation and updating the technology report. Director Weinstein mentioned that this might involve some job responsibility changes and/or increased outsourcing services; all adjustments are within budget.

She commented on her personal experience with the accessibility improvements made by the Library.

Director Weinstein stated that the Library experienced a power outage last Saturday. She explained that ComEd had to evaluate and replace a damaged cable underground. Assistant Director Savage checked to make sure power was restored on Saturday and Sunday. Director Weinstein mentioned that there was a non-emergency alert coming from the fire panel, which was resolved on Monday by the fire panel vendor.

She commented that YS Outreach Librarians, Isolda and Emily, visited Lisle Elementary School's *Back to School Fair*. They spoke to over 300 people about the Library's September programs and digital resources for homework help.

Director Weinstein announced that the keyless entry cards were ready for Board members and she passed them out.

Discussion: Vice President Swistak asked about the self-check kiosks allowing one AV item to be checked out at a time. Director Weinstein stated that there was an issue. Assistant Director Savage commented that the issue is being investigated by Technical Services and Circulation Services. Secretary Sullivan discussed exiting the entrance doors during a fire. Director Weinstein explained that the entrance doors can be pushed out for emergencies. Secretary Sullivan asked about generators to keep IT services running during a power outage. Director Weinstein discussed the on-premises Polaris server and suggested it could be moved to the cloud, but would be an expense for the next budget cycle. She stated that IT Staff would look into the expense of installing a generator for the server room.

Assistant Director Savage stated he had several meetings over the course of the month. He mentioned that the event team met for the first time in a while. They discussed Fall Fest, which will take place on September 22nd. He commented that Pieper came out to complete outstanding lighting control work. Assistant Director Savage explained that a damaged tree on the south lot was removed due to the storms in late July. He mentioned that Metal Master came out to assess gutters, drainage issues, and leveling. He is waiting on a proposal. He mentioned that Chicago Metro Fire came out to assess the fire panel and determined that the backup batteries needed to be replaced due to age. He commented that Bear Landscaping mulched over the space that was dug up due to the damaged electrical cable.

Discussion: Trustee Martin asked if the fire panel was replaced as part of the renovation. Director Weinstein stated that it was. Secretary Sullivan asked if Fall Fest was taking place on a Friday. Assistant Director Savage clarified that it was taking place on Friday, September 22nd from 5-7 pm.

10. New Business

- a. Approve tentative Budget and Appropriation Ordinance 23-04 (B&A) - Action Required

MOTION: Vice President Swistak moved to approve Ordinance 23-04 a Tentative Budget and Appropriation of such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Lisle Library District for the fiscal year beginning July 1, 2023 and ending June 30, 2024. Trustee Martin seconded.

Director Weinstein provided an overview of the tentative Budget and Appropriation Ordinance 23-04 (B&A).

Roll Call Vote - All Aye. The motion passed.

- b. Accept Illinois Public Library Annual Report (IPLAR) - Action Required

MOTION: Secretary Sullivan moved to accept the Illinois Public Library Annual Report as statutorily required and to submit the IPLAR to the State Library as a condition of system membership. Trustee Berry seconded.

Director Weinstein provided an explanation of the Illinois Public Library Annual Report (IPLAR).

Discussion: Vice President Swistak suggested a correction to Treasurer Larson's term. She stated that it should show the term ending May 2027 instead of May 2023. Trustee Berry asked about the minor square footage increase. Director Weinstein commented that the only square footage increases were at both entrance vestibules.

Roll Call Vote - All Aye. The motion passed.

- c. Semi-annual review of executive session minutes - Action Required
d. Review of executive session recordings more than 18 months old - Action Required

11. Executive Session

MOTION: Vice President Swistak moved to go into Executive Session under 5 ILCS 120/2(c)(21) the discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Trustee Martin seconded.

Roll Call Vote - All Aye. The motion passed.

The Board voted to go into Executive Session at 7:57 p.m.

The Board came back into Open Session at 8:13 p.m.

MOTION: Treasurer Larson moved to release the following Executive Session minutes; February 21, 2023. Vice President Swistak seconded.
Roll Call Vote - All Aye. The motion passed.

MOTION: Vice President Swistak moved to destroy the following Executive Session recording more than 18 months old; February 16, 2022. Trustee Martin seconded.
Roll Call Vote - All Aye. The motion passed.

12. Opportunity for Trustee comments (five minutes)

Vice President Swistak stated she was at the Library last month during a tornado warning. She commented that Youth Services Director Ferrari kept constant communication with the Director and gave updates and made sure everyone was safe. Vice President Swistak mentioned it was nice to see how staff handled a weather event. She shared a positive experience she had with Adult Services Librarian Xavier, who helped her find a book she was looking for. She congratulated Katie McMahon on her promotion to Youth Services Assistant Director.

Vice President Swistak thanked staff for taking care of the carpet stain on the lower level. She mentioned that she and her family have enjoyed using the individual study rooms. Vice President Swistak mentioned that she, Secretary Sullivan, and President Bartelli had taken part in Trustee training with in 2017 along with the Board at the time. She suggested that they have the training again as a refresher. Vice President Swistak commented that it was nice to see Director Weinstein back at work on a regular basis.

Trustee Martin appreciated the work done by Director Weinstein and Assistant Director Savage on preparing the budget reports and the thorough analysis and explanation.

Trustee Breihan reiterated comments on the preparation on the B&A and walkthrough. She thanked staff on keeping the Board updated on the power outage. Trustee Breihan complimented the Library newsletter and social media posts.

Trustee Berry said she had information about environmental programming. Director Weinstein stated that information could be forwarded to her and that she'd forward to relevant staff. Trustee Berry passed along a thank you from a group of boys that were featured in an Instagram post.

President Bartelli thanked staff for their work during emergencies such as the power outage. She asked about the repairs and responsibility. Director Weinstein stated that Assistant Director Savage confirmed it was ComEd's expense.

13. Adjourn

MOTION: Secretary Sullivan moved to adjourn the meeting. Trustee Martin seconded.
Voice Vote - All Aye. The motion passed.

The meeting adjourned at 8:22 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on September 20, 2023.

Approved by

Liz Sullivan, Secretary of the LLD Board of Trustees

DRAFT

Treasurer's Report as of August 31, 2023

	Cash Balance	Financial Assets %	Financial Assets %
Fund Name	08/31/23	W/ Spec Res	W/O Spec Res
Corporate	4,202,104.42	77.60%	90.61%
IMRF	203,525.65	3.76%	4.39%
FICA	232,053.10	4.29%	5.00%
Subtotals	4,637,683.17	85.65%	100.00%
Special Reserve	776,551.49	14.35%	0.00%
	5,414,234.66	100.00%	100.00%

Treasurer

Date

INVESTMENT ACTIVITY

INTEREST													
Company	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	11.26	12.56											23.82
Ehlers-Inv Interest Pershing	1,641.38	6,198.00											7,839.38
Fifth Third Bank	2,857.27	2,696.08											5,553.35
Little Savings	222.16	222.40											444.56
Little CD 2635	109.73	109.78											219.51
Little CD 2669	110.02	110.07											220.09
IL Funds	216.70	238.51											455.21
US Bank-9853	10.28	10.61											20.89
US Bank-9370	3.06	4.82											7.88
TOTALS	5,181.86	9,602.83	-	-	-	-	-	-	-	-	-	-	14,784.69
Interest - Special Reserve Only	892.95	1,622.22											2,515.17
Interest - No Special Reserve Reflected	4,288.91	7,980.61	-	-	-	-	-	-	-	-	-	-	12,269.52
Totals	5,181.86	9,602.83	-	-	-	-	-	-	-	-	-	-	14,784.69

INVESTMENTS													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Investment Maturities and Sales	-	394,883.78											394,883.78
Investment Purchases	298,939.08	(266,143.49)											32,795.59
TOTALS	(298,939.08)	661,027.27	-	-	-	-	-	-	-	-	-	-	362,088.19

CURRENT ASSETS
AT FAIR MARKET VALUE
August 31, 2023

Fair Market Value on 8/31/23									
<u>Checking Accounts</u>									
Fifth Third Operating Acct									\$43,133.69
Fifth Third Financial Now acct									\$2,990,029.16
Fifth Third Financial-petty cash									\$439.51
US Bank									\$16,646.45
E commerce									\$56,082.53
									<u>\$3,106,331.34</u>
<u>Money Markets</u>									
Lisle Savings Bank									\$209,601.17
IMET									\$3,096.31
The Illinois Funds									\$51,871.17
									<u>\$264,568.65</u>
Ehlers Investments Pershing									\$260,187.79
<u>Investments</u>									
<u>Fixed Income</u>									
US Treasury Bill	6/22/2023	500,000.00	@	98.703					\$498,535.00
Lafayette Fed Cr Un Rockville	8/25/2023	148,000.00		99.806					\$147,795.76
US Treasury Note	7/12/2023	298,000.00		99.498					\$297,383.14
US Treasury Bill	8/14/2023	120,000.00		98.662					\$118,660.80
Lisle Savings Bank	1/16/2019	225,325.93		100.000					\$235,692.48
Lisle Savings Bank	7/11/2018	218,374.39		100.000					\$235,079.71
US Bank	9/15/2018	249,999.99		100.000					\$249,999.99
									<u>\$1,783,146.88</u>
									<u><u>\$5,414,234.66</u></u>
TOTAL CURRENT ASSETS									

Lisle Library District
For the Two Months Ending August 31, 2023
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	\$ 1,622.22	\$ 2,515.17	\$ 22,802.88	\$ 20,000.00	12.58
Interest Earned					
TOTAL INTEREST	1,622.22	2,515.17	22,802.88	20,000.00	12.58
70-04-4587-10	0.00	0.00	5,000.00	60,000.00	0.00
70-05-4680-00	0.00	0.00	0.00	0.00	0.00
Restricted - Transfer from Cor Debt Certificate					
TOTAL OTHER REVENUE	0.00	0.00	5,000.00	60,000.00	0.00
TOTAL REVENUES	1,622.22	2,515.17	27,802.88	80,000.00	3.14

Lisle Library District
For the Two Months Ending August 31, 2023
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.	\$ 181,158.47	\$ 278,265.23	\$ 2,327,867.33	\$ 4,124,600.00	6.75
40-01-4414-00 Tax Levy - IMRF	0.00	0.00	48,514.08	0.00	0.00
45-01-4415-00 Tax Levy - FICA	7,601.48	11,676.12	103,496.72	173,305.00	6.74
TOTAL TAX LEVY	188,759.95	289,941.35	2,479,878.13	4,297,905.00	6.75
TIF SURPLUS					
10-01-4455-00 TIF-Surplus Corp	0.00	0.00	0.00	30,000.00	0.00
TOTAL TIF SURPLUS	0.00	0.00	0.00	30,000.00	0.00
PERSONAL PROPERTY REPLACEMENT TAX					
10-01-4461-00 Personal Property Repl. Tax -	1,446.21	10,416.20	9,949.63	40,000.00	26.04
40-01-4462-00 Personal Property Repl. Tax -	83.46	601.14	574.22	1,500.00	40.08
45-01-4463-00 Personal Property Repl. Tax -	13.11	94.45	90.21	250.00	37.78
TOTAL PERSONAL PROPERTY REP	1,542.78	11,111.79	10,614.06	41,750.00	26.62
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	7,179.46	11,049.37	20,705.98	35,000.00	31.57
40-02-4475-00 Interest Earned - IMRF	366.59	557.44	1,050.09	1,500.00	37.16
45-02-4476-00 Interest Earned - FICA	434.56	662.71	1,039.04	1,500.00	44.18
TOTAL INTEREST INCOME	7,980.61	12,269.52	22,795.11	38,000.00	32.29
UNREALIZED GAIN/LOSS ON INVESTMENTS					
10-02-4526-00 Unrealized Gain/Loss on	(1,018.13)	499.91	(852.40)	5,000.00	10.00
TOTAL UNREALIZED GAIN/LOSS O	(1,018.13)	499.91	(852.40)	5,000.00	10.00
DESK INCOME					
10-03-4531-00 Lost Books	79.42	236.64	305.58	1,000.00	23.66
10-03-4536-00 Non-Resident Fees	0.00	0.00	732.63	750.00	0.00
10-03-4540-00 Fines	1,360.35	1,389.14	(310.56)	0.00	0.00
TOTAL DESK INCOME	1,439.77	1,625.78	727.65	1,750.00	92.90
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	0.00	0.00	1,021.00	5,000.00	0.00
10-03-4560-00 Gifts - Restricted	500.00	500.00	0.00	0.00	0.00
10-03-4560-30 Gifts - Restricted - YS	0.00	0.00	0.00	2,000.00	0.00
10-04-4573-00 Copier Income	307.86	841.42	887.82	3,500.00	24.04

Lisle Library District
For the Two Months Ending August 31, 2023
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>
10-04-4583-00	0.00	44,664.48	44,664.48	45,000.00	99.25
10-04-4584-00	420.76	1,020.76	279.85	2,000.00	51.04
10-04-4585-00	224.75	514.75	456.75	2,500.00	20.59
10-05-4595-00	0.00	0.00	0.00	100.00	0.00
	<u>1,453.37</u>	<u>47,541.41</u>	<u>47,309.90</u>	<u>60,100.00</u>	<u>79.10</u>
TOTAL UNRESTRICTED INCOME					
	<u>\$ 200,158.35</u>	<u>\$ 362,989.76</u>	<u>\$ 2,560,472.45</u>	<u>\$ 4,474,505.00</u>	<u>8.11</u>
TOTAL REVENUES					

Lisle Library District
For the Two Months Ending August 31, 2023
Expenses - Special Reserve Only

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
SPECIAL RESERVE EXPENSES					
MAINTENANCE AND EQUIPMENT EXPENSES					
70-20-5666-00 Facility and Campus	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
70-65-5667-00 Security Systems	0.00	0.00	0.00	0.00	0.00
70-65-5671-00 Furniture & Equipment	0.00	0.00	0.00	25,000.00	0.00
70-65-5674-00 Consulting	0.00	0.00	0.00	20,000.00	0.00
TOTAL MAINTENANCE AND EQUIP	0.00	0.00	0.00	60,000.00	0.00
RENOVATION COSTS					
70-65-5675-00 Renovation Project	138,096.40	265,793.40	407,204.63	1,000,000.00	26.58
70-65-5861-00 Interior Renovation	0.00	0.00	0.00	0.00	0.00
TOTAL RENOVATION COSTS	138,096.40	265,793.40	407,204.63	1,000,000.00	26.58
TOTAL SPECIAL RESERVE EXPENS	138,096.40	265,793.40	407,204.63	1,060,000.00	25.07

Lisle Library District
For the Two Months Ending August 31, 2023
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	\$ 43,886.13	\$ 95,333.95	\$ 71,838.27	\$ 561,040.00	16.99
10-10-5603-20 Adult Services - Reg. Hours	43,484.52	88,732.03	75,935.24	548,458.00	16.18
10-10-5603-30 Youth Services - Reg. Hours	29,169.51	58,425.50	58,109.51	454,846.00	12.85
10-10-5603-50 Technical Services - Reg. Hour	21,344.80	43,793.01	33,818.76	271,141.00	16.15
10-10-5603-60 Circulation - Reg. Hours	35,942.68	71,322.55	62,746.88	464,515.00	15.35
Total Salaries	173,827.64	357,607.04	302,448.66	2,300,000.00	15.55
Health and Dental Ins.					
10-10-5621-10 Hosp. Ins. - Admin	4,133.79	8,387.74	8,475.19	70,907.00	11.83
10-10-5621-20 Hosp. Ins. - Adult Serv.	6,950.47	14,158.20	14,372.72	88,487.00	16.00
10-10-5621-30 Hosp. Ins. - YS	4,395.81	8,712.22	7,883.84	48,094.00	18.11
10-10-5621-50 Hosp. Ins. - Tech	2,644.16	5,309.74	4,816.72	36,630.00	14.50
10-10-5621-60 Hosp. Ins. - Circ	3,266.97	7,361.74	8,977.96	56,608.00	13.00
10-10-5622-10 Dental Ins. - Admin.	100.61	245.36	418.29	2,877.00	8.53
10-10-5622-20 Dental Ins. - Adult Serv	439.15	1,011.21	839.12	5,497.00	18.40
10-10-5622-30 Dental Ins. - YS	203.07	538.59	339.21	2,765.00	19.48
10-10-5622-50 Dental Ins. - Tech	138.74	455.00	263.56	1,907.00	23.86
10-10-5622-60 Dental Ins. - Circ	162.79	236.31	201.86	2,228.00	10.61
Total Health and Dental Ins.	22,435.56	46,416.11	46,588.47	316,000.00	14.69
Other Staff Benefits					
10-10-5646-00 Unemployment Compensation	0.00	436.14	0.00	4,000.00	10.90
10-10-5646-10 Tuition Reimbursement - Staff	0.00	0.00	0.00	0.00	0.00
Total Other Staff Benefits	0.00	436.14	0.00	4,000.00	10.90
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	3,309.73	7,197.90	5,409.90	43,400.00	16.59
45-10-5625-20 FICA Expense - Adult Serv.	3,215.93	6,564.91	5,449.65	42,500.00	15.45
45-10-5625-30 FICA Expense - Youth Services	2,198.84	4,404.32	4,372.93	35,100.00	12.55
45-10-5625-50 FICA Expense - Tech Servs.	1,606.02	3,296.44	2,537.67	21,000.00	15.70
45-10-5625-60 FICA Expense - Circulation	2,630.47	5,121.25	4,384.09	36,000.00	14.23
Total FICA Expenses	12,960.99	26,584.82	22,154.24	178,000.00	14.94
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	815.96	1,784.43	3,317.38	19,500.00	9.15
40-10-5628-20 IMRF Expense - Adult Servs	860.97	1,756.86	3,653.06	19,100.00	9.20
40-10-5628-30 IMRF Expense - Youth Services	546.63	1,079.47	2,607.78	15,800.00	6.83
40-10-5628-50 IMRF Expense - Tech Servs.	422.61	867.07	1,660.52	9,400.00	9.22

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40-10-5628-60	519.38	1,050.77	2,296.69	16,200.00	6.49
IMRF Expense - Circulation					
Total IMRF Expenses	3,165.55	6,538.60	13,535.43	80,000.00	8.17
Total EMPLOYEE COSTS	212,389.74	437,582.71	384,726.80	2,878,000.00	15.20
BUILDING COSTS					
Utilities					
10-20-5650-00	450.00	900.00	450.00	5,400.00	16.67
Internet Service Provider					
10-20-5651-00	0.00	0.00	1,810.00	1,810.00	0.00
INet					
10-20-5652-00	1,708.70	1,829.52	748.64	20,000.00	9.15
Utilities - Phone					
10-20-5653-00	180.85	402.40	183.52	12,000.00	3.35
Utilities - Gas					
10-20-5654-00	276.24	491.53	650.02	4,500.00	10.92
Utilities - Sewer & Water					
10-20-5655-00	7,332.21	10,386.01	4,177.69	50,000.00	20.77
Utilities - Electric					
10-20-5656-00	0.00	0.00	250.00	0.00	0.00
Verizon					
Total Utilities	9,948.00	14,009.46	8,269.87	93,710.00	14.95
Maintenance and Repairs					
10-20-5660-00	0.00	0.00	1,250.00	6,000.00	0.00
Maint Contracts - HVAC					
10-20-5661-00	3,187.10	3,358.37	5,416.10	49,500.00	6.78
Maint Contracts - Maint. Servi					
10-20-5662-00	1,134.00	2,214.00	2,080.00	40,000.00	5.54
Maint Contr. - Landscape Serv.					
10-20-5663-00	1,167.02	1,709.30	1,137.48	10,000.00	17.09
Maint/Repairs-Genl repairs, Su					
10-20-5664-00	5,639.51	10,366.77	1,171.10	60,000.00	17.28
Maint/Repairs-Non Contr. Work					
10-20-5665-00	283.42	561.74	565.60	4,000.00	14.04
Rubbish Removal					
Total Maintenance and Repairs	11,411.05	18,210.18	11,620.28	169,500.00	10.74
TOTAL BUILDING COSTS	21,359.05	32,219.64	19,890.15	263,210.00	12.24
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00	447.00	354.76	448.53	5,500.00	6.45
Postage and Shipping					
10-25-5710-10	3,576.00	3,576.00	3,436.00	23,000.00	15.55
Printing/Spec. Serv. - Adult					
10-25-5711-00	1,596.71	1,596.71	2,478.78	10,000.00	15.97
Postage Special Serv					
10-25-5712-00	270.00	337.50	0.00	1,000.00	33.75
Printing					
Total Postage and Printing	5,889.71	5,864.97	6,363.31	39,500.00	14.85
Supplies					
10-25-5713-00	655.54	1,100.47	632.82	6,000.00	18.34
Office Supplies					
10-25-5714-00	3,067.20	7,752.47	1,389.90	10,000.00	77.52
Circ. Material Supplies					
10-25-5715-00	0.00	0.00	362.00	1,900.00	0.00
Copier Supplies					
10-25-5716-00	750.34	946.68	632.52	5,000.00	18.93
Kitchen Supplies					
10-25-5717-00	3,494.43	7,757.64	3,736.19	43,000.00	18.04
Processing Supplies					

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10-25-5718-00 Computer Supplies	250.49	452.47	3,469.00	12,100.00	3.74
Total Supplies	8,218.00	18,009.73	10,222.43	78,000.00	23.09
Other Operating Costs					
10-25-5719-00 Publishing	66.70	66.70	66.70	1,500.00	4.45
10-25-5722-15 Safety Deposit Box Rental	0.00	0.00	108.33	200.00	0.00
10-25-5723-00 Check Printing	0.00	0.00	0.00	500.00	0.00
10-25-5723-15 Bank Charges	392.49	907.22	782.15	5,800.00	15.64
10-25-5724-15 Local Travel	28.16	34.71	36.55	500.00	6.94
Total Other Operating Costs	487.35	1,008.63	993.73	8,500.00	11.87
TOTAL OPERATING EXPENSES	14,595.06	24,883.33	17,579.47	126,000.00	19.75
INSURANCE					
10-30-5750-00 Fidelity Bonds	0.00	0.00	2,100.00	2,100.00	0.00
10-30-5751-00 Property Damage (All-Peril)	0.00	0.00	19,733.00	50,000.00	0.00
10-30-5752-00 Notary Bond	0.00	0.00	0.00	225.00	0.00
10-30-5754-00 Workers Comp Insurance	0.00	0.00	2,598.00	7,000.00	0.00
TOTAL INSURANCE	0.00	0.00	24,431.00	59,325.00	0.00
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	0.00	0.00	0.00	15,000.00	0.00
10-35-5761-00 Collection Agency	101.20	101.20	25.30	700.00	14.46
10-35-5762-00 Other Contr Services - Admin	0.00	0.00	1,900.00	5,000.00	0.00
10-35-5763-00 Other Contr Svcs-Tech Asst	8,512.01	13,040.34	34,210.69	98,000.00	13.31
10-35-5764-10 Other Contr Svcs - Library Wi	1,140.86	1,140.86	1,714.50	47,000.00	2.43
10-35-5765-10 Investment Agency Consultants	822.94	822.94	561.91	6,000.00	13.72
10-35-5769-00 Accounting Software	0.00	0.00	0.00	4,800.00	0.00
10-35-5770-00 Contractual - Audit Fee	0.00	0.00	0.00	9,500.00	0.00
10-35-5771-00 Payroll Service	847.65	1,749.56	1,055.74	12,000.00	14.58
TOTAL CONTRACTUAL SERVICES	11,424.66	16,854.90	39,468.14	198,000.00	8.51
PERSONNEL DEVELOPMENT					
10-40-5783-00 Dues - Staff	40.00	640.00	700.00	4,000.00	16.00
10-40-5784-00 Meetings - Staff	24.92	829.04	32.63	1,400.00	59.22
10-40-5785-00 Conferences - Staff	101.18	101.18	0.00	8,000.00	1.26
10-40-5786-00 Memorial/Tribute/Recognition	0.00	0.00	74.99	3,000.00	0.00
10-40-5787-00 Staff Development	0.00	0.00	0.00	2,500.00	0.00
10-40-5788-00 Training (Cont Ed) - Staff	0.00	0.00	0.00	9,100.00	0.00
10-45-5786-70 Dues - Trustee	0.00	0.00	150.00	525.00	0.00
10-45-5787-70 Conferences - Trustees	0.00	0.00	0.00	1,000.00	0.00

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10-45-5788-70 Meetings - Trustees	0.00	0.00	0.00	1,000.00	0.00
10-45-5789-70 Training-Trustees	0.00	0.00	0.00	1,000.00	0.00
TOTAL PERSONNEL DEVELOPMEN	166.10	1,570.22	957.62	31,525.00	4.98
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	0.00	56,949.97	58,859.77	90,000.00	63.28
10-48-5803-10 Technology	1,339.71	12,480.18	3,898.82	80,000.00	15.60
10-48-5804-10 Facility	20.51	20.51	0.00	10,000.00	0.21
Total Major Equipment	1,360.22	69,450.66	62,758.59	180,000.00	38.58
Minor Equipment					
10-48-5823-10 Minor Equip - Administration	0.00	0.00	0.00	700.00	0.00
10-48-5823-20 Minor Equip - Adult Services	0.00	0.00	0.00	700.00	0.00
10-48-5823-30 Minor Equipment - Youth	0.00	0.00	0.00	700.00	0.00
10-48-5823-50 Minor Equip - Tech Services	23.72	81.65	0.00	700.00	11.66
10-48-5823-60 Minor Equip - Circ	62.86	62.86	0.00	700.00	8.98
Total Minor Equipment	86.58	144.51	0.00	3,500.00	4.13
Equip Maint/Repairs and Rentals					
10-48-5843-00 Rental-Postage Meter	0.00	180.57	180.57	720.00	25.08
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	944.95	3,773.05	953.42	23,280.00	16.21
10-48-5846-00 Equip Maint/Repr-NonContr	0.00	0.00	59.88	1,000.00	0.00
Total Equip Maint/Repairs and Rentals	944.95	3,953.62	1,193.87	25,000.00	15.81
TOTAL EQUIPMENT COSTS	2,391.75	73,548.79	63,952.46	208,500.00	35.28
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	171.00	1,008.23	2,008.83	8,000.00	12.60
10-50-5863-30 Books - Youth Serv	2,511.54	8,550.21	2,921.88	56,500.00	15.13
10-50-5863-50 Books - Tech Serv	0.00	0.00	0.00	0.00	0.00
10-50-5864-10 Books - Non Fiction	3,873.18	9,170.33	5,134.81	90,000.00	10.19
10-50-5865-10 Books - Adult/Teen Fiction	7,264.51	15,240.65	5,699.51	80,500.00	18.93
10-50-5867-20 Ref Books - Adult Serv	264.63	631.44	554.44	15,000.00	4.21
Total Books	14,084.86	34,600.86	16,319.47	250,000.00	13.84
Databases					
10-50-5869-20 Internet Licensed DBases	44,524.03	57,061.65	76,147.38	115,000.00	49.62
10-50-5872-10 Dbases - Professional	0.00	0.00	2,901.75	10,000.00	0.00

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10-50-5873-30 Dbases - Youth Serv	0.00	6,233.70	7,593.66	12,500.00	49.87
Total Databases	44,524.03	63,295.35	86,642.79	137,500.00	46.03
Audio-Visual Materials					
10-50-5890-30 A-V Mats - Youth Serv	195.90	638.81	2,376.38	15,000.00	4.26
10-50-5895-40 A-V Mats - Adult Serv	3,167.58	7,212.78	5,903.23	60,000.00	12.02
10-50-5899-20 Digital Content	10,942.17	22,651.12	18,277.27	115,000.00	19.70
Total Audio-Visual Materials	14,305.65	30,502.71	26,556.88	190,000.00	16.05
Periodicals/Doc Delivery					
10-50-5871-20 Document Delivery	0.00	40.26	23,607.05	24,500.00	0.16
10-50-5900-20 Periodicals - Adult Serv	846.15	1,882.01	2,363.26	31,500.00	5.97
10-50-5900-30 Periodicals - Youth	0.00	0.00	0.00	500.00	0.00
10-50-5900-80 Periodicals - Prof. Collection	0.00	0.00	0.00	3,000.00	0.00
Total Periodicals/Doc Delivery	846.15	1,922.27	25,970.31	59,500.00	3.23
TOTAL LIBRARY MEDIA	73,760.69	130,321.19	155,489.45	637,000.00	20.46
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10 Programs - Adult Services	1,556.45	2,385.19	1,881.76	15,000.00	15.90
10-60-5931-30 Programs - Youth	1,070.34	1,616.56	1,586.30	15,000.00	10.78
10-60-5931-40 Online Marketing	108.45	185.40	164.99	1,700.00	10.91
10-60-5931-50 Community Relations	189.72	189.72	1,018.90	5,500.00	3.45
Total Programs	2,924.96	4,376.87	4,651.95	37,200.00	11.77
Readers Services					
10-60-5940-10 Reader Services - Adult Serv.	0.00	0.00	0.00	3,000.00	0.00
10-60-5940-30 Reader Services - Youth Serv.	75.96	140.91	973.04	6,800.00	2.07
Total Readers Services	75.96	140.91	973.04	9,800.00	1.44
TOTAL PROGRAMS AND READERS	3,000.92	4,517.78	5,624.99	47,000.00	9.61
RESTRICTED USAGE EXPENSES					
10-80-5980-80 Restricted - Gifts	0.00	0.00	0.00	5,000.00	0.00
10-80-5981-80 Restricted - Per Capita Grant	0.00	0.00	0.00	45,000.00	0.00
10-80-5982-80 Interest Expense	0.00	0.00	0.00	26,000.00	0.00
10-80-5983-80 Debt Principal Payment	0.00	0.00	0.00	40,000.00	0.00
TOTAL RESTRICTED USAGE EXPEN	0.00	0.00	0.00	116,000.00	0.00

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CONTINGENCY					
10-90-5999-00 Contingency	0.00	0.00	0.00	25,000.00	0.00
TOTAL CONTINGENCY	0.00	0.00	0.00	25,000.00	0.00
TOTAL EXPENSES - EXC OP TRANS	339,087.97	721,498.56	712,120.08	4,589,560.00	15.72
OPERATING TRANSFERS OUT					
10-80-5984-80 Transfer to Special Reserve	0.00	0.00	5,000.00	60,000.00	0.00
TOTAL OPERATING TRANSFERS O	0.00	0.00	5,000.00	60,000.00	0.00
TOTAL ALL EXPENSES	339,087.97	721,498.56	717,120.08	4,649,560.00	15.52

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Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Adult Reading Round	092023	Membership - Bush, Holloman Adult Reading Round Table	10-40-5783-00	Dues - Staff	30.00	
AFLAC	223175	Payroll Withholding AFLAC (G6920)	10-00-2612-00 10-00-2610-00	Accounts Payable AFLAC Withholding Accounts Payable		30.00
Amazon	090423	Books, Video Games, Supplies	10-50-5864-10	Books - Non Fiction	48.81	
			10-50-5865-10	Books - Adult/Teen Ficti	90.98	
			10-50-5895-40	A-V Matis - Adult Serv	19.59	
			10-60-5931-10	Programs - Adult Service	398.01	
			10-48-5823-20	Minor Equip - Adult Servi	65.96	
			10-50-5863-30	Books - Youth Serv	95.55	
			10-60-5931-30	Programs - Youth	57.70	
			10-60-5940-30	Reader Services - Youth	200.76	
			10-25-5713-00	Office Supplies	95.22	
			10-20-5663-00	Maint/Repairs-Genl repai	346.39	
			10-25-5714-00	Circ. Material Supplies	88.04	
			10-25-5718-00	Computer Supplies	43.99	
			10-60-5931-50	Community Relations	38.47	
		Amazon Capital Services	10-00-2610-00	Accounts Payable		1,589.47
Anderson	51226733	Pest Control Anderson Pest Solutions	10-20-5661-00 10-00-2610-00	Maint Contracts - Maint. Accounts Payable	157.10	
B&T (C5223433)	083123	Continuations & Processing Baker & Taylor (C5223433)	10-50-5864-10 10-25-5717-00 10-00-2610-00	Books - Non Fiction Processing Supplies Accounts Payable	385.41 57.02	
B&T (L0334152)	083123	Circ & Processing Baker & Taylor (L0334152)	10-50-5864-10 10-25-5717-00 10-00-2610-00	Books - Non Fiction Processing Supplies Accounts Payable	59.86 3.64	
B&T (L5443202)	083123	Books - Fiction & Processing Baker & Taylor (L5443202)	10-50-5865-10 10-25-5717-00 10-00-2610-00	Books - Adult/Teen Ficti Processing Supplies Accounts Payable	808.74 60.42	
Bear Landscape	12668	Landscaping Services Bear Landscape	10-20-5662-00 10-00-2610-00	Maint Contr. - Landscap Accounts Payable	1,134.00	
Case Lots	19698	Janitorial Supplies Case Lots Inc.	10-20-5663-00 10-00-2610-00	Maint/Repairs-Genl repai Accounts Payable	133.60	
CDW G	LL99586	10 Monitors Lost in Renovation CDW Government	70-65-5675-00 10-00-2610-00	Renovation Project Accounts Payable	929.90	
						929.90

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Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Culligan of Wheaton	083123	Water	10-25-5716-00	Kitchen Supplies	133.79	
		Culligan of Wheaton	10-00-2610-00	Accounts Payable		133.79
Current Technologjie	732440	Monthly Server Monitoring	10-35-5763-00	Other Contr Srvcs-Tech	285.00	
		Current Technologies Corporation	10-00-2610-00	Accounts Payable		285.00
EBSCO	1000215654-1	Learning Express EBSCO	10-50-5869-20 10-00-2610-00	Internet Licensed DBase Accounts Payable	2,197.00	2,197.00
ELM USA	60777	Supplies for Disc Cleaning Machine	10-25-5714-00	Circ. Material Supplies	116.76	
		ELM USA Inc.	10-00-2610-00	Accounts Payable		116.76
Evans, Claire	093023	Program: High Tea and Low Down	10-60-5931-10	Programs - Adult Service	275.00	
		Claire Evans	10-00-2610-00	Accounts Payable		275.00
FNBO Billing - 1897	082923	Book Drop, Scheduling Software, Programs	10-03-4540-00	Fines	4.00	
			10-20-5652-00	Utilities - Phone	120.82	
			10-25-5710-00	Postage and Shipping	10.21	
			10-35-5763-00	Other Contr Srvcs-Tech	1,008.00	
			10-35-5764-10	Other Contr Srvcs - Libra	36.23	
			10-40-5784-00	Meetings - Staff	37.96	
			10-48-5804-10	Facility	2,123.00	
			10-50-5867-20	Ref Books - Adult Serv	131.83	
			10-50-5895-40	A-V Matls - Adult Serv	208.82	
			10-50-5900-20	Periodicals - Adult Serv	46.95	
			10-60-5931-10	Programs - Adult Service	91.39	
			10-60-5931-30	Programs - Youth	402.19	
			10-80-5980-80	Restricted - Gifts	289.96	
		FNBO Billing Account	10-00-2610-00	Accounts Payable		4,511.36
G & M Electric	53125	Electrical Boring Parking Lot	70-65-5675-00	Renovation Project	9,370.00	
		G & M Electrical Contractors	10-00-2610-00	Accounts Payable		9,370.00
Garvey's	PINV2470893	Supplies	10-25-5713-00	Office Supplies	103.51	
		Garvey's Office Products	10-00-2610-00	Accounts Payable		103.51
Groot	11195896T098	Rubbish	10-20-5665-00	Rubbish Removal	290.06	
		Groot, Inc.	10-00-2610-00	Accounts Payable		290.06
Ingram	090123	Books & Processing	10-50-5865-10	Books - Adult/Teen Ficti	6,084.53	
			10-50-5864-10	Books - Non Fiction	3,802.30	
			10-50-5863-30	Books - Youth Serv	4,077.94	
			10-50-5895-40	A-V Matls - Adult Serv	553.13	
			10-25-5717-00	Processing Supplies	2,044.34	

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Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Ingram Express	090123	Ingram Library Services	10-00-2610-00	Accounts Payable		16,562.24
		Books	10-50-5865-10	Books - Adult/Teen Ficti	54.00	
			10-50-5863-30	Books - Youth Serv	18.74	
		Ingram Library Services, Inc.	10-50-5864-10	Books - Non Fiction	22.50	
			10-00-2610-00	Accounts Payable		95.24
Kanopy	363785-PPU	Kanopy	10-50-5899-20	Digital Content	359.00	
		Kanopy, Inc.	10-00-2610-00	Accounts Payable		359.00
Konica Minolta Busin	289049240	#C458 Usage	10-48-5845-00	Equip Maint/Repr-Contr-	266.80	
		Konica Minolta Business Solutions	10-00-2610-00	Accounts Payable		266.80
Konica Minolta Busin	9009539936	Lexmark Printers	10-25-5718-00	Computer Supplies	174.00	
		Konica Minolta Business Solutions	10-00-2610-00	Accounts Payable		174.00
Library Ideas	101622	Vox Books	10-50-5890-30	A-V Matis - Youth Serv	839.46	
		Library Ideas LLC	10-00-2610-00	Accounts Payable		839.46
Library Ideas	101623	Vox Books	10-50-5890-30	A-V Matis - Youth Serv	8.88	
		Library Ideas LLC	10-00-2610-00	Accounts Payable		8.88
LIMRICC PHIP Healt	090723	September Premium	10-10-5621-10	Hosp. Ins. - Admin	5,810.21	
			10-10-5621-20	Hosp. Ins. - Adult Serv.	8,282.04	
			10-10-5621-30	Hosp. Ins. - YS	3,891.87	
			10-10-5621-50	Hosp. Ins. - Tech	2,980.38	
			10-10-5621-60	Hosp. Ins. - Circ	6,517.04	
		LIMRICC PHIP Health	10-00-2610-00	Accounts Payable		27,481.54
Midwest Office Int	264704	Furniture	70-65-5675-00	Renovation Project	500.00	
		Midwest Office Interiors	10-00-2610-00	Accounts Payable		500.00
Midwest Tape	504293068	Hoopla	10-50-5899-20	Digital Content	5,143.79	
		Midwest Tape	10-00-2610-00	Accounts Payable		5,143.79
Midwest Tape 7288	090123	DVDs, Blu-rays & Processing	10-50-5895-40	A-V Matis - Adult Serv	2,812.06	
		Midwest Tape (7288)	10-25-5717-00	Processing Supplies	761.00	
			10-00-2610-00	Accounts Payable		3,573.06
Midwest Tape 7289	090123	Supplies	10-25-5717-00	Processing Supplies	229.99	
		Midwest Tape (7289)	10-00-2610-00	Accounts Payable		229.99
Naperville Sun	33968309-082623	Subscription thru 12/30/23	10-50-5900-20	Periodicals - Adult Serv	95.99	
		Naperville Sun	10-00-2610-00	Accounts Payable		95.99
NICOR	090623	Usage	10-20-5653-00	Utilities - Gas	198.22	

Lisle Library District
Accounts Payable - September 20, 2023

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Ninja Girl	1012	NICOR Program: Fall Fest 2023 Ninja Girl Coffee Company	10-00-2610-00 10-60-5931-10 10-00-2610-00	Accounts Payable Programs - Adult Service Accounts Payable	198.22 400.00	
OverDrive	23297366	Advantage OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	2,007.25	2,007.25
OverDrive	23305633	CPC OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	991.54	991.54
OverDrive	23312587	Advantage OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	2,034.99	2,034.99
Pellizzari, Dan	081323	Keys Dan Pellizzari	10-20-5663-00 10-00-2610-00	Maint/Repairs-Genl repai Accounts Payable	8.97	8.97
Penworthy	0593059-IN	Books The Penworthy Company	10-50-5863-30 10-00-2610-00	Books - Youth Serv Accounts Payable	1,163.08	1,163.08
Penworthy	0593220-IN	Books The Penworthy Company	10-50-5863-30 10-00-2610-00	Books - Youth Serv Accounts Payable	730.39	730.39
Penworthy	0593358-IN	Books The Penworthy Company	10-50-5863-30 10-00-2610-00	Books - Youth Serv Accounts Payable	1,952.55	1,952.55
Peregrine	62452	Legal Services Peregrine, Stime, Newman, Ritzman	10-35-5760-00 10-00-2610-00	Legal Services Accounts Payable	270.00	270.00
Playaway	438930	Launchpad Playaway Products LLC	10-50-5863-20 10-00-2610-00	Literacy/ESL Accounts Payable	30.93	30.93
Playaway	440170	Playaways Playaway Products LLC	10-50-5890-30 10-00-2610-00	A-V Matis - Youth Serv Accounts Payable	826.45	826.45
RAILS	11164	RDA Toolkit RAILS	10-50-5872-10 10-00-2610-00	Dbases - Professional Accounts Payable	171.39	171.39
Sendra Service	231247	Compressor Repair Sendra Service Corp.	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contri- Accounts Payable	2,493.15	2,493.15
Sikich	26267	Accounting Services June & July Sikich LLP	10-35-5764-10 10-00-2610-00	Other Contr Svcs - Libra Accounts Payable	3,338.40	3,338.40
Staging Redesign	092623	Program: Understanding Paint Color and Light	10-60-5931-10	Programs - Adult Service	175.00	

Lisle Library District
Accounts Payable - September 20, 2023

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
		Staging Redesign Group, Inc.	10-00-2610-00	Accounts Payable		175.00
Stryker	9204528874	Child/Infant Electrodes Stryker Sales, LLC	10-20-5663-00 10-00-2610-00	Maint/Repairs-Genl repai Accounts Payable	297.38	297.38
Thomas Klise	011254	Video Games Thomas Klise / Crimson Media	10-50-5895-40 10-00-2610-00	A-V Matlis - Adult Serv Accounts Payable	276.12	276.12
Thomas Klise	011255	Video Games Thomas Klise / Crimson Media	10-50-5895-40 10-00-2610-00	A-V Matlis - Adult Serv Accounts Payable	434.73	434.73
Unique	6116388	Collection Agency August Placements Unique	10-35-5761-00 10-00-2610-00	Collection Agency Accounts Payable	37.95	37.95
					95,911.53	95,911.53

PRIOR MONTHS BILLS PAID BETWEEN AUGUST 2023 AND SEPTEMBER 2023			
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.			
Check #	Vendor	Amount	
HSA	Salaries 8/15/2023	62980.10	
HSA	IL Child Support	300.00	
HSA	IL Dept. of Revenue	4015.57	
Auto W/D	Howard Simon & Associates	797.93	
HSA	EFTPS/Electronic Tax Payment 8/15/2023	21085.26	
	Fed Tax \$7908.84		
	FICA W/H \$6588.19		
	FICA Lib \$6588.23		
HSA	Salaries 8/31/2023	60947.63	
HSA	IL Child Support	300.00	
HSA	IL Dept. of Revenue	3875.95	
Auto W/D	Howard Simon & Associates	49.72	
HSA	EFTPS/Electronic Tax Payment 8/31/2023	20353.45	
	Fed Tax \$7607.93		
	FICA W/H \$6372.76		
	FICA Lib \$6372.76		
Wired	IMRF	11309.63	
	IMRF W/H \$8144.10		
	IMRF Lib. \$3165.53		
	Sub Total	186015.24	
Check #	Vendor	Description	Amount
7375	AFLAC (G6920)	Payroll Withholding	111.41
7376	Anderson Pest Solutions	Pest Control	157.10
7377	Bear Landscape	Yew Bushes, Mulching & Tree Trimming	545.00
7378	Compact Disc Source	Music CDs & Processing	486.36
7379	Current Technologies Corporation	Licenses & Maintenance 3 Wireless Access Points	1,339.71
7380	Delta Dental - Risk	September Premium	1,938.77
7381	Eco Clean Maintenance	Janitorial Services	3,030.00
7382	Ehlers Investment Partners	May, June & July Investment Services	822.94
7383	ELM USA Inc.	Polishing Pads for Disc Cleaning Machine	76.99

Monthly Circulation Report - August 2023

	Checkouts	Renewals	Aug-23 TOTALS	YTD FY 22/23	YTD FY 23/24	YTD % Change	
Adult Non-Print	2,653	2,750	5,403	9,582	10,841	13.14%	
Adult Print	5,159	4,477	9,636	14,552	19,372	33.12%	
Adult Total	7,812	7,227	15,039	24,134	30,213	25.19%	
YS Non-Print	638	1,286	1,924	3,359	4,222	25.69%	
YS Print	7,766	7,047	14,813	28,249	31,739	12.35%	
Total YS	8,404	8,333	16,737	31,608	35,961	13.77%	
Digital Media							
Overdrive	4,987		4,987	8,493	10,096	18.87%	
hoopla	2,407		2,407	2,564	4,899	91.07%	
Overdrive Magazines	120		120	145	237	63.45%	
PressReader	861		861	698	1,775	154.30%	
Kanopy	271		271	419	605	44.39%	
Total Digital	8,646	0	8,646	12,319	17,612	42.97%	
Subtotal Print + Non-Print/Digital	24,862	15,560	40,422	68,061	83,786	23.10%	
Computer/Tech Sessions Logins	1,203		1,203	1,881	2,395	27.33%	
Database Usage/Unique Logins	5,997		5,997	7,452	11,870	59.29%	
Wireless Use	1,039		1,039	692	2,025	192.63%	
ScannX sessions/jobs	165		165	396	333	-15.91%	
Museum Adventure Passes	45		45	124	106	-14.52%	
Total IT/Resource Sessions	8,449	0	8,449	10,545	16,729	58.64%	
Total Circulation	33,311	15,560	48,871	78,606	100,515	27.87%	
Literacy Software Usage Hours			0	0	0	--	
Borrower Information	Aug. 2023 Total	YTD 22/23	YTD 23/24	YTD % Change			
New Library Cards Added	222	310	404	30.32%			
Monthly Borrowers	3,029	5,017	6,104	21.67%			
Total # Registered Borrowers	8,978	8,484	8,978	5.82%			
InterLibrary Loans							
Materials Sent *	54	0	107	100.00%			
Materials Received	400	758	751	-0.92%			
Polaris/Catalog Holds							
Holds Placed	2,941	6,351	6,132	-3.45%			
Holds Checked Out	2,349	4,963	4,879	-1.69%			
Pick-Up Window Service Stats **							
# of Patrons/Users	30	N/A	53	--			
# of Items Picked Up/Checked Out	98	N/A	194	--			
* Temporarily suspended during building renovation; re-introduced in June 2023.					** This service began in April 2023.		

Lisle Library District - Program and Service Statistics - August 2023

Library Event Statistics		Library Wide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY22/23	YTD FY23/24	% Change
Staff Facilitated Programs			14	32	7	2	55	150	116	-22.67%
Attendees			95	597	11	15	718	1,774	1,529	-13.81%
Computer/Technology Programs			4	0			4	13	6	-53.85%
Attendees			44	0			44	27	54	100.00%
Performer/Speaker/Author			3	0			3	6	6	0.00%
Attendees			34	0			34	113	145	28.32%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)		0					0	0	0	--
Attendees		0					0	0	0	--
Total Number of Programs		0	21	32	7	2	62	169	128	-24.26%
Total Patrons Served by Programming		0	173	597	11	15	796	1,914	1,728	-9.72%
Reference Questions			2,203	1,170	1,036		4,409	9,514	9,213	-3.16%
Volunteer Hours			7.50	68.00			75.50	12.50	405.50	3144.00%
Notary Service		34					34	37	58	56.76%
LLD Kindness Cards **			28	95			123	N/A	207	--
Outreach Service Statistics										
Outreach Visits			1	1	1		3	18	3	-83.33%
Patrons Served by Outreach Visits			150	286	286		722	1,152	722	-37.33%
Home Delivery Dates			3				3	5	5	0.00%
Patrons Served via Home Delivery			131				131	210	223	6.19%
Total Outreach Programs			4	1	1		6	23	8	-65.22%
Total Patrons Served with Outreach Services			281	286	286		853	1,362	945	-30.62%
Civic Facility Use										
Literacy/Tutoring Room Use (patron count)	28							0	58	100.00%
Number of Outside Groups Using Meeting Space	23							0	36	100.00%
Patrons Entering Building	13,347							20,718	26,161	26.27%
Friend's Sponsored Programs	0							0	0	--
Attendees	0							0	0	--
Social Media Use										
Facebook (daily page consumption)	849							2,222	1,766	-20.52%
X (f.k.a. Twitter) Followers	1,047							894	1,047	17.11%
Instagram Likes	667							1,039	1,191	14.63%
Flickr Views	1,207							30,550	7,630	-75.02%
YouTube Views	7,408							15,140	17,647	16.56%
eBlast Engagement *	380							N/A	740	--
Total LLD App Downloads	783							545	783	43.67%
Total LLD App Sessions	3,806							4,798	7,293	52.00%

* eBlast Engagement statline added January 2023. ** LLD Kindness Cards reintroduced in May 2023.



August Board Report (9/15/2023)

A. Close-Out Progress Update

- Overall Close-out, Punchlist and Corrective Work is ongoing:
 - Signage repairs and painting (remain) ongoing by Camosy
 - South Lot lighting repair completed, final close-out is pending.
 - Lighting control component installation complete!
- Added Scope status updates:
 - Added Paging Speakers Ordered to ensure full building coverage
 - Added End Panels for the book holds area ordered (no update)
- Incomplete work including:
 - Lighting Controls – **Programming scheduled for 9/18/2023**
 - AV Controls – due to manufacturer delays (remains Q4 of 2023)

B. Project Cost Summary – Tracking on Budget

Approved Total Project Budget: \$7.7M

Expenditures Summary					
Project Component	Concept Phase Budget (a)	Anticipated Cost Update (thru 9/15/2023)		Committed to Date (thru 9/15/2023)	
		\$	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	\$5,752,091	\$82,891	\$5,752,091	\$5,495,525
E-200.2: Environmental Remediation	\$0	\$39,020	\$39,020	\$39,020	\$39,020
E-200.3: Site Utilities	\$0	\$0	\$0	\$0	\$0
E-200.4: Permitting and Zoning Fees	\$60,782	\$12,500	-\$48,282	\$2,580	\$1,110
E-200: Building Costs Total	\$5,729,982	\$5,803,611	\$73,629	\$5,793,690	\$5,535,655
E-300: Soft Costs					
E-300.1: Professional Service Costs	\$924,810	\$909,893	-\$14,917	\$907,539	\$878,347
E-300.2: Fixtures, Furnishing & Equipment	\$840,000	\$871,549	\$31,549	\$839,686	\$827,843
E-300.3: Other Owner Soft Costs	\$0	\$4,977	\$4,977	\$4,977	\$4,977
E-300: Soft Costs Total	\$1,764,810	\$1,786,419	\$21,609	\$1,752,203	\$1,711,168
E-400: Contingency					
E-400.1: Owner Contingency	\$190,208	\$109,970	-\$80,238	\$0	\$0
E-400: Contingency Total	\$190,208	\$109,970	-\$80,238	\$0	\$0
Project Expenditure Totals	\$7,700,000	\$7,700,000	\$0	\$7,545,893	\$7,246,822

Lisle Library District
North Main Entry Capital Improvement Project



August Board Report (9/15/2023)

Invoices sent for processing since last Board Meeting:

Categories	Invoice #	Invoice Value
E-200: Building Costs		
E-200.1: Building Construction		
Camosy	Pay App #19	\$ 15,494.50
E-300: Soft Costs		
E-300.2: Fixtures, Furnishing & Equipment		
Midwest Office Interiors	264704	\$ 500.00
G&M - Site Lighting	53125	\$ 9,370.00
Grand Total		\$ 25,364.50

C. Change Order Update

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

No New Camosy Change Orders!

Change Order Log Summary

Approved Change Orders:	\$ 418,682.20
Recommended for Board Approval:	\$ 0.00
Pending Change Orders:	\$ 0.00
Total:	\$ 418,682.20

Updated Change Order Log

Change Order	Current Cost	Notes
COR #1 thru #31, #33r #72 – From previous Board Meetings	\$ 418,682.20	Approved as recorded in past Board meetings

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: September 15, 2023

September 2023 | DIRECTOR'S REPORT

Meetings:

LLD Board of Trustees – Aug 16	Sullivan – Aug 29	Staff – Sept 12
Dept. Directors – Aug 22	Staff – Aug 29	Admin – Sept 13
CCS – Jul 31	Keefe/Hinsdale PL – Sept 5	VIP Printing – Sept 13
Olson – Aug 23	Dept. Directors – Sept 5	Chamber – Sept 14
Staff – Aug 24	LWC Tour – Sept 6	
Dept. Directors – Aug 29	Bartelli – Sept 8	

Intergovernmental Promotion

The LLD continues to assist the Village in the promotion of their community-wide survey. We are looking to provide the public a way to access the survey via laptop or iPad shortcut as soon as the survey goes live.

By request, the LLD has also cataloged Lisle's Comprehensive Land Use Plan Draft. The Village is currently updating its Land Use Plan. It is used as a policy guide for future land use and development. Residents can view a physical copy of the Draft at the LLD. It is cataloged as a Local Government Document in the Reference Collection. The Village has posted this information on their socials.

LLD Founder Activities

LWC – I was happy to be able to provide a tour for the Lisle Woman's Club during their September Club Meeting. LWC President Sullivan introduced me to the group, I gave a brief synopsis of the renovation timeline, and then we walked around the Library while I pointed out several new features and service points. I understand there were new members in the group as well as some members who haven't seen all of the improvements since renovating. It's always a pleasure to meet with the group who co-founded the LLD back in 1965. I also left the group with promotional flyers for upcoming programs as well as existing services such as streaming information and home delivery.

FLPLD – Since the Grand Opening in April, I've reached out to the Friends of the Lisle Public Library District (FLPLD) to ask for an update regarding their activities and Board structure. The LLD has also recently been receiving questions about the Friends; i.e. *if they are still an active organization*. Since the passing of their President, we have not been able to update the LLD's Friends page on the website. I've informed the LLD Board of Trustees about historical Friends activities and current space allocations and about our

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: September 15, 2023

policy. It is understood that the Board would like more communication between the two entities so that this relationship can be mutually beneficial. President Bartelli and I discussed updating the policy as well as receiving professional advice.

LWC & FLPLD – Both the Lisle Woman's Club and Friends had members who founded the Lisle Library District back in 1964/5. Unfortunately, most of those members are no longer with us. However, we continue to honor both organizations and regard them as founders. We are grateful that both organizations have assisted the LLD in procuring the LiteZilla by donating funds last year.

Since there is a lag in communication regarding updating the Friends page on the LLD website, we'd like to revamp this page to honor both the LWC and FLPLD.

Technology & Website Update

The LLD's IT Staff now consists of two full-time staff. Previously, The IT Manager received approximately 75% time from the IT Assistant – whereas 25% of his work was related to Board/Admin duties. As of last week, the LLD Office Manager has assumed the Board/Admin duties.

With the renovation; the IT upgrades, IT documentation, maintenance plans, and new (and upcoming) adds to technology, we have determined that additional assistance was needed to accomplish our goals. These goals include (but not limited to) launching the new website, adding Apple computers to YS and AS, and fully documenting our new IT landscape. I anticipate smoother IT operations and at a better pace.

The LLD has received a very generic mockup of a new design for the website. The outsourced vendor is updating the site to most current version of Drupal as well. LLD IT Staff will work with our vendor to improve the look and to hone the navigation.

Signage

Due to delays and some unsatisfactory results, the LLD will change vendors for the remaining interior signage installs. We are currently procuring quotes for outstanding signage projects that include the sign over the Circulation Desk, restroom signs, and south entrance door address/hours signage.

Respectfully submitted,



Tatiana Weinstein

September 2023 Assistant Director Report

Meetings/Virtual Meetings

- Stanley- August 14
- CMFP- August 14
- Limricc- August 15
- Event Team Meeting- August 17
- ECO Clean- August 22,29
- Midwest Office Interiors- August 24
- Crosstown Electric- August 24
- Sendra- August 24, 25, 30
- Facility IT Group- September 7, 14
- Pieper Electric- September 8
- Event Team Meeting- September 8
- LIRA- September 9

Meetings

The LLD Event Team met twice since our last meeting, to finalize preparations for Fall Fest and to begin discussing a winter event. Everything is ready to go for Fall Fest, and we are excited to engage with everyone this coming Friday.

As part of our insurance package, LIRA offers the library staff a training portal through which we have access to hundreds of training modules. These modules cover everything from tool safety to interpersonal communication skills. A LIRA representative walked me through the website, so now I am able assign and track completion of different training modules for staff.

Facility

Camosy sent out a subcontractor to work on the railings at the north entrance in early August. I have seen no issue since the work was last completed, but am continuing to monitor as the weather cools off.

Several issues related to lighting on the east end have arisen that required a visit from Pieper Electric. On Sept 8 the first steps were taken to finish installing the lighting controls, and we are scheduled to have the work finalized on Sept 19.

Sendra came out to repair the compressor that provides cool air for the east side of the building. They replaced contacts were in bad shape, and I submitted a claim to Com Ed, as some of the damage may have been a result of last month's power outage. Due to the age of the unit, our HVAC contractor is recommending that we plan to replace it over the course of the next few years

Respectfully Submitted,



Will Savage
Assistant Director

STATE OF ILLINOIS)
)
COUNTY OF DUPAGE)

CERTIFICATE OF AUTHENTICITY

I, Liz Sullivan, hereby certify that I am the duly qualified and acting Secretary of the Board of Library Trustees of the Lisle Library District, DuPage County, Illinois and as such I am the custodian and keeper of the records and files of said Library District.

I further certify that the attached is a true and correct copy of Ordinance 23-04 adopted on September 20, 2023, at a meeting of the Board of Library Trustees of the Lisle Library District.

IN WITNESS WHEREOF, I have affixed my signature and the corporate seal of the Lisle Library District this 20th day of September, 2023.

Liz Sullivan, Secretary
Board of Library Trustees
Lisle Library District

ORDINANCE 23-04

AN ORDINANCE ADOPTING A BUDGET AND APPROPRIATION OF SUCH SUMS OF MONEY AS MAY BE DEEMED NECESSARY TO DEFRAY ALL NECESSARY EXPENSES AND LIABILITIES OF THE LISLE LIBRARY DISTRICT, LISLE, DUPAGE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024, AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SUCH APPROPRIATIONS ARE MADE AND THE AMOUNT APPROPRIATED FOR EACH OBJECT OR PURPOSE.

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

Section 1: The following is the Annual Budget and Appropriation for the Lisle Library District for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

1	CORPORATE FUND	BUDGET 2023-2024	2023-2024 AMOUNT TO BE APPROPRIATED
EXPENDITURES			
A.	EMPLOYEE COSTS		
	Salaries	\$ 2,300,000.00	\$2,300,000.00
	Health Ins/Unemp	\$320,000.00	\$350,000.00
		\$2,620,000.00	\$2,650,000.00
B.	BUILDING COSTS		
	Internet/Inet	\$7,210.00	\$10,000.00
	Phone	\$20,000.00	\$25,000.00
	Gas	\$12,000.00	\$15,000.00
	Sewer/Water	\$4,500.00	\$5,000.00
	Electrical	\$50,000.00	\$50,000.00
	Maint. Contracts - HVAC	\$6,000.00	\$7,000.00
	Maint. Contracts - Cleaning/Pests	\$49,500.00	\$60,000.00
	Maint. Contracts - Landscape	\$40,000.00	\$42,000.00
	Non-contract Repr	\$70,000.00	\$90,000.00
	Rubbish Removal	\$4,000.00	\$5,000.00
		\$263,210.00	\$309,000.00

C.	<u>OPERATING COSTS</u>		
	Postage/Shipping	\$15,500.00	\$20,000.00
	Printing	\$24,000.00	\$28,000.00
	Supplies/Processing	\$78,000.00	\$80,000.00
	Bank/Notices	\$8,000.00	\$8,000.00
	Local Travel	\$500.00	\$500.00
		\$126,000.00	\$136,500.00
D.	<u>INSURANCE COSTS</u>		
	Fidelity Bond	\$2,100.00	\$2,500.00
	Prop. Damage (All Peril)	\$50,000.00	\$55,000.00
	Notary Bond	\$225.00	\$225.00
	Workers Comp	\$7,000.00	\$8,000.00
		\$59,325.00	\$65,725.00
E.	<u>CONTRACTUAL COSTS</u>		
	Legal services	\$15,000.00	\$15,000.00
	Collection Agency	\$700.00	\$700.00
	Outsrc Acc/HR/Outsrc IT	\$150,000.00	\$180,000.00
	Investment Agency	\$6,000.00	\$6,000.00
	Acct Software	\$4,800.00	\$5,000.00
	Audit	\$9,500.00	\$9,800.00
	Payroll	\$12,000.00	\$15,000.00
		\$198,000.00	\$231,500.00
F.	<u>PERSONNEL DEVELOPMENT</u>		
	Staff Dues/Conf	\$13,400.00	\$14,000.00
	Memorial/Recog	\$3,000.00	\$3,500.00
	In-Service Day	\$2,500.00	\$3,000.00
	Cont. Ed	\$9,100.00	\$10,000.00
	Trustee Dues/Conf/Train	\$3,525.00	\$3,525.00
		\$31,525.00	\$34,025.00
G.	<u>EQUIPMENT</u>		
	Polaris	\$90,000.00	\$95,000.00
	Technology	\$80,000.00	\$90,000.00
	Facility	\$10,000.00	\$15,000.00
	Minor Equip	\$3,500.00	\$3,500.00
	Other Fac Maint/Repairs	\$25,000.00	\$25,000.00
		\$208,500.00	\$228,500.00

H.	<u>LIBRARY MATERIALS</u>		
	Books	\$250,000.00	\$250,000.00
	Databases	\$137,500.00	\$140,000.00
	Doc Delivery/ILLs	\$24,500.00	\$25,000.00
	Audio/Visual	\$190,000.00	\$195,000.00
	Periodicals	\$35,000.00	\$35,000.00
		\$637,000.00	\$645,000.00
I.	<u>PROGRAMS</u>		
	Lib-Wide Programs	\$30,000.00	\$30,000.00
	Comm Rel/Supplies	\$17,000.00	\$20,000.00
		\$47,000.00	\$50,000.00
J.	<u>OTHER EXPENSES</u>		
	Gifts (if gifts are received)	\$5,000.00	\$20,000.00
	Per Capita Grant (per State if received)	\$45,000.00	\$45,000.00
	IMRF (supplemental funding)	\$0.00	\$0.00
		\$50,000.00	\$65,000.00
K.	<u>DEBT CERTIFICATE</u>	\$66,000.00	\$70,000.00
L.	<u>CONTINGENCY</u>	\$25,000.00	\$25,000.00
	<u>SUBTOTAL CORPORATE</u>	\$4,331,560.00	\$4,510,250.00
	Transfer to Special Reserve	\$60,000.00	\$120,000.00
	Total Corporate	\$4,391,560.00	\$4,630,250.00
2	IMRF	\$80,000.00	\$80,000.00
3	FICA	\$178,000.00	\$178,000.00
	TOTAL CORP/IMRF/FICA	\$4,649,560.00	\$4,888,250.00
4	SPECIAL RESERVE FUND		
	Consulting	\$20,000.00	\$25,000.00
	Facility/Campus	\$15,000.00	\$20,000.00
	Furniture/Equip	\$25,000.00	\$25,000.00
	Security Systems	\$0.00	\$10,000.00
	Project Expense	\$1,000,000.00	\$1,000,000.00
		\$1,060,000.00	\$1,080,000.00
	TOTALS	\$5,709,560.00	\$5,968,250.00

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

- (a) That the cash on hand at the beginning of the fiscal year is \$ 6,036,766.99.
- (b) That the estimated cash expected to be received during the fiscal year from all sources is \$ 4,494,505.00.¹
- (c) That the estimated expenditures for the fiscal year are \$ 5,709,560.00 per the Annual Working Budget.
- (d) That the estimated cash expected to be on hand at the end of the fiscal year is \$4,821,711.99.
- (e) That the estimated amount of taxes to be received by the Lisle Library District during the fiscal year is \$ 4,301,384.21.
- (f) That the estimated amount of income to be received from sources other than library taxes for the fiscal year is \$ 124,850.00.

Section 3: That the funds in the total amount of \$ 5,968,250.00 or so much thereof as may be authorized by law, be and the same are hereby appropriated for the corporate purposes of the Lisle Library District, as hereinafter specified, for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

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

Section 5: This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

¹ This does not include budgeted transfer to the Special Reserve Fund.

ADOPTED this 20th day of September, 2023, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Approved by me this 20th day of September, 2023.

Marjorie Bartelli
President, Lisle Library Board of Trustees

Attest:

Liz Sullivan
Secretary, Lisle Library Board of Trustees

To be submitted for publication on the 22nd day of September, 2023.
To be published in the Daily Herald on the 27th day of September, 2023.

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

CHIEF FISCAL OFFICER'S CERTIFICATE OF ESTIMATED REVENUE
FOR THE LISLE LIBRARY DISTRICT, LISLE, DUPAGE COUNTY, ILLINOIS

I, Karen Larson, do hereby certify as follows:

1. I am the Chief Fiscal Officer (Treasurer) of the Lisle Library District, Lisle, DuPage County, Illinois.
2. I certify that the estimate of the revenue by source as approved by the Board of Trustees of said District for the fiscal year beginning July 1, 2023 and ending June 30, 2024, to be as follows:

<u>Source</u>	<u>Amount</u>
Corporate Fund Taxes	\$4,194,600.00
IMRF Fund Taxes	\$1,500.00
FICA Fund Taxes	\$173,555.00
Desk Income	\$9,750.00
Gifts, Grants and Other	\$112,000.00
Interest Earned on Dist. Funds	\$63,000.00
	\$4,554,405.00

IN WITNESS WHEREOF, I have affixed my signature this 20th day of September 2023.

Karen Larson, Treasurer of the LLD Board of Trustees
Chief Fiscal Officer

Daily Herald

Hidden Gems: A Photographic Road Trip Along the Des Plaines River Valley

TEEN: TAB Meeting

The Glorious Arts: The Culmination of Chicago as an Arts Mecca

Adult Craft: Chalk Board Door Sign

Virtual Storytime on Zoom

Detox Your Mind Though Meditation

Study Tools with Brainfuse

Teen: Jack Box Games

Illinois Libraries Presents: The Power of Story with Colson Whitehead

Food For Thought: A Culinary Discussion Group

Explore Public Records

Gallery 777 Reception

Teen Craft: Decoupage Hanging Organizer

Medicare 101

Chicago Tribune

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Explore Public Records

Gallery 777 Reception

Teen Craft: Decoupage Hanging Organizer

Medicare 101



Teen Craft: Painted Pencil Bag

Fall Fest

**Sept. 22
5-7PM**

**Don't miss the Library's Fall Fest!
Come by and enjoy:**



- **Autumn Crafts**
- **Churros**
- **Petting Zoo**
- **Inflatable Obstacle Course**



**All are welcome to attend,
no registration required.**

