

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on December 18, 2024 at 7:00 pm at the Lisle Library District, 777 Front Street Lisle, Illinois.

Persons who cannot provide public comment in-person may send comments via email to pubcomment@lislelibrary.org or via USPS mail addressed to: Public Comment/Administration, 777 Front Street, Lisle, IL 60532. Comments should be received at least 12 hours prior to the scheduled meeting time. Submitted comments will not be read aloud. Comments will be provided to Trustees prior to the start of the meeting and are considered a public 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 18, 2024 - 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. Trustee Berry and Trustee Breihan reviewed the November billings in December
 - b. Treasurer Larson and Treasurer Martin will review the December billings in January
4. Consent Agenda - Action Required
 - a. Approve Minutes of the November 20, 2024 Board Meeting
 - b. Acknowledge Treasurer's Report, 11/30/24, Investment Activity Report, 11/30/24, Current Assets Report, 11/30/24, Revenue Report, 11/30/24, and Expense Report, 11/30/24
 - c. Authorize Payment of Bills, 12/18/24
5. Unfinished Business
 - a. Capital Improvement Project/Program Discussion
 - i. General Capital Improvement Program Summary
 - ii. Executive Report
 - iii. Mechanical Equipment Replacements
 - b. Approve HVAC system upgrade project bid award – Action Required
Approval of the HVAC system upgrade project bid award to 1Source Mechanical Inc. in the sum of \$261,000.00 for Base Bid CU1E & 2E and CU 1W & 2W scope.
6. Committee Reports
 - a. Finance
 - b. Personnel and Policy
 - c. Physical Plant
 - d. Strategic Planning
7. Staff Reports
 - a. Director's Report
 - b. Assistant Director's Report
8. New Business
 - a. Approve 2025 Holiday Closings - Action Required
Affirm Library holiday closing dates for the 2025 calendar year.
 - b. Acknowledge Annual Treasurer's Report
 - c. Acknowledge payment of earned/unused vacation time as required by IL Wage Payment and Collection Act (820 ILCS 115/5) - payment shall not exceed \$1503.42, to be paid to Chitra Gnanaratne (January 2025).
9. Opportunity for Trustee comments (five minutes)
Bartelli, Berry, Breihan, Larson, Martin, Sullivan, Swistak
10. Adjourn

LISLE LIBRARY DISTRICT
BOARD MEETING
November 20, 2024 - 7:00 p.m.

1. Roll call

Present:

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

Also present:

Tatiana Weinstein - Director
Will Savage - Assistant Director
Jackie Kilcran - Recording Secretary
Brad Porter - Lauterbach & Amen [left the meeting at 7:08 p.m.]
Marc Rogers - CCS International Inc. [left the meeting at 7:10 p.m.]

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

3. Assignments for reviewing monthly accounts payable

- a. Treasurer Larson and Trustee Martin reviewed the October billings in November
- b. Trustee Berry and Trustee Breihan will review the November billings in December

4. Consent Agenda - Action Required

- a. Approve Minutes of the October 16, 2024 Board Meeting
- b. Acknowledge Treasurer's Report, 10/31/24, Investment Activity Report, 10/31/24, Current Assets Report, 10/31/24, Revenue Report, 10/31/24, and Expense Report, 10/31/24
- c. Authorize Payment of Bills, 11/20/24

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

5. Audit Presentation - Lauterbach & Amen

Mr. Porter provided an overview of the annual audit including the Independent Auditor's Report, Management's Discussion and Analysis, Statement of Revenues, Expenditures, and Changes in Fund Balances. Lauterbach & Amen have issued an unmodified opinion on the audit, which is the highest opinion a governmental institution can receive. This opinion states the Library's financial statements are presented fairly and all internal controls are in place. The LLD's financial position is healthy and no recommendations were suggested.

Mr. Porter left the meeting at 7:08 p.m.

6. Unfinished Business

- a. Capital Improvement Project: Monthly Project Status Update - CCS Report including schedule and budget updates & discussion

Mr. Rogers stated that the bentonite injections near the foundation have been completed. The bentonite will expand and cure over a period of several weeks. The area that had some seepage will be inspected regularly to determine if another round of injections will be necessary.

IBS has conducted a walk-through of the Library in preparation of the BAS replacement project. They plan to start at the beginning of the new year.

The RFP for the condensing units has been published. Two companies have conducted a walk-through of the Library. All bids will be due on December 2, 2024.

Mr. Rogers left the meeting at 7:10 p.m.

7. Committee Reports

- a. Finance - Trustee Breihan stated the Committee will be scheduling a meeting early in the new year.
- b. Personnel and Policy - Trustee Berry had nothing to report.
- c. Physical Plant - Trustee Martin stated that the Committee met on November 6, 2024. The Committee agreed to sundown the FQC Report, and will look forward to CCS preparing a new long-term schedule of maintenance. He stated that the Committee also discussed EV charging stations, and agreed to wait and see how the Village's installation progressed in order to gather more information.
- d. Strategic Planning - Director Weinstein stated that the Committee would be meeting on December 11, 2024.

8. Staff Reports

- a. Director Weinstein thanked the Board for permitting a Library closure for Staff Development Day. She stated that the training day included a refresher on the AED devices and CPR training by the Fire Department. Staff conducted emergency drills that included fire, tornado, and Code Adam. Several speakers presented to staff on topics that included communication style tips for young patrons, teens, and adults. She stated it was a very productive day.

Director Weinstein stated that she would attend the Joint Review Board meeting at Village Hall on December 11th. This meeting will discuss the existing TIFs.

She reminded Trustees that per the State of Illinois, and LLD Policy 901, all staff and trustees must complete an annual sexual harassment training course. This should be completed by November 30th.

Director Weinstein stated that she, along with Assistant Director Savage and IT Manager Sandy, met with IBS to discuss the new BAS software.

Director Weinstein mentioned that she, Assistant Director Savage, and Trustee Berry will register for a Legislative Lunch in Oak Brook on December 3rd. She reiterated that all Trustees are invited to attend if able.

Director Weinstein read an email the LLD received from a patron receiving Home Delivery services. The patron expressed gratitude for the excellent service she had received and thanked the LLD staff and volunteers for their efforts.

- b. Assistant Director Savage stated that Certa Pro Painters repainted the light poles along the south parking lot and restriped the cross walk. The Red Cross conducted a blood drive on October 21. The Red Cross stated that donations on that day will aid 126 people.

The Lisle-Woodridge Fire District believes that the cause of last month's false alarm was dust or cobwebs in the smoke detector. No further false alarms have occurred. IBS conducted a walk-through of the Library, and inspected all controls for the BAS in anticipation of the replacement project. Metalmaster Roofmaster conducted an inspection of the roof. They will return to re-caulk areas on the 2nd level where wood siding meets stone.

9. New Business

- a. Accept Annual Audit - Action Required

MOTION: Trustee Martin moved to accept the Annual Audit. Treasurer Larson seconded.

Discussion: None

Roll Call Vote - All Aye. The motion passed.

- b. Adopt Ordinance 24-07: Tax Levy Ordinance - Action Required

MOTION: Vice President Bartelli moved to adopt Ordinance 24-07: Tax Levy Ordinance for the fiscal year beginning July 1, 2024 and ending June 30, 2025. Secretary Sullivan seconded.

Director Weinstein provided an overview of Ordinance 24-07, the Tax Levy Ordinance. She explained that the funds levied this year will be utilized in the next fiscal year. Director Weinstein reviewed the Consumer Price Index (CPI) for the Midwest region which has fluctuated between 3.5% and 4.1%. The Ordinance shows a 3.8% increase, which aligns with the CPI, and with the LLD's financial plan. Director Weinstein affirmed that the Ordinance was reviewed by the LLD's financial advisors and the Library's attorney, who agreed that the Ordinance was sound and prepared for the next fiscal year.

Discussion: There was no additional discussion; Trustees agreed that the overview was thorough as was the included overview document for the public.

Roll Call Vote - All Aye. The motion passed.

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

MOTION: Secretary Sullivan moved to approve the annual Certificate of Compliance with the Truth in Taxation Act (TITA). Trustee Breihan seconded.

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

Roll Call Vote - All Aye. The motion passed.

10. Opportunity for Trustee comments (five minutes)

Vice President Bartelli wished everyone a Happy Thanksgiving. She also stated that she appreciates the Book Club in a Bag service, which has been a great for her book group.

Secretary Sullivan had nothing to report

Trustee Breihan thanked the staff for a successful audit. She wished everyone a Happy Thanksgiving.

Treasurer Larson wished everyone a great holiday.

Trustee Martin thanked the Director for sharing the email from a satisfied home delivery patron. He also stated he was pleased with the transparent and positive audit results.

Trustee Berry wished everyone a Happy Thanksgiving.

President Swistak stated that she spoke with recently retired neighbors. They were thrilled with the programs that the Library offers. The neighbors expressed an interest in participating in a "Friends" group and hoped to see a renewal of such a group. President Swistak wished everyone a Happy Thanksgiving.

11. Adjourn

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

The meeting adjourned at 7:33 p.m.

Recorded by

Jackie Kilcran, Recording Secretary

Approved by the Board of Trustees on December 18, 2024.
Approved by

Liz Sullivan, Secretary of the LLD Board of Trustees

Treasurer's Report as of November 30, 2024

Fund Name	Cash Balance 11/30/24	Financial Assets % W/ Spec Res	Financial Assets % W/O Spec Res
Corporate	5,380,150.90	83.91%	92.41%
IMRF	164,737.84	2.57%	2.83%
FICA	277,099.49	4.32%	4.76%
Subtotals	5,821,988.23	90.80%	100.00%
Special Reserve	590,244.62	9.20%	0.00%
	6,412,232.85	100.00%	100.00%

Treasurer

Date

INVESTMENT ACTIVITY

Company	INTEREST												
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	13.97	14.02	13.17	12.94	12.52								66.62
Ethers-Inv Interest Paring	2,008.83	2,082.59	2,918.86	2,259.00	2,580.83								11,851.11
Fifth Third Bank	3,108.68	2,794.11	3,551.12	3,777.29	3,142.24								16,333.44
Little Savings	217.11	217.34	232.07	217.80	225.29								1,099.61
Little CD 2635	464.04	944.35	917.47	951.78	924.69								4,202.35
Little CD 2669	957.30	961.11	933.25	968.65	651.90								4,472.71
IL Funds	407.72	416.97	395.21	406.63	409.87								2,036.40
US Bank-9853	10.25	10.59	10.58	10.35	10.59								52.26
US Bank-9370	3.07	3.49	3.20	2.44	2.79								14.99
TOTALS	7,191.97	7,444.57	8,985.43	8,556.78	7,960.72								40,139.47
Interest - Special Reserve Only	756.74	845.45	738.25	740.90	729.46								3,810.80
Interest - No Special Reserve Reflected	6,435.23	6,599.12	8,247.18	7,815.88	7,231.26								36,328.67
Totals	7,191.97	7,444.57	8,985.43	8,556.78	7,960.72								40,139.47

Company	INVESTMENTS												
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Investment Maturities and Sales	-	-	56,245.55	248,000.00	639,241.28								943,484.84
Investment Purchases	-	-	-	(313,207.49)	(641,334.58)								(963,142.07)
TOTALS	-	-	56,245.55	567,207.49	1,281,175.86								1,994,626.91

Lisle Library District
 For the Five Months Ending November 30, 2024
 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.	\$ 29,134.55	\$ 4,258,399.10	\$ 4,068,525.03	\$ 4,280,000.00	99.50
40-01-4414-00 Tax Levy - IMRF	340.70	49,798.71	0.00	50,000.00	99.60
45-01-4415-00 Tax Levy - FICA	1,197.31	175,001.55	170,716.89	176,225.00	99.31
TOTAL TAX LEVY	30,672.56	4,483,199.36	4,239,241.92	4,506,225.00	99.49
TIF SURPLUS					
10-01-4455-00 TIF-Surplus Corp	0.00	139,588.36	32,138.91	35,000.00	398.82
TOTAL TIF SURPLUS	0.00	139,588.36	32,138.91	35,000.00	398.82
PERSONAL PROPERTY REPLACEMENT TAX					
10-01-4461-00 Personal Property Repl. Tax -	0.00	11,315.48	17,851.07	42,720.00	26.49
40-01-4462-00 Personal Property Repl. Tax -	0.00	653.05	1,030.23	2,470.00	26.44
45-01-4463-00 Personal Property Repl. Tax -	0.00	102.60	161.87	390.00	26.31
TOTAL PERSONAL PROPERTY REP	0.00	12,071.13	19,043.17	45,580.00	26.48
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	6,658.52	33,362.80	36,780.82	50,000.00	66.73
40-02-4475-00 Interest Earned - IMRF	210.90	1,106.17	1,547.70	2,500.00	44.25
45-02-4476-00 Interest Earned - FICA	361.84	1,859.70	2,082.30	3,500.00	53.13
TOTAL INTEREST INCOME	7,231.26	36,328.67	40,410.82	56,000.00	64.87
UNREALIZED GAIN/LOSS ON INVESTMENTS					
10-02-4526-00 Unrealized Gain/Loss on	(1,152.41)	2,205.31	537.24	6,000.00	36.76
TOTAL UNREALIZED GAIN/LOSS O	(1,152.41)	2,205.31	537.24	6,000.00	36.76
DESK INCOME					
10-03-4531-00 Lost Books	13.91	76.94	277.08	1,000.00	7.69
10-03-4536-00 Non-Resident Fees	0.00	594.68	332.00	800.00	74.34
10-03-4538-00 Book Sale	130.00	654.00	325.00	1,600.00	40.88
10-03-4540-00 Fines	60.16	280.07	1,586.19	1,000.00	28.01
TOTAL DESK INCOME	204.07	1,605.69	2,520.27	4,400.00	36.49
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	0.50	0.50	0.00	2,000.00	0.03
10-03-4560-00 Gifts - Restricted	0.00	0.00	500.00	2,000.00	0.00
10-03-4560-30 Gifts - Restricted - YS	0.00	0.00	0.00	0.00	0.00

Lisle Library District
 For the Five Months Ending November 30, 2024
 Revenues - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to</u> <u>Date</u>	<u>Prior Year to</u> <u>Date</u>	<u>Current Annual</u> <u>Budget</u>	<u>% of Budget to</u> <u>YTD</u>
10-04-4570-00 Ear Buds	55.00	250.00	221.00	700.00	35.71
10-04-4573-00 Copier Income	(19.03)	272.90	1,746.94	3,500.00	7.80
10-04-4575-00 Printing Income	236.84	1,990.55	896.46	4,000.00	49.76
10-04-4583-00 Per Capita Grant	0.00	44,967.29	44,664.48	46,000.00	97.75
10-04-4584-00 Other Income - Corp.	0.00	1,579.26	1,429.16	2,500.00	63.17
10-04-4585-00 License Sticker Renewals	188.50	964.25	1,044.00	2,500.00	38.57
10-05-4595-00 Misc. Jury Duty	0.00	0.00	0.00	0.00	0.00
TOTAL UNRESTRICTED INCOME	<u>461.81</u>	<u>50,024.75</u>	<u>50,502.04</u>	<u>63,200.00</u>	<u>79.15</u>
TOTAL REVENUES	<u>\$ 37,417.29</u>	<u>\$ 4,725,023.27</u>	<u>\$ 4,384,394.37</u>	<u>\$ 4,716,405.00</u>	<u>100.18</u>

Lisle Library District
 For the Five Months Ending November 30, 2024
 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	\$ 729.46	\$ 3,810.80	\$ 6,249.43	\$ 12,000.00	31.76
TOTAL INTEREST	729.46	3,810.80	6,249.43	12,000.00	31.76
70-04-4587-10 Restricted - Transfer from Cor	10,000.00	50,000.00	25,000.00	120,000.00	41.67
70-05-4680-00 Debt Certificate	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	10,000.00	50,000.00	25,000.00	120,000.00	41.67
TOTAL REVENUES	10,729.46	53,810.80	31,249.43	132,000.00	40.77

Lisle Library District
For the Five Months Ending November 30, 2024
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	\$ 48,105.04	\$ 228,042.90	\$ 218,622.33	\$ 590,325.00	38.63
10-10-5603-20 Adult Services - Reg. Hours	43,087.81	213,777.82	205,296.90	555,600.00	38.48
10-10-5603-30 Youth Services - Reg. Hours	37,173.58	173,649.58	148,977.84	416,700.00	41.67
10-10-5603-50 Technical Services - Reg. Hour	24,421.83	115,522.19	101,417.66	289,375.00	39.92
10-10-5603-60 Circulation - Reg. Hours	39,207.10	184,282.20	175,906.25	463,000.00	39.80
Total Salaries	191,995.36	915,274.69	850,220.98	2,315,000.00	39.54
Health and Dental Ins.					
10-10-5621-10 Hosp. Ins. - Admin	4,681.17	23,405.85	23,655.19	67,305.00	34.78
10-10-5621-20 Hosp. Ins. - Adult Serv.	6,731.05	33,693.65	34,944.45	96,150.00	35.04
10-10-5621-30 Hosp. Ins. - YS	4,796.20	20,944.32	20,725.58	57,690.00	36.30
10-10-5621-50 Hosp. Ins. - Tech	3,881.73	19,370.25	13,223.62	41,665.00	46.49
10-10-5621-60 Hosp. Ins. - Circ	4,198.00	22,951.04	18,019.14	57,690.00	39.78
10-10-5622-10 Dental Ins. - Admin.	157.24	1,062.82	767.91	2,480.00	42.86
10-10-5622-20 Dental Ins. - Adult Serv	337.43	2,319.39	2,196.24	5,735.00	40.44
10-10-5622-30 Dental Ins. - YS	198.65	1,346.45	1,227.26	3,100.00	43.43
10-10-5622-50 Dental Ins. - Tech	200.81	1,402.25	779.52	2,325.00	60.31
10-10-5622-60 Dental Ins. - Circ	140.52	911.25	528.26	1,860.00	48.99
Total Health and Dental Ins.	25,322.80	127,407.27	116,067.17	336,000.00	37.92
Other Staff Benefits					
10-10-5646-00 Unemployment Compensation	0.00	166.98	174.63	4,000.00	4.17
10-10-5646-10 Tuition Reimbursement - Staff	0.00	0.00	0.00	0.00	0.00
Total Other Staff Benefits	0.00	166.98	174.63	4,000.00	4.17
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	3,636.64	17,228.51	16,486.62	45,390.00	37.96
45-10-5625-20 FICA Expense - Adult Serv.	3,182.54	15,780.61	15,138.36	42,720.00	36.94
45-10-5625-30 FICA Expense - Youth Services	2,799.04	13,068.16	11,217.43	32,040.00	40.79
45-10-5625-50 FICA Expense - Tech Servs.	1,831.77	8,651.43	7,624.14	22,250.00	38.88
45-10-5625-60 FICA Expense - Circulation	2,906.97	13,635.73	12,756.20	35,600.00	38.30
Total FICA Expenses	14,356.96	68,364.44	63,222.75	178,000.00	38.41
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	1,311.85	6,310.49	4,094.59	20,800.00	30.34
40-10-5628-20 IMRF Expense - Adult Servs	1,266.77	6,285.03	4,064.78	20,800.00	30.22
40-10-5628-30 IMRF Expense - Youth Services	981.35	4,659.26	2,712.22	14,400.00	32.36
40-10-5628-50 IMRF Expense - Tech Servs.	718.03	3,411.35	1,996.24	10,400.00	32.80

Lisle Library District
 For the Five Months Ending November 30, 2024
 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>
40-10-5628-60	859.60	4,078.17	2,597.12	13,600.00	29.99
IMRF Expense - Circulation					
Total IMRF Expenses	5,137.60	24,744.30	15,464.95	80,000.00	30.93
Total EMPLOYEE COSTS	236,812.72	1,135,957.68	1,045,150.48	2,913,000.00	39.00
BUILDING COSTS					
Utilities					
10-20-5650-00	450.00	2,250.00	2,250.00	5,490.00	40.98
Internet Service Provider					
10-20-5651-00	0.00	1,810.00	1,810.00	1,810.00	100.00
INet					
10-20-5652-00	1,675.86	8,371.16	6,741.31	20,000.00	41.86
Utilities - Phone					
10-20-5653-00	525.39	989.76	946.91	12,000.00	8.25
Utilities - Gas					
10-20-5654-00	55.96	597.18	854.64	4,000.00	14.93
Utilities - Sewer & Water					
10-20-5655-00	3,234.77	14,345.20	16,431.70	40,000.00	35.86
Utilities - Electric					
Total Utilities	5,941.98	28,363.30	29,034.56	83,300.00	34.05
Maintenance and Repairs					
10-20-5660-00	0.00	0.00	1,437.50	5,000.00	0.00
Maint Contracts - HVAC					
10-20-5661-00	172.81	15,896.46	12,217.67	40,000.00	39.74
Maint Contracts - Maint. Servi					
10-20-5662-00	6,114.00	9,516.00	9,590.06	40,000.00	23.79
Maint Contr. - Landscape Serv.					
10-20-5663-00	616.59	4,322.10	4,190.75	9,000.00	48.02
Maint/Repairs-Genl repairs, Su					
10-20-5664-00	9,693.12	43,283.80	31,486.44	51,000.00	84.87
Maint/Repairs-Non Contr. Work					
10-20-5665-00	304.74	1,500.54	1,155.28	4,000.00	37.51
Rubbish Removal					
Total Maintenance and Repairs	16,901.26	74,518.90	60,077.70	149,000.00	50.01
TOTAL BUILDING COSTS	22,843.24	102,882.20	89,112.26	232,300.00	44.29
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00	11.00	1,337.57	1,336.19	4,500.00	29.72
Postage and Shipping					
10-25-5710-10	0.00	8,841.54	9,040.00	21,000.00	42.10
Printing/Spec. Serv. - Adult					
10-25-5711-00	0.00	4,896.66	4,736.86	9,500.00	51.54
Postage Special Serv					
10-25-5712-00	0.00	508.35	888.69	1,000.00	50.84
Printing					
Total Postage and Printing	11.00	15,584.12	16,001.74	36,000.00	43.29
Supplies					
10-25-5713-00	814.03	3,593.27	3,285.63	6,300.00	57.04
Office Supplies					
10-25-5714-00	115.74	5,751.54	5,531.20	10,000.00	57.52
Circ. Material Supplies					
10-25-5715-00	272.94	621.39	177.96	1,900.00	32.70
Copier Supplies					
10-25-5716-00	352.08	1,725.72	1,875.51	4,700.00	36.72
Kitchen Supplies					
10-25-5717-00	5,415.63	16,320.67	14,310.46	43,000.00	37.96
Processing Supplies					
10-25-5718-00	0.00	380.85	2,859.85	10,100.00	3.77
Computer Supplies					

Lisle Library District
 For the Five Months Ending November 30, 2024
 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>
Total Supplies	6,970.42	28,393.44	28,040.61	76,000.00	37.36
Other Operating Costs					
10-25-5719-00 Publishing	78.20	731.40	646.30	600.00	121.90
10-25-5722-15 Safety Deposit Box Rental	0.00	112.50	116.67	200.00	56.25
10-25-5723-00 Check Printing	0.00	0.00	148.28	100.00	0.00
10-25-5723-15 Bank Charges	412.91	3,054.35	2,319.23	5,100.00	59.89
10-25-5724-15 Local Travel	6.83	34.68	55.67	500.00	6.94
Total Other Operating Costs	497.94	3,932.93	3,286.15	6,500.00	60.51
TOTAL OPERATING EXPENSES	7,479.36	47,910.49	47,328.50	118,500.00	40.43
INSURANCE					
10-30-5750-00 Fidelity Bonds	0.00	2,100.00	2,100.00	2,250.00	93.33
10-30-5751-00 Property Damage (All-Peril)	0.00	22,719.73	19,772.05	52,000.00	43.69
10-30-5752-00 Notary Bond	0.00	0.00	0.00	0.00	0.00
10-30-5754-00 Workers Comp Insurance	0.00	2,326.00	1,935.00	7,000.00	33.23
TOTAL INSURANCE	0.00	27,145.73	23,807.05	61,250.00	44.32
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	315.00	652.50	1,241.25	8,000.00	8.16
10-35-5761-00 Collection Agency	25.30	151.80	215.05	700.00	21.69
10-35-5762-00 Other Contr Services - Admin	275.00	1,635.00	1,870.00	4,000.00	40.88
10-35-5763-00 Other Contr Svcs-Tech Asst	10,553.75	79,365.43	83,675.66	106,000.00	74.87
10-35-5764-10 Other Contr Svcs - Library Wi	300.00	12,238.68	11,245.21	40,000.00	30.60
10-35-5765-10 Investment Agency Consultants	245.98	483.57	748.43	4,500.00	10.75
10-35-5769-00 Accounting Software	0.00	2,686.92	3,737.50	4,000.00	67.17
10-35-5770-00 Contractual - Audit Fee	7,725.00	7,725.00	9,450.00	9,725.00	79.43
10-35-5771-00 Payroll Service	893.86	4,575.14	4,403.73	13,000.00	35.19
TOTAL CONTRACTUAL SERVICES	20,333.89	109,514.04	116,586.83	189,925.00	57.66
PERSONNEL DEVELOPMENT					
10-40-5783-00 Dues - Staff	165.00	2,319.50	1,695.00	4,000.00	57.99
10-40-5784-00 Meetings - Staff	83.35	418.70	241.52	1,000.00	41.87
10-40-5785-00 Conferences - Staff	1,277.25	4,678.43	2,347.27	7,000.00	66.83
10-40-5786-00 Memorial/Tribute/Recognition	20.98	200.38	0.00	3,000.00	6.68
10-40-5787-00 Staff Development	125.09	1,769.03	751.04	2,500.00	70.76
10-40-5788-00 Training (Cont Ed) - Staff	0.00	165.11	0.00	8,500.00	1.94
10-45-5786-70 Dues - Trustee	0.00	0.00	0.00	525.00	0.00
10-45-5787-70 Conferences - Trustees	0.00	0.00	0.00	825.00	0.00
10-45-5788-70 Meetings - Trustees	0.00	0.00	0.00	825.00	0.00

Lisle Library District
For the Five Months Ending November 30, 2024
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>
10-45-5789-70 Training-Trustees	0.00	0.00	0.00	825.00	0.00
TOTAL PERSONNEL DEVELOPMEN	1,671.67	9,551.15	5,034.83	29,000.00	32.94
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	1,470.00	65,158.94	56,949.97	80,000.00	81.45
10-48-5803-10 Technology	0.00	1,043.03	13,819.89	70,000.00	1.49
10-48-5804-10 Facility	233.98	819.83	2,143.51	10,000.00	8.20
Total Major Equipment	1,703.98	67,021.80	72,913.37	160,000.00	41.89
Minor Equipment					
10-48-5823-10 Minor Equip - Administration	0.00	229.95	0.00	700.00	32.85
10-48-5823-20 Minor Equip - Adult Services	0.00	90.67	325.94	700.00	12.95
10-48-5823-30 Minor Equipment - Youth	0.00	0.00	98.06	700.00	0.00
10-48-5823-50 Minor Equip - Tech Services	0.00	213.98	224.98	700.00	30.57
10-48-5823-60 Minor Equip - Circ	0.00	(85.82)	144.83	700.00	(12.26)
Total Minor Equipment	0.00	448.78	793.81	3,500.00	12.82
Equip Maint/Repairs and Rentals					
10-48-5843-00 Rental-Postage Meter	0.00	180.57	361.14	720.00	25.08
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	902.12	9,853.24	10,357.32	18,280.00	53.90
10-48-5846-00 Equip Maint/Repr-NonContr	0.00	0.00	0.00	1,000.00	0.00
Total Equip Maint/Repairs and Rentals	902.12	10,033.81	10,718.46	20,000.00	50.17
TOTAL EQUIPMENT COSTS	2,606.10	77,504.39	84,425.64	183,500.00	42.24
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	230.19	2,299.93	1,417.71	8,000.00	28.75
10-50-5863-30 Books - Youth Serv	7,103.90	21,144.46	20,251.43	56,500.00	37.42
10-50-5863-50 Books - Tech Serv	0.00	0.00	0.00	0.00	0.00
10-50-5864-10 Books - Non Fiction	10,314.22	27,537.79	21,127.35	90,000.00	30.60
10-50-5865-10 Books - Adult/Teen Fiction	5,726.39	22,582.60	25,505.67	80,500.00	28.05
10-50-5867-20 Ref Books - Adult Serv	97.20	1,191.12	917.10	15,000.00	7.94
Total Books	23,471.90	74,755.90	69,219.26	250,000.00	29.90
Databases					
10-50-5869-20 Internet Licensed DBases	0.00	76,368.84	87,534.15	115,000.00	66.41
10-50-5872-10 DBases - Professional	208.20	4,947.37	5,703.95	8,500.00	58.20
10-50-5873-30 DBases - Youth Serv	0.00	3,297.10	9,578.37	11,500.00	28.67

Lisle Library District
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	<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>
Total Databases	208.20	84,613.31	102,816.47	135,000.00	62.68
Audio-Visual Materials					
10-50-5890-30 A-V Mats - Youth Serv	2,628.53	6,626.35	2,771.58	10,000.00	66.26
10-50-5895-40 A-V Mats - Adult Serv	6,693.92	22,162.28	21,132.09	63,000.00	35.18
10-50-5899-20 Digital Content	7,903.35	46,782.52	41,706.48	122,000.00	38.35
Total Audio-Visual Materials	17,225.80	75,571.15	65,610.15	195,000.00	38.75
Periodicals/Doc Delivery					
10-50-5871-20 Document Delivery	33.25	25,034.22	24,462.60	26,000.00	96.29
10-50-5900-20 Periodicals - Adult Serv	14,369.75	18,350.21	17,807.02	21,500.00	85.35
10-50-5900-30 Periodicals - Youth	276.72	276.72	398.23	500.00	55.34
10-50-5900-80 Periodicals - Prof. Collection	1,959.99	2,397.99	2,799.49	3,000.00	79.93
Total Periodicals/Doc Delivery	16,639.71	46,059.14	45,467.34	51,000.00	90.31
TOTAL LIBRARY MEDIA	57,545.61	280,999.50	283,113.22	631,000.00	44.53
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10 Programs - Adult Services	3,448.04	8,757.28	7,019.35	15,000.00	58.38
10-60-5931-30 Programs - Youth	457.53	3,917.51	3,619.59	15,000.00	26.12
10-60-5931-40 Online Marketing	18.99	343.10	346.72	1,700.00	20.18
10-60-5931-50 Community Relations	0.00	1,404.37	2,612.14	5,500.00	25.53
Total Programs	3,924.56	14,422.26	13,597.80	37,200.00	38.77
Readers Services					
10-60-5940-10 Reader Services - Adult Serv.	59.98	529.43	0.00	3,000.00	17.65
10-60-5940-30 Reader Services - Youth Serv.	9.99	1,314.67	1,551.84	6,800.00	19.33
Total Readers Services	69.97	1,844.10	1,551.84	9,800.00	18.82
TOTAL PROGRAMS AND READERS	3,994.53	16,266.36	15,149.64	47,000.00	34.61
RESTRICTED USAGE EXPENSES - CORPORATE					
10-80-5980-80 Restricted - Gifts	0.00	155.89	389.48	2,000.00	7.79
10-80-5981-80 Restricted - Per Capita Grant	93.65	4,680.41	5,443.93	46,000.00	10.17
10-80-5982-80 Interest Expense	12,500.00	25,000.00	25,800.00	26,000.00	96.15
10-80-5983-80 Debt Principal Payment	40,000.00	40,000.00	40,000.00	40,000.00	100.00
TOTAL RESTRICTED USAGE EXPEN	52,593.65	69,836.30	71,633.41	114,000.00	61.26

Lisle Library District
 For the Five Months Ending November 30, 2024
 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>
RESTRICTED USAGE EXPENSES - IMRF					
40-80-5986-80 IMRF Funding	0.00	0.00	0.00	70,000.00	0.00
TOTAL RESTRICTED USAGE EXPEN	0.00	0.00	0.00	70,000.00	0.00
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	405,880.77	1,877,567.84	1,781,341.86	4,614,475.00	40.69
OPERATING TRANSFERS OUT					
10-80-5984-80 Transfer to Special Reserve	10,000.00	50,000.00	25,000.00	120,000.00	41.67
TOTAL OPERATING TRANSFERS O	10,000.00	50,000.00	25,000.00	120,000.00	41.67
TOTAL ALL EXPENSES	415,880.77	1,927,567.84	1,806,341.86	4,734,475.00	40.71

Lisle Library District
 For the Five Months Ending November 30, 2024
 Expenses - Special Reserve Only

	<u>Current Month</u>	<u>Current Year to</u> <u>Date</u>	<u>Prior Year to</u> <u>Date</u>	<u>Current Annual</u> <u>Budget</u>	<u>% of Budget to</u> <u>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	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>60,000.00</u>	<u>0.00</u>
RENOVATION COSTS					
70-65-5675-00 Renovation Project	0.00	0.00	(81,687.44)	0.00	0.00
70-65-5680-00 HVAC Replacement Project	7,325.00	16,452.50	0.00	200,000.00	8.23
70-65-5685-00 Lot Development Project	0.00	0.00	0.00	500,000.00	0.00
70-65-5861-00 Interior Renovation	0.00	0.00	0.00	0.00	0.00
TOTAL RENOVATION COSTS	<u>7,325.00</u>	<u>16,452.50</u>	<u>(81,687.44)</u>	<u>700,000.00</u>	<u>2.35</u>
TOTAL SPECIAL RESERVE EXPENSES	<u>7,325.00</u>	<u>16,452.50</u>	<u>(81,687.44)</u>	<u>760,000.00</u>	<u>2.16</u>

Lisle Library District Accounts Payable - December 18, 2024

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
AFLAC	385083	Payroll Withholding AFLAC (G6920)	10-00-2612-00 10-00-2610-00	AFLAC Withholding Accounts Payable	111.41	111.41
Albertsons	120324	Supplies Albertsons Safeway	10-40-5786-00 10-00-2610-00	Memorial/Tribute/Recog Accounts Payable	29.99	29.99
Amazon	120224	Books, Programs, Supplies	10-50-5865-10 10-60-5931-10 10-50-5863-30 10-50-5890-30 10-60-5931-30 10-60-5940-30 10-25-5716-00 10-25-5713-00 10-20-5663-00 10-25-5717-00 10-00-2610-00	Books - Adult/Teen Ficti Programs - Adult Service Books - Youth Serv A-V Mats - Youth Serv Programs - Youth Reader Services - Youth Kitchen Supplies Office Supplies Maint/Repairs-Genl repai Processing Supplies Accounts Payable	12.79 21.99 79.08 18.97 449.09 18.98 19.98 43.81 43.68 53.68	762.05
Barnes, Jennifer	TNLLD011125	Program: Organizing 101 Jennifer Barnes	10-60-5931-10 10-00-2610-00	Programs - Adult Service Accounts Payable	450.00	450.00
Batavia Public	226873400	Replacement Cost for ILL Item Batavia Public Library	10-50-5871-20 10-00-2610-00	Document Delivery Accounts Payable	10.17	10.17
Bear Landscape	14509	Landscape Services Bear Landscape	10-20-5662-00 10-00-2610-00	Maint Contr. - Landscap Accounts Payable	1,134.00	1,134.00
ComEd	112524	Usage ComEd	10-20-5655-00 10-00-2610-00	Utilities - Electric Accounts Payable	2,556.41	2,556.41
Culligan of Wheaton	120524	Water Culligan of Wheaton	10-25-5716-00 10-00-2610-00	Kitchen Supplies Accounts Payable	42.95	42.95
Eco Clean	13322	Janitorial Services Eco Clean Maintenance	10-20-5661-00 10-00-2610-00	Maint Contracts - Maint. Accounts Payable	2,895.00	2,895.00
FNBO - 0187	112724	Winter Read, Database, Conference	10-03-4540-00	Fines	3.00	
			10-20-5663-00 10-35-5763-00 10-40-5784-00 10-45-5788-70 10-40-5785-00 10-50-5864-10 10-50-5872-10 10-50-5895-40 10-60-5931-10 10-60-5931-30 10-60-5931-40 10-60-5940-10	Maint/Repairs-Genl repai Other Contr Svcs-Tech Meetings - Staff Meetings - Trustees Conferences - Staff Books - Non Fiction Dbases - Professional A-V Mats - Adult Serv Programs - Adult Service Programs - Youth Online Marketing Reader Services - Adult	148.50 23.97 110.00 110.00 65.00 50.97 375.00 275.82 102.04 46.22 93.09 1,617.22	

Lisle Library District Accounts Payable - December 18, 2024

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
		First National Bank of Omaha	10-60-5940-30 10-80-5981-80 10-00-2610-00	Reader Services - Youth Restricted - Per Capita Accounts Payable	847.40 1,047.50	4,915.73
Garvey's	581130-1	Supplies Garvey's Office Products	10-25-5713-00 10-00-2610-00	Office Supplies Accounts Payable	28.22	28.22
Groot	13566602T098	Rubbish Groot, Inc.	10-20-5665-00 10-00-2610-00	Rubbish Removal Accounts Payable	302.42	302.42
Hagg Press	122015	December/January Newsletter	10-25-5710-10	Printing/Spec. Serv. - Ad	3,612.00	
		Hagg Press	10-25-5711-00 10-00-2610-00	Postage Special Serv Accounts Payable		105.89 3,506.11
Hagg Press	241015F-2	February/March Newsletter	10-25-5711-00 10-00-2610-00	Postage Special Serv Accounts Payable	1,700.00	1,700.00
Heritage Technology	246398	Security Camera Maintenance Contract	10-35-5763-00	Other Contr Srvc-Tech	1,696.96	
		Heritage Technology Solutions	10-00-2610-00	Accounts Payable		1,696.96
Hometowns to Holly	010425	Program: Chicago in the Classics	10-60-5931-10	Programs - Adult Service	400.00	
		Hometowns to Hollywood LLC	10-00-2610-00	Accounts Payable		400.00
HW Wilson	370899	Books HW Wilson	10-50-5867-20 10-00-2610-00	Ref Books - Adult Serv Accounts Payable	307.50	307.50
IHLS - OCLC	31601	Replacement Cost for Lost ILL Item	10-50-5871-20	Document Delivery	15.26	
		IHLS - OCLC	10-00-2610-00	Accounts Payable		15.26
Ingram	120124	Books & Processing	10-50-5865-10 10-50-5864-10 10-50-5867-20 10-50-5863-30 10-25-5717-00 10-00-2610-00	Books - Adult/Teen Ficti Books - Non Fiction Ref Books - Adult Serv Books - Youth Serv Processing Supplies Accounts Payable	3,326.52 6,279.30 138.60 4,979.37 2,386.10	17,109.89
JanWay Company	146810	LLD Tote Bags JanWay Company USA	10-25-5714-00 10-00-2610-00	Circ. Material Supplies Accounts Payable	2,266.00	2,266.00
Kanopy	428345	Kanopy Kanopy, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	360.00	360.00
Kocemba, Yolanda	113024	ESL for You! Teacher Stipend	10-50-5863-20	Literacy/ESL	171.00	

Lisle Library District Accounts Payable - December 18, 2024

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
		Yolanda Kocemba	10-00-2610-00	Accounts Payable		171.00
Konica Minolta Busin	297200900	#C458 Usage Konica Minolta Business Solutions	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contr- Accounts Payable	138.90	138.90
Konica Minolta Busin	9010232968	Printer Maintenance Konica Minolta Business Solutions	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contr- Accounts Payable	149.00	149.00
Lauterbach & Amen	98186	Audit - Final Lauterbach & Amen, LLP	10-35-5770-00 10-00-2610-00	Contractual - Audit Fee Accounts Payable	2,000.00	2,000.00
LIMRICC PHIP Healt	120524	December Premium	10-10-5621-10 10-10-5621-20 10-10-5621-30 10-10-5621-50 10-10-5621-60 10-00-2610-00	Hosp. Ins. - Admin Hosp. Ins. - Adult Serv. Hosp. Ins. - YS Hosp. Ins. - Tech Hosp. Ins. - Circ Accounts Payable	5,332.85 8,089.72 5,372.42 4,349.43 7,376.20	30,520.62
Midwest Tape	506411838	Hoopla Midwest Tape	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	6,035.84	6,035.84
Midwest Tape 2516	120224	CD Books Midwest Tape (2516)	10-50-5895-40 10-00-2610-00	A-V Matis - Adult Serv Accounts Payable	1,799.25	1,799.25
Midwest Tape 7288	120224	DVDs, Blu-rays & Processing Midwest Tape (7288)	10-50-5895-40 10-25-5717-00 10-00-2610-00	A-V Matis - Adult Serv Processing Supplies Accounts Payable	1,575.11 410.15	1,985.26
Midwest Tape 7289	120224	Processing Midwest Tape (7289)	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	234.99	234.99
Midwest Tape 7291	120224	DVDs, Blu-rays & CD Books Midwest Tape (7291)	10-50-5890-30 10-00-2610-00	A-V Matis - Youth Serv Accounts Payable	108.70	108.70
Naperville Sun	040325	Subscription Naperville Sun	10-50-5900-20 10-00-2610-00	Periodicals - Adult Serv Accounts Payable	136.81	136.81
NewsBank	RT122LPLD	Daily Herald & Chicago Community NewsBank Inc.	10-50-5869-20 10-00-2610-00	Internet Licensed DBase Accounts Payable	3,755.00	3,755.00
NICOR	112624	Usage NICOR	10-20-5653-00 10-00-2610-00	Utilities - Gas Accounts Payable	790.20	790.20
OverDrive	24347577	Advantage OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	2,014.04	2,014.04
OverDrive	24363159	Advantage OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	2,021.34	2,021.34

Lisle Library District Accounts Payable - December 18, 2024

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
OverDrive	24363221	Advantage OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	20.00	20.00
OverDrive	24370525	CPC OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	491.48	491.48
OverDrive	24372642	CPC OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	497.79	497.79
OverDrive	24378921	Advantage OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	2,033.59	2,033.59
Paddock Publication	315886	Availability of Audit Paddock Publications	10-25-5719-00 10-00-2610-00	Publishing Accounts Payable	34.50	34.50
Peregrine	62715	Levy & Code of Conduct Peregrine, Stime, Newman, Ritzman	10-35-5760-00 10-00-2610-00	Legal Services Accounts Payable	1,125.00	1,125.00
Playaway	483739	Cases Playaway Products LLC	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	35.40	35.40
ProQuest	70866179	Ancestry & Heritage Quest ProQuest LLC	10-50-5869-20 10-00-2610-00	Internet Licensed DBase Accounts Payable	3,679.19	3,679.19
Schaumburg Townsh	2025-16	Program: Post-Election Analysis Schaumburg Township District Library	10-60-5931-10 10-00-2610-00	Programs - Adult Service Accounts Payable	92.59	92.59
Sikich	76425	Accounting Services Sikich LLP	10-35-5764-10 10-00-2610-00	Other Contr Svcs - Libra Accounts Payable	1,680.60	1,680.60
Staples	120524	Supplies Staples Advantage	10-25-5713-00 10-00-2610-00	Office Supplies Accounts Payable	45.89	45.89
Strauss Tax Service	012125	Program: Taxes are Everyone's Business Strauss Tax Service	10-60-5931-10 10-00-2610-00	Programs - Adult Service Accounts Payable	100.00	100.00
Unique	6133225	November Placements Unique	10-35-5761-00 10-00-2610-00	Collection Agency Accounts Payable	25.30	25.30
					102,428.24	102,428.24

PRIOR MONTHS BILLS PAID BETWEEN NOVEMBER 2024 AND DECEMBER 2024		
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.		
Check #	Vendor	Amount
HSA	Salaries 11/15/2024	70826.29
HSA	IL Dept. of Revenue	4456.01
Auto W/D	Howard Simon & Associates	846.50
HSA	EFTPS/Electronic Tax Payment 11/15/2024	23193.37
	Fed Tax \$8536.17	
	FICA W/H \$7328.59	
	FICA Lib \$7328.61	
HSA	Salaries 11/29/2024	67885.94
HSA	IL Dept. of Revenue	4268.63
Auto W/D	Howard Simon & Associates	47.36
HSA	EFTPS/Electronic Tax Payment 11/29/2024	22232.37
	Fed Tax \$8175.59	
	FICA W/H \$7028.43	
	FICA Lib \$7028.35	
Wired	IMRF	13858.09
	IMRF W/H \$8720.42	
	IMRF Lib \$5137.67	
	Sub Total	207614.56
Check #	Vendor	Amount
8620	Albertsons Safeway	38.42
8621	Anderson Pest Solutions	172.81
8622	Baker & Taylor (L0334152)	20.41
8623	Bear Landscape	4980.00
8624	Booklist Reader	625.00
8625	Case Lots Inc.	133.60
8626	CCS	6700.00
8627	Chicago Metro Fire Prevention	386.00
8628	Chicago Tribune	825.99
8629	Culligan of Wheaton	46.40
8630	Delta Dental - Risk	1860.36
8631	Demco	319.72
8632	DuPage County Public Works	55.96
	Supplies	
	Pest Control	
	Circ & Processing	
	Snow Removal Contract #1	
	Subscription	
	Supplies	
	Project Management	
	Alarm Panel Check	
	Subscription	
	Water	
	December Premium	
	Supplies	
	Usage	

8633	Elara Engineering	Engineering Services	625.00
8634	Employee Benefits Corporation	Pre-tax Benefits	275.00
8635	EnvisionWare, Inc.	LP Tone Software for Mobile Print	1470.00
8636	Garvey's Office Products	Supplies	235.66
8637	Home Depot Credit Services	Hardware	69.45
8638	IHLS - OCCLC	Replacement Cost for Lost ILL Item & Webdewey	223.46
8639	Innovative Users Group	Annual Membership	125.00
8640	Metalmaster Roofmaster Inc.	Roof Repair	788.00
8641	Laura Murff	ALA Core Forum	1277.25
8642	Paddock Publications	RFP - Condensing Units	78.20
8643	The Penworthy Company	Books	2999.39
8644	Justin Procter	Reimburse Mileage	6.83
8645	Staples Advantage	Supplies	1203.28
8646	Terrance Electric & Technology	Repair Faulty Circuit & Install Warrantied Fixtures	1820.00
8647	Thomas Klise / Crimson Multimedia	Video Games	730.25
8648	Verizon	Usage	1675.86
8649	Village of Lisle	E-23 Annual Elevator Certification	200.00
8650	Village of Lisle	Monthly Internet Access	450.00
		Sub Total	\$ 30,417.30
		TOTAL	\$ 238,031.86

Monthly Circulation Report - November 2024

	Checkouts	Renewals	Nov-24 TOTALS	YTD FY 23/24	YTD FY 24/25	YTD % Change
Adult Non-Print	2,223	2,192	4,415	25,874	23,206	-10.31%
Adult Print	3,975	3,931	7,906	43,715	43,640	-0.17%
Adult Total	6,198	6,123	12,321	69,589	66,846	-3.94%
YS Non-Print	640	826	1,466	8,798	7,441	-15.42%
YS Print	8,177	6,576	14,753	71,415	75,232	5.34%
Total YS	8,817	7,402	16,219	80,213	82,673	3.07%
Digital Media						
Overdrive	5,074		5,074	24,329	27,523	13.13%
hoopla	2,713		2,713	11,561	13,974	20.87%
Overdrive Magazines	652		652	1,756	2,584	47.15%
PressReader	414		414	3,711	1,746	-52.95%
Kanopy	311		311	1,534	1,859	21.19%
Total Digital	9,164	0	9,164	42,891	47,686	11.18%
Subtotal Print + Non-Print/Digital	24,179	13,525	37,704	192,693	197,205	2.34%
Computer/Tech Sessions Logins *	1,250		1,250	5,721	6,688	16.90%
Database Usage/Unique Logins	6,717		6,717	31,032	29,843	-3.83%
Wireless Use	1,295		1,295	5,479	6,646	21.30%
ScannX sessions/jobs	139		139	1,456	1,773	21.77%
Museum Adventure Passes	30		30	203	227	11.82%
Total IT/Resource Sessions	9,431	0	9,431	43,891	45,177	2.93%
Total Circulation	33,610	13,525	47,135	236,584	242,382	2.45%
Borrower Information	Nov 2024 Total	YTD 23/24	YTD 24/25	YTD % Change		
New Library Cards Added	122	879	725	-17.52%		* Sessions were changed from 2 to 4 hours on 8/31/23.
Monthly Borrowers	2,750	14,416	14,621	1.42%		
Total # Registered Borrowers	10,688	9,033	10,688	18.32%		
InterLibrary Loans						
Materials Sent	36	256	231	-9.77%		
Materials Received	241	1,780	1,624	-8.76%		
Polaris/Catalog Holds						
Holds Placed	2,848	15,051	14,741	-2.06%		
Holds Checked Out	2,361	11,996	11,978	-0.15%		
Pick-Up Window Service Stats						
# of Patrons/Users	15	147	81	-44.90%		
# of Items Picked Up/Checked Out	36	472	175	-62.92%		

Lisle Library District - Program and Service Statistics - November 2024

	Library Wide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY23/24	YTD FY24/25	% Change
Library Event Statistics									
Staff Facilitated Programs		10	42	30	3	85	301	347	15.28%
Attendees		107	850	42	25	1,024	3,872	4,772	23.24%
Computer/Technology Programs		3	0		3	3	12	11	-8.33%
Attendees		41	0		41	41	91	111	21.98%
Performer/Speaker/Author		4	0		4	4	18	21	16.67%
Attendees		107	0		107	107	299	494	65.22%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	0				0	0	1	1	0.00%
Attendees	0				0	0	900	650	-27.78%
Total Number of Programs	0	17	42	30	3	92	332	380	14.46%
Total Patrons Served by Programming	0	255	850	42	25	1,172	5,162	6,027	16.76%
Reference Questions		1,366	1,153	1,640		4,159	21,267	20,200	-5.02%
Volunteer Hours		5.00	42.00			47.00	502.50	626.50	24.68%
Notary Service	18					18	186	171	-8.06%
LLD Kindness Cards **		N/A	N/A			0	402	0	-100.00%
Outreach Service Statistics									
Outreach Visits		0	12	0		12	32	50	56.25%
Patrons Served by Outreach Visits		0	320	0		320	3,208	3,111	-3.02%
Home Delivery Dates		2				2	11	11	0.00%
Patrons Served via Home Delivery		82				82	504	469	-6.94%
Total Outreach Programs		2	12	0		14	43	61	41.86%
Total Patrons Served with Outreach Services		82	320	0		402	3,712	3,580	-3.56%
Civic Facility Use									
Literacy/Tutoring Room Use (patron count)	27						126	148	17.46%
Number of Outside Groups Using Meeting Space	50						158	201	27.22%
Number of Ginkgo & Maple Study Room Reservations***	84						N/A	329	--
Patrons Entering Building 1	10,047						56,122	52,015	-7.32%
Friend's Sponsored Programs	0						0	0	--
Attendees	0						0	0	--
Social Media Use									
Facebook (daily page consumption)	493						5,260	3,109	-40.89%
X (f.k.a. Twitter) Followers	1,040						1,053	1,040	-1.23%
Instagram Likes	351						3,222	2,303	-28.52%
Flickr Views	3,911						49,304	29,358	-40.46%
YouTube Views	8,051						38,404	45,180	17.64%
eBlast Engagement *	822						3,832	2,820	-26.41%
Total LLD App Downloads	970						759	970	27.80%
Total LLD App Sessions	4,634						18,770	23,553	25.48%
1 The LLD has adjusted the last FY totals to reflect more accurate data.									

*** New statline as of March 2024.

** LLD Kindness Cards reintroduced in May 2023.

* eBlast Engagement statline added January 2023.



General Capital Improvement Program

A. General Updates

1. BAS Update

- Submittals have been received and are under review.
- Planning for work to start work in February

2. HVAC (Condensing Unit) Re-Bid

- Two bids submitted and opened on 12/2
- Award Recommendation is below

B. Executive Report

The Capital Improvement Program has been divided into (3) main projects:

1. Mechanical Equipment Replacement – updated below

- **HVAC (Condensing Unit)** – Award Recommendation to be considered by the Board
- **BAS** – Awarded and in Pre-Construction Phase

2. Capital Planning – Pending Future Discussions – no status change

- From the September meeting it was noted:
 - Over the next 10 years capital expenditures may be in the range of \$2.5m- \$3m without including costs to develop the vacant lots.
 - Major PLANNED future expenditures include:
 - **Roof Replacement (\$650k - \$950k)** – intentionally not included in renovation as the roof was in good condition
 - **Atrium Window Replacement (\$250k - \$400k)** – may not be required w/ continued maintenance
 - **HVAC Replacements (\$525k - \$675k)** – includes Condensing Units, Boilers, BAS system

3. Vacant Lots planning – Pending Future Discussions – no status change

- Further discussions pending Library Direction.



C. Mechanical Equipment Replacement

Bids were opened on 12/2/2024 for the RE-Bid HVAC Project. Two (2) Bids were received and a summary of findings with potential action for the Board to consider is provided below.

HVAC PROJECT:

- A comparative chart of the bids is below:

Lisle Library District:		
RFP: HVAC System Upgrades		
Submittal Comparison		
Original Bid Submittal		
Scope Breakdown	1 Source Mechanical	AMS
Base Bid CU-1E & 2E	\$131,000.00	\$200,485.00
Base Bid CU-1W & 2W	\$134,000.00	\$214,120.00
BASE BID TOTAL	\$265,000.00	\$414,605.00
Alt #1		
Credit for awarding (4) CUs	-\$4,000.00	\$0.00
Total - including Alt.	\$261,000.00	\$414,605.00
Signed Bid	Yes	Yes
Critical Path Schedule	General Schedule	N/P
Bid Bond	Yes	Yes
Certificate of Insurance	N/P	N/P
AIA A305-1986	A305-2020 provided	A305-2020 provided
Years in Business	14	56
Claims/Suits Outstanding	0	0
Financial Statement	N/P	Yes
Annual Volume Avg. 5 Yrs.	\$5,800,000.00	\$20M in 3 years
Total Worth of work under contract	\$4,087,547.00	N/P

- The low bidder, 1 Source Mechanical Inc., bid was substantially complete.
- A scope review call was held with the low bidder, LLC, CCS and Elara. The bid scope appears to be complete and is planning to utilize Carrier equipment.
 - It should be noted that the bid scope includes 410A refrigerant equipment. This equipment is available and has been in use as the current refrigerant. Manufacturers are going to be switching to 454B refrigerant however lead times for that equipment have not been provided.
- CCS and Elara have no objection LLD proceeding with the project and awarding a contract for the work to 1 Source Mechanical.
- IBS (LLD’s new controls vendor) and 1 Source have worked on the same projects in the past.

Potential Board Action:

Approval of the HVAC System Upgrade project bid award to 1 Source Mechanical Inc. in the sum of \$261,000.00 for Base Bid CU1E & 2E and CU 1W & 2W scope.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: December 13, 2024

DECEMBER 2024 | DIRECTOR'S REPORT

Meetings:

Dept. Directors – Nov 12	ILA Legislative Lunch. – Dec 3
Consolidated election filing – Nov 12	CCS/IBS – Dec 6
COD students visit/tour – Nov 19	CCS/1Source – Dec 6
LLD Board of Trustees – Nov 20	Hokusai/Pulse Studios – Dec 10
Woodridge/Acosta – Nov 20	Dept. Director – Dec 10
Brookdale – Nov 20	VOL Joint Review Board – Dec 11
Woodridge/Acosta – Nov 21	Strategic Plan Committee – Dec 11
LIRA walkthrough – Nov 22	
All-staff – Nov 26	

Consolidated Election Filings

The LLD serves as the official agency for filing for a seat on the LLD Board of Trustees. Administrative staff served as deputy election officials. Staff accepted eligible petition papers during the authorized filing period. Candidate names have been placed on the DuPage County Election Commission's Certification of Ballot form and delivered the form to the County. There are three Trustee seats up for election for four-year terms. There will be four candidates running in the 2025 election for Library Trustee. The local Consolidated General Election takes place on April 1, 2025.

Support for Community Social Worker

In November, the LLD had multiple engagements with the Woodridge Police Department's social worker. Felicia Acosta is a licensed social worker who serves the entire Village of Woodridge and parts of Lisle Township. She assisted the LLD in helping a person experiencing homelessness who was visiting the LLD on a daily basis. This individual requested assistance from LLD staff, DuPage PADs, and the Lisle Police Department prior to Ms. Acosta's involvement.

Ms. Acosta went above and beyond in assisting the LLD with this particular situation and we are grateful for her attention and advice. It is this type of expertise that is nonexistent in Lisle at this time. There is a community need that extends beyond assisting a public library with a homeless situation. There are domestic violence cases and other traumatic events, such as burglaries, neighbor disputes, evictions, fires – all of which could benefit from having a social worker on a police team when assisting residents. Having trained professionals to address these complex issues is key to securing the best outcomes for struggling individuals and for the community in general.

The LLD is also very grateful to the Lisle Police Department (LPD) for their help with the aforementioned case at the Library. However, since the LPD does not have a social worker on their force, it moved me to send an email to the Village. The email explained what occurred at the LLD, provided examples of other local police departments, and encouraged the Village to consider hiring a social worker when they next discuss the budget.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: December 13, 2024

HVAC Project

Assistant Director Savage and I met with CCS, IBS, and 1Source to discuss the HVAC upgrade project for the LLD. In two separate meetings, we discussed the detailed network diagrams for the BAS and equipment requirements, parameters, and refrigerant for the units.

ILA Legislative Lunch

Vice President Bartelli, Trustee Berry, Assistant Director Savage, and I attended the ILA Legislative Lunch on December 3rd. We sat at a table with trustees from Lombard Public Library (Helen Plum) and with District 42, Illinois State Representative Terra Costa Howard. Some of the legislative initiatives discussed included:

- 2026 state appropriations for the Secretary of State's grant programs, equalization grants, and per capita grants for public libraries, school libraries, and library systems.
- Adjusting official state Compensation Reporting Requirements to align with inflation.
- Ensuring Illinois public elementary and high schools consider budgeting to employ licensed School Librarians.
- Amending the Illinois Century Network Act to establish schools and libraries as "primary anchor institutions" for broadband internet access.

Community Partnerships

Brookdale Senior Living

Brookdale's Outreach Liaison reached out to me this month to coordinate dates for Adult Services staff to visit the residents. The outreach will include digital instruction and will highlight the online resources that the LLD has to offer for those in the assisted living facility. We expect the first visit to occur in January.

College of DuPage

I was happy to meet with several students from the College of DuPage's Library Technical Assistant Introduction course. I discussed public library management and toured the students around the facility. I enjoyed talking about how public libraries not only benefit a community, but how working in a public library is a rewarding career path. The LLD wishes the students the best of luck in their professional endeavors.

Respectfully submitted,



Tatiana Weinstein

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: December 13, 2024



WINTER READ
Dec. 1 - Jan. 10

KIDS/TEENS
Earn an LLD winter hat by completing four challenges on the YS Winter Read bingo card!

ADULTS
Read and log two books between Dec. 1 and Jan. 10 to win an LLD glass mug!

Visit lislilibrary.org or download the Beanstack Tracker app to keep track!



December 2024 Assistant Director Report Meetings/Virtual Meetings

- Simplex/Johnson Controls- Nov 21
- LIRA Walkthrough- Nov 22
- LWFD- Nov 22
- Event Team- Nov 26
- Sendra- Nov 29
- IBS- Dec 2
- Bid Opening/CCS- Dec 2
- ILA Legislative Meetup- Dec 3
- IBS- Dec 6
- Strategic Planning- Dec 11
- Stephens Plumbing- Dec 12
- Terrance Electric- Dec 13

Meetings

I met with representatives from Simplex and Johnson Controls to discuss our fire monitoring and prevention services. We are exploring potential upgrades for our fire monitoring system.

The event team convened several times to plan the Winter Fest event being held on December 13th. As this is a Library wide event, staff from all departments will be coordinating together to run the evening's events.

Facility

A representative from LIRA visited for our annual insurance walk through. No deficiencies were noted, as we had remedied the noted issue from the previous year (added no skateboarding/roller blading signage).

The Lisle-Woodridge Fire District came by for a surprise inspection. Three firefighters and 6 medics walked the facility, noting the locations of fire extinguishers, electric panels, emergency lighting, and smoke detectors. We passed the inspection with zero deficiencies noted.

A power outage occurred a few weeks ago that caused several issues around the building. Staff were able to handle the majority of issues, but Sendra came out to address issues with the BAS and the boilers. All alarms were addressed, and the system has been performing since.

Terrance Electric is scheduled to install proper emergency lighting near all of the breaker panels in the building this week. Seven locations will be addressed. This project is the final outstanding item from the 2019 FQC report.

Respectfully Submitted,



Will Savage
Assistant Director

Lisle Library District 2025 Holiday Closings

<u>Holiday</u>	<u>Date</u>	<u>Day</u>
New Year's Eve	12/31/24	Tuesday
New Year's Day	1/1/2025	Wednesday
Easter	4/20/2025	Sunday
Memorial Day	5/25/2025	Sunday
Memorial Day	5/26/2025	Monday
Independence Day	7/4/2025	Friday
Labor Day	8/31/2025	Sunday
Labor Day	9/1/2025	Monday
Thanksgiving	11/27/2025	Thursday
Christmas Eve	12/24/2025	Wednesday
Christmas Day	12/25/2025	Thursday
New Year's Eve	12/31/2025	Wednesday
New Year's Day	1/1/2026	Thursday

Floating Holidays

Martin Luther King Day	1/20/2025	Monday
Presidents' Day	2/17/2025	Monday
Columbus Day	10/13/2025	Monday
Veterans Day	11/11/2025	Tuesday

**LEGAL NOTICE
LISLE LIBRARY DISTRICT
TREASURER'S REPORT
FOR THE YEAR ENDED JUNE 30, 2024**

SUMMARY STATEMENT OF CONDITION

	General Fund	Special Reserve - Capital Project Fund	Nonmajor Governmental Funds
Beginning Fund Balance	\$ 2,428,326	\$ 630,719	\$ 360,054
Revenues	4,342,044	12,673	183,786
Expenditures	(3,939,689)	(210,506)	(237,417)
Other Financing Sources (Uses)	(120,000)	120,000	-
Ending Fund Balance	<u>\$ 2,710,681</u>	<u>\$ 552,886</u>	<u>\$ 306,423</u>

TOTAL DEBT

Outstanding 7/1/2023	Issued Current Fiscal Year	Retired Current Fiscal Year	Outstanding 6/30/2024
\$ 960,000	\$ -	\$ 40,000	\$ 920,000

Subscribed and sworn to me this 18th day of December, 2024

KAREN LARSON, LIBRARY BOARD TREASURER

I, Liz Sullivan, Library Board Secretary, DuPage County Illinois,
do hereby certify that the above is a true copy of the Annual
Treasurer's Report for the fiscal year ended June 30, 2024.

LIZ SULLIVAN, LIBRARY BOARD SECRETARY

**LISLE LIBRARY DISTRICT
SCHEDULE OF REVENUES
FOR THE FISCAL YEAR ENDING JUNE 30, 2024**

Property Taxes	\$ 4,294,894
TIF Revenues	32,139
Replacement Taxes	39,943
Charges for Services	12,643
Grants and Donations	44,664
Interest	109,116
Miscellaneous	5,104
TOTAL REVENUES	<u>4,538,503</u>

**LISLE LIBRARY DISTRICT
FISCAL GROSS SALARIES
FOR THE FISCAL YEAR ENDING JUNE 30, 2024**

<\$25,000	\$25,001-\$49,999	\$50,000-\$74,999	\$75,000-\$99,999	>\$100,000
Bush, Sherilyn	Baxter, Brian	Caise, Mallory	Ferrari, John	Weinstein, Tatiana
Cummins, Lori	Collazo, Karalyn	Demas, Jean	Hayes, Sandra	
Dahlman, Tina	Davis, Joy	Duran, Xavier	Hopkins, Elizabeth	
Filomena, Dawn	Dionne, Leigh	Kilcran, Jacqueline	Hurt, Paul	
Hasse, Melanie	Gnanaratne, Thushanganie	Klopper, Krista	Murff, Laura	
Kandlik, James	Holloman, Meagan	Knight, Chris	Savage, Will	
Kelley, Luanne	Jackson, Nigel	McMahon, Kathryn		
Levins, Abigail	Kandlik, Stephanie	Spicher, Noelle		
Lewellyn, Rosary Ann	Kuch, Maria Cristina	Varry, Andrea		
Mason, Chloe	McCurdy, Angela	Walker, Emily		
McQuirk, Nancy	Moe, Lisa	Zarat, Teri		
Pellizzari, Dan	Page, Isolda			
Procter, Justin	Song, Tiffany			
Reese, Mary Sue	Stein, Brian			
Rentfleish, Anjali	Storm, Rochelle			
Sheahan, Joann				
Shubert, Jessica				
Smith, Brianna				
Stuart, Callie				
Swed, Matthew				
Thomas, Alexandria				
Triner, John				
Turnbull, Amanda				

**LISLE LIBRARY DISTRICT
SCHEDULE OF DISBURSEMENTS OVER \$2,500
FOR THE FISCAL YEAR ENDING JUNE 30, 2024**

All-American Sign Co	3,254.00	Kanopy	4,576.00
Amalgamated	65,700.00	Kone	4,907.11
Amazon	29,592.09	Konica Minolta Business	6,016.69
Applied Communic	12,321.82	Lauterbach & Amen	10,400.00
Baker & Taylor	8,382.40	Library Ideas	3,538.46
Bear Landscape	34,978.00	Library Market	5,500.00
Brainfuse	2,716.00	LIMRICC PHIP Health	369,706.43
Camosy Incorporated	392,681.28	LinkedIn	7,000.00
Case Lots	3,789.40	LIRA	45,439.45
CCS	28,540.00	Metalmaster	15,206.00
CDW G	27,114.81	Midwest Office Int	4,127.00
Cengage Learning	45,730.43	Midwest Tape	111,827.79
Chicago Metro Fire	5,747.49	MJB Design	7,304.00
Chicago Title	3,200.00	Morningstar	4,784.00
Children's Plus	5,754.54	NewsBank	2,531.00
Colley Elevator	2,500.00	NICOR	7,718.20
ComEd	37,488.02	OCLC	4,258.87
Compact Disc Source	7,355.78	Office Furniture EZ	15,935.00
Current Technologies	48,946.53	OverDrive	78,904.96
Dell	31,182.70	Penworthy	8,134.71
Delta Dental	23,661.67	Pieper Electric	2,560.00
Demco	7,314.02	Pitney Bowes	5,104.91
EBSCO	23,453.16	Playaway	3,260.73
Eco Clean	35,280.00	ProQuest	9,768.94
EnvisionWare	28,091.43	RAILS	12,723.01
FNBO Credit Card	74,060.15	Risk Program Admin	4,652.00
G & M Electric	22,570.00	S Construction	12,750.00
Groot	3,431.64	Scholastic	9,651.55
Hagg Press	32,375.94	Sendra Service	33,619.41
Hallett Movers	99,888.00	Sheehan, Nagle	8,840.00
Heritage Technology	3,589.24	Sikich	26,515.20
IHLS - OCLC	27,757.59	Staples	9,499.52
Illinois Library	3,530.00	Terrance Electric	3,773.40
IMRF	160,366.39	Thomas Klise	18,785.78
InfoUSA	5,600.00	Transparent Language	3,200.00
Ingram	212,310.38	Verizon	16,603.85
Innovative	56,949.97	Village of Lisle	8,803.64
J.V. Painting	4,200.00	All vendors less than \$2500	82,434.47
JanWay Company	5,915.00		
Johnson Controls	6,975.07	Total Disbursements	2,624,657.02

Daily Herald

Winter Fest article

Winter Fest in calendar

Chicago Tribune

Winter Fest in calendar



Winter Fest in calendar



Winter Fest article

Winter Fest in calendar



Winter Fest in calendar



Winter Fest in calendar

APPROVED

LISLE LIBRARY DISTRICT
LLD STRATEGIC PLANNING COMMITTEE
August 27, 2024 - 7:00 p.m.

1. Roll call

Present:

Marjorie Bartelli - Vice President

Liz Sullivan - Secretary

Vanessa Berry - Trustee

Debbie Breihan - Trustee

Josh Martin - Trustee

Tatiana Weinstein - Director

Will Savage - Assistant Director

John Ferrari - Director of Youth Services

Elizabeth Hopkins - Director of Adult Services [arrived at 7:06 p.m.]

Paul Hurt - Director of Circulation Services

Laura Murff - Director of Technical Services

Absent:

Emily Swistak - President

Karen Larson - Treasurer

Also Present:

Jackie Kilcran - Recording Secretary

2. Opportunity for visitors to speak - None

3. Approve Minutes of the July 1, 2024 Strategic Planning Committee Meeting

MOTION: Trustee Martin moved to approve minutes of the July 1, 2024 Strategic Planning Committee meeting. Trustee Breihan seconded.

Roll Call Vote - All aye. The motion passed.

4. Discussion - General Survey

Director Weinstein provided an overview of the draft public survey questions.

The Committee suggested edits to the draft including adding Hot Spots/Rokus as a selection on the non-traditional material question, and adding music programs to the program interest question. Other suggestions were to ask whether respondents had an LLD card or a reciprocal borrower's card. The Committee asked to include a question on how often the respondent visited the Library. Under the question regarding the vacant lot development, the Committee decided to add bike racks as a response option. Members suggested reorganizing the survey to group questions that refer to the same or similar topics. Members also suggested that the survey should link to relevant pages on the web site, such as the Volunteer page, to enhance the survey experience.

5. Adjourn

MOTION: Secretary Sullivan moved to adjourn the meeting. Trustee Martin seconded.
Voice Vote - All Aye
The meeting adjourned at 7:52 p.m.

Recorded by

Jackie Kilcran, Recording Secretary

Approved by the LLD Strategic Planning Committee on December 11, 2024.
Approved by

Liz Sullivan, Secretary of the Board