

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on November 20, 2024 at 7:00 p.m. 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 November 20, 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. 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
5. Audit Presentation - Lauterbach & Amen
6. Unfinished Business
 - a. Capital Improvement Project: Project/Program Discussion
 - i. General Updates
 - ii. General Capital Improvement Program Summary
7. Committee Reports
 - a. Finance
 - b. Personnel and Policy
 - c. Physical Plant
 - d. Strategic Planning
8. Staff Reports
 - a. Director's Report
 - b. Assistant Director's Report
9. New Business
 - a. Accept Annual Audit - Action Required
Acceptance of Library Audit, year ended June 30, 2024.
 - b. Adopt Ordinance 24-07: Tax Levy Ordinance - Action Required
Annual ordinance levying taxes for corporate purposes for the fiscal year beginning July 1, 2024 and ending June 30, 2025.
 - c. Approve Certification of Compliance with TITA - Action Required
Annual Certificate of Compliance with the Truth in Taxation Act
10. Opportunity for Trustee comments (five minutes)
Bartelli, Berry, Breihan, Larson, Martin, Sullivan, Swistak,
11. Adjourn

LISLE LIBRARY DISTRICT
BOARD MEETING
October 16, 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
Marc Rogers - CCS International Inc. [left the meeting at 7:14 p.m.]
Paul Hurt - Director of Circulation Services [left the meeting at 7:33 p.m.]

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

3. Assignments for reviewing monthly accounts payable

- a. Secretary Sullivan and Trustee Berry reviewed the September billings in October
- b. Treasurer Larson and Trustee Martin will review the October billings in November

4. Consent Agenda - Action Required

- a. Approve Minutes of the September 18, 2024 Public Hearing for Budget and Appropriation Ordinance
- b. Approve Minutes of the September 18, 2024 Board Meeting
- c. Acknowledge Treasurer's Report, 09/30/24, Investment Activity Report, 09/30/24, Current Assets Report, 09/30/24, Revenue Report, 09/30/24, and Expense Report, 09/30/24
- d. Authorize Payment of Bills, 10/16/24

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

5. Unfinished Business

a. Capital Improvement Project

Mr. Rogers informed Trustees that the Renovation Project is closed-out. Camosy Construction has received final payment.

Mr. Rogers and Assistant Director Savage met with two contractors to address seepage in an area near the foundation. There are two proposed solutions to correct the problem. They are waiting on quotes and will have more information at the next Board Meeting.

The lowest bidder on the HVAC replacement project withdrew their bid. There was over \$100,000 difference between other bidders. Mr. Rogers suggested that, because of the large discrepancy in costs, the LLD request new bids.

- b. Approve and award the BAS project to the lowest responsive and responsible bidder, Interactive Building Solutions, in the sum of \$120,800.00 - Action Required

MOTION: Vice President Bartelli moved to approve and award the BAS project to the lowest responsive and responsible bidder, Interactive Building Solutions, in the sum of \$120,800.00. Trustee Berry seconded.

Mr. Rogers recommended moving forward with the lowest responsive and responsible bidder, Interactive Building Solutions. Elara Engineering reviewed the bid package.

Roll Call Vote - All Aye. The motion passed.

Mr. Rogers left the meeting at 7:14 p.m.

6. Committee Reports

- a. Finance - Trustee Breihan stated that a meeting was forthcoming in the next couple months.
- b. Personnel and Policy - Trustee Berry stated that the Committee met on October 3rd to revise several policies that would be presented later in the meeting.
- c. Physical Plant - Trustee Martin stated that a meeting was scheduled for November 6th at 7:00 p.m.
- d. President Swistak stated that the Committee is working on scheduling a meeting. Director Weinstein suggested two dates. Several Trustees had conflicts. Director Weinstein stated she would email the Committee new dates.

7. Staff Reports

- a. Director Weinstein stated that Fall Fest was a huge success. Patrons enjoyed Storytime with Jasper Rabbit, a petting zoo, and grilled cheese sandwiches from Cheesie's Food Truck. Over 600 people attended the event.

Director Weinstein stated that the LLD partnered with several organizations this month. The LLD placed a donation box in the lobby for the West Suburban Food Pantry, collecting shelf-stable food items. The box has since been picked up, and was completely filled with generous donations from the community. DuPage County Board members have placed a donation box at the LLD to collect cleaning products for Family Shelter Service of Metropolitan DuPage, an organization that supports victims of domestic violence. Lisle Woman's Club Environmental Committee, in conjunction with SCARCE, has two smaller donation boxes in the LLD Oak Study Room. One is to collect old keys, the other is to collect bread tabs. This recycling program helps purchase mobility assistive devices for children and supports environmental education.

Director Weinstein stated that she attended an Intergovernmental meeting and that a summary will appear in next month's report. She informed the Board that the Village has hired a new TIF consultant and that they are considering creating new TIFs or expanding TIFs. She stated that any new TIF arrangement will affect the LLD. She requested that the Village provide ample time so that she can present information to the LLD Board for their advisory opinion, as she is an LLD representative on the Village's Joint Review Board.

Director Weinstein mentioned that the LLD's Staff Development Day was a busy, and productive day for all staff. She will provide a detailed report to the Trustees at next month's meeting.

- b. Assistant Director Savage stated that an industrial appraisal was conducted to complete a physical inventory for insurance purposes. The updated appraisal is expected in December.

Chicago Metropolitan Fire Prevention was on site for the annual fire extinguisher inspection. Del Concrete was on site to repair backer rod in the sidewalks, and repair the light pole base by the receiving door. They are currently repairing the southeast cross walk.

Stephens Plumbing completed repairs on the east end men's room. Terrance Electric installed new light fixtures over the AS non-fiction DVDs, and replaced various fixtures that were under warranty.

- c. Director of Circulation Services Paul Hurt stated that his staff learned the new Youth (YS) non-fiction classification system. Pages are currently shifting this portion of the collection. In the past few months, they have also shifted the Adult (AS) non-fiction collection, and the Adult audio visual collection.

The Circulation Department, along with YS and AS staff, attended three Lisle French Market events, National Night Out at the Lisle Police Department, and Depot Days. Staff spoke to over 900 residents during these events.

Circulation staff have been assisting patrons with meeting and study room reservations. Approximately 60-70 room reservations are booked each month. Staff continue to sell license plate stickers. The LLD was one of the first libraries in the State of Illinois to sell stickers. Mr. Hurt stated that he has spoken with several libraries seeking guidance on implementing this service.

Automatic Library card renewals began in January, 2024. This program renews library cards automatically; not requiring an in-person visit.

Mr. Hurt left the meeting at 7:33 p.m.

8. New Business

- a. The Library acknowledged payment of earned/unused vacation time as require by IL Wage Payment and Collection Act (820 ILCS 115 /5) for a payment that shall not exceed \$1047.71 to be paid to Sheri Bush.
- b. Approve Resolution 24-04: Resolution to Determine Estimate of Funds - Action Required
MOTION: Trustee Martin moved to approve Resolution 24-04, a Resolution to Determine Estimate of Funds needed for the 2024-25 fiscal year. Trustee Berry seconded.

Director Weinstein provided an overview of Resolution 24-04: Resolution to Determine Estimate of Funds indicating not-to-exceed amounts for the upcoming levy.

Roll Call Vote - All Aye. The motion passed.

- c. Approve LLD Policy 645: Displays and Exhibits- Action Required
MOTION: Treasurer Larson moved to approve the revisions to LLD Policy 645: Displays and Exhibits. Trustee Breihan seconded.

Director Weinstein explained that the changes to Policy 645: Displays and Exhibits include updated criteria and guidelines for the YS display case and Gallery 777.

Roll Call Vote - All Aye. The motion passed.

- d. Approve LLD Policy 500: Collection Management - Action Required

MOTION: Trustee Berry moved to approve the revisions to LLD Policy 500: Collection Management. Treasurer Larson seconded.

Director Weinstein stated that the changes to Policy 500: Collection Management include updated general criteria, and combining print and digital material criteria. A section has been added to explain how materials are placed within the collection. Department Directors assisted in drafting this policy.

President Swistak suggested a formatting revision.

Roll Call Vote - All Aye. The motion passed.

- e. Approve LLD Policy 510: Request for Reconsideration of Materials (+ form) - Action Required

MOTION: Secretary Sullivan moved to approve the revisions to LLD Policy 510: Request for Reconsideration of Materials. Trustee Martin seconded.

Director Weinstein explained that the Policy provides updated guidelines for bringing material concerns to staff. She also stated that the LLD form has been updated.

Roll Call Vote - All Aye. The motion passed.

- f. Approve LLD Policy 907: Public Comment - Action Required

MOTION: Trustee Breihan moved to approve the revisions to LLD Policy 907: Public Comment. Trustee Martin seconded.

Director Weinstein explained that the Policy now references the Illinois Open Meetings Act. It also details the public comments process, and that comments are considered a public record.

Roll Call Vote - All Aye. The motion passed.

- g. Approve LLD Policy 620: Tobacco, Smoke, & Vape-free Environment - Action Required

MOTION: Secretary Sullivan moved to approve the revision to Policy 620: Tobacco, Smoke, & Vape-free Environment. Trustee Martin seconded.

Director Weinstein stated that this Policy has been updated to include all LLD-owned properties.

Roll Call Vote - All Aye. The motion passed.

- h. Approve LLD Policy 635: Signs and Displaying Promotional Literature/Materials - Action Required

MOTION: Trustee Berry moved to approve the revisions to LLD Policy 635: Signs and Displaying Promotional Literature/Materials. Trustee Martin seconded.

Director Weinstein explained that the Policy includes updates on limitations and includes delineated guidelines.

Roll Call Vote - All Aye. The motion passed.

- i. Approve LLD Policy 905: Open Meetings Act - Action Required

MOTION: Trustee Breihan moved to approve the revisions to LLD Policy 905: Open Meetings Act. Treasurer Larson seconded.

Director Weinstein explained that this Policy has been updated to reference required OMA training for Trustees and staff.

Roll Call Vote - All Aye. The motion passed.

9. Opportunity for Trustee comments (five minutes)

President Swistak said she enjoyed Fall Fest. She stated that she loves seeing the “We Love LLD” yard signs around the community.

Secretary Sullivan said she thought Fall Fest was great.

Trustee Martin enjoyed the Director of Circulation Service’s report. He thanked Director Weinstein for the work on the policy revisions.

Treasurer Larson had nothing to report.

Trustee Breihan said she appreciated the work on the policy revisions. She also appreciated the Circulation Services quarterly report and visit. She said she is thrilled with the new Youth Service’s non-fiction classification.

Trustee Berry said she really enjoyed Fall Fest.

Vice President Bartelli said she loved Fall Fest and meeting Jasper Rabbit. She appreciated the work regarding revising the policies. She said she liked the Circulation Director’s presentation.

10. Adjourn

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

The meeting adjourned at 7:53 p.m.

Recorded by

Jackie Kilcran, Recording Secretary

Approved by the Board of Trustees on November 20, 2024.
Approved by

Liz Sullivan, Secretary of the LLD Board of Trustees

Treasurer's Report as of October 31, 2024

| Fund Name | Cash Balance 10/31/24 | Financial Assets % W/ Spec Res | Financial Assets % W/O Spec Res |
|------------------------|--------------------------|--------------------------------------|---------------------------------------|
| Corporate | 5,740,725.89 | 84.59% | 92.59% |
| IMRF | 169,323.84 | 2.49% | 2.73% |
| FICA | 289,897.30 | 4.27% | 4.68% |
| Subtotals | 6,199,947.03 | 91.35% | 100.00% |
| Special Reserve | 586,840.16 | 8.65% | 0.00% |
| | 6,786,787.19 | 100.00% | 100.00% |

Treasurer

Date

**CURRENT ASSETS
AT FAIR MARKET VALUE
October 31, 2024**

| | Fair Market Value on 10/31/24 | |
|----------------------------------|----------------------------------|------------------------------|
| Checking Accounts | | |
| Fifth Third Operating Acct | 1.01% | \$208,870.08 |
| Fifth Third Financial Now acct | | \$4,300,495.24 |
| Fifth Third Financial-petty cash | | \$443.14 |
| US Bank | | \$33,227.18 |
| E commerce | | \$37,084.33 |
| | | <u>\$4,580,119.97</u> |
| Money Markets | | |
| Lisle Savings Bank | 1.25% | \$212,682.88 |
| IMET | 2.33% | \$3,281.46 |
| The Illinois Funds | 2.40% | \$97,499.80 |
| | | <u>\$313,464.14</u> |
| Ehlers Investments Pershing | | \$1,824.09 |
| Investments | | |
| Fixed Income | | |
| United States Treasury Bill | | |
| Lisle Savings Bank | 99.752 | \$319,833.60 |
| Simmons Bk Pine Bluff | 100.000 | \$244,345.98 |
| Key BK Natl Assn Ohio CTF | 100.000 | \$243,245.43 |
| US Bank | 100.000 | \$243,257.58 |
| Freedom First Fed CR UN Roanoke | 98.679 | \$249,999.99 |
| Lisle Savings Bank | 100.000 | \$197,841.98 |
| Citibank Natl Assn | 99.950 | \$239,434.91 |
| | | <u>\$1,891,378.99</u> |
| | | <u><u>\$6,786,787.19</u></u> |

TOTAL CURRENT ASSETS

Lisle Library District
 For the Four Months Ending October 31, 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. | \$ 30,980.10 | \$ 1,982,363.29 | \$ 4,047,883.69 | \$ 4,280,000.00 | 46.32 |
| 40-01-4414-00 Tax Levy - IMRF | 362.28 | 23,181.68 | 0.00 | 50,000.00 | 46.36 |
| 45-01-4415-00 Tax Levy - FICA | 1,273.16 | 81,467.00 | 169,850.77 | 176,225.00 | 46.23 |
| TOTAL TAX LEVY | 32,615.54 | 2,087,011.97 | 4,217,734.46 | 4,506,225.00 | 46.31 |
| TIF SURPLUS | | | | | |
| 10-01-4455-00 TIF-Surplus Corp | 139,588.36 | 139,588.36 | 32,138.91 | 35,000.00 | 398.82 |
| TOTAL TIF SURPLUS | 139,588.36 | 139,588.36 | 32,138.91 | 35,000.00 | 398.82 |
| PERSONAL PROPERTY REPLACEMENT TAX | | | | | |
| 10-01-4461-00 Personal Property Repl. Tax - | 4,427.26 | 11,315.48 | 17,851.07 | 42,720.00 | 26.49 |
| 40-01-4462-00 Personal Property Repl. Tax - | 255.51 | 653.05 | 1,030.23 | 2,470.00 | 26.44 |
| 45-01-4463-00 Personal Property Repl. Tax - | 40.14 | 102.60 | 161.87 | 390.00 | 26.31 |
| TOTAL PERSONAL PROPERTY REP | 4,722.91 | 12,071.13 | 19,043.17 | 45,580.00 | 26.48 |
| INTEREST INCOME | | | | | |
| 10-02-4472-00 Interest Earned - Corp | 7,212.07 | 26,704.28 | 29,551.16 | 50,000.00 | 53.41 |
| 40-02-4475-00 Interest Earned - IMRF | 220.04 | 895.27 | 1,254.71 | 2,500.00 | 35.81 |
| 45-02-4476-00 Interest Earned - FICA | 383.77 | 1,497.86 | 1,675.06 | 3,500.00 | 42.80 |
| TOTAL INTEREST INCOME | 7,815.88 | 29,097.41 | 32,480.93 | 56,000.00 | 51.96 |
| UNREALIZED GAIN/LOSS ON INVESTMENTS | | | | | |
| 10-02-4526-00 Unrealized Gain/Loss on | (133.41) | 3,357.72 | (620.68) | 6,000.00 | 55.96 |
| TOTAL UNREALIZED GAIN/LOSS O | (133.41) | 3,357.72 | (620.68) | 6,000.00 | 55.96 |
| DESK INCOME | | | | | |
| 10-03-4531-00 Lost Books | (30.66) | 63.03 | 280.97 | 1,000.00 | 6.30 |
| 10-03-4536-00 Non-Resident Fees | 0.00 | 594.68 | 332.00 | 800.00 | 74.34 |
| 10-03-4538-00 Book Sale | 108.00 | 524.00 | 126.00 | 1,600.00 | 32.75 |
| 10-03-4540-00 Fines | 0.00 | 219.91 | 1,494.83 | 1,000.00 | 21.99 |
| TOTAL DESK INCOME | 77.34 | 1,401.62 | 2,233.80 | 4,400.00 | 31.86 |
| UNRESTRICTED INCOME | | | | | |
| 10-03-4550-00 Gifts - Unrestricted Corp | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 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 Four Months Ending October 31, 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> |
|--|----------------------|-----------------------------|---------------------------|------------------------------|---------------------------|
| 10-04-4570-00 Ear Buds | 53.00 | 195.00 | 187.00 | 700.00 | 27.86 |
| 10-04-4573-00 Copier Income | 167.02 | 291.93 | 1,742.66 | 3,500.00 | 8.34 |
| 10-04-4575-00 Printing Income | 500.50 | 1,753.71 | 78.21 | 4,000.00 | 43.84 |
| 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. | 404.74 | 1,579.26 | 1,429.16 | 2,500.00 | 63.17 |
| 10-04-4585-00 License Sticker Renewals | 195.75 | 775.75 | 877.25 | 2,500.00 | 31.03 |
| 10-05-4595-00 Misc. Jury Duty | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL UNRESTRICTED INCOME | 1,321.01 | 49,562.94 | 49,478.76 | 63,200.00 | 78.42 |
| TOTAL REVENUES | \$ 186,007.63 | \$ 2,322,091.15 | \$ 4,352,489.35 | \$ 4,716,405.00 | 49.23 |

Lisle Library District
 For the Four Months Ending October 31, 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 | \$ 740.90 | \$ 3,081.34 | \$ 5,149.28 | \$ 12,000.00 | 25.68 |
| TOTAL INTEREST | 740.90 | 3,081.34 | 5,149.28 | 12,000.00 | 25.68 |
| 70-04-4587-10 Restricted - Transfer from Cor | 10,000.00 | 40,000.00 | 20,000.00 | 120,000.00 | 33.33 |
| 70-05-4680-00 Debt Certificate | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL OTHER REVENUE | 10,000.00 | 40,000.00 | 20,000.00 | 120,000.00 | 33.33 |
| TOTAL REVENUES | 10,740.90 | 43,081.34 | 25,149.28 | 132,000.00 | 32.64 |

Lisle Library District
For the Four Months Ending October 31, 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 | \$ 47,288.86 | \$ 191,662.48 | \$ 172,223.65 | \$ 590,325.00 | 32.47 |
| 10-10-5603-20 Adult Services - Reg. Hours | 46,164.06 | 182,194.99 | 161,777.74 | 555,600.00 | 32.79 |
| 10-10-5603-30 Youth Services - Reg. Hours | 36,534.92 | 145,125.26 | 114,381.21 | 416,700.00 | 34.83 |
| 10-10-5603-50 Technical Services - Reg. Hour | 24,451.83 | 96,777.91 | 80,039.63 | 289,375.00 | 33.44 |
| 10-10-5603-60 Circulation - Reg. Hours | 39,209.35 | 155,498.90 | 136,068.86 | 463,000.00 | 33.59 |
| Total Salaries | 193,649.02 | 771,259.54 | 664,491.09 | 2,315,000.00 | 33.32 |
| Health and Dental Ins. | | | | | |
| 10-10-5621-10 Hosp. Ins. - Admin | 4,681.17 | 18,744.00 | 18,560.04 | 67,305.00 | 27.85 |
| 10-10-5621-20 Hosp. Ins. - Adult Serv. | 6,740.65 | 27,001.24 | 28,001.70 | 96,150.00 | 28.08 |
| 10-10-5621-30 Hosp. Ins. - YS | 4,796.20 | 16,167.44 | 16,396.68 | 57,690.00 | 28.02 |
| 10-10-5621-50 Hosp. Ins. - Tech | 3,872.13 | 15,501.40 | 10,589.06 | 41,665.00 | 37.20 |
| 10-10-5621-60 Hosp. Ins. - Circ | 4,198.00 | 18,769.14 | 13,881.88 | 57,690.00 | 32.53 |
| 10-10-5622-10 Dental Ins. - Admin. | 173.91 | 695.64 | 579.01 | 2,480.00 | 28.05 |
| 10-10-5622-20 Dental Ins. - Adult Serv | 337.43 | 1,302.93 | 1,801.23 | 5,735.00 | 22.72 |
| 10-10-5622-30 Dental Ins. - YS | 198.65 | 794.60 | 984.46 | 3,100.00 | 25.63 |
| 10-10-5622-50 Dental Ins. - Tech | 200.81 | 758.56 | 640.78 | 2,325.00 | 32.63 |
| 10-10-5622-60 Dental Ins. - Circ | 140.52 | 562.08 | 502.34 | 1,860.00 | 30.22 |
| Total Health and Dental Ins. | 25,339.47 | 100,297.03 | 91,937.18 | 336,000.00 | 29.85 |
| Other Staff Benefits | | | | | |
| 10-10-5646-00 Unemployment Compensation | 166.98 | 565.56 | 174.63 | 4,000.00 | 14.14 |
| 10-10-5646-10 Tuition Reimbursement - Staff | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Other Staff Benefits | 166.98 | 565.56 | 174.63 | 4,000.00 | 14.14 |
| FICA Expenses | | | | | |
| 45-10-5625-10 FICA Expense - Admin | 3,574.22 | 14,488.80 | 12,984.73 | 45,390.00 | 31.92 |
| 45-10-5625-20 FICA Expense - Adult Serv. | 3,417.89 | 13,478.20 | 11,923.72 | 42,720.00 | 31.55 |
| 45-10-5625-30 FICA Expense - Youth Services | 2,750.19 | 10,930.79 | 8,611.54 | 32,040.00 | 34.12 |
| 45-10-5625-50 FICA Expense - Tech Servs. | 1,834.03 | 7,253.99 | 6,015.60 | 22,250.00 | 32.60 |
| 45-10-5625-60 FICA Expense - Circulation | 2,907.14 | 11,526.18 | 9,836.12 | 35,600.00 | 32.38 |
| Total FICA Expenses | 14,483.47 | 57,677.96 | 49,371.71 | 178,000.00 | 32.40 |
| IMRF Expenses | | | | | |
| 40-10-5628-10 IMRF Expense - Admin | 1,314.56 | 5,314.62 | 3,225.04 | 20,800.00 | 25.55 |
| 40-10-5628-20 IMRF Expense - Adult Servs | 1,357.21 | 5,356.51 | 3,203.12 | 20,800.00 | 25.75 |
| 40-10-5628-30 IMRF Expense - Youth Services | 973.50 | 3,918.03 | 2,084.70 | 14,400.00 | 27.21 |
| 40-10-5628-50 IMRF Expense - Tech Servs. | 718.91 | 2,845.37 | 1,572.95 | 10,400.00 | 27.36 |

Lisle Library District
 For the Four Months Ending October 31, 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 | 844.56 | 3,438.59 | 1,994.11 | 13,600.00 | 25.28 |
| IMRF Expense - Circulation | | | | | |
| Total IMRF Expenses | 5,208.74 | 20,873.12 | 12,079.92 | 80,000.00 | 26.09 |
| Total EMPLOYEE COSTS | 238,847.68 | 950,673.21 | 818,054.53 | 2,913,000.00 | 32.64 |
| BUILDING COSTS | | | | | |
| Utilities | | | | | |
| 10-20-5650-00 | 450.00 | 1,800.00 | 1,800.00 | 5,490.00 | 32.79 |
| Internet Service Provider | | | | | |
| 10-20-5651-00 | 0.00 | 0.00 | 1,810.00 | 1,810.00 | 0.00 |
| INet | | | | | |
| 10-20-5652-00 | 1,759.65 | 7,322.40 | 5,141.56 | 20,000.00 | 36.61 |
| Utilities - Phone | | | | | |
| 10-20-5653-00 | 148.05 | 625.71 | 611.44 | 12,000.00 | 5.21 |
| Utilities - Gas | | | | | |
| 10-20-5654-00 | 0.00 | 1,004.01 | 730.58 | 4,000.00 | 25.10 |
| Utilities - Sewer & Water | | | | | |
| 10-20-5655-00 | 3,452.71 | 14,608.23 | 13,857.43 | 40,000.00 | 36.52 |
| Utilities - Electric | | | | | |
| 10-20-5656-00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Verizon | | | | | |
| Total Utilities | 5,810.41 | 25,360.35 | 23,951.01 | 83,300.00 | 30.44 |
| 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 | 3,202.81 | 12,580.99 | 12,060.57 | 40,000.00 | 31.45 |
| Maint Contracts - Maint. Servi | | | | | |
| 10-20-5662-00 | 0.00 | 4,536.00 | 3,476.06 | 40,000.00 | 11.34 |
| Maint Contr. - Landscape Serv. | | | | | |
| 10-20-5663-00 | 1,348.00 | 4,086.15 | 3,491.73 | 9,000.00 | 45.40 |
| Maint/Repairs-Genl repairs, Su | | | | | |
| 10-20-5664-00 | 11,466.40 | 36,904.63 | 21,876.44 | 51,000.00 | 72.36 |
| Maint/Repairs-Non Contr. Work | | | | | |
| 10-20-5665-00 | 302.68 | 1,195.80 | 865.44 | 4,000.00 | 29.90 |
| Rubbish Removal | | | | | |
| Total Maintenance and Repairs | 16,319.89 | 59,303.57 | 43,207.74 | 149,000.00 | 39.80 |
| TOTAL BUILDING COSTS | 22,130.30 | 84,663.92 | 67,158.75 | 232,300.00 | 36.45 |
| OPERATING EXPENSES | | | | | |
| Postage and Printing | | | | | |
| 10-25-5710-00 | 380.07 | 1,326.57 | 776.51 | 4,500.00 | 29.48 |
| Postage and Shipping | | | | | |
| 10-25-5710-10 | 3,612.00 | 7,188.00 | 9,040.00 | 21,000.00 | 34.23 |
| Printing/Spec. Serv. - Adult | | | | | |
| 10-25-5711-00 | 1,793.41 | 3,187.37 | 4,736.86 | 9,500.00 | 33.55 |
| Postage Special Serv | | | | | |
| 10-25-5712-00 | 0.00 | 508.35 | 856.69 | 1,000.00 | 50.84 |
| Printing | | | | | |
| Total Postage and Printing | 5,785.48 | 12,210.29 | 15,410.06 | 36,000.00 | 33.92 |
| Supplies | | | | | |
| 10-25-5713-00 | 764.99 | 2,900.29 | 4,571.78 | 6,300.00 | 46.04 |
| Office Supplies | | | | | |
| 10-25-5714-00 | 843.94 | 5,635.80 | 5,531.20 | 10,000.00 | 56.36 |
| Circ. Material Supplies | | | | | |
| 10-25-5715-00 | 0.00 | 348.45 | 177.96 | 1,900.00 | 18.34 |
| Copier Supplies | | | | | |
| 10-25-5716-00 | 257.53 | 1,412.99 | 1,658.82 | 4,700.00 | 30.06 |
| Kitchen Supplies | | | | | |
| 10-25-5717-00 | 3,274.20 | 14,302.40 | 10,403.23 | 43,000.00 | 33.26 |
| Processing Supplies | | | | | |

Lisle Library District
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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> |
|---|----------------------|-----------------------------|---------------------------|------------------------------|---------------------------|
| 10-25-5718-00 Computer Supplies | 109.30 | 863.64 | 810.36 | 10,100.00 | 8.55 |
| Total Supplies | 5,249.96 | 25,463.57 | 23,153.35 | 76,000.00 | 33.50 |
| Other Operating Costs | | | | | |
| 10-25-5719-00 Publishing | 515.20 | 653.20 | 646.30 | 600.00 | 108.87 |
| 10-25-5722-15 Safety Deposit Box Rental | 0.00 | 0.00 | 116.67 | 200.00 | 0.00 |
| 10-25-5723-00 Check Printing | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 10-25-5723-15 Bank Charges | 667.34 | 2,641.44 | 1,964.59 | 5,100.00 | 51.79 |
| 10-25-5724-15 Local Travel | 6.83 | 27.85 | 55.67 | 500.00 | 5.57 |
| Total Other Operating Costs | 1,189.37 | 3,322.49 | 2,783.23 | 6,500.00 | 51.12 |
| TOTAL OPERATING EXPENSES | 12,224.81 | 40,996.35 | 41,346.64 | 118,500.00 | 34.60 |
| INSURANCE | | | | | |
| 10-30-5750-00 Fidelity Bonds | 0.00 | 0.00 | 2,100.00 | 2,250.00 | 0.00 |
| 10-30-5751-00 Property Damage (All-Peril) | 0.00 | 0.00 | 19,772.05 | 52,000.00 | 0.00 |
| 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 | 0.00 | 1,935.00 | 7,000.00 | 0.00 |
| TOTAL INSURANCE | 0.00 | 0.00 | 23,807.05 | 61,250.00 | 0.00 |
| CONTRACTUAL SERVICES | | | | | |
| 10-35-5760-00 Legal Services | 0.00 | 337.50 | 1,057.50 | 8,000.00 | 4.22 |
| 10-35-5761-00 Collection Agency | 50.60 | 126.50 | 215.05 | 700.00 | 18.07 |
| 10-35-5762-00 Other Contr Services - Admin | 0.00 | 0.00 | 1,295.00 | 4,000.00 | 0.00 |
| 10-35-5763-00 Other Contr Svcs-Tech Asst | 213.72 | 6,882.82 | 80,229.49 | 106,000.00 | 6.49 |
| 10-35-5764-10 Other Contr Svcs - Library Wi | 2,504.81 | 13,440.89 | 9,371.55 | 40,000.00 | 33.60 |
| 10-35-5765-10 Investment Agency Consultants | 237.59 | 237.59 | 470.27 | 4,500.00 | 5.28 |
| 10-35-5769-00 Accounting Software | 0.00 | 0.00 | 3,737.50 | 4,000.00 | 0.00 |
| 10-35-5770-00 Contractual - Audit Fee | 0.00 | 0.00 | 7,450.00 | 9,725.00 | 0.00 |
| 10-35-5771-00 Payroll Service | 955.38 | 3,681.28 | 3,538.68 | 13,000.00 | 28.32 |
| TOTAL CONTRACTUAL SERVICES | 3,962.10 | 24,706.58 | 107,365.04 | 189,925.00 | 13.01 |
| PERSONNEL DEVELOPMENT | | | | | |
| 10-40-5783-00 Dues - Staff | 1,118.00 | 1,887.00 | 1,520.00 | 4,000.00 | 47.18 |
| 10-40-5784-00 Meetings - Staff | 41.21 | 335.35 | 241.52 | 1,000.00 | 33.54 |
| 10-40-5785-00 Conferences - Staff | 1,944.44 | 3,401.18 | 596.18 | 7,000.00 | 48.59 |
| 10-40-5786-00 Memorial/Tribute/Recognition | 0.00 | 179.40 | 0.00 | 3,000.00 | 5.98 |
| 10-40-5787-00 Staff Development | 1,592.09 | 1,643.94 | 0.00 | 2,500.00 | 65.76 |
| 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 |

Lisle Library District
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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> |
|--|----------------------|-----------------------------|---------------------------|------------------------------|---------------------------|
| 10-45-5788-70 Meetings - Trustees | 0.00 | 0.00 | 0.00 | 825.00 | 0.00 |
| 10-45-5789-70 Training-Trustees | 0.00 | 0.00 | 0.00 | 825.00 | 0.00 |
| TOTAL PERSONNEL DEVELOPMEN | 4,695.74 | 7,611.98 | 2,357.70 | 29,000.00 | 26.25 |
| EQUIPMENT COSTS | | | | | |
| Major Equipment | | | | | |
| 10-48-5801-10 Polaris Maint (Corp) | 0.00 | 58,943.11 | 56,949.97 | 80,000.00 | 73.68 |
| 10-48-5803-10 Technology | 702.40 | 1,043.03 | 13,819.89 | 70,000.00 | 1.49 |
| 10-48-5804-10 Facility | 337.49 | 585.85 | 2,143.51 | 10,000.00 | 5.86 |
| Total Major Equipment | 1,039.89 | 60,571.99 | 72,913.37 | 160,000.00 | 37.86 |
| 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 | 185.95 | 700.00 | 12.95 |
| 10-48-5823-30 Minor Equipment - Youth | 0.00 | 0.00 | 32.89 | 700.00 | 0.00 |
| 10-48-5823-50 Minor Equip - Tech Services | 0.00 | 267.58 | 34.69 | 700.00 | 38.23 |
| 10-48-5823-60 Minor Equip - Circ | (85.82) | 829.47 | 144.83 | 700.00 | 118.50 |
| Total Minor Equipment | (85.82) | 1,417.67 | 398.36 | 3,500.00 | 40.50 |
| Equip Maint/Repairs and Rentals | | | | | |
| 10-48-5843-00 Rental-Postage Meter | 180.57 | 361.14 | 361.14 | 720.00 | 50.16 |
| 10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi | 4,697.31 | 8,806.20 | 9,214.72 | 18,280.00 | 48.17 |
| 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 | 4,877.88 | 9,167.34 | 9,575.86 | 20,000.00 | 45.84 |
| TOTAL EQUIPMENT COSTS | 5,831.95 | 71,157.00 | 82,887.59 | 183,500.00 | 38.78 |
| LIBRARY MEDIA | | | | | |
| Books | | | | | |
| 10-50-5863-20 Literacy/ESL | 114.00 | 2,278.49 | 1,109.21 | 8,000.00 | 28.48 |
| 10-50-5863-30 Books - Youth Serv | 5,552.14 | 19,634.34 | 14,116.42 | 56,500.00 | 34.75 |
| 10-50-5863-50 Books - Tech Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-50-5864-10 Books - Non Fiction | 7,713.88 | 33,912.67 | 14,200.21 | 90,000.00 | 37.68 |
| 10-50-5865-10 Books - Adult/Teen Fiction | 6,535.85 | 25,716.28 | 19,653.48 | 80,500.00 | 31.95 |
| 10-50-5867-20 Ref Books - Adult Serv | 180.40 | 1,093.92 | 917.10 | 15,000.00 | 7.29 |
| Total Books | 20,096.27 | 82,635.70 | 49,996.42 | 250,000.00 | 33.05 |
| Databases | | | | | |
| 10-50-5869-20 Internet Licensed DBases | 0.00 | 52,704.00 | 84,003.15 | 115,000.00 | 45.83 |
| 10-50-5872-10 DBases - Professional | 0.00 | 174.87 | 2,001.81 | 8,500.00 | 2.06 |

Lisle Library District
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|--|----------------------|-----------------------------|---------------------------|------------------------------|---------------------------|
| 10-50-5873-30 Dbases - Youth Serv | 0.00 | (1,714.15) | 9,578.37 | 11,500.00 | (14.91) |
| Total Databases | 0.00 | 51,164.72 | 95,583.33 | 135,000.00 | 37.90 |
| Audio-Visual Materials | | | | | |
| 10-50-5890-30 A-V Matls - Youth Serv | 743.56 | 3,997.82 | 1,996.72 | 10,000.00 | 39.98 |
| 10-50-5895-40 A-V Matls - Adult Serv | 3,581.47 | 15,468.36 | 16,636.43 | 63,000.00 | 24.55 |
| 10-50-5899-20 Digital Content | 13,907.47 | 38,879.17 | 33,150.78 | 122,000.00 | 31.87 |
| Total Audio-Visual Materials | 18,232.50 | 58,345.35 | 51,783.93 | 195,000.00 | 29.92 |
| Periodicals/Doc Delivery | | | | | |
| 10-50-5871-20 Document Delivery | 131.42 | 25,000.97 | 157.82 | 26,000.00 | 96.16 |
| 10-50-5900-20 Periodicals - Adult Serv | 180.49 | 1,940.48 | 3,669.97 | 21,500.00 | 9.03 |
| 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 | 438.00 | 414.00 | 3,000.00 | 14.60 |
| Total Periodicals/Doc Delivery | 311.91 | 27,379.45 | 4,241.79 | 51,000.00 | 53.69 |
| TOTAL LIBRARY MEDIA | 38,640.68 | 219,525.22 | 201,605.47 | 631,000.00 | 34.79 |
| PROGRAMS AND READER'S SERVICES Programs | | | | | |
| 10-60-5931-10 Programs - Adult Services | 700.92 | 4,853.68 | 4,880.88 | 15,000.00 | 32.36 |
| 10-60-5931-30 Programs - Youth | 1,581.10 | 3,155.09 | 3,033.97 | 15,000.00 | 21.03 |
| 10-60-5931-40 Online Marketing | 93.09 | 379.06 | 193.65 | 1,700.00 | 22.30 |
| 10-60-5931-50 Community Relations | 55.98 | 1,575.22 | 475.69 | 5,500.00 | 28.64 |
| Total Programs | 2,431.09 | 9,963.05 | 8,584.19 | 37,200.00 | 26.78 |
| Readers Services | | | | | |
| 10-60-5940-10 Reader Services - Adult Serv. | 0.00 | 469.45 | 0.00 | 3,000.00 | 15.65 |
| 10-60-5940-30 Reader Services - Youth Serv. | 154.02 | 1,714.77 | 1,147.52 | 6,800.00 | 25.22 |
| Total Readers Services | 154.02 | 2,184.22 | 1,147.52 | 9,800.00 | 22.29 |
| TOTAL PROGRAMS AND READERS | 2,585.11 | 12,147.27 | 9,731.71 | 47,000.00 | 25.85 |
| RESTRICTED USAGE EXPENSES - CORPORATE | | | | | |
| 10-80-5980-80 Restricted - Gifts | 0.00 | 155.89 | 349.96 | 2,000.00 | 7.79 |
| 10-80-5981-80 Restricted - Per Capita Grant | 460.00 | 4,586.76 | 5,474.90 | 46,000.00 | 9.97 |
| 10-80-5982-80 Interest Expense | 0.00 | 0.00 | 12,900.00 | 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 | 460.00 | 4,742.65 | 18,724.86 | 114,000.00 | 4.16 |

Lisle Library District
 For the Four Months Ending October 31, 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 | 329,378.37 | 1,416,224.18 | 1,373,039.34 | 4,614,475.00 | 30.69 |
| OPERATING TRANSFERS OUT | | | | | |
| 10-80-5984-80 Transfer to Special Reserve | 10,000.00 | 40,000.00 | 20,000.00 | 120,000.00 | 33.33 |
| TOTAL OPERATING TRANSFERS O | 10,000.00 | 40,000.00 | 20,000.00 | 120,000.00 | 33.33 |
| TOTAL ALL EXPENSES | 339,378.37 | 1,456,224.18 | 1,393,039.34 | 4,734,475.00 | 30.76 |

Lisle Library District
 For the Four Months Ending October 31, 2024
 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 | 0.00 | 29,113.00 | (87,966.92) | 0.00 | 0.00 |
| 70-65-5680-00 HVAC Replacement Project | 817.50 | 12,742.50 | 0.00 | 200,000.00 | 6.37 |
| 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 | 817.50 | 41,855.50 | (87,966.92) | 700,000.00 | 5.98 |
| TOTAL SPECIAL RESERVE EXPENSES | 817.50 | 41,855.50 | (87,966.92) | 760,000.00 | 5.51 |

**Lisle Library District
Accounts Payable - November 20, 2024**

| Vendor ID | Invoice/CM # | Line Description | Account ID | Account Description | Debit Amount | Credit Amount |
|---------------------|--------------|---|--------------------------------|--|--------------|---------------|
| AFLAC | 48782 | Payroll Withholding AFLAC (G6920) | 10-00-2612-00 10-00-2610-00 | AFLAC Withholding Accounts Payable | 111.41 | 111.41 |
| Amalgamated | 7734-010125 | Debt Certificate Payment | 10-80-5983-80 | Debt Principal Payment | 40,000.00 | |
| | | Amalgamated Bank of Chicago | 10-80-5982-80 10-00-2610-00 | Interest Expense Accounts Payable | 12,500.00 | 52,500.00 |
| Amalgamated | 77341124 | Registrar & Paying Agent Fee | 10-35-5764-10 | Other Contr Svcs - Libra | 300.00 | |
| | | Amalgamated Bank of Chicago | 10-00-2610-00 | Accounts Payable | | 300.00 |
| Amazon | 110424 | Books, Video Games, Supplies | 10-60-5931-10 | Programs - Adult Service | 273.55 | |
| | | | 10-60-5940-10 | Reader Services - Adult | 59.98 | |
| | | | 10-50-5863-30 | Books - Youth Serv | 237.12 | |
| | | | 10-50-5890-30 | A-V Mats - Youth Serv | 497.24 | |
| | | | 10-60-5931-30 | Programs - Youth | 457.53 | |
| | | | 10-60-5940-30 | Reader Services - Youth | 9.99 | |
| | | | 10-25-5716-00 | Kitchen Supplies | 77.20 | |
| | | | 10-25-5713-00 | Office Supplies | 72.34 | |
| | | | 10-40-5787-00 | Staff Development | 125.09 | |
| | | | 10-80-5981-80 | Restricted - Per Capita | 93.65 | |
| | | | 10-20-5663-00 | Maint/Repairs-Genl repai | 359.34 | |
| | | | 10-25-5717-00 | Processing Supplies | 169.74 | |
| | | | 10-25-5714-00 | Circ. Material Supplies | 35.79 | |
| | | | 10-60-5931-40 | Online Marketing | 18.99 | |
| | | | 10-48-5804-10 | Facility | 33.98 | |
| | | | 10-40-5786-00 | Memorial/Tribute/Recog | 20.98 | |
| | | Amazon Capital Services | 10-00-2610-00 | Accounts Payable | | 2,542.51 |
| B&T (L0334152) | 2038665363 | Circ Baker & Taylor (L0334152) | 10-50-5864-10 10-00-2610-00 | Books - Non Fiction Accounts Payable | 17.63 | 17.63 |
| B&T (L0334152) | 2038665364 | Processing Baker & Taylor (L0334152) | 10-25-5717-00 10-00-2610-00 | Processing Supplies Accounts Payable | 2.15 | 2.15 |
| Bear Landscape | 14361 | Landscape Services Bear Landscape | 10-20-5662-00 10-00-2610-00 | Maint Contr. - Landscap Accounts Payable | 1,134.00 | 1,134.00 |
| Bowers, Sharon | 010725 | Program: Grief Sharon G. Bowers, RN | 10-60-5931-10 10-00-2610-00 | Programs - Adult Service Accounts Payable | 225.00 | 225.00 |
| ByWater Solutions | 8610 | Aspen Discovery Layer By Water Solutions LLC | 10-35-5763-00 10-00-2610-00 | Other Contr Svcs-Tech Accounts Payable | 10,100.00 | 10,100.00 |
| Churros Y Chocolate | 121324 | Program: Winter Read Kick-off | 10-60-5931-10 | Programs - Adult Service | 1,500.00 | |

**Lisle Library District
Accounts Payable - November 20, 2024**

| Vendor ID | Invoice/CM # | Line Description | Account ID | Account Description | Debit Amount | Credit Amount |
|---------------------|--------------|--|--------------------------------|--|--------------|---------------|
| | | Kick-off Churros Y Chocolate Inc. | 10-00-2610-00 | Accounts Payable | | 1,500.00 |
| ComEd | 102724 | Usage ComEd | 10-20-5655-00 10-00-2610-00 | Utilities - Electric Accounts Payable | 3,234.77 | 3,234.77 |
| Compact Disc Sourc | 82414 | Processing Compact Disc Source | 10-25-5717-00 10-00-2610-00 | Processing Supplies Accounts Payable | 234.42 | 234.42 |
| Compact Disc Sourc | 82415 | Music CDs Compact Disc Source | 10-50-5895-40 10-00-2610-00 | A-V Mats - Adult Serv Accounts Payable | 471.67 | 471.67 |
| Culligan of Wheaton | 110524 | Water Culligan of Wheaton | 10-25-5716-00 10-00-2610-00 | Kitchen Supplies Accounts Payable | 49.94 | 49.94 |
| Current Technolog | 735201 | Firewall Software Support Current Technologies Corporation | 10-35-5763-00 10-00-2610-00 | Other Contr Svcs-Tech Accounts Payable | 371.25 | 371.25 |
| Current Technologie | 735518 | Server Failure Diagnosis Current Technologies Corporation | 10-35-5763-00 10-00-2610-00 | Other Contr Svcs-Tech Accounts Payable | 82.50 | 82.50 |
| Demco | 7559838 | Supplies Demco | 10-25-5717-00 10-00-2610-00 | Processing Supplies Accounts Payable | 212.44 | 212.44 |
| EBSCO | 1747941 | Annual Magazine Subscriptions EBSCO | 10-50-5900-20 10-00-2610-00 | Periodicals - Adult Serv Accounts Payable | 12,976.68 | 12,976.68 |
| EBSCO | 1747942 | Annual Magazine Subscriptions EBSCO | 10-50-5900-30 10-00-2610-00 | Periodicals - Youth Accounts Payable | 276.72 | 276.72 |
| EBSCO | 1747943 | Annual Magazine Subscriptions EBSCO | 10-50-5900-80 10-00-2610-00 | Periodicals - Prof. Collec Accounts Payable | 1,959.99 | 1,959.99 |
| EBSCO | 2404953 | Discontinued Title EBSCO | 10-50-5900-20 10-00-2610-00 | Periodicals - Adult Serv Accounts Payable | 27.97 | 27.97 |
| EBSCO | 2406296 | Discontinued Title EBSCO | 10-50-5900-20 10-00-2610-00 | Periodicals - Adult Serv Accounts Payable | 29.95 | 29.95 |
| Eisenhower Public | ILL225948207 | Replacement Cost for Lost ILL Item Eisenhower Public Library | 10-50-5871-20 10-00-2610-00 | Document Delivery Accounts Payable | 17.94 | 17.94 |

**Lisle Library District
Accounts Payable - November 20, 2024**

| Vendor ID | Invoice/CM # | Line Description | Account ID | Account Description | Debit Amount | Credit Amount |
|----------------------|--------------|---|---|--|--|---------------|
| ELM USA | 71959 | Supplies for Disc Cleaning Machine ELM USA Inc. | 10-25-5714-00 10-00-2610-00 | Circ. Material Supplies Accounts Payable | 79.95 | 79.95 |
| Garvey's | PINV2634527 | Supplies Garvey's Office Products | 10-25-5713-00 10-00-2610-00 | Office Supplies Accounts Payable | 16.36 | 16.36 |
| Garvin Gardens | 4916 | Program: Floral Arrangement Garvin Gardens | 10-60-5931-10 10-00-2610-00 | Programs - Adult Service Accounts Payable | 375.00 | 375.00 |
| Groot | 13443163T098 | Rubbish Groot, Inc. | 10-20-5665-00 10-00-2610-00 | Rubbish Removal Accounts Payable | 304.74 | 304.74 |
| Illinois TESOL/BE | 16429 | Annual Membership Illinois TESOL/BE | 10-40-5783-00 10-00-2610-00 | Dues - Staff Accounts Payable | 40.00 | 40.00 |
| Ingram | 110124 | Books & Processing | 10-50-5865-10 10-50-5864-10 10-50-5867-20 10-50-5863-30 10-50-5863-20 10-25-5717-00 10-00-2610-00 | Books - Adult/Teen Ficti Books - Non Fiction Ref Books - Adult Serv Books - Youth Serv Literacy/ESL Processing Supplies Accounts Payable | 5,793.89 10,206.33 97.20 3,639.10 230.19 3,057.94 | 23,024.65 |
| Ingram Express | 110124 | Books | 10-50-5865-10 10-50-5864-10 10-50-5863-30 10-00-2610-00 | Books - Adult/Teen Ficti Books - Non Fiction Books - Youth Serv Accounts Payable | 72.00 228.29 | 67.50 |
| Johnson Controls | 40674293 | Alarm Repair Johnson Controls Security Solutions | 10-20-5664-00 10-00-2610-00 | Maint/Repairs-Non Contr Accounts Payable | 37.90 | 37.90 |
| Kanopy | 424035 | Kanopy Kanopy, Inc. | 10-50-5899-20 10-00-2610-00 | Digital Content Accounts Payable | 352.00 | 352.00 |
| Kone | 1158819692 | Elevator Repair Kone | 10-20-5664-00 10-00-2610-00 | Maint/Repairs-Non Contr Accounts Payable | 757.22 | 757.22 |
| Konica Minolta Busin | 296706740 | #C458 Usage Konica Minolta Business Solutions | 10-48-5845-00 10-00-2610-00 | Equip Maint/Repr-Contr- Accounts Payable | 231.93 | 231.93 |
| Konica Minolta Busin | 9010192605 | 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 | 95504 | Audit - Progress Billing | 10-35-5770-00 | Contractual - Audit Fee | 7,725.00 | |

**Lisle Library District
Accounts Payable - November 20, 2024**

| Vendor ID | Invoice/CM # | Line Description | Account ID | Account Description | Debit Amount | Credit Amount |
|----------------------|--------------|--|---|--|--------------------|---------------|
| LIMIRICC PHIP Health | 110624 | Lauterbach & Amen, LLP | 10-00-2610-00 | Accounts Payable | | 7,725.00 |
| | | November Premium | 10-10-5621-10 | Hosp. Ins. - Admin | 5,342.45 | |
| | | | 10-10-5621-20 | Hosp. Ins. - Adult Serv. | 8,089.72 | |
| | | | 10-10-5621-30 | Hosp. Ins. - YS | 5,372.42 | |
| | | | 10-10-5621-50 | Hosp. Ins. - Tech | 4,349.43 | |
| | | | 10-10-5621-60 | Hosp. Ins. - Circ | 7,366.60 | |
| | | LIMIRICC PHIP Health | 10-00-2610-00 | Accounts Payable | | 30,520.62 |
| Midwest Tape | 506271474 | Hoopla Midwest Tape | 10-50-5899-20 10-00-2610-00 | Digital Content Accounts Payable | 6,177.63 | 6,177.63 |
| Midwest Tape 2516 | 110124 | CD Books Midwest Tape (2516) | 10-50-5895-40 10-00-2610-00 | A-V Mats - Adult Serv Accounts Payable | 1,717.28 | 1,717.28 |
| Midwest Tape 7288 | 110124 | DVDs, Blu-rays & Processing Midwest Tape (7288) | 10-50-5895-40 10-25-5717-00 10-00-2610-00 | A-V Mats - Adult Serv Processing Supplies Accounts Payable | 2,420.76 699.91 | 3,120.67 |
| Midwest Tape 7289 | 110124 | Processing Midwest Tape (7289) | 10-25-5717-00 10-00-2610-00 | Processing Supplies Accounts Payable | 234.99 | 234.99 |
| Midwest Tape 7291 | 110124 | DVD, Blu-rays & CD Books Midwest Tape (7291) | 10-50-5890-30 10-00-2610-00 | A-V Mats - Youth Serv Accounts Payable | 304.37 | 304.37 |
| Moline Public | IL225144517 | Replacement Cost for Lost ILL Item Moline Public Library | 10-50-5871-20 10-00-2610-00 | Document Delivery Accounts Payable | 17.99 | 17.99 |
| NCBERS | 4602122024 | Payroll Withholding NCBERS Group Life Ins | 10-00-2638-00 10-00-2610-00 | Vol. Life (NCBERS) Accounts Payable | 48.00 | 48.00 |
| NICOR | 110624 | Usage NICOR | 10-20-5653-00 10-00-2610-00 | Utilities - Gas Accounts Payable | 525.39 | 525.39 |
| OverDrive | 24338679 | CPC OverDrive, Inc. | 10-50-5899-20 10-00-2610-00 | Digital Content Accounts Payable | 693.04 | 693.04 |
| OverDrive | 24340323 | CPC OverDrive, Inc. | 10-50-5899-20 10-00-2610-00 | Digital Content Accounts Payable | 680.68 | 680.68 |
| Peregrine | 62710 | Bid Process & Audit Peregrine, Stime, Newman, Ritzman | 10-35-5760-00 10-00-2610-00 | Legal Services Accounts Payable | 315.00 | 315.00 |
| Terrance Electric | 2244189 | Repairs, Install Fixtures Terrance Electric & Technology | 10-20-5664-00 10-00-2610-00 | Maint/Repairs-Non Contr Accounts Payable | 560.00 | 560.00 |

**Lisle Library District
Accounts Payable - November 20, 2024**

| Vendor ID | Invoice/CM # | Line Description | Account ID | Account Description | Debit Amount | Credit Amount |
|--------------|--------------|--|--------------------------------|---|--------------|---------------|
| Thomas Klise | 17314 | Video Games Thomas Klise / Crimson Multimedia | 10-50-5895-40 10-00-2610-00 | A-V Matis - Adult Serv Accounts Payable | 1,179.32 | 1,179.32 |
| Thomas Klise | 17315 | Video Games Thomas Klise / Crimson Multimedia | 10-50-5895-40 10-00-2610-00 | A-V Matis - Adult Serv Accounts Payable | 60.00 | 60.00 |
| Thomas Klise | 17316 | Video Games Thomas Klise / Crimson Multimedia | 10-50-5890-30 10-00-2610-00 | A-V Matis - Youth Serv Accounts Payable | 931.22 | 931.22 |
| Thomas Klise | 17317 | Video Games Thomas Klise / Crimson Multimedia | 10-50-5890-30 10-00-2610-00 | A-V Matis - Youth Serv Accounts Payable | 180.00 | 180.00 |
| Thomas Klise | 17318 | Video Games Thomas Klise / Crimson Multimedia | 10-50-5890-30 10-00-2610-00 | A-V Matis - Youth Serv Accounts Payable | 170.00 | 170.00 |
| Thomas Klise | 17319 | Video Games Thomas Klise / Crimson Multimedia | 10-50-5895-40 10-00-2610-00 | A-V Matis - Adult Serv Accounts Payable | 261.66 | 261.66 |
| Thomas Klise | 17637 | Video Games Thomas Klise / Crimson Multimedia | 10-50-5895-40 10-00-2610-00 | A-V Matis - Adult Serv Accounts Payable | 327.06 | 327.06 |
| Thomas Klise | 17638 | Video Games Thomas Klise / Crimson Multimedia | 10-50-5890-30 10-00-2610-00 | A-V Matis - Youth Serv Accounts Payable | 50.00 | 50.00 |
| Thomas Klise | 17639 | Video Games Thomas Klise / Crimson Multimedia | 10-50-5890-30 10-00-2610-00 | A-V Matis - Youth Serv Accounts Payable | 80.00 | 80.00 |
| Thomas Klise | 17640 | Video Games Thomas Klise / Crimson Multimedia | 10-50-5890-30 10-00-2610-00 | A-V Matis - Youth Serv Accounts Payable | 91.68 | 91.68 |
| Thomas Klise | 17641 | Video Games Thomas Klise / Crimson Multimedia | 10-50-5895-40 10-00-2610-00 | A-V Matis - Adult Serv Accounts Payable | 151.17 | 151.17 |
| Toshiba | 6416040 | Quarterly Maintenance Toshiba America Business Solutions | 10-48-5845-00 10-00-2610-00 | Equip Maint/Repr-Contr- Accounts Payable | 135.19 | 135.19 |

**Lisle Library District
Accounts Payable - November 20, 2024**

| Vendor ID | Invoice/CM # | Line Description | Account ID | Account Description | Debit Amount | Credit Amount |
|---------------|--------------|---|--------------------------------|--|-------------------|-------------------|
| Unique | 6132133 | October Placements Unique | 10-35-5761-00 10-00-2610-00 | Collection Agency Accounts Payable | 25.30 | 25.30 |
| Varry, Andrea | 110824 | LACONI Wanna Be a Manager Panel Discussion Andrea Varry | 10-40-5784-00 10-00-2610-00 | Meetings - Staff Accounts Payable | 44.93 | 44.93 |
| Zoos Are Us | 3599 | Program: Winter Read Kick-off Zoos Are Us, Inc. | 10-60-5931-10 10-00-2610-00 | Programs - Adult Service Accounts Payable | 1,047.50 | 1,047.50 |
| | | | | | 171,423.67 | 171,423.67 |

PRIOR MONTHS BILLS PAID BETWEEN OCTOBER 2024 AND NOVEMBER 2024

BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.

| Check # | Vendor | Amount |
|----------------|---|------------------|
| HSA | Salaries 10/15/2024 | 70107.56 |
| HSA | IL Dept. of Revenue | 4407.15 |
| Auto W/D | Howard Simon & Associates | 907.86 |
| HSA | EFTPS/Electronic Tax Payment 10/15/2024 | 22897.14 |
| | Fed Tax \$8392.56 | |
| | FICA W/H \$7252.33 | |
| | FICA Lib \$7252.25 | |
| | | |
| | | |
| HSA | Salaries 10/31/2024 | 69845.43 |
| HSA | IL Dept. of Revenue | 4394.00 |
| Auto W/D | Howard Simon & Associates | 47.52 |
| HSA | EFTPS/Electronic Tax Payment 10/31/2024 | 22885.71 |
| | Fed Tax \$8423.32 | |
| | FICA W/H \$7231.17 | |
| | FICA Lib \$7231.22 | |
| | IMRF W/H \$8826.21 | 14034.98 |
| | IMRF Lib \$5208.77 | |
| | | |
| | | |
| | Sub Total | 209527.35 |
| | | |
| | | |
| Check # | Vendor | Amount |
| 8527 | AFLAC (G6920) | 111.41 |
| 8528 | Albertsons Safeway | 77.66 |
| 8529 | Allegion Access Technologies, LLC | 3545.00 |
| 8530 | Allegra | 186.08 |
| 8531 | Anderson Pest Solutions | 172.81 |
| 8532 | Baker & Taylor (L0334152) | 491.10 |
| 8533 | Beloved Baby Consulting LLC | 200.00 |
| 8534 | Case Lots Inc. | 387.75 |
| 8535 | Chicago Metro Fire Prevention | 174.75 |
| 8536 | Columbia Public Library | 32.95 |
| 8537 | Culligan of Wheaton | 95.85 |
| 8538 | Current Technologies Corporation | 79.82 |
| 8539 | Del Concrete, Inc. | 220.00 |
| | Payroll Withholding | |
| | Supplies | |
| | Door Maintenance Contract | |
| | Registration Cards | |
| | Pest Control | |
| | Circ & Processing | |
| | Program: Potty-Training Workshop | |
| | Janitorial Supplies | |
| | Quarterly Service Bill | |
| | Replacement Cost for Lost ILL Item | |
| | Water | |
| | Hard Drive | |
| | Backer Rod & Seal Joint in Sidewalk | |

| | | | |
|------|--------------------------------------|---|----------------------|
| 8540 | Delta Dental - Risk | November Premium | 1877.03 |
| 8541 | Eco Clean Maintenance | Janitorial Services | 3030.00 |
| 8542 | Elara Engineering | Engineering Services | 817.50 |
| 8543 | EnvisionWare, Inc. | Princh Mobile Printing Subscription | 624.74 |
| 8544 | FNBO Billing Account | Conferences, Programs, Staff Development | 5344.56 |
| 8545 | Fountaindale Public Library District | Replacement Cost for Lost ILL Item | 36.95 |
| 8546 | Garvey's Office Products | Supplies & Water for Disc Cleaning Machine | 55.19 |
| 8547 | Hagg Press | Dec/Jan Newsletter Postage | 1700.00 |
| 8548 | Home Depot Credit Services | Saw Blades, Reciprocating Saw & Small Tools | 337.49 |
| 8549 | IHLS - OCLC | Replacement Cost for Lost ILL Item | 40.52 |
| 8550 | Illinois Library Association | Annual Membership, Library & Staff | 950.00 |
| 8551 | Illinois Reading Council | Annual Membership - Demas | 50.00 |
| 8552 | Yolanda Kocemba | ESL for You! Teacher Stipend | 114.00 |
| 8553 | Konica Minolta Business Solutions | #C227 Usage & Printer Maintenance | 439.63 |
| 8554 | Lisle Heritage Society | Membership/Subscription | 50.00 |
| 8555 | NCPERS Group Life Ins | Payroll Withholding | 48.00 |
| 8556 | NICOR | Usage | 148.05 |
| 8557 | OverDrive, Inc. | Advantage | 4013.10 |
| 8558 | Paddock Publications | B & A | 515.20 |
| 8559 | Isolda Page | ILA Annual Conference | 256.90 |
| 8560 | Justin Procter | Reimburse Mileage | 6.83 |
| 8561 | Sendra Service Corp. | Quarterly Service Bill | 2,487.50 |
| 8562 | Sikich LLP | Accounting Services | 2,391.80 |
| 8563 | Tiffany Song | ILA Annual Conference | 491.75 |
| 8564 | Staples Advantage | Misc. Supplies | 809.86 |
| 8565 | Stephens Plumbing & Heating | East End Restroom Repairs | 778.00 |
| 8566 | SWAN | Reciprocal Borrowing Loss | 50.99 |
| 8567 | Sycamore Public Library | Replacement Cost for Lost ILL Item | 21.00 |
| 8568 | Thomas Klise / Crimson Multimedia | Video Games | 1,127.32 |
| 8569 | Verizon | Usage | 1,759.65 |
| 8570 | Village of Lisle | Internet Service Provider | 450.00 |
| 8571 | Teri Zaraf | ILA Annual Conference | 516.79 |
| 8572 | CertaPro Painters | Light Pole Painting | 1,580.00 |
| 8574 | Great Lakes Water Proofing | Foundation Sealing | 3,800.00 |
| 8575 | CertaPro Painters | Sidewalk Striping | 350.00 |
| | | Sub Total | \$ 42,845.53 |
| | | TOTAL | \$ 252,372.88 |

Monthly Circulation Report - October 2024

| | Checkouts | Renewals | Oct-24 TOTALS | YTD FY 23/24 | YTD FY 24/25 | YTD % Change |
|-------------------------------------|-----------------------|------------------|------------------|---------------------|--------------|---|
| Adult Non-Print | 2,141 | 2,552 | 4,693 | 20,723 | 18,791 | -9.32% |
| Adult Print | 4,431 | 4,097 | 8,528 | 36,268 | 35,734 | -1.47% |
| Adult Total | 6,572 | 6,649 | 13,221 | 56,991 | 54,525 | -4.33% |
| YS Non-Print | 435 | 839 | 1,274 | 7,325 | 5,975 | -18.43% |
| YS Print | 6,447 | 6,966 | 13,413 | 58,530 | 60,479 | 3.33% |
| Total YS | 6,882 | 7,805 | 14,687 | 65,855 | 66,454 | 0.91% |
| Digital Media | | | | | | |
| Overdrive | 5,424 | | 5,424 | 19,795 | 22,449 | 13.41% |
| hoopla | 2,784 | | 2,784 | 9,253 | 11,261 | 21.70% |
| Overdrive Magazines | 513 | | 513 | 1,103 | 1,932 | 75.16% |
| PressReader | 211 | | 211 | 3,124 | 1,332 | -57.36% |
| Kanopy | 351 | | 351 | 1,209 | 1,548 | 28.04% |
| Total Digital | 9,283 | 0 | 9,283 | 34,484 | 38,522 | 11.71% |
| Subtotal Print + Non-Print/Digital | 22,737 | 14,454 | 37,191 | 157,330 | 159,501 | 1.38% |
| Computer/Tech Sessions Logins * | 1,305 | | 1,305 | 4,686 | 5,438 | 16.05% |
| Database Usage/Unique Logins | 6,646 | | 6,646 | 24,448 | 23,126 | -5.41% |
| Wireless Use | 1,413 | | 1,413 | 4,303 | 5,351 | 24.36% |
| ScannX sessions/jobs | 174 | | 174 | 1,330 | 1,634 | 22.86% |
| Museum Adventure Passes | 50 | | 50 | 182 | 197 | 8.24% |
| Total IT/Resource Sessions | 9,588 | 0 | 9,588 | 34,949 | 35,746 | 2.28% |
| Total Circulation | 32,325 | 14,454 | 46,779 | 192,279 | 195,247 | 1.54% |
| Borrower Information | Oct 2024 Total | YTD 23/24 | YTD 24/25 | YTD % Change | | |
| New Library Cards Added | 145 | 761 | 603 | -20.76% | | * Sessions were changed from 2 to 4 hours on 8/31/23. |
| Monthly Borrowers | 2,764 | 11,750 | 11,871 | 1.03% | | |
| Total # Registered Borrowers | 10,610 | 9,024 | 10,610 | 17.58% | | |
| InterLibrary Loans | | | | | | |
| Materials Sent | 33 | 215 | 195 | -9.30% | | |
| Materials Received | 363 | 1,446 | 1,383 | -4.36% | | |
| Polaris/Catalog Holds | | | | | | |
| Holds Placed | 2,867 | 12,048 | 11,893 | -1.29% | | |
| Holds Checked Out | 2,381 | 9,593 | 9,617 | 0.25% | | |
| Pick-Up Window Service Stats | | | | | | |
| # of Patrons/Users | 18 | 127 | 66 | -48.03% | | |
| # of Items Picked Up/Checked Out | 26 | 412 | 139 | -66.26% | | |

Lisle Library District - Program and Service Statistics - October 2024

| | Library Wide | Adult | Youth | TS/Circ | Literacy | TOTAL | YTD FY23/24 | YTD FY24/25 | % Change |
|---|--------------|-------|-------|---------|----------|-------|-------------|-------------|----------|
| Library Event Statistics | | | | | | | | | |
| Staff Facilitated Programs | | 8 | 44 | 6 | 2 | 60 | 246 | 262 | 6.50% |
| Attendees | | 94 | 899 | 12 | 20 | 1,025 | 3,139 | 3,748 | 19.40% |
| Computer/Technology Programs | | 2 | 0 | | | 2 | 10 | 8 | -20.00% |
| Attendees | | 19 | 0 | | | 19 | 78 | 70 | -10.26% |
| Performer/Speaker/Author | | 6 | 0 | | | 6 | 14 | 17 | 21.43% |
| Attendees | | 136 | 0 | | | 136 | 235 | 387 | 64.68% |
| LLD Events (SumRd, RSG, NatLibWk, whole Lib event) | 0 | | | | | 0 | 1 | 1 | 0.00% |
| Attendees | 0 | | | | | 0 | 900 | 650 | -27.78% |
| Total Number of Programs | 0 | 16 | 44 | 6 | 2 | 68 | 271 | 288 | 6.27% |
| Total Patrons Served by Programming | 0 | 249 | 899 | 12 | 20 | 1,180 | 4,352 | 4,855 | 11.56% |
| Reference Questions | | 1,610 | 1,185 | 1,306 | | 4,101 | 17,153 | 16,041 | -6.48% |
| Volunteer Hours | | 5.00 | 27.00 | | | 32.00 | 466.50 | 579.50 | 24.22% |
| Notary Service | 76 | | | | | 76 | 165 | 153 | -7.27% |
| LLD Kindness Cards ** | | N/A | N/A | | | 0 | 341 | 0 | -100.00% |
| Outreach Service Statistics | | | | | | | | | |
| Outreach Visits | | 0 | 11 | 0 | | 11 | 22 | 38 | 72.73% |
| Patrons Served by Outreach Visits | | 0 | 496 | 0 | | 496 | 2,694 | 2,791 | 3.60% |
| Home Delivery Dates | | 2 | | | | 2 | 9 | 9 | 0.00% |
| Patrons Served via Home Delivery | | 80 | | | | 80 | 409 | 387 | -5.38% |
| Total Outreach Programs | | 2 | 11 | 0 | | 13 | 31 | 47 | 51.61% |
| Total Patrons Served with Outreach Services | | 80 | 496 | 0 | | 576 | 3,103 | 3,178 | 2.42% |
| Civic Facility Use | | | | | | | | | |
| Literacy/Tutoring Room Use (patron count) | 29 | | | | | | 99 | 121 | 22.22% |
| Number of Outside Groups Using Meeting Space | 48 | | | | | | 115 | 151 | 31.30% |
| Number of Ginkgo & Maple Study Room Reservations*** | 80 | | | | | | N/A | 245 | -- |
| Patrons Entering Building ¹ | 10,183 | | | | | | 45,740 | 41,968 | -8.25% |
| Friend's Sponsored Programs | 0 | | | | | | 0 | 0 | -- |
| Attendees | 0 | | | | | | 0 | 0 | -- |
| Social Media Use | | | | | | | | | |
| Facebook (daily page consumption) | 508 | | | | | | 4,115 | 2,616 | -36.43% |
| X (f.k.a. Twitter) Followers | 1,101 | | | | | | 1,055 | 1,101 | 4.36% |
| Instagram Likes | 273 | | | | | | 2,602 | 1,952 | -24.98% |
| Flickr Views | 12,761 | | | | | | 45,871 | 25,447 | -44.52% |
| YouTube Views | 8,896 | | | | | | 33,097 | 37,129 | 12.18% |
| eBlast Engagement * | 0 | | | | | | 3,080 | 1,998 | -35.13% |
| Total LLD App Downloads | 905 | | | | | | 768 | 905 | 17.84% |
| Total LLD App Sessions | 4,525 | | | | | | 15,148 | 18,919 | 24.89% |

* eBlast Engagement statline added January 2023.

1 The LLD has adjusted the last FY totals to reflect more accurate data.

** LLD Kindness Cards reintroduced in May 2023.

*** New statline as of March 2024.



General Capital Improvement Program

A. General Updates

1. **South Wall Seepage**
 - Bentonite injection outside of the South entry is scheduled for 11/19.

2. **BAS Update**
 - Kickoff Meeting with IBS held
 - IBS is in process with developing the submittal ('design') documents.
 - Planning for work to start +/- January (if not sooner)

3. **HVAC (Condensing Unit) Re-Bid**
 - Re-Bid Opportunity Published on 11/4
 - Optional Site Visit Held on 11/13
 - Bids due on 12/2
 - Planning for a December award recommendation

B. Executive Report

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

1. **Mechanical Equipment Replacement**
 - **HVAC (Condensing Unit)** – In Re-Bid Process
 - **BAS** – Awarded and in Pre-Construction Phase

2. **Capital Planning – Pending Future Discussions**
 - 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**
 - Further discussions pending Library Direction.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: November 15, 2024

NOVEMBER 2024 | DIRECTOR'S REPORT

Meetings:

| | |
|-------------------------------------|------------------------------|
| Staff Development – Oct 11 | Lauterbach & Amen – Oct 30 |
| Lauterbach & Amen – Oct 14 | CCS/IBS – Nov 4 |
| Intergovernmental – Oct 15 | Physical Plant Comm. – Nov 6 |
| CCS – Oct 15 | CCS/IBS – Nov 7 |
| LLD Board of Trustees – Oct 16 | Swistak – Nov 11 |
| Patron – Oct 21 | Trustee Filing – Nov 12 |
| All-staff – Oct 22 | Dept. Director – Nov 12 |
| Dept. Directors & IT Staff – Oct 22 | |

Staff Development Day

The LLD thanks the Library Board of Trustees for making Staff Development Day possible. It was a very productive day. Staff received a refresher on CPR and the AED devices. We thank the Lisle Woodridge Fire District for the informative presentation/demonstration.

We scheduled speakers from the College of DuPage and the YWCA to discuss youth, teen, and older patron communication styles. The Assistant Director and I conducted a session where we reviewed challenging scenarios that staff may experience while staffing a public desk and how to manage those interactions. Staff also conducted emergency drills: Fire, Code Adam, and Tornado. We wrapped up the day with a team-building exercise where staff teamed-up with people they don't normally work with on a daily basis.

Scheduling an all-day training program is no easy task. I thank Assistant Director Savage for partnering with me on this essential training. The main goals of this type of training day are to learn new things, review current procedures, hear different perspectives, and to appreciate each other. We have a great team here, and training days like this help the LLD maintain quality service and quality staff.

Intergovernmental

I attended the Intergovernmental Meeting on October 15th at Village Hall. The following topics were discussed among participants (*in sum*):

Village – A sidewalk repair program is underway. Leaf collection program is in progress. Main Street 'streetscape' program should begin in 2026. An interim Police Chief has been appointed and the VOL has received multiple applications for the permanent Chief position. Pulte is planning 74 homes in the new development. The VOL will discuss the TIFs in an upcoming Joint Review Board meeting.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: November 15, 2024

Fire Dist. – Chief Krestan was named Fire Chief of the Year. The LWFD is in budget planning mode. The LWFD has appointed a new Trustee. The LWFD continues to interview for new firefighters.

Dist. 202 – Enrollment is up, but leveling. The District will continue a Vision202 communication program. The District will hold a “Trunk-or-Treat” event for kids.

Chamber – Benet Academy joined the Chamber recently. The Chamber conducted a number of ribbon-cutting events. Illinois Representative Terra Costa Howard spoke at a recent Chamber meeting.

Park – The District is discussing a draft of their next budget with their Board. A Sea Lion Park condition report is expected soon. The District was approached by the Lisle Woman’s Club to assist in a recycling program. The District is discussing putting out an RFP for an indoor programming space.

Township – The Township was issued an Earth Flag. The Township has a full-time social worker. The Township is completing their Decennial Report. The Township continues to search for a Township Administrator.

Annual Audit

Administrative staff cooperated with the Lauterbach & Amen audit field work team to conduct the annual audit. Field work includes providing the auditors with bank statements, reconciliations, cash receipts, payroll and benefit documentation, monthly financial statements, IMRF contributions, invoices, and any other relevant information. Business Office Manager Kilcran and I also participated in a risk/fraud assessment to ensure we have the proper protocols in place to reduce risk.

LLD Administrative staff had numerous meetings and phone/online consultations with the audit team to conduct this work. Lauterbach & Amen will present the official audit to the LLD Board of Trustees at the November meeting.

LLD Levy

LLD Administration drafted Tax Levy Ordinance 24-07 which appears in the November Board packet. A general overview precedes the Ordinance. Administration has consulted with the LLD attorney and outsourced financial vendors to ensure that the ordinance is fiscally sound. Administration utilized the current adopted B&A, the adopted Working Budget, and last year’s DuPage County final extension documents to draft the ordinance.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: November 15, 2024

HVAC Project

Assistant Director Savage and I held meetings with CCS and IBS to discuss the upcoming BAS upgrade project for the LLD. The team met online for introductions, to discuss the basics of the project and scheduling parameters. The in-person walkthrough provided the information needed to proceed with planning, as did meeting our IT Manager and visiting the server room. Assistant Director Savage will coordinate the facility aspects of this project with CCS and IT staff.

Sexual Harassment Prevention Training

As part of the Workplace Transparency Act (PA 101-0221), Illinois employers are required to provide employees annual training about how to recognize and prevent sexual harassment. LLD employees are required to complete this training per LLD Policy 901: Sexual Harassment. Ongoing training is important so that employees are aware of their rights, roles, and responsibilities.

The LLD Board of Trustees adopted LLD Policy 901 in 2017 to also include training for Trustees so that the governing body understands that the workplace should be free of unlawful discrimination and harassment. The LLD traditionally conducts the training in November, and all staff and Trustees should complete the training as of November 30.

Respectfully submitted,



Tatiana Weinstein

**November 2024 Assistant Director Report
Meetings/Virtual Meetings**

- Adult Volunteer Training- Oct 14, 21
- CCS- Oct 15, 16
- Lisle Public Works- Oct 18
- American Red Cross- Oct 21
- Johnson Controls- Oct 22
- Event Team- Oct 30
- IBS- Nov 4
- Certa Pro Painters- Nov 4
- Johnson Controls- Nov 7
- Certa Pro Painters- Nov 9
- Simplex- Nov 12
- Mechanicals Walkthrough- Nov 13

Meetings

I spoke with different members of the Lisle Public Works department twice over the course of the month to obtain recommendations and references for several local building service vendors. Having the ability to check on the quality of different vendors used by other branches of local government is an invaluable tool when completing facility work.

The American Red Cross held a blood drive in our meeting rooms on Oct 21. They were able to complete 42 draws, and shut down earlier than anticipated as they reached storage capacity. The number of donations collected could potentially serve up to 126 people in need.

Facility

Johnson Controls came out to assess a faulty alarm on the public floor. One of our sensors was in alert mode and could not be reset. The tech was able to diagnose the issue and fix the problem.

Interactive Building Solutions, the company awarded the recent BAS project, came out for a physical walkthrough of the building with CCS. The walkthrough entailed documentation of various areas in the building and discussions with IT Staff. I am working with CCS on the next steps for that portion of the project.

Certa Pro Painters came out to complete two different projects this month. The first was re-stripping the crosswalk that was re-poured on the south east edge of the parking lot. The second was to clean and paint the three light poles along the south edge of the south parking lot. All three poles were showing signs of rust. These jobs will be completed by the end of day on November 16. The parking lot will then be in good shape for winter.

Respectfully Submitted,



Will Savage
Assistant Director

LISLE LIBRARY DISTRICT LISLE, ILLINOIS

ANNUAL FINANCIAL REPORT



FOR THE FISCAL YEAR ENDED
JUNE 30, 2024

777 Front Street
Lisle, IL 60532
Phone: 630.971.1675
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www.lislelibrary.org

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

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**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

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FINANCIAL SECTION

This section includes:

Independent Auditor's Report

Management's Discussion and Analysis

Basic Financial Statements

Required Supplementary Information

Other Supplementary Information

Supplemental Schedules

INDEPENDENT AUDITOR'S REPORT

This section includes the opinion of the Library's independent auditing firm.



INDEPENDENT AUDITOR'S REPORT

November 5, 2024

Members of the Board of Trustees
Lisle Library District
Lisle, Illinois

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Lisle Library District, Illinois (the Library) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Lisle Library District, Illinois, as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Library, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Auditor’s Responsibilities for the Audit of the Financial Statements - Continued

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library’s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library’s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis, the budgetary comparison schedules, and supplementary pension and other post-employment benefit (OPEB) schedules, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Lisle Library District of Lisle, Illinois’ basic financial statements. The other supplementary information and supplemental schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the other supplementary information and supplemental schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

MANAGEMENT'S DISCUSSION AND ANALYSIS

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Management's Discussion and Analysis
June 30, 2024**

Our discussion and analysis of the Lisle Library District's (the Library) financial performance provides an overview of the Library's financial activities for the fiscal year ended June 30, 2024. Please read it in conjunction with the Library's basic financial statements, which can be found in the basic financial statements section of this report.

FINANCIAL HIGHLIGHTS

- The net position decreased by \$173,243 for the year ended June 30, 2024 compared to a net position of \$12,375,022 on June 30, 2023.
- During the year, government-wide revenues totaled \$4,538,503, while government-wide expenses totaled \$4,711,746, resulting in a decrease to net position of \$173,243.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the Library as a whole and present a longer-term view of the Library's finances.

For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the Library's operation in more detail than the government-wide statements by providing information about the Library's most significant funds.

Government-Wide Financial Statements

The government-wide financial statements provide readers with a broad overview of the Library's finances, in a matter similar to a private-sector business.

The Statement of Net Position reports information on all of the Library's assets/deferred outflows and liabilities/deferred inflows, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Library is improving or deteriorating. Consideration of other nonfinancial factors, such as changes in the Library's property tax base, is needed to assess the overall health of the Library.

The Statement of Activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).

Both of the government-wide financial statements report functions of the Library that are principally supported by taxes and charges for services revenues (governmental activities). The governmental activities of the Library include the public library function.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Management's Discussion and Analysis
June 30, 2024**

USING THIS ANNUAL REPORT - Continued

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Library, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Library only maintains governmental funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Library's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate the comparison between governmental funds and governmental activities.

The Library maintains four individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund and Special Reserve Fund, both of which are considered major funds. Data from the other two governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

The Library adopts an annual appropriated budget for all of the governmental funds. A budgetary comparison schedule for these funds has been provided to demonstrate compliance with this budget.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net position may serve over time as a useful indicator of a government's financial position. The following tables show that in the case of the Library, assets/deferred outflows exceeded liabilities/deferred liabilities by \$12,201,779.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Management's Discussion and Analysis
June 30, 2024**

GOVERNMENT-WIDE FINANCIAL ANALYSIS - Continued

| | Net Position | |
|--|--------------|------------|
| | 2024 | 2023 |
| Current and Other Assets | \$ 8,321,720 | 8,241,970 |
| Capital Assets | 9,069,929 | 9,464,393 |
| Total Assets | 17,391,649 | 17,706,363 |
| Deferred Outflows | 909,590 | 1,383,442 |
| Total Assets and Deferred Outflows | 18,301,239 | 19,089,805 |
| Long-Term Debt Outstanding | 1,382,918 | 1,830,079 |
| Other Liabilities | 202,527 | 587,704 |
| Total Liabilities | 1,585,445 | 2,417,783 |
| Deferred Inflows | 4,514,015 | 4,297,000 |
| Total Liabilities and Deferred Inflows | 6,099,460 | 6,714,783 |
| Net Position | | |
| Net Investment in Capital Assets | 8,149,929 | 8,504,393 |
| Restricted | 306,423 | 360,054 |
| Unrestricted | 3,745,427 | 3,510,575 |
| Total Net Position | 12,201,779 | 12,375,022 |

A large portion of the Library's net position, \$8,149,929, reflects its investment in capital assets (for example, land, buildings and improvements, library materials, and equipment and furnishings), less any related debt used to acquire those assets that is still outstanding. The Library uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

An additional portion, \$306,423, of the Library's net position represents resources that are subject to external restrictions on how they may be used. The remaining \$3,745,427 represents unrestricted net position and may be used to meet the government's ongoing obligations to citizens and creditors.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Management's Discussion and Analysis
June 30, 2024**

GOVERNMENT-WIDE FINANCIAL ANALYSIS - Continued

| | Changes in Net Position | |
|--------------------------------|--------------------------|--------------------------|
| | 2024 | 2023 |
| Revenues | | |
| Program Revenues | | |
| Charges for Services | \$ 12,643 | 8,223 |
| Operating Grants/Contributions | 44,664 | 44,664 |
| General Revenues | | |
| Property Taxes | 4,294,894 | 4,092,555 |
| Personal Property Replacement | 39,943 | 60,640 |
| Interest Income | 109,116 | 176,834 |
| Miscellaneous | 37,243 | 37,830 |
| Total Revenues | <u>4,538,503</u> | <u>4,420,746</u> |
| Expenses | | |
| Public Library | 4,686,346 | 4,553,823 |
| Interest and Fiscal Charges | 25,400 | 9,735 |
| Total Expenses | <u>4,711,746</u> | <u>4,563,558</u> |
| Change in Net Position | (173,243) | (142,812) |
| Net Position - Beginning | <u>12,375,022</u> | <u>12,517,834</u> |
| Net Position - Ending | <u><u>12,201,779</u></u> | <u><u>12,375,022</u></u> |

Net position of the Library's governmental activities decreased from \$12,375,022 to \$12,201,779.

Revenues of \$4,538,503 fell short of expenses of \$4,711,746, resulting in a decrease to net position in the current year of \$173,243.

Governmental Activities

In the current year, governmental net position decreased \$173,243 or 1.4 percent. Expenses increased by \$148,188 in the current year (\$4,711,746 in 2024 compared to \$4,563,558 in 2023) mainly as a result in the increase in the overall public library expenses and interest and fiscal charges. This increase in expenses was offset by the overall increase in revenues of \$117,757, mainly due to increases in property taxes of \$202,339.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

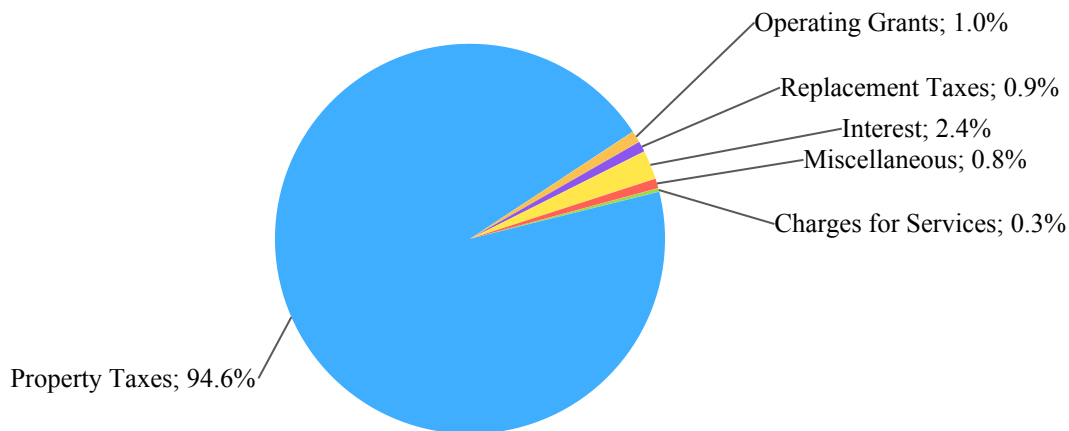
**Management's Discussion and Analysis
June 30, 2024**

GOVERNMENT-WIDE FINANCIAL ANALYSIS - Continued

Governmental Activities - Continued

The following table graphically depicts the major revenue sources of the Library. It depicts very clearly the reliance of property taxes to fund governmental activities.

Revenues by Source - Governmental Activities



The Library primarily relies on general revenues such as property taxes and personal property replacement taxes. In 2020, the Library abolished overdue fines which has affected desk revenue over the years. The Library regularly seeks grant opportunities and has relied on fundraising efforts to supplement revenues.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the Library uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the Library's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the governmental funds reported combined ending fund balances of \$3,569,990 which is 4.4 percent higher than last year's ending fund balance of \$3,419,099.

The General Fund reported an increase of \$282,355 and included a transfer to the Special Reserve Fund of \$120,000. The Special Reserve Fund reported a decrease of \$77,833, including the transfer from the General Fund of \$120,000. In the current year, total governmental fund balances increased by \$150,891.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Management's Discussion and Analysis
June 30, 2024**

GENERAL FUND BUDGETARY HIGHLIGHTS

During the year, no supplemental amendments were made to the budget for the General Fund.

The General Fund actual revenues were higher than budgeted revenues. Actual revenues for the current year were \$4,342,044, compared to budgeted revenues of \$4,296,450. This resulted mainly from higher than expected interest income of \$48,117.

The General Fund actual expenditures were lower than budgeted expenditures. Actual expenditures totaled \$3,939,689 while budgeted expenditures totaled \$4,331,560. This resulted primarily from controlled spending in all expenditure categories, and the retirements of employees replaced by staff who were compensated at a lower rate of pay.

CAPITAL ASSETS

The Library's net investment in capital assets for its governmental activities as of June 30, 2024 was \$9,069,929 (net of accumulated depreciation). This net investment in capital assets includes land, construction in progress, buildings and improvements, library materials, and equipment and furnishings.

| | <u>Capital Assets - Net of Depreciation</u> | |
|----------------------------|---|------------------|
| | <u>2024</u> | <u>2023</u> |
| Land | \$ 535,528 | 535,528 |
| Library Materials | 663,025 | 718,551 |
| Buildings and Improvements | 7,335,993 | 7,604,116 |
| Equipment and Furnishings | 535,383 | 606,198 |
| Total | <u>9,069,929</u> | <u>9,464,393</u> |

This year's additions to capital assets included:

Library Materials \$ 337,758

Additional information on the Library's capital assets can be found in Note 3 of this report.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Management's Discussion and Analysis
June 30, 2024**

DEBT ADMINISTRATION

At year-end, the Library had total outstanding debt of \$920,000 as compared to \$960,000 the previous year, a decrease of 4.2 percent. The following is a comparative statement of outstanding debt:

| | Long-Term Debt Outstanding | |
|-------------------|-------------------------------|---------|
| | 2024 | 2023 |
| Debt Certificates | \$ 920,000 | 960,000 |

The District maintains an Aa1 rating from Moody's for general obligation debt. This rating has not changed. State statutes limit the amount of general obligation governmental entity may issue to 2.875 percent of its total assessed valuation. The current debt limit for the District is \$41,186,261.

Additional information on the Library's long-term debt can be found in Note 3 of this report.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Library's elected officials and staff considered many factors when setting the FY 2024/25 budget. Those factors include tax rates, patron services, resources, and capital improvement projects. The Library is faced with similar economic challenges as other local municipalities, including inflation and the retention of qualified staff. The Library is committed to providing high quality library services to its constituents, while remaining a fiscally responsible unit of government.

The Library's renovation project was closed-out in FY24/25. The Library's elected officials are planning a capital improvement project for a lot of vacant land that the Library owns. Plans for the lot are currently being discussed in Board meetings. The Library is working with an owner's representative to plan, budget, and manage this project. The Library shall rely on its investment and public finance firms to properly plan, document, and track upcoming project costs. The goal of this project is to optimize the use of vacant land to create an improved programming space and allow for more efficient parking during large-scale programs. The Library will also explore grant opportunities in relation to developing the vacant land.

The Library completed its Decennial Report as required by the Illinois Local Government Efficiency Act. The report outlines the Library's financial, operational, and transparency-related efficiency efforts. The report was filed with DuPage County and is also accessible via lislelibrary.org.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Library's finances. Questions concerning any of the information provided in this report or requests for additional information should be directed to Director, Tatiana Weinstein at the Lisle Library District, 777 Front Street, Lisle, IL 60532 | tatiana@lislelibrary.org | 630-971-1675.

BASIC FINANCIAL STATEMENTS

The basic financial Statements include integrated sets of financial statements as required by the GASB. The sets of statements include:

Government-Wide Financial Statements

Fund Financial Statements

Governmental Funds

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Statement of Net Position
June 30, 2024**

See Following Page

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Statement of Net Position
June 30, 2024**

| | <u>Governmental Activities</u> |
|---|------------------------------------|
| ASSETS | |
| Current Assets | |
| Cash and Investments | \$ 5,917,874 |
| Receivables - Net of Allowances | |
| Property Taxes | 2,148,499 |
| Prepays | 158,897 |
| Total Current Assets | <u>8,225,270</u> |
| Noncurrent Assets | |
| Capital Assets | |
| Nondepreciable | 535,528 |
| Depreciable | 13,667,878 |
| Accumulated Depreciation | <u>(5,133,477)</u> |
| Total Noncurrent Assets | <u>9,069,929</u> |
| Other Assets | |
| Net Pension Asset - IMRF | 96,450 |
| Total Noncurrent Assets | <u>9,166,379</u> |
| Total Assets | <u>17,391,649</u> |
| DEFERRED OUTFLOWS OF RESOURCES | |
| Deferred Items - IMRF | <u>909,590</u> |
| Total Assets and Deferred Outflows of Resources | <u>18,301,239</u> |

The notes to the financial statements are an integral part of this statement.

| | <u>Governmental Activities</u> |
|---|------------------------------------|
| LIABILITIES | |
| Current Liabilities | |
| Accounts Payable | \$ 93,285 |
| Accrued Payroll | 47,980 |
| Accrued Interest | 12,500 |
| Current Portion of Long-Term Debt | 48,762 |
| Total Current Liabilities | <u>202,527</u> |
| Noncurrent Liabilities | |
| Compensated Absences Payable | 35,050 |
| Total OPEB Liability - RBP | 467,868 |
| Debt Certificates Payable | 880,000 |
| Total Noncurrent Liabilities | <u>1,382,918</u> |
| Total Liabilities | <u>1,585,445</u> |
| DEFERRED INFLOWS OF RESOURCES | |
| Property Taxes | <u>4,514,015</u> |
| Total Liabilities and Deferred Inflows of Resources | <u>6,099,460</u> |
| NET POSITION | |
| Net Investment in Capital Assets | 8,149,929 |
| Restricted | |
| IMRF | 137,924 |
| Social Security | 168,499 |
| Unrestricted | <u>3,745,427</u> |
| Total Net Position | <u><u>12,201,779</u></u> |

The notes to the financial statements are an integral part of this statement.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Statement of Activities
For the Fiscal Year Ended June 30, 2024**

| | Expenses | Program Revenues | | | Net (Expenses)/ Revenues and Changes in Net Position |
|-------------------------------|--------------|----------------------------|---------------------------------------|-------------------------------------|--|
| | | Charges for Services | Operating Grants/ Contributions | Capital Grants/ Contributions | |
| Governmental Activities | | | | | |
| Public Library | \$ 4,686,346 | 12,643 | 44,664 | — | (4,629,039) |
| Interest and Fiscal Charges | 25,400 | — | — | — | (25,400) |
| Total Governmental Activities | 4,711,746 | 12,643 | 44,664 | — | (4,654,439) |

| | |
|----------------------------------|-------------------|
| General Revenues | |
| Taxes | |
| Property Taxes | 4,294,894 |
| Intergovernmental - Unrestricted | |
| Replacement Taxes | 39,943 |
| Interest Income | 109,116 |
| Miscellaneous | 37,243 |
| | <u>4,481,196</u> |
| Change in Net Position | (173,243) |
| Net Position - Beginning | <u>12,375,022</u> |
| Net Position - Ending | <u>12,201,779</u> |

The notes to the financial statements are an integral part of this statement.

LISLE LIBRARY DISTRICT
LISLE, ILLINOIS

Balance Sheet
June 30, 2024

| | General | Capital Projects Special Reserve | Nonmajor | Totals |
|---|------------------|---|----------------|------------------|
| ASSETS | | | | |
| Cash and Investments | \$ 4,902,286 | 585,614 | 429,974 | 5,917,874 |
| Receivables - Net of Allowances | | | | |
| Property Taxes | 2,040,768 | — | 107,731 | 2,148,499 |
| Prepays | 158,897 | — | — | 158,897 |
| Total Assets | 7,101,951 | 585,614 | 537,705 | 8,225,270 |
| LIABILITIES | | | | |
| Accounts Payable | 55,621 | 32,728 | 4,936 | 93,285 |
| Accrued Payroll | 47,980 | — | — | 47,980 |
| Total Liabilities | 103,601 | 32,728 | 4,936 | 141,265 |
| DEFERRED INFLOWS OF RESOURCES | | | | |
| Property Taxes | 4,287,669 | — | 226,346 | 4,514,015 |
| Total Liabilities and Deferred Inflows of Resources | 4,391,270 | 32,728 | 231,282 | 4,655,280 |
| FUND BALANCES | | | | |
| Nonspendable | 158,897 | — | — | 158,897 |
| Restricted | — | — | 306,423 | 306,423 |
| Committed | — | 552,886 | — | 552,886 |
| Unassigned | 2,551,784 | — | — | 2,551,784 |
| Total Fund Balances | 2,710,681 | 552,886 | 306,423 | 3,569,990 |
| Total Liabilities, Deferred Inflows of Resources and Fund Balances | 7,101,951 | 585,614 | 537,705 | 8,225,270 |

The notes to the financial statements are an integral part of this statement.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Reconciliation of Total Fund Balance to the Statement of Net Position
June 30, 2024**

| | |
|---|--------------------------|
| Total Fund Balances | \$ 3,569,990 |
| Amounts reported in the Statement of Net Position are different because: | |
| Capital assets are not financial resources and therefore, are not reported in the funds. | 9,069,929 |
| A net pension asset is not considered to represent a financial resource and therefore is not reported in the funds. Net Pension Asset - IMRF | 96,450 |
| Deferred outflows (inflows) of resources related to the pensions not reported in the funds. Deferred Items - IMRF | 909,590 |
| Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds. Compensated Absences Payable | (43,812) |
| Total OPEB Liability | (467,868) |
| Debt Certificates Payable | (920,000) |
| Accrued Interest Payable | (12,500) |
| Net Position of Governmental Activities | <u>12,201,779</u> |

The notes to the financial statements are an integral part of this statement.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended June 30, 2024**

| | General | Capital Projects Special Reserve | Nonmajor | Totals |
|--|------------------|---|-----------------|------------------|
| Revenues | | | | |
| Property Taxes | \$ 4,121,935 | — | 172,959 | 4,294,894 |
| TIF Revenues | 32,139 | — | — | 32,139 |
| Replacement Taxes | 37,442 | — | 2,501 | 39,943 |
| Charges for Services | 12,643 | — | — | 12,643 |
| Grants and Donations | 44,664 | — | — | 44,664 |
| Interest Income | 88,117 | 12,673 | 8,326 | 109,116 |
| Miscellaneous | 5,104 | — | — | 5,104 |
| Total Revenues | 4,342,044 | 12,673 | 183,786 | 4,538,503 |
| Expenditures | | | | |
| Public Library | 3,188,401 | — | 237,417 | 3,425,818 |
| Capital Outlay | 685,488 | 210,506 | — | 895,994 |
| Debt Service | | | | |
| Principal Retirement | 40,000 | — | — | 40,000 |
| Interest and Fiscal Charges | 25,800 | — | — | 25,800 |
| Total Expenditures | 3,939,689 | 210,506 | 237,417 | 4,387,612 |
| Excess (Deficiency) of Revenues Over (Under) Expenditures | 402,355 | (197,833) | (53,631) | 150,891 |
| Other Financing Sources (Uses) | | | | |
| Transfers In | — | 120,000 | — | 120,000 |
| Transfers Out | (120,000) | — | — | (120,000) |
| | (120,000) | 120,000 | — | — |
| Net Change in Fund Balances | 282,355 | (77,833) | (53,631) | 150,891 |
| Fund Balances - Beginning | 2,428,326 | 630,719 | 360,054 | 3,419,099 |
| Fund Balances - Ending | 2,710,681 | 552,886 | 306,423 | 3,569,990 |

The notes to the financial statements are an integral part of this statement.

LISLE LIBRARY DISTRICT
LISLE, ILLINOIS

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities
For the Fiscal Year Ended June 30, 2024

| | |
|------------------------------------|-------------------|
| Net Change in Fund Balances | \$ 150,891 |
|------------------------------------|-------------------|

Amounts reported in the Statement of Activities
are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

| | |
|--------------------------------------|-----------|
| Capital Outlays | 337,758 |
| Depreciation Expense | (732,222) |
| Disposals - Cost | (408,643) |
| Disposals - Accumulated Depreciation | 408,643 |

An addition to a net pension asset is not considered to be an increase in a financial asset in the governmental funds.

| | |
|------------------------------------|---------|
| Change in Net Pension Asset - IMRF | 458,118 |
|------------------------------------|---------|

The net effect of deferred outflows (inflows) of resources related to the pensions not reported in the funds.

| | |
|---------------------------------|-----------|
| Change in Deferred Items - IMRF | (473,852) |
|---------------------------------|-----------|

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal on long-term debt consumes the current financial resources of the governmental funds.

| | |
|--------------------------------------|--------|
| Change in Compensated Absences | 851 |
| Change in Total OPEB Liability - RBP | 44,813 |
| Debt Issuance | 40,000 |

Changes to accrued interest on long-term debt in the Statement of Activities does not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.

| | |
|--|-----|
| | 400 |
|--|-----|

Changes in Net Position

| | |
|--|-----------|
| | (173,243) |
|--|-----------|

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Lisle Library District (the Library), Lisle, Illinois provides services primarily to citizens of the District of Lisle, Illinois, including lending or renting materials to adults and children to meet their informational, recreations, and educational needs. The government-wide financial statements are prepared in accordance with generally accepted accounting principles in the United States (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP in the United States for state and local governments through its pronouncements (Statements and Interpretations). The more significant of the Library's accounting policies established in GAAP in the United States and used by the Library are described below.

REPORTING ENTITY

The Library is governed by a publicly elected seven-member board of trustees. The accompanying financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Blended component units are, in substance, part of the primary government's operations, even though they are legally separate entities. Thus, blended component units are appropriately presented as funds of the primary government. Each discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is both legally and substantively separate from the government. Management has determined that there are no fiduciary component units that are required to be included in the financial statements of the Village as pension trust funds and there are no discretely component units to include in the reporting entity.

BASIS OF PRESENTATION

Government-Wide and Fund Financial Statements

The government-wide Statement of Activities reports both the gross and net cost of the Library's functions. The Library's activities are supported by taxes and intergovernmental revenues. The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, which include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

The financial transactions of the Library are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, reserves, fund equity, revenues and expenditures. The Library accounts for all of its activities in governmental funds, with the emphasis in the fund financial statements being on the major funds.

Nonmajor funds by category are summarized into a single column. GASB Statement No. 34 sets forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures of either fund category) for the determination of major funds. The following fund types are used by the Library:

Governmental Funds

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Library:

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

BASIS OF PRESENTATION - Continued

Government-Wide and Fund Financial Statements - Continued

Governmental Funds - Continued

General Fund is the general operating fund of the Library. It is used to account for all financial resources, except for those required to be accounted for in another fund. The Library reports the General Fund as a major fund.

Special revenues funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The Library maintains two special revenue funds and are reported as nonmajor.

Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities. The Library reports the Special Reserve Fund as a major fund.

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide Statement of Net Position and the Statement of Activities, the governmental activities are presented using the economic resources measurement focus as defined below.

All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets/deferred outflows and liabilities/deferred inflows are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

The accounting objectives of the “economic resources” measurement focus is the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets/deferred outflows, liabilities/deferred inflows (whether current or noncurrent) associated with their activities are reported.

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability/deferred inflows is incurred or economic asset used. Revenues, expenses, gains, losses, assets/deferred outflows, and liabilities/deferred inflows resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING - Continued

Basis of Accounting - Continued

In the fund financial statements, funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when “measurable and available.” Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. The Library recognizes property taxes when they become both measurable and available in accordance with GASB Codification Section P70. A sixty day availability period is used for revenue recognition for all other fund revenues. Expenditures (including capital outlay) are recorded when the related fund liability/deferred inflow is incurred, except for general obligation bond principal and interest which are recognized when due.

In applying the susceptible to accrual concept under the modified accrual basis, those revenues susceptible to accrual are property taxes, interest revenue, and charges for services. All other revenues are not susceptible to accrual because generally they are not measurable until received in cash.

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY

Cash and Investments

For the purpose of the Statement of Net Position, the Library’s cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of purchase.

Investments are generally reported at fair value. Short-term investments are reported at cost, which approximates fair value. For investments, the Library categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

Receivables

In the government-wide financial statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable. Major receivables balances include property taxes.

Prepays

Prepays are valued at cost, which approximates market. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids in both the government-wide and fund financial statements.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY - Continued

Capital Assets

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at acquisition value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. General capital assets are long-lived assets of the Library as a whole. When purchased, such assets are recorded as expenditures in the governmental fund and capitalized in the Statement of Net Position. The valuation basis for general capital assets are historical cost, or where historical cost is not available, estimated historical cost based on replacement costs.

Depreciation on all assets is computed and recorded using the straight-line method of depreciation over the following estimated useful lives:

| | |
|----------------------------|---------------|
| Buildings and Improvements | 20 - 40 Years |
| Library Materials | 25 Years |
| Equipment and Furnishings | 5 - 10 Years |

Deferred Outflows/Inflows of Resources

Deferred outflow/inflow of resources represents a consumption/acquisition of net assets that applies to a future period and therefore will not be recognized as an outflow of resources (expense)/inflow of resources (revenue) until that future time.

Compensated Absences

The Library's policy allows employees of the Library can accumulate up to 75 hours of vacation time that is payable upon termination. This liability is accounted for as a governmental activity on the government-wide Statement of Net Position. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY - Continued

Net Position

In the government-wide financial statements, equity is classified as net position and displayed in three components:

Net Investment in Capital Assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Unrestricted - All other net position that do not meet the definition of “restricted” or “net investment in capital assets.”

Use of Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumption that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

BUDGETARY INFORMATION

Budgets and appropriations for all funds are prepared on the same basis and use the same accounting practices as are used in the fund financial statements. For each fund, total fund expenditures disbursed may not legally exceed the appropriated amounts. The budget lapses at the end of each fiscal year. The Library follows these procedures in establishing the budgetary data reflected in the financial statements:

- The Appropriation Ordinance is prepared in tentative form by the Treasurer and is made available for public inspection at least 30 days prior to final Board action. By the fourth Tuesday in September, a public hearing is held on the tentative Appropriation Ordinance to obtain taxpayer comments and pass the Ordinance in final form.
- The Board of Trustees may:
 - Adopt a supplemental Appropriation Ordinance for revenues which become available, or are estimated to become available, subsequent to the adoption of the annual Appropriation Ordinance.
 - After six months of the fiscal year, by two-thirds vote, transfer any appropriation item it anticipates being unexpended to any other appropriation item.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY - Continued

BUDGETARY INFORMATION - Continued

- The Library Board may accumulate and set apart, as reserve funds, for the purchase, construction, rental and/or repair of Library buildings and equipment, the unexpended balances of the proceeds annually received from taxes, not to exceed the statutory limits, provided the Library Board in its annual Appropriation specifies that a specific fund is to be or is being accumulated for this purpose.
- The Library does not use the encumbrance method of accounting. Budgetary funds are controlled by an integrated budgetary accounting system, in accordance with various legal requirements which govern the Library.

NOTE 3 - DETAIL NOTES ON ALL FUNDS

DEPOSITS AND INVESTMENTS

The Library maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the financial statements as "cash and investments."

Permitted Deposits and Investments - Statutes authorize the Library to make deposits/invest in commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. Agencies, obligations of States and their political subdivisions, credit union shares, repurchase agreements, commercial paper rated within the three highest classifications by at least two standard rating services, the Illinois Metropolitan Investment Fund, and the Illinois Funds.

The Illinois Metropolitan Investment Fund (IMET) is a non-for-profit investment trust formed pursuant to the Illinois Municipal Code. IMET is managed by a Board of Trustees elected from the participating members. IMET is not registered with the SEC as an Investment Company. Investments in IMET are valued at the share price, the price for which the investment could be sold.

Illinois Funds is an investment pool managed by the Illinois public Treasurer's Office which allows governments within the State to pool their funds for investment purposes. The Illinois Funds is not registered with the SEC as an investment company. Investments in Illinois Funds are valued at the share price, the price for which the investment could be sold.

Deposits. At year-end, the carrying amount of the Library's deposits totaled \$5,774,505 and the bank balances totaled \$5,840,106.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

DEPOSITS AND INVESTMENTS - Continued

Investments. At year-end, the Library had the following investments:

| Investment Type | Fair Value | Investment Maturities (in Years) | |
|---------------------------------------|----------------|----------------------------------|----------|
| | | Less Than 1 | 1-5 |
| U.S. Treasury Securities | \$ 56,340 | 56,340 | — |
| Illinois Metropolitan Investment Fund | 3,227 | 3,227 | — |
| Illinois Funds | 83,802 | 83,802 | — |
| | <u>143,369</u> | <u>143,369</u> | <u>—</u> |

The Library has the following recurring fair value measurements as of June 30, 2024:

- U.S. Treasury Securities of \$56,340 are valued using quoted market prices (Level 1 inputs)
- Illinois Metropolitan Investment Fund of \$3,227 are valued using quoted market prices (Level 1 inputs)
- Illinois Funds of \$83,802 are valued using quoted market prices (Level 1 inputs)

Interest Rate Risk. Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Library’s investment policy states that the investment portfolio shall remain sufficiently liquid to enable the Library to meet all operating requirements which may be reasonably anticipated in any Library fund. Investment maturities in all funds shall be limited to a maximum maturity of twenty-four (24) months from the date of purchase. Investments in other funds may be purchased with maturities to match future project or liability requirements. However, any investment purchased with a maturity longer than two (2) years must be supported by written documentation explaining the reason for the purchase and must be specifically pre-authorized by the Finance Committee.

Credit Risk. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Besides investing in security instruments authorized under State Statute, the Library’s investment policy further states that safety of principal is the foremost objective of the Library. At year-end, the Library’s investments in the Illinois Funds was rated AAmmf by Fitch, the Illinois Metropolitan Investment Trust Convenience Fund is not rated, and the Illinois Metropolitan Core Fund Series is rated Aaa/bf by Moody’s.

Custodial Credit Risk. In the case of deposits, this is the risk that in the event of a bank failure, the Library’s deposits may not be returned to it. The Library’s investment policy states that time deposits in excess of FDIC or SAIF insurable limits be secured by some form of collateral, with a third party safekeeping agreement for all collateral. At year-end, the entire amount of the bank balance of deposits was covered by collateral, federal depository or equivalent insurance.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

DEPOSITS AND INVESTMENTS - Continued

For an investment, this is the risk that in the event of the failure of the counterparty, the Library will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Library's investment policy does not mitigate custodial credit risk for investments. At year-end, the Library's investments in U.S. Government Agencies are all insured or registered with the Library or its agent in the Library's name and the Library's investment in the Illinois Fund is subject to custodial credit risk.

Concentration Risk. This is the risk of loss attributed to the magnitude of the Library's investment in a single issuer. The Library's investment policy states that the Library shall diversify its investments to avoid incurring unreasonable risks regarding specific security types and/or individual institutions. Furthermore, no financial institution shall hold more than twenty percent (20%) of the Library's investment portfolio, exclusive of U.S. Treasury securities and collateralized investments held in safekeeping. Commercial paper shall not exceed ten percent (10%) of the Library's investment portfolio and the Illinois Public Treasurer's Investment Pool shall not exceed twenty-five percent (25%) of the investment portfolio. At year-end, the Library does not have any investments over 5 percent of the total cash and investment portfolio (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

PROPERTY TAXES

Property taxes for 2023 attach as an enforceable lien on January 1, on property values assessed as of the same date. Taxes are levied by December of the subsequent fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by DuPage County and are payable in two installments, on or about June 1 and September 1. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 1% of the tax levy, to reflect actual collection experience.

INTERFUND TRANSFERS

Transfers are used to use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

| Transfer In | Transfer Out | Amount |
|-----------------|--------------|-------------------|
| Special Reserve | General | <u>\$ 120,000</u> |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

CAPITAL ASSETS

Capital asset activity for the year was as follows:

| | Beginning Balances | Increases | Decreases | Ending Balances |
|--------------------------------------|-----------------------|------------------|----------------|--------------------|
| Nondepreciable Capital Assets | | | | |
| Land | \$ 535,528 | — | — | 535,528 |
| Depreciable Capital Assets | | | | |
| Buildings and Improvements | 11,028,017 | — | — | 11,028,017 |
| Library Materials | 1,832,984 | 337,758 | 408,643 | 1,762,099 |
| Equipment and Furnishings | 877,762 | — | — | 877,762 |
| | <u>13,738,763</u> | <u>337,758</u> | <u>408,643</u> | <u>13,667,878</u> |
| Less Accumulated Depreciation | | | | |
| Buildings and Improvements | 3,423,901 | 268,123 | — | 3,692,024 |
| Library Materials | 1,114,433 | 393,284 | 408,643 | 1,099,074 |
| Equipment and Furnishings | 271,564 | 70,815 | — | 342,379 |
| | <u>4,809,898</u> | <u>732,222</u> | <u>408,643</u> | <u>5,133,477</u> |
| Total Net Depreciable Capital Assets | <u>8,928,865</u> | <u>(394,464)</u> | <u>—</u> | <u>8,534,401</u> |
| Total Net Capital Assets | <u>9,464,393</u> | <u>(394,464)</u> | <u>—</u> | <u>9,069,929</u> |

Depreciation expense of \$732,222 was charged to the public library function.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

LONG-TERM DEBT

Debt Certificates

The Library issues debt certificates to provide funds for the acquisition and construction of major capital facilities. Debt certificates currently outstanding are as follows:

| Issue | Beginning Balances | Issuances | Retirements | Ending Balances |
|---|-----------------------|-----------|-------------|--------------------|
| General Obligation Limited Tax Debt Certificate of 2021 - Due in annual installments of \$35,000 to \$65,000 plus interest at 2.00% to 3.00% through January 1, 2042. | \$ 960,000 | — | 40,000 | 920,000 |

Long-Term Liability Activity

Changes in long-term liabilities during the fiscal year were as follows:

| Type of Debt | Beginning Balances | Additions | Deductions | Ending Balances | Amounts Due within One Year |
|--------------------------------------|-----------------------|------------|----------------|--------------------|-----------------------------------|
| Compensated Absences | \$ 44,663 | 851 | 1,702 | 43,812 | 8,762 |
| Net Pension Liability/(Asset) - IMRF | 361,668 | — | 458,118 | (96,450) | — |
| Total OPEB Liability | 512,681 | — | 44,813 | 467,868 | — |
| Debt Certificates | 960,000 | — | 40,000 | 920,000 | 40,000 |
| | <u>1,879,012</u> | <u>851</u> | <u>544,633</u> | <u>1,335,230</u> | <u>48,762</u> |

The compensated absences, the net pension liability/(asset), the total OPEB liability, and the debt certificates are generally liquidated by the General Fund.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

LONG-TERM DEBT - Continued

Debt Service Requirements to Maturity

The annual debt service requirements to maturity, including principal and interest, are as follows:

| Fiscal Year | Debt Certificates | |
|----------------|----------------------|----------------|
| | Principal | Interest |
| 2025 | \$ 40,000 | 25,000 |
| 2026 | 40,000 | 24,200 |
| 2027 | 45,000 | 23,400 |
| 2028 | 45,000 | 22,500 |
| 2029 | 45,000 | 21,600 |
| 2030 | 45,000 | 20,700 |
| 2031 | 45,000 | 19,800 |
| 2032 | 50,000 | 18,450 |
| 2033 | 50,000 | 16,950 |
| 2034 | 50,000 | 15,450 |
| 2035 | 50,000 | 13,950 |
| 2036 | 55,000 | 12,450 |
| 2037 | 55,000 | 10,800 |
| 2038 | 55,000 | 9,150 |
| 2039 | 60,000 | 7,500 |
| 2040 | 60,000 | 5,700 |
| 2041 | 65,000 | 3,900 |
| 2042 | 65,000 | 975 |
| | <u>920,000</u> | <u>272,475</u> |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

LONG-TERM DEBT - Continued

Legal Debt Margin

Chapter 65, Section 5/8-5-1 of the Illinois Compiled Statutes provides, "...no municipality having a population of less than 500,000 shall become indebted in any manner or for any purpose, to an amount, including existing indebtedness in the aggregate exceeding 2.875% on the value of the taxable property therein, to be ascertained by the last assessment for state and county purposes, previous to the incurring of the indebtedness or, until January 1, 1983, if greater, the sum that is produced by multiplying the municipality's 1978 equalized assessed valuation by the debt limitation percentage in effect on January 1, 1979."

| | |
|---|-------------------------|
| Assessed Valuation - 2023 | <u>\$ 1,432,565,614</u> |
| Legal Debt Limit - 2.875% of Assessed Value | 41,186,261 |
| Amount of Debt Applicable to Limit | |
| Debt Certificates | <u>920,000</u> |
| Legal Debt Margin | <u>40,266,261</u> |

NET POSITION CLASSIFICATION

Net investment in capital assets was comprised of the following as of June 30, 2024:

| | |
|---|------------------|
| Governmental Activities | |
| Capital Assets - Net of Accumulated Depreciation | \$ 9,069,929 |
| Less Capital Related Debt: | |
| General Obligation Limited Tax Debt Certificate of 2021 | <u>(920,000)</u> |
| Net Investment in Capital Assets | <u>8,149,929</u> |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

FUND BALANCE CLASSIFICATIONS

In the governmental funds financial statements, the Library considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. The Library first utilizes committed, then assigned and then unassigned fund balance when an expenditure is incurred for purposes for which all three unrestricted fund balances are available.

Nonspendable Fund Balance. Consists of resources that cannot be spent because they are either: a) not in a spendable form; or b) legally or contractually required to be maintained intact.

Restricted Fund Balance. Consists of resources that are restricted to specific purposes, that is, when constraints placed on the use of resources are either: a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance. Consists of resources constrained (issuance of an ordinance) to specific purposes by the government itself, using its highest level of decision-making authority, the Library's Board; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint.

Assigned Fund Balance. Consists of amounts that are constrained by the Library's Boards' intent to be used for specific purposes but are neither restricted nor committed. Intent is expressed by a) the Library's Board itself or b) a body or official to which the Library's Board has delegated the authority to assign amounts to be used for specific purposes. The Library's highest level of decision-making authority is the Library's Board, who is authorized to assign amounts to a specific purpose.

Unassigned Fund Balance. Consists of residual net resources of a fund that has not been restricted, committed, or assigned within the General Fund and deficit fund balances of other governmental funds.

Minimum Fund Balance Policy. The Library's policy manual states that the General Fund should maintain a minimum fund balance equal to six months of budgeted operating expenditures. All other funds should maintain a minimum of three months of budgeted expenditures.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

FUND BALANCE CLASSIFICATIONS - Continued

The following is a schedule of fund balance classifications for the governmental funds as of the date of this report:

| | General | Capital Projects Special Reserve | Nonmajor | Totals |
|---------------------|------------|---|----------|-----------|
| Fund Balances | | | | |
| Nonspendable | | | | |
| Prepays | \$ 158,897 | — | — | 158,897 |
| Restricted | | | | |
| IMRF | — | — | 137,924 | 137,924 |
| Social Security | — | — | 168,499 | 168,499 |
| | — | — | 306,423 | 306,423 |
| Committed | | | | |
| Capital Projects | — | 552,886 | — | 552,886 |
| Unassigned | 2,551,784 | — | — | 2,551,784 |
| Total Fund Balances | 2,710,681 | 552,886 | 306,423 | 3,569,990 |

NOTE 4 - OTHER INFORMATION

RISK MANAGEMENT

The Library is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Library carries commercial insurance for all risks of loss including worker’s compensation and employee health insurance. Settled claims resulting from these risks have not exceeded commercial insurance coverage in the past three fiscal years.

Litigation

The Library is not a defendant in any lawsuits.

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Library expects such amounts, if any, to be immaterial.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLAN

Illinois Municipal Retirement Fund (IMRF)

The Library contributes to the Illinois Municipal Retirement Fund (IMRF), a defined benefit agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for local governments and school districts in Illinois. IMRF issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole, but not by individual employer. That report may be obtained online at www.imrf.org. The benefits, benefit levels, employee contributions, and employer contributions are governed by Illinois Compiled Statutes (ILCS) and can only be amended by the Illinois General Assembly.

Plan Descriptions

Plan Administration. All hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

Benefits Provided. IMRF has three benefit plans. The vast majority of IMRF members participate in the Regular Plan (RP). The Sheriff's Law Enforcement Personnel (SLEP) plan is for sheriffs, deputy sheriffs, and selected police chiefs. Counties could adopt the Elected County Official (ECO) plan for officials elected prior to August 8, 2011 (the ECO plan was closed to new participants after that date).

IMRF provides two tiers of pension benefits. Employees hired before January 1, 2011, are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 48 months within the last 10 years of service, divided by 48. Under Tier 1, the pension is increased by 3% of the original amount on January 1 every year after retirement.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLAN - Continued

Illinois Municipal Retirement Fund (IMRF) - Continued

Plan Descriptions - Continued

Benefits Provided - Continued. Employees hired on or after January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last 10 years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement, upon reaching age 67, by the lesser of:

- 3% of the original pension amount, or
- 1/2 of the increase in the Consumer Price Index of the original pension amount.

Plan Membership. As of December 31, 2023, the measurement date, the following employees were covered by the benefit terms:

| | |
|--|-------------------|
| Inactive Plan Members Currently Receiving Benefits | 68 |
| Inactive Plan Members Entitled to but not yet Receiving Benefits | 39 |
| Active Plan Members | <u>37</u> |
| Total | <u><u>144</u></u> |

Contributions. As set by statute, the Library's Regular Plan Members are required to contribute 4.50% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. For the year-ended June 30, 2024, the Library's contribution was 2.46% of covered payroll.

Net Pension (Asset). The Library's net pension (asset) was measured as of December 31, 2023. The total pension liability used to calculate the net pension (asset) was determined by an actuarial valuation as of that date.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLAN - Continued

Illinois Municipal Retirement Fund (IMRF) - Continued

Plan Descriptions - Continued

Actuarial Assumptions. The total pension liability was determined by an actuarial valuation performed, as of December 31, 2023, using the following actuarial methods and assumptions:

| | |
|----------------------------|---------------------|
| Actuarial Cost Method | Entry Age Normal |
| Asset Valuation Method | Fair Value |
| Actuarial Assumptions | |
| Interest Rate | 7.25% |
| Salary Increases | 2.85% to 13.75% |
| Cost of Living Adjustments | 2.75% |
| Inflation | 2.25% |

For non-disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 108.0%) and Female (adjusted 106.4%) tables, and future mortality improvements projected using scale MP-2021. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2021. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2021.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLAN - Continued

Illinois Municipal Retirement Fund (IMRF) - Continued

Plan Descriptions - Continued

Actuarial Assumptions - Continued

| Asset Class | Target | Long-Term Expected Real Rate of Return |
|---------------------------|--------|--|
| Fixed Income | 24.50% | 4.75% |
| Domestic Equities | 34.50% | 5.00% |
| International Equities | 18.00% | 6.35% |
| Real Estate | 10.50% | 6.30% |
| Blended | 11.50% | 6.05% - 8.65% |
| Cash and Cash Equivalents | 1.00% | 3.80% |

Discount Rate

The discount rate used to measure the total pension liability was 7.25%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Library contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability/(asset) to changes in the discount rate. The table below presents the net pension liability/(asset) of the Library calculated using the discount rate as well as what the Library's net pension liability/(asset) would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

| | 1% Decrease (6.25%) | Current Discount Rate (7.25%) | 1% Increase (8.25%) |
|----------------------------------|------------------------|-------------------------------------|------------------------|
| Net Pension Liability/(Asset) \$ | 1,480,374 | (96,450) | (1,367,671) |

LISLE LIBRARY DISTRICT
LISLE, ILLINOIS

Notes to the Financial Statements
June 30, 2024

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLAN - Continued

Illinois Municipal Retirement Fund (IMRF) - Continued

Changes in the Net Pension Liability/(Asset)

| | Total Pension Liability (A) | Plan Fiduciary Net Position (B) | Net Pension Liability/ (Asset) (A) - (B) |
|---|--------------------------------------|---------------------------------------|---|
| Balances at December 31, 2022 | \$ 13,674,512 | 13,312,844 | 361,668 |
| Changes for the Year: | | | |
| Service Cost | 176,225 | — | 176,225 |
| Interest on the Total Pension Liability | 966,316 | — | 966,316 |
| Difference Between Expected and Actual Experience of the Total Pension Liability | 3,374 | — | 3,374 |
| Changes of Assumptions | 1,776 | — | 1,776 |
| Contributions - Employer | — | 38,962 | (38,962) |
| Contributions - Employees | — | 88,550 | (88,550) |
| Net Investment Income | — | 1,503,773 | (1,503,773) |
| Benefit Payments, Including Refunds of Employee Contributions | (868,256) | (868,256) | — |
| Other (Net Transfer) | — | (25,476) | 25,476 |
| Net Changes | 279,435 | 737,553 | (458,118) |
| Balances at December 31, 2023 | 13,953,947 | 14,050,397 | (96,450) |

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2024, the Library recognized pension expense of \$81,062. At June 30, 2024, the Library reported deferred outflows or resources and deferred inflows of resources related to pensions from the following sources:

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLAN - Continued

Illinois Municipal Retirement Fund (IMRF) - Continued

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions - Continued

| | Deferred Outflows of Resources | Deferred Inflows of Resources | Totals |
|--|--------------------------------------|-------------------------------------|-----------------------|
| Difference Between Expected and Actual Experience | \$ 63,923 | — | 63,923 |
| Change in Assumptions | 1,153 | — | 1,153 |
| Net Difference Between Projected and Actual | | | |
| Earnings on Pension Plan Investments | 788,781 | — | 788,781 |
| Total Expense to be Recognized in Future Periods | <u>853,857</u> | <u>—</u> | <u>853,857</u> |
| Pension Contributions Made Subsequent to the Measurement Date | <u>55,733</u> | <u>—</u> | <u>55,733</u> |
| Total Deferred Amounts Related to IMRF | <u><u>909,590</u></u> | <u><u>—</u></u> | <u><u>909,590</u></u> |

\$55,733 reported as deferred outflows of resources related to pensions resulting from employer contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the reporting year ended June 30, 2025. Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

| Fiscal Year | Net Deferred Outflows/ (Inflows) of Resources |
|----------------|--|
| 2025 | \$ 138,559 |
| 2026 | 270,039 |
| 2027 | 558,534 |
| 2028 | (113,275) |
| 2029 | — |
| Thereafter | <u>—</u> |
| Total | <u><u>853,857</u></u> |

LISLE LIBRARY DISTRICT
LISLE, ILLINOIS

Notes to the Financial Statements
June 30, 2024

NOTE 4 - OTHER INFORMATION - Continued

OTHER POST-EMPLOYMENT BENEFITS

General Information about the OPEB Plan

Plan Description. The Library’s defined benefit OPEB plan, Lisle Library District’s Retiree Benefit Plan (RBP), provides OPEB for all permanent full-time general employees of the Library. RBP is a single-employer defined benefit OPEB plan administered by the Library. Article 11 of the State Compiled Statutes grants the authority to establish and amend the benefit terms and financing requirements to the Library Board. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

Benefits Provided. RBP provides healthcare, dental, vision, and life benefits for retirees and their dependents. Retirees and spousal/dependent may continue these benefits through COBRA provisions until the Medicare age. Coverage is secondary to Medicare once retiree is eligible.

Plan Membership. As of June 30, 2024, the measurement date, the following employees were covered by the benefit terms:

| | |
|--|----------------------|
| Inactive Plan Members Currently Receiving Benefits | 2 |
| Inactive Plan Members Entitled to but not yet Receiving Benefits | — |
| Active Plan Members | <u>29</u> |
| Total | <u><u>31</u></u> |

Total OPEB Liability

The Library’s total OPEB liability was measured as of June 30, 2024, and was determined by an actuarial valuation as of June 30, 2024.

Actuarial Assumptions and Other Inputs. The total OPEB liability in the June 30, 2024 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

| | |
|--|--|
| Inflation | 2.25% |
| Salary Increases | 2.50% |
| Discount Rate | 3.93% |
| Healthcare Cost Trend Rates | 7.60% for 2024, decreasing to an ultimate rate of 5.0% for 2034 and later years. |
| Retirees' Share of Benefit-Related Costs | 100% of projected health insurance premiums for retirees. |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 4 - OTHER INFORMATION - Continued

OTHER POST-EMPLOYMENT BENEFITS - Continued

Total OPEB Liability - Continued

Actuarial Assumptions and Other Inputs - Continued. The discount rate was based on a combination of the Expected Long-Term Rate of Return on Plan Assets and the Municipal Bond Rate..

Mortality rates were based on PubG-2010(B) Improved Generationally using MP-2020 Improvement Rates, weighted per IMRF Experience Study Report dated December 14, 2020; Age 83 for Males, Age 87 for Females.

Change in the Total OPEB Liability

| | Total OPEB Liability |
|---|----------------------------|
| Balance at June 30, 2023 | \$ 512,681 |
| Changes for the Year: | |
| Service Cost | 3,329 |
| Interest on the Total OPEB Liability | 18,217 |
| Difference Between Expected and Actual Experience | (37,751) |
| Changes of Assumptions or Other Inputs | (1,438) |
| Benefit Payments | (27,170) |
| Net Changes | (44,813) |
| Balance at June 30, 2024 | 467,868 |

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The discount rate used to measure the total pension liability was 3.93%, and 3.65% in the previous year. The following presents the total OPEB liability, calculated using the discount rate, as well as what the total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher:

| | 1% Decrease (2.93%) | Current Discount Rate (3.93%) | 1% Increase (4.93%) |
|----------------------|------------------------|-------------------------------------|------------------------|
| Total OPEB Liability | \$ 509,924 | 467,868 | 430,019 |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Notes to the Financial Statements
June 30, 2024**

NOTE 4 - OTHER INFORMATION - Continued

OTHER POST-EMPLOYMENT BENEFITS - Continued

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the total OPEB liability, calculated using a Healthcare Trend Rate of varied rates, as well as what the total OPEB liability would be if it were calculated using a Healthcare Trend Rate that is one percentage point lower or one percentage point higher:

| | | Healthcare Cost Trend Rates | | |
|----------------------|-------------------------|-----------------------------------|-------------------------|--|
| | 1% Decrease (Varies) | decreasing to (Varies) | 1% Increase (Varies) | |
| Total OPEB Liability | \$ 415,808 | 467,868 | 530,499 | |

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

Per GASB Statement No. 75, under the Alternative Measurement Method, changes in Total OPEB Liability are immediately recognized as expense, resulting in no deferred outflows of resources or deferred inflows of resources related to OPEB. For the year ended June 30, 2024, the Library recognized OPEB revenue of \$17,643.

REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements. Such information includes:

Schedule of Employer Contributions
Illinois Municipal Retirement Fund

Schedule of Changes in the Employer's Net Pension Liability/(Asset)
Illinois Municipal Retirement Fund

Schedule of Changes in the Employer's Total OPEB Liability
Retiree Benefits Plan

Budgetary Comparison Schedules
General Fund

Notes to the Required Supplementary Information

Budgetary Information - Budgets are adopted on a basis consistent with generally accepted accounting principles.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Illinois Municipal Retirement Fund
Schedule of Employer Contributions
June 30, 2024**

| Fiscal Year | Actuarially Determined Contribution | Contributions in Relation to the Actuarially Determined Contribution | Contribution Excess/ (Deficiency) | Covered Payroll | Contributions as a Percentage of Covered Payroll |
|-------------|-------------------------------------|--|-----------------------------------|-----------------|--|
| 2015 | \$ 233,754 | \$ 446,445 | \$ 212,691 | \$ 1,687,754 | 26.45% |
| 2016 | 217,559 | 417,559 | 200,000 | 1,789,131 | 23.34% |
| 2017 | 207,454 | 407,454 | 200,000 | 1,844,038 | 22.10% |
| 2018 | 193,950 | 393,950 | 200,000 | 1,897,760 | 20.76% |
| 2019 | 158,227 | 208,227 | 50,000 | 1,973,978 | 10.55% |
| 2020 | 154,606 | 204,606 | 50,000 | 1,997,521 | 10.24% |
| 2021 | 155,052 | 155,052 | — | 1,949,407 | 7.95% |
| 2022 | 117,469 | 117,469 | — | 1,933,780 | 6.07% |
| 2023 | 65,328 | 65,328 | — | 1,942,019 | 3.36% |
| 2024 | 49,468 | 49,468 | — | 2,008,674 | 2.46% |

Notes to the Required Supplementary Information:

| | |
|-------------------------------|--|
| Actuarial Cost Method | Aggregate Entry Age Normal |
| Amortization Method | Level % Pay (Closed) |
| Remaining Amortization Period | 20 Years |
| Asset Valuation Method | 5-Year Smoothed Fair Value |
| Inflation | 2.25% |
| Salary Increases | 2.75% to 13.75%, Including Inflation |
| Investment Rate of Return | 7.25% |
| Retirement Age | Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2020 valuation pursuant to an experience study of the period 2017-2019. |
| Mortality | For non-disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 106%) and Female (adjusted 105%) tables, and future mortality improvements projected using scale MP-2020. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020. |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Illinois Municipal Retirement Fund
Schedule of Changes in the Employer's Net Pension Liability/(Asset)
June 30, 2024**

| | 12/31/2014 | 12/31/2015 | 12/31/2016 |
|--|--------------|------------|------------|
| Total Pension Liability | | | |
| Service Cost | \$ 205,949 | 192,393 | 198,379 |
| Interest | 682,924 | 731,221 | 769,533 |
| Changes in Benefit Terms | (179,567) | 131,639 | (15,995) |
| Differences Between Expected and Actual Experience | 442,348 | 11,769 | (12,132) |
| Change of Assumptions | — | — | — |
| Benefit Payments, Including Refunds of Member Contributions | (428,634) | (573,186) | (517,799) |
| Net Change in Total Pension Liability | 723,020 | 493,836 | 421,986 |
| Total Pension Liability - Beginning | 9,216,992 | 9,940,012 | 10,433,848 |
| Total Pension Liability - Ending | 9,940,012 | 10,433,848 | 10,855,834 |
| Plan Fiduciary Net Position | | | |
| Contributions - Employer | \$ 446,445 | 417,559 | 407,454 |
| Contributions - Members | 80,073 | 80,511 | 84,258 |
| Net Investment Income | 538,607 | 47,016 | 658,956 |
| Benefit Payments, Including Refunds of Member Contributions | (428,634) | (573,186) | (517,799) |
| Other (Net Transfer) | 23,514 | 139,110 | 46,551 |
| Net Change in Plan Fiduciary Net Position | 660,005 | 111,010 | 679,420 |
| Plan Net Position - Beginning | 8,780,675 | 9,440,680 | 9,551,690 |
| Plan Net Position - Ending | 9,440,680 | 9,551,690 | 10,231,110 |
| Employer's Net Pension Liability/(Asset) | \$ 499,332 | 882,158 | 624,724 |
| Plan Fiduciary Net Position as a Percentage of the Total Pension Liability | 94.98% | 91.55% | 94.25% |
| Covered Payroll | \$ 1,687,754 | 1,789,131 | 1,844,038 |
| Employer's Net Pension Liability/(Asset) as a Percentage of Covered Payroll | 29.59% | 49.31% | 33.88% |

| 12/31/2017 | 12/31/2018 | 12/31/2019 | 12/31/2020 | 12/31/2021 | 12/31/2022 | 12/31/2023 |
|------------|------------|------------|-------------|-------------|-------------|------------|
| 201,154 | 195,943 | 213,339 | 200,268 | 193,144 | 178,841 | 176,225 |
| 795,236 | 823,454 | 844,588 | 867,136 | 895,886 | 932,792 | 966,316 |
| 444,594 | 42,065 | (8,051) | — | — | — | — |
| (370,460) | 312,125 | — | 244,782 | 239,194 | 207,360 | 3,374 |
| — | — | — | (162,620) | — | — | 1,776 |
| (706,518) | (676,856) | (747,496) | (717,169) | (781,751) | (842,302) | (868,256) |
| 364,006 | 696,731 | 302,380 | 432,397 | 546,473 | 476,691 | 279,435 |
| 10,855,834 | 11,219,840 | 11,916,571 | 12,218,951 | 12,651,348 | 13,197,821 | 13,674,512 |
| 11,219,840 | 11,916,571 | 12,218,951 | 12,651,348 | 13,197,821 | 13,674,512 | 13,953,947 |
| 393,950 | 181,804 | 233,656 | 174,420 | 139,559 | 94,547 | 38,962 |
| 85,399 | 87,687 | 89,769 | 89,192 | 88,063 | 86,653 | 88,550 |
| 1,838,864 | (752,990) | 2,139,555 | 1,873,272 | 2,461,766 | (2,209,770) | 1,503,773 |
| (706,518) | (676,856) | (747,496) | (717,169) | (781,751) | (842,302) | (868,256) |
| (73,706) | 238,133 | 113,113 | 91,923 | 86,396 | 2,571 | (25,476) |
| 1,537,989 | (922,222) | 1,828,597 | 1,511,638 | 1,994,033 | (2,868,301) | 737,553 |
| 10,231,110 | 11,769,099 | 10,846,877 | 12,675,474 | 14,187,112 | 16,181,145 | 13,312,844 |
| 11,769,099 | 10,846,877 | 12,675,474 | 14,187,112 | 16,181,145 | 13,312,844 | 14,050,397 |
| (549,259) | 1,069,694 | (456,523) | (1,535,764) | (2,983,324) | 361,668 | (96,450) |
| 104.90% | 91.02% | 103.74% | 112.14% | 122.60% | 97.36% | 100.69% |
| 1,897,760 | 1,948,600 | 1,994,862 | 1,982,046 | 1,935,635 | 1,925,617 | 1,967,792 |
| (28.94%) | 54.90% | (22.88%) | (77.48%) | (154.13%) | 18.78% | (4.90%) |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Retiree Benefit Plan
Schedule of Changes in the Employer's Total OPEB Liability
June 30, 2024**

| | 6/30/2022 | 6/30/2023 | 6/30/2024 |
|--|--------------|-----------|-----------|
| Total OPEB Liability | | | |
| Service Cost | \$ 4,268 | 3,480 | 3,329 |
| Interest | 13,723 | 18,170 | 18,217 |
| Changes in Benefit Terms | — | — | — |
| Differences Between Expected and Actual Experience | — | — | (37,751) |
| Change of Assumptions or Other Inputs | (109,094) | (6,597) | (1,438) |
| Benefit Payments | (30,621) | (31,282) | (27,170) |
| Net Change in Total OPEB Liability | (121,724) | (16,229) | (44,813) |
| Total OPEB Liability - Beginning | 650,634 | 528,910 | 512,681 |
| Total OPEB Liability - Ending | 528,910 | 512,681 | 467,868 |
| Covered-Employee Payroll | \$ 1,948,335 | 1,816,753 | 1,800,724 |
| Total OPEB Liability as a Percentage of Covered-Employee Payroll | 27.15% | 28.22% | 25.98% |

Notes:

This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

Changes of Assumptions. Changes in assumptions related to the discount rate were made from 2022 through 2024.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

General Fund

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended June 30, 2024**

| | Budget | | Actual |
|--|--------------|-----------|-----------|
| | Original | Final | |
| Revenues | | | |
| Property Taxes | \$ 4,124,600 | 4,124,600 | 4,121,935 |
| TIF Revenues | 30,000 | 30,000 | 32,139 |
| Replacement Taxes | 40,000 | 40,000 | 37,442 |
| Charges for Services | 12,250 | 12,250 | 12,643 |
| Grants and Donations | 45,000 | 45,000 | 44,664 |
| Interest Income | 40,000 | 40,000 | 88,117 |
| Miscellaneous | 4,600 | 4,600 | 5,104 |
| Total Revenues | 4,296,450 | 4,296,450 | 4,342,044 |
| Expenditures | | | |
| Public Library | | | |
| Employee Costs | 2,620,000 | 2,620,000 | 2,472,722 |
| Building Costs | 263,210 | 263,210 | 234,861 |
| Operating Costs | 218,000 | 218,000 | 170,100 |
| Insurance | 59,325 | 59,325 | 48,465 |
| Contractual Services | 198,000 | 198,000 | 162,417 |
| Personnel Development | 29,525 | 29,525 | 13,667 |
| Programs | 47,000 | 47,000 | 41,005 |
| Restricted | 50,000 | 50,000 | 45,164 |
| Contingency | 25,000 | 25,000 | — |
| Capital Outlay | 755,500 | 755,500 | 685,488 |
| Debt Service | | | |
| Principal Retirement | 40,000 | 40,000 | 40,000 |
| Interest and Fiscal Charges | 26,000 | 26,000 | 25,800 |
| Total Expenditures | 4,331,560 | 4,331,560 | 3,939,689 |
| Excess (Deficiency) of Revenues Over (Under) Expenditures | (35,110) | (35,110) | 402,355 |
| Other Financing (Uses) | | | |
| Transfers Out | (60,000) | (60,000) | (120,000) |
| Net Change in Fund Balance | (95,110) | (95,110) | 282,355 |
| Fund Balance - Beginning | | | 2,428,326 |
| Fund Balance - Ending | | | 2,710,681 |

OTHER SUPPLEMENTARY INFORMATION

Other supplementary information includes financial statements and schedules not required by the GASB, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

Such statements and schedules include:

Budgetary Comparison Schedules - Major Governmental Fund

Combining Statements - Nonmajor Governmental Funds

Budgetary Comparison Schedules - Nonmajor Governmental Funds

INDIVIDUAL FUND DESCRIPTIONS

GENERAL FUND

The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for the proceeds of specific revenue sources (other than fiduciary funds or capital project funds) that are legally restricted to expenditure for specified purposes.

Illinois Municipal Retirement Fund

The Illinois Municipal Retirement Fund is used to account for expenditures related to IMRF.

Social Security Fund

The Social Security Fund is used to account for expenditures related to social security.

CAPITAL PROJECTS FUND

Capital projects funds are used to account for all resources used for the acquisition of capital facilities and equipment.

Special Reserve Fund

The Special Reserve Fund is used to account for all resources used for the acquisition of capital assets by the Library, including general and infrastructure capital assets.

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Special Reserve - Capital Projects Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended June 30, 2024**

| | Budget | | Actual |
|--|------------------|------------------|----------------|
| | Original | Final | |
| Revenues | | | |
| Interest Income | \$ 20,000 | 20,000 | 12,673 |
| Expenditures | | | |
| Capital Outlay | 1,060,000 | 1,060,000 | 210,506 |
| Excess (Deficiency) of Revenues Over (Under) Expenditures | (1,040,000) | (1,040,000) | (197,833) |
| Other Financing Sources | | | |
| Transfers In | 60,000 | 60,000 | 120,000 |
| Net Change in Fund Balance | <u>(980,000)</u> | <u>(980,000)</u> | (77,833) |
| Fund Balance - Beginning | | | <u>630,719</u> |
| Fund Balance - Ending | | | <u>552,886</u> |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Nonmajor Governmental Funds
Combining Balance Sheet
June 30, 2024**

| | Special Revenue | | |
|---|-------------------------------------|--------------------|----------------|
| | Illinois Municipal Retirement | Social Security | Totals |
| ASSETS | | | |
| Cash and Investments | \$ 165,467 | 264,507 | 429,974 |
| Receivables - Net of Allowances | | | |
| Property Taxes | 23,863 | 83,868 | 107,731 |
| Total Assets | <u>189,330</u> | <u>348,375</u> | <u>537,705</u> |
| LIABILITIES | | | |
| Accounts Payable | 1,266 | 3,670 | 4,936 |
| DEFERRED INFLOWS OF RESOURCES | | | |
| Property Taxes | 50,140 | 176,206 | 226,346 |
| Total Liabilities and Deferred Inflows of Resources | 51,406 | 179,876 | 231,282 |
| FUND BALANCES | | | |
| Restricted | 137,924 | 168,499 | 306,423 |
| Total Liabilities, Deferred Inflows of Resources and Fund Balances | <u>189,330</u> | <u>348,375</u> | <u>537,705</u> |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

Nonmajor Governmental Funds

**Combining Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended June 30, 2024**

| | Special Revenue | | |
|-----------------------------|-------------------------|--------------------|----------|
| | Illinois | | Totals |
| | Municipal Retirement | Social Security | |
| Revenues | | | |
| Property Taxes | \$ — | 172,959 | 172,959 |
| Replacement Taxes | 2,161 | 340 | 2,501 |
| Interest Income | 3,593 | 4,733 | 8,326 |
| Total Revenues | 5,754 | 178,032 | 183,786 |
| Expenditures | | | |
| Public Library | | | |
| Employee Costs | 75,723 | 161,694 | 237,417 |
| Net Change in Fund Balances | (69,969) | 16,338 | (53,631) |
| Fund Balances - Beginning | 207,893 | 152,161 | 360,054 |
| Fund Balances - Ending | 137,924 | 168,499 | 306,423 |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Illinois Municipal Retirement - Special Revenue Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended June 30, 2024**

| | Budget | | Actual |
|----------------------------|-----------------|-----------------|----------------|
| | Original | Final | |
| Revenues | | | |
| Replacement Taxes | 1,500 | 1,500 | 2,161 |
| Interest Income | 1,500 | 1,500 | 3,593 |
| Total Revenues | 3,000 | 3,000 | 5,754 |
| Expenditures | | | |
| Public Library | | | |
| Employee Costs | 80,000 | 80,000 | 75,723 |
| Net Change in Fund Balance | <u>(77,000)</u> | <u>(77,000)</u> | (69,969) |
| Fund Balance - Beginning | | | <u>207,893</u> |
| Fund Balance - Ending | | | <u>137,924</u> |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**Social Security - Special Revenue Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended June 30, 2024**

| | Budget | | Actual |
|----------------------------|------------|---------|---------|
| | Original | Final | |
| Revenues | | | |
| Property Taxes | \$ 173,305 | 173,305 | 172,959 |
| Replacement Taxes | 250 | 250 | 340 |
| Interest Income | 1,500 | 1,500 | 4,733 |
| Total Revenues | 175,055 | 175,055 | 178,032 |
| Expenditures | | | |
| Public Library | | | |
| Employee Costs | 178,000 | 178,000 | 161,694 |
| Net Change in Fund Balance | (2,945) | (2,945) | 16,338 |
| Fund Balance - Beginning | | | 152,161 |
| Fund Balance - Ending | | | 168,499 |

SUPPLEMENTAL SCHEDULES

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**General Governmental Revenues by Source - Last Ten Fiscal Years
June 30, 2024**

See Following Page

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

**General Governmental Revenues by Source - Last Ten Fiscal Years
June 30, 2024**

| | 2015 | 2016 | 2017 |
|------------------------|------------------|------------------|------------------|
| Revenues | | | |
| Property Taxes | \$ 4,620,777 | 4,728,861 | 4,868,951 |
| TIF Revenue | 44,926 | 45,899 | 45,454 |
| Replacement Taxes | 19,341 | 17,621 | 19,763 |
| Charges for Services | 55,238 | 57,937 | 54,836 |
| Grants and Donations | 35,700 | 21,972 | 520 |
| Interest Income (Loss) | 66,382 | 66,889 | 68,001 |
| Miscellaneous | 15,496 | 4,477 | 580 |
| Total Revenues | 4,857,860 | 4,943,656 | 5,058,105 |

Data Source: Library Records

| 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 4,868,674 | 4,355,579 | 4,138,681 | 3,981,235 | 4,022,647 | 4,092,555 | 4,294,894 |
| 42,866 | 50,982 | 34,509 | 32,563 | 31,560 | 31,756 | 32,139 |
| 16,387 | 17,728 | 19,405 | 24,613 | 53,649 | 60,640 | 39,943 |
| 47,645 | 42,639 | 19,417 | 9,369 | 23,905 | 8,223 | 12,643 |
| 22,419 | 36,763 | 35,630 | 35,630 | 42,043 | 44,664 | 44,664 |
| 104,938 | 249,427 | 214,443 | 33,825 | (1,454) | 176,834 | 109,116 |
| 4,103 | — | — | 4,618 | 27,039 | 6,074 | 5,104 |
| 5,107,032 | 4,753,118 | 4,462,085 | 4,121,853 | 4,199,389 | 4,420,746 | 4,538,503 |

LISLE LIBRARY DISTRICT
LISLE, ILLINOIS

General Governmental Expenditures by Function - Last Ten Fiscal Years
June 30, 2024

| | 2015 | 2016 | 2017 |
|-----------------------------|---------------|---------------|---------------|
| Expenditures | | | |
| Public Library | | | |
| Employee Costs | \$ 2,941,909 | 2,921,243 | 2,993,256 |
| Building Costs | 207,265 | 220,308 | 267,694 |
| Operating Costs | 192,354 | 176,770 | 191,721 |
| Contractual Services | 183,069 | 162,699 | 178,534 |
| Restricted | 35,630 | 35,629 | 21,972 |
| Contingency | 779 | 11,238 | — |
| Capital Outlay | 594,266 | 615,573 | 633,858 |
| Debt Service | | | |
| Principal Retirement | — | — | — |
| Interest and Fiscal Charges | — | — | — |
| Total Expenditures | 4,155,272 | 4,143,460 | 4,287,035 |

Data Source: Library Records

| 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 3,000,285 | 2,750,189 | 2,788,329 | 2,732,690 | 2,668,760 | 2,609,279 | 2,710,139 |
| 256,337 | 238,812 | 228,250 | 228,473 | 218,961 | 241,392 | 234,861 |
| 177,576 | 94,216 | 112,404 | 144,738 | 156,751 | 173,363 | 170,100 |
| 133,927 | 174,265 | 198,079 | 215,620 | 218,902 | 237,455 | 265,554 |
| 22,131 | 85,358 | 85,630 | 35,647 | 72,197 | 47,593 | 45,164 |
| 1,926 | 16,260 | 17,850 | — | 13,882 | — | — |
| 651,027 | 855,297 | 913,210 | 833,860 | 2,433,438 | 6,074,678 | 895,994 |
| — | — | — | — | — | 35,000 | 40,000 |
| — | — | — | — | 38,825 | 13,250 | 25,800 |
| 4,243,209 | 4,214,397 | 4,343,752 | 4,191,028 | 5,821,716 | 9,432,010 | 4,387,612 |

**LISLE LIBRARY DISTRICT
LISLE, ILLINOIS**

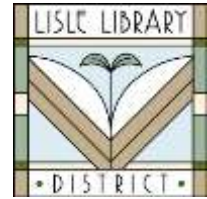
**Schedule of Assessed Valuations, Tax Rates, Tax Extensions and Tax Collections
Last Ten Tax Levy Years
June 30, 2024**

| | 2014 | 2015 | 2016 |
|-----------------------|------------------|---------------|---------------|
| Assessed Valuations | \$ 1,073,019,852 | 1,105,409,779 | 1,178,835,794 |
| Tax Rates | | | |
| General | 0.3874 | 0.3963 | 0.3689 |
| Audit | — | — | — |
| Building Maintenance | 0.0084 | 0.0110 | 0.0116 |
| IMRF | 0.0312 | 0.0202 | 0.0187 |
| Social Security | 0.0163 | 0.0115 | 0.0148 |
| Liability Insurance | — | — | — |
| Tort Judgement | — | — | — |
| Workers' Compensation | — | — | — |
| Unemployment | — | — | — |
| Total Tax Rates | 0.4433 | 0.4390 | 0.4140 |
| Tax Extensions | | | |
| General | 4,156,879 | 4,380,739 | 4,348,725 |
| Audit | — | — | — |
| Building Maintenance | 90,134 | 121,595 | 136,745 |
| IMRF | 334,782 | 223,293 | 220,442 |
| Social Security | 174,902 | 127,122 | 174,468 |
| Liability Insurance | — | — | — |
| Tort Judgement | — | — | — |
| Workers' Compensation | — | — | — |
| Unemployment | — | — | — |
| Total Tax Extensions | 4,756,697 | 4,852,749 | 4,880,380 |
| Collections | 4,728,758 | 4,846,648 | 4,868,913 |
| Percent Collected | 99.41% | 99.87% | 99.77% |

Data Source: Office of the County Clerk
Note: Rates are per \$1,000 of Assessed Value

| 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 |
|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| 1,207,428,945 | 1,243,518,289 | 1,267,612,883 | 1,321,712,761 | 1,336,109,673 | 1,386,436,183 | 1,432,565,614 |
| 0.3242 | 0.3190 | 0.2927 | 0.2857 | 0.2879 | 0.2979 | 0.2987 |
| — | — | — | — | — | — | — |
| 0.0126 | — | — | — | — | — | — |
| 0.0130 | 0.0041 | 0.0092 | 0.0062 | 0.0060 | — | 0.0035 |
| 0.0113 | 0.0102 | 0.0126 | 0.0129 | 0.0128 | 0.0125 | 0.0123 |
| — | — | — | — | — | — | — |
| — | — | — | — | — | — | — |
| — | — | — | — | — | — | — |
| — | — | — | — | — | — | — |
| 0.3611 | 0.3333 | 0.3145 | 0.3048 | 0.3067 | 0.3104 | 0.3145 |
| 3,914,485 | 3,966,823 | 3,710,303 | 3,776,133 | 3,846,659 | 4,130,194 | 4,287,669 |
| — | — | — | — | — | — | — |
| 152,136 | — | — | — | — | — | — |
| 156,966 | 50,984 | 116,620 | 81,946 | 80,167 | — | 50,140 |
| 136,439 | 126,839 | 159,719 | 170,501 | 171,022 | 173,304 | 176,206 |
| — | — | — | — | — | — | — |
| — | — | — | — | — | — | — |
| — | — | — | — | — | — | — |
| — | — | — | — | — | — | — |
| 4,360,026 | 4,144,646 | 3,986,642 | 4,028,580 | 4,097,848 | 4,303,498 | 4,514,015 |
| 4,353,359 | 4,138,681 | 3,981,235 | 4,022,196 | 4,091,763 | 4,294,278 | 2,363,505 |
| 99.85% | 99.86% | 99.86% | 99.84% | 99.85% | 99.79% | 52.36% |

To: LLD Board of Trustees
From: Tatiana Weinstein
Date: November 15, 2024



LLD Tax Levy Ordinance 24-07 Overview

Revenue generated by Lisle Library District (LLD) Tax Levy Ordinance 24-07 will be received in the next fiscal year. Illinois law mandates that the LLD Levy cannot exceed the amounts appropriated in this year's Budget and Appropriation (B&A) Ordinance. The B&A was reviewed by the LLD's attorney and approved by the LLD Board of Trustees on September 18, 2024.

Each line item within the Draft shows the B&A amount beside the amount the LLD intends to levy. LLD Administration drafted the Levy utilizing the B&A, the adopted Working Budget, last year's DuPage County final extension document, and financial projections proposed as part of the 2023 Library renovation. LLD Tax Levy Ordinance 24-07 shows a 3.8% increase from last year's extension which aligns with current Consumer Price Index (CPI) data (*see chart info below*).

The 2023 renovation utilized LLD Corporate and Special Reserve funds to pay for the capital project and established a financial plan that recommends reasonable annual levy increases in order to fulfill its debt certificate obligation. To do so, the LLD analyzes the CPI and other relevant variables to determine a reasonable levy amount each year.



The CPI for the *Midwest Region* has had erratic fluctuations for a few years (*see chart 1*). Over the last 12 months, the CPI rose 3.5 percent. The index for all items less food and energy rose 4.1 percent over the year. (*source as of 11/13/24: bls.gov/regions/midwest*).

In 2021, the LLD received a Moody's rating of Aa1. The LLD conducts a professional audit annually. Year after year, the LLD has demonstrated a healthy fiscal position. The LLD shall continue to use pragmatic methods to plan for its services, programs, and staffing that meet the needs of the District.

LLD Tax Levy Ordinance 24-07 has been reviewed and supported by the LLD's attorney. The LLD Administration respectfully recommends the LLD Board of Trustees adopt Tax Levy Ordinance 24-07 as presented.

Tatiana Weinstein
LLD Director

ORDINANCE 24-07
TAX LEVY ORDINANCE

AN ORDINANCE LEVYING TAXES FOR CORPORATE PURPOSES FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025, FOR THE LISLE LIBRARY DISTRICT, OF DUPAGE COUNTY, ILLINOIS.¹

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

Section 1: Ordinance 24-06 (Budget and Appropriation Ordinance) is incorporated by reference.

Section 2: A tax for the following sums of money, or as much as thereof as may be authorized by law, to defray all expenses and liabilities of the Lisle Library District be and the same is hereby levied for the purposes specified against all taxable property in the Lisle Library District for the fiscal year commencing on the 1st day of July, 2024, and ending on the 30th day of June, 2025.

| 1. CORPORATE FUND | | AMOUNT APPROPRIATED | AMOUNT LEVIED |
|--------------------------|-------------------------|----------------------------|----------------------|
| EXPENDITURES | | | |
| A. | EMPLOYEE COSTS | | |
| | Salaries | \$2,330,000.00 | \$2,330,000.00 |
| | Health Ins/Unemployment | \$390,000.00 | \$390,000.00 |
| | | \$2,720,000.00 | \$2,720,000.00 |
| B. | BUILDING COSTS | | |
| | Internet/INET | \$10,000.00 | \$10,000.00 |
| | Utilities | \$90,000.00 | \$90,000.00 |
| | Maint. Contracts | \$95,500.00 | \$95,500.00 |
| | Maint. Repairs | \$70,000.00 | \$70,000.00 |
| | Rubbish Removal | \$4,000.00 | \$4,000.00 |
| | | \$269,500.00 | \$269,500.00 |

¹ Note to taxpayers:

- This Tax Levy Ordinance relates to Library District taxes to be reflected on DuPage County real estate tax bills to be sent in May, 2025.
- The real estate tax revenue generated by this Tax Levy Ordinance will be received by the Library District in 2025.
- Reference in this Tax Levy Ordinance to the Library District's 2024-2025 fiscal year simply complies with state laws applicable to Library Districts.

| CORPORATE FUND (cont.) | | AMOUNT APPROPRIATED | AMOUNT LEVIED |
|-------------------------------|------------------------------|--------------------------------|--------------------------|
| C. | OPERATING COSTS | | |
| | Postage/Shipping | \$15,500.00 | \$15,500.00 |
| | Printing | \$25,000.00 | \$25,000.00 |
| | Supplies/Processing | \$76,000.00 | \$76,000.00 |
| | Bank/Notices | \$7,000.00 | \$7,000.00 |
| | Local Travel | \$500.00 | \$500.00 |
| | | \$124,000.00 | \$124,000.00 |
| D. | INSURANCE COSTS | | |
| | Fidelity Bond | \$2,250.00 | \$2,250.00 |
| | Prop. Damage (All Peril) | \$60,000.00 | \$59,500.00 |
| | Notary Bond | \$0.00 | \$500.00 |
| | Workers Comp | \$7,000.00 | \$7,000.00 |
| | | \$69,250.00 | \$69,250.00 |
| E. | CONTRACTUAL COSTS | | |
| | Legal Services | \$15,000.00 | \$15,000.00 |
| | Collection Agency | \$700.00 | \$700.00 |
| | Outsrc Acc/HR/Outsrc IT | \$175,000.00 | \$175,000.00 |
| | Investment Agency | \$5,500.00 | \$5,500.00 |
| | Acct Software | \$5,000.00 | \$5,000.00 |
| | Audit | \$10,500.00 | \$10,500.00 |
| | Payroll | \$15,000.00 | \$15,000.00 |
| | | \$226,700.00 | \$226,700.00 |
| F. | PERSONNEL DEVELOPMENT | | |
| | Staff Dues/Conf | \$12,000.00 | \$12,000.00 |
| | Memorial/Recog | \$3,500.00 | \$3,500.00 |
| | In-Service Day | \$2,500.00 | \$2,500.00 |
| | Cont. Ed | \$8,500.00 | \$8,500.00 |
| | Trustee Dues/Conf/Train | \$3,000.00 | \$3,000.00 |
| | | \$29,500.00 | \$29,500.00 |
| G. | EQUIPMENT | | |
| | Polaris | \$85,000.00 | \$85,000.00 |
| | Technology | \$75,000.00 | \$75,000.00 |
| | Facility | \$10,000.00 | \$10,000.00 |
| | Minor Equip | \$3,500.00 | \$3,500.00 |
| | Other Fac Main/Repairs | \$25,000.00 | \$25,000.00 |
| | | \$198,500.00 | \$198,500.00 |

| CORPORATE FUND (cont.) | | AMOUNT APPROPRIATED | AMOUNT LEVIED |
|---|--|----------------------------|----------------------|
| H. | LIBRARY MATERIALS | | |
| | Books | \$260,000.00 | \$260,000.00 |
| | Databases | \$135,000.00 | \$135,000.00 |
| | Doc Delivery/ILLs | \$28,000.00 | \$28,000.00 |
| | Audio/Visual | \$210,000.00 | \$210,000.00 |
| | Periodicals | \$25,000.00 | \$25,000.00 |
| | | \$658,000.00 | \$658,000.00 |
| I. | PROGRAMS | | |
| | Lib-Wide Programs | \$40,000.00 | \$40,000.00 |
| | Com Rel/Supplies | \$20,000.00 | \$20,000.00 |
| | | \$60,000.00 | \$60,000.00 |
| J. | OTHER EXPENSES | | |
| | Gifts (if gifts are received) | \$20,000.00 | |
| | Per Capita Grant (per State if received) | \$46,000.00 | |
| | | \$66,000.00 | |
| K. | DEBT CERTIFICATE | \$66,000.00 | \$66,000.00 |
| L. | CONTINGENCY | \$25,000.00 | |
| Corporate Fund appropriation subtotal | | \$4,512,450.00 | |
| Levied for the foregoing expenses from the General Public Library Tax | | | \$4,421,450.00 |
| | Transfer to Special Reserve | \$500,000.00 | |
| Total Corporate Appropriation | | \$5,012,450.00 | |
| 2. IMRF (Illinois Municipal Retirement Fund) | | \$85,000.00 | \$80,000.00 |
| IMRF (supplemental funding) | | \$70,000.00 | |
| Total IMRF | | \$155,000.00 | \$80,000.00 |
| Levied for the foregoing expense of Illinois Municipal Retirement Fund from a Special Tax in addition to all other taxes levied by the District | | | |
| | | | |
| | | | |

| | AMOUNT APPROPRIATED | AMOUNT LEVIED |
|--|---------------------|----------------|
| 3. FICA FUND (Federal Insurance Contributions Act) | \$192,000.00 | \$177,000.00 |
| Levied for the foregoing expense of Social Security from Special Tax in addition to all other taxes levied by the District | | |
| | | |
| | | |
| Total Corp/IMRF/FICA | \$5,359,450.00 | \$4,678,450.00 |
| | | |
| 4. SPECIAL RESERVE FUND | | |
| Consulting | \$25,000.00 | |
| Facility/Campus | \$15,000.00 | |
| Furniture/Equip | \$25,000.00 | |
| Security Systems | \$10,000.00 | |
| HVAC Project Expense | \$300,000.00 | |
| Outdoor Programming Expense | \$1,000,000.00 | |
| Total Special Reserve | \$1,375,000.00 | |
| | | |
| SUMMARY | | |
| Total Appropriation | \$6,734,450.00 | |
| | | |
| Levied as the General Public Library Tax | | \$4,421,450.00 |
| | | |
| Levied as Special Fund Taxes | | \$257,000.00 |
| | | |
| TOTAL LEVY | | \$4,678,450.00 |

Section 3: This Ordinance shall be in full force and effect from and after its passage.

ADOPTED and approved November 20, 2024, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Emily Swistak
President, Board of Library Trustees
Lisle Library District
Passed and filed in my office November 20, 2024.

Liz Sullivan
Secretary, Board of Library Trustees
Lisle Library District

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

CERTIFICATE OF AUTHENTICITY

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

I do further certify that the attached is a true and correct copy of that certain Levy Ordinance levying and assessing taxes for said Lisle Library District for the fiscal year beginning July 1, 2024, which was adopted by said Board of Trustees at a meeting of said Board of Trustees held on November 20, 2024.

I do further certify that the attached Ordinance has not been amended, altered, changed or repealed and is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and the corporate seal of said Lisle Library District, DuPage County, Illinois, at Lisle, Illinois this 20th day of November, 2024.

Liz Sullivan
Secretary, Board of Library Trustees
Lisle Library District
DuPage County, Illinois

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

**CERTIFICATE OF COMPLIANCE WITH
THE TRUTH IN TAXATION LAW**

I, Emily Swistak, certify that I am the duly presiding officer of the Lisle Library District, DuPage County, Illinois, and I certify that the attached ORDINANCE 24-07 (tax levy) was adopted in compliance with the Truth in Taxation Law, 35 ILCS 200/18-55 et seq., i.e.:

- The Library District levied an amount less than 105% of the final aggregate extension plus any amount abated prior to extension for the preceding year.
- The Library District levied an amount greater than 105% of the final aggregate extension plus any amount abated prior to extension for the preceding year and a public hearing was held following publication of notice of the public hearing.

This Certificate applies to the 2024 levy.

Emily Swistak
President, Board of Library Trustees
Lisle Library District
DuPage County, Illinois

Date signed: November 20, 2024

Daily Herald

Senior Social Hour
A Night to Remember: Tales From A Local Paranormal Team
Illinois Libraries Present: Raise Your Voice with Jason Reynolds
Internet Safety Basics
Teen Manga Gift Club
Potty-Training Preparation
So, You Want to Be on Jeopardy?
Common App Procrastinator Lounge

Chicago Tribune

Senior Social Hour
A Night to Remember: Tales From A Local Paranormal Team
Illinois Libraries Present: Raise Your Voice with Jason Reynolds
Internet Safety Basics
Teen Manga Gift Club
Potty-Training Preparation
So, You Want to Be on Jeopardy?
Common App Procrastinator Lounge

CHICAGO'S VERY OWN WGN9

Senior Social Hour
A Night to Remember: Tales From A Local Paranormal Team
Illinois Libraries Present: Raise Your Voice with Jason Reynolds
Internet Safety Basics
Teen Manga Gift Club
Potty-Training Preparation
So, You Want to Be on Jeopardy?
Common App Procrastinator Lounge

Patch

Senior Social Hour
A Night to Remember: Tales From A Local Paranormal Team
Illinois Libraries Present: Raise Your Voice with Jason Reynolds
Internet Safety Basics
Teen Manga Gift Club
Potty-Training Preparation
So, You Want to Be on Jeopardy?
Common App Procrastinator Lounge

APPROVED

LISLE LIBRARY DISTRICT
PHYSICAL PLANT COMMITTEE MEETING
April 1, 2024 - 7:00 p.m.

1. Roll call

Present:

Karen Larson - Treasurer | Chair

Marjorie Bartelli - President

Liz Sullivan - Secretary

Josh Martin - Trustee

Tatiana Weinstein - Director | Ex-officio

Will Savage - Assistant Director | Ex-officio

Also Present:

Jackie Kilcran - Recording Secretary

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

3. Approve Minutes of the October 23, 2023 Physical Plant Committee Meeting

MOTION: Secretary Sullivan moved to approve minutes of the October 23, 2023 Physical Plant Committee meeting. Trustee Martin seconded.

Roll Call Vote - All Aye. The motion passed.

4. Facility Update - discussion

Assistant Director Savage informed the Committee that the protective wall cladding in the Meeting Rooms was completed. He mentioned that the parking lot sealcoating is thinning and old striping is showing through. Director Savage is working with Marc Rogers to investigate a solution before the one-year warranty period expires. Director Savage is also working with Mr. Rogers on the warranty repairs to the cracks in the drywall around the lighting fixtures in the main lobby. Plumbers were on site to repair flushing issues on the second-floor restroom and the men's room on the east end of the building. They also replaced parts in the janitor's closet. Two additional light fixtures have been ordered for the magazine/newspaper area of Adult Services. The electricians should have them installed in the next few weeks.

5. LLD Property Overview and Project Concepts - review/discussion

Director Weinstein provided an overview of the recommended actions via the FQC report. Both the FQC Report and our current HVAC vendor have suggested replacing the West Mechanical Boiler and the East Condensing Unit within the next year. Director Weinstein explained that Assistant Director Savage has met with four different vendors to discuss a new Building Automation System (BAS). Director Weinstein suggested the LLD replace the BAS controls, sensors, thermostats, software, and the boiler and condensing unit at the same time. Director Weinstein stated that this project would require going

out for bids. She stated that there are funds available for this project in Special Reserve. She recommended the LLD engage Marc Rogers of CCS as the Project Manager.

Trustee Martin asked if a complete re-evaluation of the HVAC system could occur, rather than simply replacing components. Director Weinstein stated that engineers would evaluate the HVAC system before creating an RFP. President Bartelli asked if one vendor could manage both the mechanical and BAS components. Director Weinstein stated that the LLD would prefer that one vendor be able to service both components. Director Weinstein asked if the Committee was agreeable in engaging CCS to assist with the scope of the project. The Committee agreed.

Director Weinstein stated that during the last Physical Plant Meeting the Committee discussed developing the Kingston property as a program space with a pocket park. This project could include a curb cut to allow trucks to enter the lot, fencing along the neighboring lot, leveling the lot as required to ensure ADA compliance, a walking path, a walkway between the two properties, seating, and small-scale recreational or climbing structures.

Discussion: Trustee Martin asked about the zoning and size of both vacant lots. Director Weinstein stated that each lot is just under an acre. President Bartelli asked how many parking spaces would be freed if outdoor programming was held on the Kingston lot. Assistant Director Savage said that approximately 40 parking spots could be utilized.

Director Weinstein stated that the Committee has previously discussed developing the Front Street property as a nature walk with native plants and educational signage. She explained that the Front Street property has a steep grade. The lot is heavily wooded with old growth and invasive trees that would need to be addressed.

Discussion: Trustee Martin asked if it was possible to use the south third of the property for future additional parking and leave the north side of the lot for future development. Director Weinstein and Assistant Director Savage commented on parking. Both mentioned that if the Kingston property was developed, that the parking would be adequate for the LLD's needs. The Committee agreed to move forward with a plan to develop the Kingston Property, and discuss developing the Front Street property at a later date. Director Weinstein asked if the Committee was comfortable engaging CCS to create a preliminary plan for the development of the Kingston property. The Committee agreed.

6. Special Reserve Ordinance - discussion

Director Weinstein reviewed the current Special Reserve Ordinance. She stated that once CCS was able to draft a not-to-exceed budget number, they could then bring a proposed Special Reserve Ordinance to the Board.

Discussion: Treasurer Larson asked if the new Special Reserve Ordinance would include both the HVAC project and the Kingston project. Director Weinstein affirmed that it would.

7. Adjourn

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

Voice Vote - All Aye

The meeting adjourned at 7:56 p.m.

Recorded by

Jackie Kilcran, Recording Secretary

Approved by the Physical Plant Committee on November 6, 2024.
Approved by

Josh Martin, Committee Chair