

## PUBLIC/LEGAL NOTICE

*The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on February 17, 2021 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois.*

*In accordance with Governor Pritzker's Executive Order 2020-43, all persons over the age of 2 who are medically able to tolerate a face covering (a mask or cloth face covering) must cover their nose and mouth when in the public space. Meeting attendees shall comply with social distancing guidelines and room arrangements. The Library also recognizes Governor Pritzker's most recent Executive Order No. 2020-74, which extends Executive Order No. 2020-07 as amended by 2020-33 and 2020-44, and the Government Emergency Administration Act No. 100-06-40, which suspends certain requirements of the Open Meetings Act, allowing Library Trustees to participate remotely. Public Comment Prior to the Meeting: Due to COVID-19 limitations, citizens may provide public comment via email: [library@lislelibrary.org](mailto:library@lislelibrary.org) or via the USPS mail addressed to: Public Comment/Administration, 777 Front Street, Lisle, IL 60532, by 3:00 pm on the meeting day. Submitted comments will not be read aloud. Comments will be provided to the Board prior to the regular meeting and will become part of the meeting record.*

*Members of the public may participate remotely by using this link:*

*<https://attendee.gotowebinar.com/register/4476205707778625293>*

*Webinar ID: 831-891-587*

*Please follow the instructions provided in the confirmation email.*

*Public Comment for Those Attending Remotely: Please listen for instructions at the beginning of the meeting.*

*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 February 17, 2021 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak
3. Assignments for reviewing monthly accounts payable
  - a. President Hummel and Trustee Duffy reviewed the January billings in February
  - b. Secretary Swistak and Trustee Sullivan will review the February billings in March
4. Consent Agenda - Action Required
  - a. Approve Minutes of the January 20, 2021 Board Meeting
  - b. Approve Minutes of the February 3, 2021 Special Board Meeting
  - c. Acknowledge Treasurer's Report, 01/31/21, Investment Activity Report, 01/31/21, Current Assets Report, 01/31/21, Revenue Report, 01/31/21, and Expense Report, 01/31/21
  - d. Authorize Payment of Bills, 02/17/21
5. Unfinished Business
  - a. Facility Options:
    - i. Preliminary Financial Sourcing Analysis - discussion/PMA, CCS
    - ii. Concept Review - discussion/SNH, CCS
    - iii. Capital Project Statement - discussion
6. Committee Reports
  - a. Finance
  - b. Personnel/Policy
  - c. Physical Plant
7. Staff Reports
  - a. Director's Report
  - b. Assistant Director's Report

8. New Business
  - a. Approve Per Capita Grant - Action Required  
Approve the 2021 Illinois Public Library Per Capita and Equalization Aid Grant Application
  - b. Semi-annual review of executive session minutes - Action Required  
Six month review of executive session minutes to release or to remain closed.
  - c. Review of executive session recordings more than 18 months old - Action Required  
Six month review of executive session recordings to retain or destroy.
9. Executive Session
  - a. 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06
10. Opportunity for Trustee comments (five minutes)  
Bartelli, Duffy, Hummel, Larson, Norton, Sullivan, Swistak
11. Adjourn

LISLE LIBRARY DISTRICT  
BOARD MEETING  
January 20, 2021 - 7:00 p.m.

1. Roll call

Present:

Thomas Hummel - President  
Marjorie Bartelli - Vice President (via GoToWebinar)  
Jenny Norton - Treasurer (via GoToWebinar)  
Emily Swistak - Secretary (via GoToWebinar)  
Thomas Duffy - Trustee (via GoToWebinar)  
Karen Larson - Trustee  
Liz Sullivan - Trustee (via GoToWebinar)

Also present:

Tatiana Weinstein - Director  
Beth McQuillan - Assistant Director  
Chris Knight - Recording Secretary  
Marc Rogers - CCS International Inc., Project Manager (via GoToWebinar) [left the meeting at 9:30 p.m.]  
Don McKay - Sheehan, Nagle, Hartray Architects; Principle (via GoToWebinar) [left the meeting at 9:20 p.m.]  
Eric Penney - Sheehan, Nagle, Hartray Architects; Principle (via GoToWebinar) [left the meeting at 9:20 p.m.]  
Amy Schmieding - Sheehan, Nagle, Hartray Architects; Project Manager (via GoToWebinar) [left the meeting at 9:20 p.m.]

2. Opportunity for visitors to speak - None

3. Assignments for reviewing monthly accounts payable

- a. Treasurer Norton and Trustee Larson reviewed the December billings in January
- b. President Hummel and Trustee Duffy will review the January billings in February

4. Consent Agenda - Action Required

- a. Approve Minutes of the December 16, 2020 Board Meeting
- b. Approve Minutes of the January 13, 2021 Special Board Meeting
- c. Acknowledge Treasurer's Report, 12/31/20, Investment Activity Report, 12/31/20, Current Assets Report, 12/31/20, Revenue Report, 12/31/20, and Expense Report, 12/31/20
- d. Authorize Payment of Bills, 01/20/21

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

5. Unfinished Business

- a. Facility Options:
  - i. Draft Design Concepts - CCS/SNH

Mr. Rogers introduced the concept discussion. Mr. McKay, from Sheehan, Nagel, Hartray Architects, presented four building concepts.

Discussion: Board members and Director Weinstein discussed the first two concepts commenting on office placement, outdoor programming space, building entry, parking spaces, drop off area, meeting room placement, handicap parking, elevator placement, vending area, drive-up window, mechanical systems, automatic sorter system, side-walks, and restrooms.

Board members and Director Weinstein stated that the west entry concept was the most appealing concept.

President Hummel stated that he wasn't opposed to a north entry concept. Mr. McKay and Mr. Penney explained various challenges with the property. President Hummel asked about having staff offices on one floor and respective departments on another floor. Director Weinstein stated that it would not be optimal. Trustee Duffy stated that the north entry concept felt crowded.

Mr. McKay talked about refining the most appealing concepts and having CCS put together cost estimates. Trustee Sullivan suggested that the refinements include items from the Board and staff surveys. President Hummel asked if Board members would consider the south entry concept along with the west entry concept. Board members agreed to not rule it out and keep it as an option.

Mr. McKay, Mr. Penney, and Ms. Schmieding left the meeting at 9:20 p.m.

## II. Capital Project Statement - Draft Discussion

Director Weinstein stated that a draft capital project statement was provided in the packet.

Discussion: Trustee Duffy suggested adding to the statement by describing why the project is underway. Trustee Sullivan suggested that there be improved language regarding not raising taxes. Secretary Swistak recommended adding the "21<sup>st</sup> Century" comments made by staff. Treasurer Norton stated that she would like to see language regarding investing in the facility in lieu of "band-aiding" issues. Vice President Bartelli suggested mentioning FQC report findings. Treasurer Norton suggested adding the word 'ongoing' in front of 'community engagement,' in the first sentence.

Director Weinstein stated that she would use all feedback and prepare a new version for the next regular meeting.

Mr. Rogers left the meeting at 9:30 p.m.

## 6. Committee Reports

- a. Finance - Treasurer Norton stated that a meeting was scheduled for February 3<sup>rd</sup> at 6:00 pm to discuss proposals for a financial advisor and to make a recommendation. Director Weinstein mentioned that the proposals would be due on Friday, January 22<sup>nd</sup> and that she would get a packet out to the Board as soon as possible.

- b. Personnel/Policy - Secretary Swistak asked Committee members if they would be available to meet on Wednesday, February 24<sup>th</sup>. Committee members stated they would not be available that day. Director Weinstein stated she would email Committee members more dates.
- c. Physical Plant - Vice President Bartelli stated that the Committee had no plans to meet and asked for an updated FQC project list. Director Weinstein stated that an updated list would be completed and emailed to the Board.

## 7. Staff Reports

Director Weinstein thanked the Friends of the Lisle Public Library, Lisle Library District Foundation, and Lisle Woman's Club members for their participation and feedback at the January 13<sup>th</sup> Special Board meeting. Director Weinstein provided an update on COVID-19 initiatives as Illinois moved from Tier 3 to Tier 2. She stated that she was looking into ensuring that Library staff are considered essential workers in relation to obtaining the vaccine. Director Weinstein mentioned that the license plate sticker renewal program was going very well and that 56 stickers had been purchased to date.

Discussion: Treasurer Norton complimented the Director's report and mentioned that she'd been to the DMV recently and waited 90 minutes in line for other vehicular services. She asked if the Library could advertise the sticker program even more. Director Weinstein stated that the program is being publicized on social media, the LLD website, newsletter, and has been featured in the Daily Herald. Trustee Larson suggested having a notice on the Village's electronic sign on the corner of Main Street and Route 53. Director Weinstein concurred, and said she would look into it right away.

Trustee Larson asked Assistant Director McQuillan about outdoor lockers for patron pickup similar to Villa Park Library. Assistant Director McQuillan suggested having that feature be part of the renovation project. Trustee Larson, Trustee Sullivan, and President Hummel liked the idea of having outdoor pickup lockers.

## 8. New Business

- a. Appoint Committee to prepare FY2021/22 Working Budget

President Hummel stated that a Committee of the Whole would discuss the 2021/2022 Working Budget. Director Weinstein stated that meeting dates would be scheduled in March and April.

## 9. Opportunity for Trustee comments (five minutes)

Secretary Swistak stated that she thought the meeting was very productive and looks forward to continuing discussions on the concepts. She also stated her appreciation for the work done by staff, CCS, and the architects and also reiterated her appreciation for curbside pick-up. Trustee Sullivan stated that the Board has made great progress in reviewing the concepts. She asked about further community feedback and about installing additional directional Library street signage in the community. Treasurer Norton congratulated Pam Freer on 19 years of service and wished her well. She also welcomed more community feedback. Trustee Larson stated that she thought the meeting was great and looks forward to seeing more designs next month. President Hummel stated that he was happy the Library was able to stay open while other libraries remain closed. He commented on the popularity of the license plate sticker renewal program. Trustee Duffy appreciated the engagement with the Friends of the Lisle Public Library and Lisle Woman's Club members at the January 13<sup>th</sup> Special Board meeting. He discussed having a standardized

survey to identify trends. He recommended the topic be discussed at a Personnel and Policy Committee meeting. Vice President Bartelli stated that the Board had a great meeting and accomplished a lot. She thanked staff and CCS for preparing all materials. She mentioned that she enjoyed reading the quarterly reports and the departmental comments from meeting with Sheehan, Nagel, Hartray. Vice President Bartelli also spoke about articles she read in the *United for Libraries* newsletter and congratulated Pam Freer on her 19 years of service.

10. Adjourn

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

Roll Call Vote - All Aye

The meeting adjourned at 9:56 p.m.

Recorded by

\_\_\_\_\_  
Chris Knight, Recording Secretary

Approved by the Board of Trustees on February 17, 2021.

Approved by

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Emily Swistak, Secretary of the LLD Board of Trustees

LISLE LIBRARY DISTRICT  
SPECIAL BOARD MEETING  
February 3, 2021 - 7:00 p.m.

1. Roll call

Present:

Marjorie Bartelli - Vice President (via GoToWebinar)  
Jenny Norton - Treasurer (via GoToWebinar)  
Emily Swistak - Secretary (via GoToWebinar)  
Thomas Duffy - Trustee (via GoToWebinar)  
Karen Larson - Trustee  
Liz Sullivan - Trustee (via GoToWebinar)

Absent:

Thomas Hummel - President

Also present:

Tatiana Weinstein - Director  
Beth McQuillan - Assistant Director  
Chris Knight - Recording Secretary  
Marc Rogers - CCS International Inc., Project Manager (via GoToWebinar)

2. Opportunity for visitors to speak - None

3. Selection of Financial Advisor Services Firm for Capital Improvement Project - Action Required

Treasurer Norton provided a summary of the Finance Committee meeting and stated that the Committee recommended the firm, PMA. Treasurer Norton mentioned that cost, library experience, and location were key points in recommending PMA.

Discussion: Trustee Larson asked Treasurer Norton why the Committee recommended PMA. Treasurer Norton stated that there was an advantage due to locality, their presentation in December 2019, providing a tailored proposal, and offering the lower cost option. Secretary Swistak stated that she appreciated the work the Committee put into the process and that the Committee came to a unanimous decision. She said she felt confident in the Committee's recommendation. Vice President Bartelli asked about underwriting. Mr. Rogers gave examples of firms that do and do not underwrite. Vice President Bartelli asked about any conflicts of interest for those that underwrite. Mr. Rogers provided clarification. Vice President Bartelli stated that the Finance Committee did a good job in reviewing proposals and was comfortable with the recommendation.

Vice President Bartelli asked for a motion to choose a firm.

**MOTION:** Trustee Sullivan moved that the Board choose PMA as the Library's financial advisor. Trustee Duffy seconded.

Roll Call Vote - All Aye. The motion passed.

4. Adjourn

**MOTION:** Trustee Sullivan moved to adjourn the meeting. Trustee Norton seconded.

Roll Call Vote - All Aye

The meeting adjourned at 7:17 p.m.

Recorded by

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Chris Knight, Recording Secretary

Approved by the Board of Trustees on February 17, 2021.

Approved by

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Emily Swistak, Secretary of the LLD Board of Trustees

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**Treasurer's Report as of January 31, 2021**

Fund Name	Cash Balance 01/31/21	Financial Assets %	
		W/ Spec Res	W/O Spec Res
<b>Corporate</b>	6,433,589.86	59.48%	93.33%
<b>IMRF</b>	274,697.21	2.54%	3.99%
<b>FICA</b>	184,733.14	1.71%	2.68%
Subtotals	<b>6,893,020.21</b>	<b>63.73%</b>	<b>100.00%</b>
<b>Special Reserve</b>	3,922,705.78	36.27%	0.00%
	<b>10,815,725.99</b>	<b>100.00%</b>	<b>100.00%</b>

Treasurer

Date

1/31/2021

**INVESTMENT ACTIVITY**

Company	INTEREST												
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	301.02	263.85	261.27	257.06	207.49	251.74	182.28						1,724.71
Ehlers	0.04	0.54	1.57	3.20	0.01	0.67	0.27						6.30
Ehlers-Inv Interest	2,306.97	8,365.93	4,264.31	20,960.51	2,951.80	1,239.45	1,702.99						41,791.96
Fifth Third Bank	613.76	578.91	557.08	580.15	523.37	500.05	462.21						3,815.53
Lisle Savings	193.47	181.21	162.77	148.16	143.47	91.44	73.51						994.03
Lisle CD 2635	273.62	175.54	170.00	175.80	170.26	176.06	176.20						1,317.48
Lisle CD 2669	147.88	147.97	143.29	136.89	125.24	148.35	148.85						998.47
IL Funds	298.90	192.70	148.75	119.59	109.53	113.30	103.66						1,086.43
US Bank-9853	30.82	31.85	31.85	30.82	31.85	30.83	31.85						219.87
US Bank-9370	1.36	0.45	0.45	0.43	0.45	0.44	0.45						4.03
<b>TOTALS</b>	<b>4,167.84</b>	<b>9,938.95</b>	<b>5,741.34</b>	<b>22,412.61</b>	<b>4,263.47</b>	<b>2,552.33</b>	<b>2,882.27</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>51,958.81</b>

Interest - Special Reserve Only	1,456.00	3,520.59	1,870.39	7,427.72	1,452.57	897.41	1,046.81						17,671.49
Interest - No Special Reserve Reflected	2,711.84	6,418.36	3,870.95	14,984.89	2,810.90	1,654.92	1,835.46						34,287.32
<b>Totals</b>	<b>4,167.84</b>	<b>9,938.95</b>	<b>5,741.34</b>	<b>22,412.61</b>	<b>4,263.47</b>	<b>2,552.33</b>	<b>2,882.27</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>51,958.81</b>

**INVESTMENTS**

Company	INVESTMENTS												
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Investment Maturities	0.00	130,000.00	160,000.00	550,000.00	112,000.00	190,000.00	0.00						1,142,000.00
Investment Purchases	116,000.00	0.00	0.00	0.00	0.00	0.00	0.00						116,000.00
<b>TOTALS</b>	<b>(116,000.00)</b>	<b>130,000.00</b>	<b>160,000.00</b>	<b>550,000.00</b>	<b>112,000.00</b>	<b>190,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,026,000.00</b>

**CURRENT ASSETS  
AT FAIR MARKET VALUE  
January 31, 2021**

	Fair Market Value on 1/31/21
<b>Checking Accounts</b>	
Fifth Third Operating Acct	\$94,508.03
Fifth Third Financial Now acct	\$3,526,924.44
Fifth Third Financial-petty cash	\$400.00
US Bank	\$27,868.82
E commerce	\$54,045.86
	<u>\$3,703,746.95</u>
<b>Money Markets</b>	
Lisle Savings Bank	\$206,714.42
IMET	\$962,460.51
The Illinois Funds	\$1,430,291.11
	<u>\$2,599,466.04</u>
<b>Restricted Cash-IMET</b>	\$14,571.02
<b>Ehlers Investments</b>	\$988.82
<hr/>	
	<u>\$10,815,725.99</u>

	Purchased	Face Amt.	@	Coupon Rate	YTM	Paid	FMV	Due
<b>Investments</b>								
Lisle Savings Bank	1/16/2019	\$ 225,325.93	100,000	2.72	2.75	225,325.93	\$233,749.77	2/16/2021
Fond Du Lac Cty, WI	12/28/2017	\$ 60,000.00	100,000	4.00	2.32	63,050.40	\$60,169.76	3/1/2021
Ontora Cent Sch Dist	4/27/2020	\$ 25,000.00	100,862	0.00	2.00	25,436.06	\$25,158.60	6/1/2021
Ally Bank	8/15/2019	\$ 170,000.00	99,925	1.95	2.05	169,887.50	\$171,792.96	8/16/2021
Citibank	8/20/2018	\$ 120,000.00	99,950	3.00	3.00	119,955.00	\$122,037.30	8/24/2021
Morgan Stanley Pvt Bk	9/12/2019	\$ 75,000.00	100,000	1.80	1.80	75,000.00	\$75,820.47	9/13/2021
Celtic Bank Corp	9/20/2019	\$ 130,000.00	99,970	1.70	1.70	129,976.00	\$131,395.56	9/20/2021
Madison, WI	11/17/2016	\$ 100,000.00	102,896	2.45	1.83	103,209.06	\$101,497.29	10/1/2021
Prescott WIS	5/20/2020	\$ 155,000.00	102,094	0.00	2.00	156,896.70	\$156,694.13	10/1/2021
Discover Bk	10/3/2018	\$ 105,000.00	99,950	3.05	3.06	104,962.50	\$107,154.15	10/4/2021
US Bank	9/15/2018	\$ 249,999.99	100,000	2.50	2.50	249,999.99	\$249,999.99	11/15/2021
Peoria ILL GO BDS	4/27/2020	\$ 75,000.00	104,111	0.00	4.00	79,081.58	\$77,208.47	11/1/2022
Goldman Sachs Bk	4/3/2019	\$ 100,000.00	100,000	2.60	2.60	99,915.00	\$102,989.07	4/4/2022
Morgan Stanley Bk	4/4/2019	\$ 175,000.00	100,000	2.65	2.65	174,840.00	\$180,334.11	4/4/2022
Goldman Sachs Bk	5/22/2019	\$ 150,000.00	100,000	2.50	2.50	150,000.00	\$154,788.32	5/23/2022
Sallie Mae Bk	5/22/2019	\$ 10,000.00	100,000	2.50	2.50	10,000.00	\$10,319.22	5/23/2022
Lisle Savings Bank	7/11/2018	\$ 218,374.39	100,000	2.50	2.50	218,374.39	\$230,602.67	7/11/2022
Capital One Bk	8/15/2019	\$ 130,000.00	99,900	2.05	2.05	129,892.30	\$133,946.27	8/15/2022
Enerbank USA	8/30/2019	\$ 175,000.00	99,935	1.75	1.75	174,901.25	\$179,602.13	8/30/2022
Morgan Stanley Bk	10/3/2019	\$ 155,000.00	99,950	1.90	1.90	154,922.50	\$159,692.92	10/3/2022
							<u>\$2,664,953.16</u>	
Federated Inv. Govt Obl. Inst.		\$ 1,832,000.00	1,000	0.00	0.00	1,832,000.00	\$1,832,000.00	
Total Holdings							<u>\$4,496,953.16</u>	
<b>TOTAL CURRENT ASSETS</b>							<u>\$10,815,725.99</u>	

**Lisle Library District**  
**Revenues through January 31, 2021 (58.3% of FY 20-21)**  
Special Reserve Only

	Current Month January 2021	YTD July - January 2020-2021	YTD July - January 2019-2020	FY 20-21 Annual Budget	FY 20-21 % of Budget to YTD
<b>REVENUES</b>					
<b>INTEREST/ DONATIONS</b>					
70-02-4481-00 Interest Earned - Special Reserve	\$1,046.81	\$17,671.49	\$34,047.54	\$55,000.00	32.13 %
70-04-4587-10 Restricted - Transfer from Corporate	\$25,000.00	\$175,000.00	\$175,000.00	\$300,000.00	58.33 %
<b>TOTAL INTEREST &amp; CASH DONATION</b>	<b>\$26,046.81</b>	<b>\$192,671.49</b>	<b>\$209,047.54</b>	<b>\$355,000.00</b>	<b>54.27 %</b>
<b>TOTAL REVENUES</b>	<b>\$26,046.81</b>	<b>\$192,671.49</b>	<b>\$209,047.54</b>	<b>\$355,000.00</b>	<b>54.27 %</b>

**Lisle Library District**  
**Revenues through January 31, 2021 (58.3% of FY 20-21)**  
 No Special Reserve reflected

	Current Month January 2021	YTD July - January 2020-2021	YTD July - January 2019-2020	FY 20-21 Annual Budget	FY 20-21 % of Budget to YTD
<b>REVENUES</b>					
<b>TAX LEVY</b>					
10-01-4411-00 Tax Levy - Corp.	\$12,156.41	\$3,705,629.37	\$3,995,547.70	\$3,710,300.00	99.87 %
40-01-4414-00 Tax Levy - IMRF	\$382.09	\$116,473.47	\$50,909.89	\$116,150.00	100.28 %
45-01-4415-00 Tax Levy - FICA	\$523.30	\$159,518.03	\$126,653.88	\$159,580.00	99.96 %
<b>TOTAL TAX LEVY</b>	<b>\$13,061.80</b>	<b>\$3,981,620.87</b>	<b>\$4,173,111.47</b>	<b>\$3,986,030.00</b>	<b>99.89 %</b>
<b>TIF SURPLUS</b>					
10-01-4455-00 TIF-Surplus Corp	\$0.00	\$32,563.42	\$0.00	\$35,000.00	93.04 %
<b>Total TIF SURPLUS</b>	<b>\$0.00</b>	<b>\$32,563.42</b>	<b>\$0.00</b>	<b>\$35,000.00</b>	<b>93.04 %</b>
<b>PERSONAL PROPERTY REPLACEMENT TAX</b>					
10-01-4461-00 Personal Property Repl. Tax - Corp	\$2,974.83	\$10,503.29	\$11,260.72	\$12,000.00	87.53 %
40-01-4462-00 Personal Property Repl. Tax - IMRF	\$171.69	\$606.18	\$649.88	\$800.00	75.77 %
45-01-4463-00 Personal Property Repl. Tax - FICA	\$26.97	\$95.23	\$102.10	\$100.00	95.23 %
<b>TOTAL PERSONAL PROPERTY REPLACEMENT TAX</b>	<b>\$3,173.49</b>	<b>\$11,204.70</b>	<b>\$12,012.70</b>	<b>\$12,900.00</b>	<b>86.86 %</b>
<b>INTEREST INCOME</b>					
10-02-4472-00 Interest Earned - Corp	\$1,712.84	\$31,941.79	\$70,998.03	\$100,000.00	31.94 %
40-02-4475-00 Interest Earned - IMRF	\$73.32	\$1,393.26	\$4,904.21	\$6,000.00	23.22 %
45-02-4476-00 Interest Earned - FICA	\$49.30	\$952.27	\$2,229.95	\$3,000.00	31.74 %
80-02-4482-00 Interest Earned - Working Cash	\$0.00	\$0.00	\$4,538.14	\$0.00	0.00 %
<b>TOTAL INTEREST INCOME</b>	<b>\$1,835.46</b>	<b>\$34,287.32</b>	<b>\$82,670.33</b>	<b>\$109,000.00</b>	<b>31.46 %</b>
<b>UNREALIZED GAIN/LOSS ON INVESTMENTS</b>					
10-02-4526-00 4526 - Unrealized Gain/Loss on	(\$3,226.05)	(\$27,828.48)	\$11,971.04	\$22,000.00	(126.49)%
<b>TOTAL UNREALIZED GAIN/LOSS ON INVESTMENTS</b>	<b>(\$3,226.05)</b>	<b>(\$27,828.48)</b>	<b>\$11,971.04</b>	<b>\$22,000.00</b>	<b>(126.49)%</b>
<b>DESK INCOME</b>					
10-03-4531-00 Lost Books	\$135.27	\$662.41	\$1,110.62	\$2,000.00	33.12 %

**Lisle Library District**  
**Revenues through January 31, 2021 (58.3% of FY 20-21)**

No Special Reserve reflected

	Current Month January 2021	YTD July - January 2020-2021	YTD July - January 2019-2020	FY 20-21 Annual Budget	FY 20-21 % of Budget to YTD
10-03-4536-00 Non-Resident Fees	\$253.00	\$571.53	\$0.00	\$250.00	228.61 %
10-03-4540-00 Fines	\$278.91	\$2,130.21	\$13,882.76	\$35,000.00	6.09 %
<b>TOTAL DESK INCOME</b>	<b>\$667.18</b>	<b>\$3,364.15</b>	<b>\$14,993.38</b>	<b>\$37,250.00</b>	<b>9.03 %</b>
<b>UNRESTRICTED INCOME</b>					
10-03-4550-00 Gifts - Unrestricted Corp	\$60.00	\$60.00	\$0.00	\$0.00	0.00 %
10-04-4573-00 Copier Income	\$168.03	\$1,625.95	\$743.03	\$1,000.00	162.60 %
10-04-4583-00 Per Capita Grant	\$0.00	\$35,630.00	\$35,630.00	\$30,000.00	118.77 %
10-04-4584-00 Other Income - Corp.	\$0.00	\$813.86	\$0.00	\$1,000.00	81.39 %
10-04-4585-00 License Sticker Renewals	\$9,261.50	\$9,261.50	\$0.00	\$0.00	0.00 %
<b>TOTAL UNRESTRICTED INCOME</b>	<b>\$9,489.53</b>	<b>\$47,391.31</b>	<b>\$36,373.03</b>	<b>\$32,000.00</b>	<b>148.10 %</b>
<b>TOTAL REVENUES</b>	<b>\$25,001.41</b>	<b>\$4,082,603.29</b>	<b>\$4,331,131.95</b>	<b>\$4,234,180.00</b>	<b>96.42 %</b>

**Lisle Library District**  
**Expenses through January 31, 2021 (58.3% of FY 20-21)**  
Special Reserve Only

	Current Month January 2021	YTD July - January 2020-2021	YTD July - January 2019-2020	FY 20-21 Annual Budget	FY 20-21 % of Budget to YTD
<b>SPECIAL RESERVE EXPENSES</b>					
<b>MAINTENANCE AND EQUIPMENT EXPENSES</b>					
70-20-5666-00 5666 Facility and Campus (Spec Res)	\$0.00	\$0.00	\$232,527.50	\$150,000.00	0.00 %
70-65-5667-00 5667- Security Systems (Spec Res)	\$6,445.00	\$34,443.28	\$0.00	\$180,000.00	19.14 %
70-65-5671-00 Furniture & Equipment (Spec Res)	\$0.00	\$0.00	\$0.00	\$40,000.00	0.00 %
70-65-5674-00 Consulting	\$0.00	\$23,838.75	\$13,390.00	\$150,000.00	15.89 %
<b>TOTAL MAINTENANCE AND EQUIPMENT EXPENSES</b>	<b>\$6,445.00</b>	<b>\$58,282.03</b>	<b>\$245,917.50</b>	<b>\$520,000.00</b>	<b>11.21 %</b>
<b>RENOVATION COSTS</b>					
70-65-5861-00 Interior Renovation (Spec Res)	\$9,438.75	\$9,438.75	\$0.00	\$10,000.00	94.39 %
<b>TOTAL RENOVATION COSTS</b>	<b>\$9,438.75</b>	<b>\$9,438.75</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>94.39 %</b>
<b>TOTAL SPECIAL RESERVE EXPENSES</b>	<b>\$15,883.75</b>	<b>\$67,720.78</b>	<b>\$245,917.50</b>	<b>\$530,000.00</b>	<b>12.78 %</b>

**Lisle Library District**  
**Expenses through January 31, 2021 (58.3% of FY 20-21)**  
 No Special Reserve reflected

	Current Month January 2021	YTD July - January 2020 - 2021	YTD July - January 2019 -2020	FY 20-21 Annual Budget	FY 20-21 % of Budget to YTD
<b>ALL EXPENSES</b>					
<b>EMPLOYEE COSTS</b>					
Salaries					
10-10-5603-10	\$38,944.81	\$262,948.01	\$291,062.57	\$480,000.00	54.78 %
10-10-5603-20	\$44,638.50	\$327,137.70	\$327,705.40	\$580,000.00	56.40 %
10-10-5603-30	\$30,336.58	\$202,067.81	\$229,844.06	\$450,000.00	44.90 %
10-10-5603-50	\$23,454.18	\$153,752.20	\$156,261.79	\$277,000.00	55.51 %
10-10-5603-60	\$38,529.97	\$255,082.36	\$275,606.86	\$475,000.00	53.70 %
Total Salaries	\$175,904.04	\$1,200,988.08	\$1,280,480.68	\$2,262,000.00	53.09 %
Health and Dental Ins.					
10-10-5621-10	\$3,514.18	\$27,171.81	\$26,709.01	\$53,000.00	51.27 %
10-10-5621-20	\$7,422.35	\$56,446.37	\$53,456.52	\$108,000.00	52.27 %
10-10-5621-30	\$3,423.52	\$17,885.64	\$22,417.71	\$48,000.00	37.26 %
10-10-5621-50	\$2,391.24	\$19,593.60	\$17,441.04	\$40,000.00	48.98 %
10-10-5621-60	\$5,197.94	\$38,591.36	\$34,235.21	\$60,000.00	64.32 %
10-10-5622-10	\$184.98	\$1,410.86	\$1,473.83	\$2,500.00	56.43 %
10-10-5622-20	\$483.69	\$3,772.34	\$3,204.40	\$7,000.00	53.89 %
10-10-5622-30	\$342.10	\$1,702.66	\$1,107.68	\$3,000.00	56.76 %
10-10-5622-50	\$293.12	\$1,704.41	\$1,634.21	\$3,000.00	56.81 %
10-10-5622-60	\$186.88	\$1,521.23	\$1,381.12	\$3,500.00	43.46 %
Total Health & Dental Ins.	\$23,440.00	\$169,800.28	\$163,060.73	\$328,000.00	51.77 %
Other Staff Benefits					
10-10-5646-00	\$89.97	\$237.43	\$863.07	\$4,000.00	5.94 %
10-10-5623-00	\$0.00	\$0.00	\$382.20	\$350.00	0.00 %
Total Other Staff Benefits	\$89.97	\$237.43	\$1,245.27	\$4,350.00	5.46 %
FICA Expenses					
45-10-5625-10	\$2,942.90	\$19,648.29	\$21,721.84	\$36,720.00	53.51 %
45-10-5625-20	\$3,196.84	\$23,452.93	\$23,547.09	\$44,370.00	52.86 %



**Lisle Library District**  
**Expenses through January 31, 2021 (58.3% of FY 20-21)**  
 No Special Reserve reflected

	Current Month January 2021	YTD July - January 2020 - 2021	YTD July - January 2019 - 2020	FY 20-21 Annual Budget	FY 20-21 % of Budget to YTD
45-10-5625-30 FICA Expense - Youth Services	\$2,248.84	\$15,186.16	\$17,322.48	\$34,430.00	44.11 %
45-10-5625-50 FICA Expense - Tech Servs.	\$1,758.94	\$11,535.26	\$11,720.51	\$21,160.00	54.51 %
45-10-5625-60 FICA Expense - Circulation	\$2,828.52	\$18,585.59	\$20,351.79	\$36,320.00	51.17 %
<b>Total FICA Expenses</b>	<b>\$12,976.04</b>	<b>\$88,408.23</b>	<b>\$94,663.71</b>	<b>\$173,000.00</b>	<b>51.10 %</b>
<b>IMRF Expenses</b>					
40-10-5628-10 IMRF Expense - Admin	\$2,635.34	\$20,958.00	\$19,004.08	\$38,000.00	55.15 %
40-10-5628-20 IMRF Expense - Adult Servs	\$3,218.42	\$28,078.31	\$22,944.61	\$54,000.00	52.00 %
40-10-5628-30 IMRF Expense - Youth Services	\$2,083.86	\$16,426.03	\$15,404.61	\$39,000.00	42.12 %
40-10-5628-50 IMRF Expense - Tech Servs.	\$1,691.03	\$13,157.23	\$10,942.40	\$25,000.00	52.63 %
40-10-5628-60 IMRF Expense - Circulation	\$1,982.43	\$15,372.47	\$13,819.58	\$29,000.00	53.01 %
<b>Total IMRF Expenses</b>	<b>\$11,611.08</b>	<b>\$93,992.04</b>	<b>\$82,115.28</b>	<b>\$185,000.00</b>	<b>50.81 %</b>
<b>TOTAL EMPLOYEE COSTS</b>	<b>\$224,021.13</b>	<b>\$1,553,426.06</b>	<b>\$1,621,565.67</b>	<b>\$2,952,350.00</b>	<b>52.62 %</b>
<b>BUILDING COSTS</b>					
<b>Utilities</b>					
10-20-5650-00 Internet Service Provider	\$450.00	\$2,700.00	\$2,700.00	\$5,400.00	50.00 %
10-20-5651-00 INet	\$0.00	\$1,810.00	\$1,810.00	\$1,810.00	100.00 %
10-20-5652-00 Utilities - Phone	\$776.85	\$4,686.78	\$4,262.91	\$8,500.00	55.14 %
10-20-5653-00 Utilities - Gas	\$853.20	\$2,738.41	\$2,561.66	\$7,500.00	36.51 %
10-20-5654-00 Utilities - Sewer & Water	\$109.00	\$852.48	\$997.46	\$2,900.00	29.40 %
10-20-5655-00 Utilities - Electric	\$2,735.32	\$19,606.79	\$22,404.61	\$50,000.00	39.21 %
10-20-5656-00 Verizon	\$0.00	\$1,074.30	\$648.32	\$1,500.00	71.62 %
<b>Total Utilities</b>	<b>\$4,924.37</b>	<b>\$33,468.76</b>	<b>\$35,384.96</b>	<b>\$77,610.00</b>	<b>43.12 %</b>
<b>Maintenance and Repairs</b>					
10-20-5660-00 Maint Contracts - HVAC	\$1,200.00	\$3,600.00	\$3,600.00	\$5,000.00	72.00 %
10-20-5661-00 Maint Contracts - Maint. Service	\$2,911.60	\$21,121.72	\$12,438.61	\$49,500.00	42.67 %
10-20-5662-00 Maint Contr. - Landscape Serv.	\$4,570.00	\$10,020.00	\$10,668.50	\$40,000.00	25.05 %
10-20-5663-00 Maint/Repairs-Genl repairs,	\$509.10	\$4,139.93	\$4,891.03	\$10,000.00	41.40 %

**Lisle Library District**  
**Expenses through January 31, 2021 (58.3% of FY 20-21)**  
 No Special Reserve reflected

	Current Month January 2021	YTD July - January 2020 - 2021	YTD July - January 2019 - 2020	FY 20-21 Annual Budget	FY 20-21 % of Budget to YTD
10-20-5664-00	\$2,263.73	\$33,304.11	\$35,181.55	\$83,700.00	39.79 %
10-20-5665-00	\$294.33	\$2,354.64	\$2,064.28	\$3,500.00	67.28 %
Total Maintenance and Repairs	\$11,748.76	\$74,540.40	\$68,843.97	\$191,700.00	38.88 %
<b>TOTAL BUILDING COSTS</b>	\$16,673.13	\$108,009.16	\$104,228.93	\$269,310.00	40.11 %
<b>OPERATING EXPENSES</b>					
Postage and Printing					
10-25-5710-00	\$92.82	\$2,207.49	\$2,719.14	\$5,500.00	40.14 %
10-25-5710-10	\$0.00	\$3,145.34	\$6,623.45	\$17,000.00	18.50 %
10-25-5711-00	\$1,100.00	\$4,673.12	\$4,406.08	\$8,800.00	53.10 %
10-25-5712-00	\$0.00	\$438.74	\$276.23	\$1,000.00	43.87 %
Total Postage and Printing	\$1,192.82	\$10,464.69	\$14,024.90	\$32,300.00	32.40 %
Supplies					
10-25-5713-00	\$162.42	\$3,487.11	\$2,467.32	\$5,000.00	69.74 %
10-25-5714-00	\$260.49	\$6,505.60	\$3,403.32	\$10,000.00	65.06 %
10-25-5715-00	\$0.00	\$998.98	\$619.80	\$1,900.00	52.58 %
10-25-5716-00	\$125.34	\$1,556.55	\$3,076.13	\$6,500.00	23.95 %
10-25-5717-00	\$2,069.97	\$15,077.85	\$14,716.18	\$43,000.00	35.06 %
10-25-5718-00	\$417.88	\$4,776.45	\$6,866.57	\$12,400.00	38.52 %
Total Supplies	\$3,036.10	\$32,402.54	\$31,149.32	\$78,800.00	41.12 %
Other Operating Costs					
10-25-5719-00	\$0.00	\$828.46	\$693.22	\$1,500.00	55.23 %
10-25-5722-15	\$50.00	\$140.00	\$50.00	\$150.00	93.33 %
10-25-5723-00	\$0.00	\$0.00	\$51.36	\$250.00	0.00 %
10-25-5723-15	\$209.85	\$693.71	\$1,045.13	\$3,000.00	23.12 %
10-25-5724-15	\$14.26	\$148.71	\$232.10	\$500.00	29.74 %
Total Other Operating Costs	\$274.11	\$1,810.88	\$2,071.81	\$5,400.00	33.53 %

# Lisle Library District Expenses through January 31, 2021 (58.3% of FY 20-21)

No Special Reserve reflected

	Current Month January 2021	YTD July - January 2020 - 2021	YTD July - January 2019 - 2020	FY 20-21 Annual Budget	FY 20-21 % of Budget to YTD
<b>TOTAL OPERATING EXPENSES</b>	\$4,503.03	\$44,678.11	\$47,246.03	\$116,500.00	38.35 %
<b>INSURANCE</b>					
10-30-5750-00 Fidelity Bonds	\$0.00	\$2,100.00	\$0.00	\$2,100.00	100.00 %
10-30-5751-00 Property Damage (All-Peril)	\$35,533.00	\$47,994.50	\$22,328.51	\$29,000.00	165.50 %
10-30-5754-00 5754 Workers Comp Insurance	\$5,839.00	\$9,067.50	\$6,457.00	\$7,500.00	120.90 %
<b>TOTAL INSURANCE</b>	\$41,372.00	\$59,162.00	\$28,785.51	\$38,600.00	153.27 %
<b>CONTRACTUAL SERVICES</b>					
10-35-5760-00 Legal Services	\$0.00	\$2,137.50	\$1,912.50	\$15,000.00	14.25 %
10-35-5761-00 Collection Agency	\$0.00	\$0.00	\$214.80	\$700.00	0.00 %
10-35-5762-00 Other Contr Services - Admin	\$0.00	\$1,590.00	\$7,090.16	\$6,500.00	24.46 %
10-35-5763-00 Other Contr Svcs-Tech Asst	\$5,769.70	\$38,612.11	\$22,596.42	\$57,000.00	67.74 %
10-35-5764-10 Other Contr Svcs - Library	\$2,299.60	\$20,263.10	\$9,965.21	\$38,000.00	53.32 %
10-35-5765-10 Investment Agency Consultants	\$614.18	\$3,638.29	\$3,561.40	\$7,500.00	48.51 %
10-35-5769-00 Acct Maint & Upgrades	\$0.00	\$522.61	\$0.00	\$10,000.00	5.23 %
10-35-5770-00 5770 Contractual - Audit Fee	\$0.00	\$8,650.00	\$8,400.00	\$8,700.00	99.43 %
10-35-5771-00 Payroll Service	\$518.93	\$3,631.31	\$3,552.79	\$7,700.00	47.16 %
10-35-5772-00 License Sticker Expense	\$8,334.50	\$8,334.50	\$0.00	\$0.00	0.00 %
<b>TOTAL CONTRACTUAL SERVICES</b>	\$17,536.91	\$87,379.42	\$57,293.28	\$151,100.00	57.83 %
<b>PERSONNEL DEVELOPMENT</b>					
Staff & Trustee Development					
10-40-5783-00 Dues - Staff	\$425.00	\$2,914.00	\$3,159.00	\$4,000.00	72.85 %
10-40-5784-00 Meetings - Staff	\$0.00	\$0.00	\$709.73	\$1,500.00	0.00 %
10-40-5785-00 Conferences - Staff	\$609.94	\$1,224.94	\$5,210.54	\$4,500.00	27.22 %
10-40-5786-00 Memorial/Tribute/Recognition	\$89.97	\$269.74	\$286.23	\$5,000.00	5.39 %
10-40-5787-00 In-Service	\$0.00	\$0.00	\$2,302.29	\$0.00	0.00 %
10-40-5788-00 Training (Cont Ed) - Staff	\$43.00	\$43.00	\$811.00	\$1,500.00	2.87 %
10-45-5786-70 Dues - Trustee	\$0.00	\$75.00	\$75.00	\$525.00	14.29 %
10-45-5787-70 Conferences - Trustee	\$0.00	\$0.00	\$391.08	\$1,000.00	0.00 %

**Lisle Library District**  
**Expenses through January 31, 2021 (58.3% of FY 20-21)**  
 No Special Reserve reflected

	Current Month January 2021	YTD July - January 2020 - 2021	YTD July - January 2019 -2020	FY 20-21 Annual Budget	FY 20-21 % of Budget to YTD
10-45-5788-70 Meetings - Trustee	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %
10-45-5789-70 Training-Trustees	\$0.00	\$80.00	\$0.00	\$1,000.00	8.00 %
Total Staff & Trustee Development	\$1,167.91	\$4,606.68	\$12,944.87	\$20,025.00	23.00 %
<b>TOTAL PERSONNEL DEVELOPMENT</b>	\$1,167.91	\$4,606.68	\$12,944.87	\$20,025.00	23.00 %
<b>EQUIPMENT COSTS</b>					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	\$0.00	\$54,474.35	\$48,956.48	\$53,000.00	102.78 %
10-48-5803-10 5803 Technology	\$0.00	\$24,948.37	\$4,448.46	\$50,000.00	49.90 %
10-48-5804-10 5804 Facility	\$0.00	\$792.86	\$5,035.65	\$10,000.00	7.93 %
Total Major Equipment	\$0.00	\$80,215.58	\$58,440.59	\$113,000.00	70.99 %
Minor Equipment					
10-48-5823-10 Minor Equip - Administration	\$0.00	\$349.84	\$0.00	\$700.00	49.98 %
10-48-5823-20 Minor Equip - Adult Services	\$0.00	\$103.27	\$447.14	\$700.00	14.75 %
10-48-5823-30 Minor Equip - Youth	\$0.00	\$0.00	\$69.12	\$700.00	0.00 %
10-48-5823-50 Minor Equip - Tech Services	\$0.00	\$107.58	\$56.80	\$700.00	15.37 %
10-48-5823-60 Minor Equip - Circ	\$0.00	\$29.98	\$0.00	\$700.00	4.28 %
Total Minor Equipment	\$0.00	\$590.67	\$573.06	\$3,500.00	16.88 %
Equip Maint/Repairs & Rentals					
10-48-5843-00 Rental-Postage Meter	\$180.00	\$540.00	\$540.00	\$720.00	75.00 %
10-48-5845-00 Equip Maint/Repr-Contr-Lib.	\$691.97	\$10,016.84	\$7,576.68	\$19,280.00	51.95 %
10-48-5846-00 Equip Maint/Repr-NonContr	\$71.95	\$141.81	\$668.05	\$1,000.00	14.18 %
Total Equip Maint/Repairs & Rentals	\$943.92	\$10,698.65	\$8,784.73	\$21,000.00	50.95 %
<b>TOTAL EQUIPMENT COSTS</b>	\$943.92	\$91,504.90	\$67,798.38	\$137,500.00	66.55 %
<b>LIBRARY MEDIA</b>					
Books					

**Lisle Library District**  
**Expenses through January 31, 2021 (58.3% of FY 20-21)**  
 No Special Reserve reflected

	Current Month January 2021	YTD July - January 2020 - 2021	YTD July - January 2019 -2020	FY 20-21 Annual Budget	FY 20-21 % of Budget to YTD
10-50-5863-20	\$0.00	\$186.73	\$2,166.08	\$9,000.00	2.07 %
10-50-5863-30	\$3,757.40	\$24,054.71	\$24,235.99	\$54,000.00	44.55 %
10-50-5863-50	\$0.00	\$0.00	\$27.17	\$100.00	0.00 %
10-50-5864-10	\$4,987.95	\$29,509.63	\$39,838.65	\$86,100.00	34.27 %
10-50-5865-10	\$4,767.76	\$30,591.14	\$43,428.25	\$74,500.00	41.06 %
10-50-5867-20	\$977.67	\$8,844.68	\$3,872.01	\$18,000.00	49.14 %
Total Books	\$14,490.78	\$93,186.89	\$113,568.15	\$241,700.00	38.55 %
Databases					
10-50-5869-20	\$7,000.00	\$80,730.90	\$104,627.22	\$125,000.00	64.58 %
10-50-5872-10	\$348.00	\$3,777.74	\$4,038.12	\$6,300.00	59.96 %
10-50-5873-30	\$0.00	\$9,493.50	\$2,880.00	\$12,700.00	74.75 %
Total Databases	\$7,348.00	\$94,002.14	\$111,545.34	\$144,000.00	65.28 %
Audio-Visual Materials					
10-50-5890-30	\$158.77	\$11,834.00	\$7,084.11	\$20,000.00	59.17 %
10-50-5895-40	\$6,759.77	\$57,281.13	\$73,512.82	\$140,000.00	40.92 %
Total Audio-Visual Materials	\$6,918.54	\$69,115.13	\$80,596.93	\$160,000.00	43.20 %
Periodicals/Doc Delivery					
10-50-5900-20	\$80.50	\$35,409.42	\$32,776.88	\$37,850.00	93.55 %
10-50-5900-30	\$42.95	\$474.01	\$193.91	\$500.00	94.80 %
10-50-5900-80	\$0.00	\$4,797.47	\$3,034.47	\$4,700.00	102.07 %
10-50-5871-20	\$85.50	\$21,851.84	\$21,697.83	\$23,000.00	95.01 %
Total Periodicals/Doc Delivery	\$208.95	\$62,532.74	\$57,703.09	\$66,050.00	94.67 %
TOTAL LIBRARY MEDIA	\$28,966.27	\$318,836.90	\$363,413.51	\$611,750.00	52.12 %
PROGRAMS AND READER'S SERVICES					
10-60-5931-10	(\$480.07)	\$5,035.50	\$7,499.66	\$12,000.00	41.96 %

**Lisle Library District**  
**Expenses through January 31, 2021 (58.3% of FY 20-21)**  
 No Special Reserve reflected

	Current Month January 2021	YTD July - January 2020 - 2021	YTD July - January 2019 - 2020	FY 20-21 Annual Budget	FY 20-21 % of Budget to YTD
10-60-5931-30 Programs - Youth	(\$104.65)	\$3,044.27	\$4,425.02	\$8,000.00	38.05 %
10-60-5931-40 Online Marketing	\$49.74	\$276.66	\$1,342.38	\$2,000.00	13.83 %
10-60-5931-50 Community Relations	\$0.00	\$1,597.07	\$1,548.74	\$6,500.00	24.57 %
Total Programs	(\$534.98)	\$9,953.50	\$14,815.80	\$28,500.00	34.92 %
Readers Service's					
10-60-5940-10 Reader Services - Adult Serv.	\$55.03	\$952.51	\$235.69	\$2,000.00	47.63 %
10-60-5940-30 Reader Services - Youth Serv.	\$255.68	\$1,570.10	\$3,498.50	\$5,500.00	28.55 %
Total Readers Service's	\$310.71	\$2,522.61	\$3,734.19	\$7,500.00	33.63 %
TOTAL PROGRAMS AND READER'S SERVICES	(\$224.27)	\$12,476.11	\$18,549.99	\$36,000.00	34.66 %
RESTRICTED USAGE EXPENSES					
10-80-5981-80 Restricted - Per Capita Grant	\$2,090.35	\$16,634.13	\$9,259.41	\$30,000.00	55.45 %
10-80-5984-80 Transfer to Special Reserve	\$25,000.00	\$175,000.00	\$175,000.00	\$300,000.00	58.33 %
10-80-5986-80 IMRF Funding	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00 %
TOTAL RESTRICTED USAGE EXPENSES	\$27,090.35	\$191,634.13	\$234,259.41	\$380,000.00	50.43 %
.02 BLDG/MAINT EXPENSES					
30-65-5925-00 Network - Maint. (.02 B/M)	\$0.00	\$0.00	\$12,621.58	\$0.00	0.00 %
30-65-5926-00 Maint - Bldg Structure (.02 B/M)	\$0.00	\$0.00	\$9,063.21	\$0.00	0.00 %
Total .02 BLDG/MAINT EXPENSES	\$0.00	\$0.00	\$21,684.79	\$0.00	0.00 %
CONTINGENCY					
10-90-5999-00 Contingency	\$0.00	\$0.00	\$15,264.92	\$25,000.00	0.00 %
Total	\$0.00	\$0.00	\$15,264.92	\$25,000.00	0.00 %
TOTAL ALL EXPENSES	\$362,050.38	\$2,471,713.47	\$2,593,035.29	\$4,738,135.00	52.17 %

# Lisle Library District Accounts Payable February 17, 2021

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Anderson Pest Solutions</b> Anderson Pest Solutions	2/17/2021 7396370	Pest Control Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$149.60
<b>Baker &amp; Taylor (L4171582)</b> Baker & Taylor (L4171582)	2/17/2021 013121	Audio Books & Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Mats - Adult Serv Processing Supplies	\$1,598.81 \$254.94
<b>Totals for Anderson Pest Solutions:</b>						<b>\$149.60</b>
<b>Baker &amp; Taylor (C5223353)</b> Baker & Taylor (C5223353)	2/17/2021 013121	Continuations & Processing Invoice	Paid	10-50-5867-20 10-25-5717-00	Ref Books - Adult Serv Processing Supplies	\$15.55 \$1.29
<b>Totals for Baker &amp; Taylor (L4171582):</b>						<b>\$1,853.75</b>
<b>Baker &amp; Taylor (C5223433)</b> Baker & Taylor (C5223433)	2/17/2021 013121	Continuations & Processing Invoice	Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$1,380.30 \$38.70
<b>Totals for Baker &amp; Taylor (C5223353):</b>						<b>\$16.84</b>
<b>Baker &amp; Taylor (L0334152)</b> Baker & Taylor (L0334152)	2/17/2021 013121	Circ & Processing Invoice	Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$2,197.44 \$96.39
<b>Totals for Baker &amp; Taylor (C5223433):</b>						<b>\$1,419.00</b>
<b>Baker &amp; Taylor (L3965522)</b> Baker & Taylor (L3965522)	2/17/2021 013121	Unprocessed Invoice	Paid	10-50-5864-10	Books - Non Fiction	\$24.75
<b>Totals for Baker &amp; Taylor (L0334152):</b>						<b>\$2,293.83</b>
<b>Baker &amp; Taylor (L4342812)</b> Baker & Taylor (L4342812)	2/17/2021 013121	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv Processing Supplies	\$251.10 \$9.48
<b>Totals for Baker &amp; Taylor (L3965522):</b>						<b>\$24.75</b>
<b>Baker &amp; Taylor (L5202982)</b> Baker & Taylor (L5202982)	2/17/2021 013121	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv Processing Supplies	\$251.10 \$9.48
<b>Totals for Baker &amp; Taylor (L4342812):</b>						<b>\$260.58</b>

# Lisle Library District Accounts Payable February 17, 2021

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Baker & Taylor (L5202982)	2/17/2021 013121	PBS & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult/Teen Fiction Processing Supplies	\$92.68 \$23.22
<b>Baker &amp; Taylor (L5425632)</b>					<b>Totals for Baker &amp; Taylor (L5202982):</b>	<b>\$115.90</b>
Baker & Taylor (L5425632)	2/17/2021 013121	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv Processing Supplies	\$1,161.03 \$61.05
<b>Baker &amp; Taylor (L5543202)</b>					<b>Totals for Baker &amp; Taylor (L5425632):</b>	<b>\$1,222.08</b>
Baker & Taylor (L5543202)	2/17/2021 013121	Books - Fiction & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult/Teen Fiction Processing Supplies	\$2,493.02 \$146.40
<b>CCS</b>					<b>Totals for Baker &amp; Taylor (L5543202):</b>	<b>\$2,639.42</b>
CCS	2/17/2021 120029-02082021	Project Consulting Invoice	Paid	70-65-5674-00	Consulting	\$8,855.00
<b>Colley Elevator</b>					<b>Totals for CCS:</b>	<b>\$8,855.00</b>
Colley Elevator	2/17/2021 206792	Elevator Maintenance Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$370.00
<b>ComEd</b>					<b>Totals for Colley Elevator:</b>	<b>\$370.00</b>
ComEd	2/17/2021 012721	Usage Invoice	Paid	10-20-5655-00	Utilities - Electric	\$2,869.66
<b>Compact Disc Source</b>					<b>Totals for ComEd:</b>	<b>\$2,869.66</b>
Compact Disc Source	2/17/2021 78719	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$170.54
	2/17/2021 78718	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$64.97
					<b>Totals for Compact Disc Source:</b>	<b>\$235.51</b>



# Lisle Library District Accounts Payable February 17, 2021

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Demco, Inc.</b> Demco, Inc.	2/17/2021 10220633	Bookmarks Invoice	Paid	10-60-5940-30	Reader Services - Youth Serv. Dept.	\$97.76
<i>Totals for Demco, Inc.:</i>						<u>\$97.76</u>
<b>Eco Clean Maintenance</b> Eco Clean Maintenance	2/17/2021 9344	Cleaning Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$2,762.00
<i>Totals for Eco Clean Maintenance:</i>						<u>\$2,762.00</u>
<b>Ehlers &amp; Associates Inc</b> Ehlers & Associates Inc	2/17/2021 013121	Investment Consultant Invoice	Paid	10-35-5765-10	Investment Agency Consultants	\$615.65
<i>Totals for Ehlers &amp; Associates Inc:</i>						<u>\$615.65</u>
<b>ELM USA, Inc.</b> ELM USA, Inc.	2/17/2021 35787	Supplies for Disc Cleaning M Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$196.45
<i>Totals for ELM USA, Inc.:</i>						<u>\$196.45</u>
<b>Garvey's Office Products</b> Garvey's Office Products	2/17/2021 PINV2033269	File Folders Invoice	Paid	10-25-5713-00	Office Supplies	\$19.84
	2/17/2021 PINV2029613	Laminating Film Invoice	Paid	10-25-5713-00	Office Supplies	\$189.40
	2/17/2021 PINV2031449	Supplies for Disc Cleaning M Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$28.50
<i>Totals for Garvey's Office Products:</i>						<u>\$237.74</u>
<b>Leslie Goddard</b> Leslie Goddard XXX-XX-6517	2/17/2021 031921	Program: Votes for Women Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$250.00
<i>Totals for Leslie Goddard:</i>						<u>\$250.00</u>

# Lisle Library District Accounts Payable February 17, 2021

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Illinois State Genealogical Society	2/17/2021 2021	Subscription Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv	\$40.00
<b>Impact Networking, LLC</b>						
Impact Networking, LLC	2/17/2021 2028930	Paper Invoice	Paid	10-25-5715-00	Copier Supplies	\$334.90
<b>Totals for Illinois State Genealogical Society:</b>						<b>\$40.00</b>
<b>Ingram Library Services</b>						
Ingram Library Services	2/17/2021 021721	Books, Database, A V Materia Invoice	Paid	10-50-5865-10 10-25-5717-00 10-50-5872-10 10-50-5895-40 10-50-5863-30	Books - Adult/Teen Fiction Processing Supplies Dbases - Professional A-V Mats - Adult Serv Books - Youth Scr	\$608.94 \$48.26 \$350.00 \$311.71 \$48.76
<b>Totals for Impact Networking, LLC:</b>						<b>\$334.90</b>
<b>Kanopy, Inc.</b>						
Kanopy, Inc.	2/17/2021 233836	Kanopy Invoice	Paid	10-50-5895-40	A-V Mats - Adult Serv	\$153.00
<b>Totals for Ingram Library Services:</b>						<b>\$1,367.67</b>
<b>KAPCO (Kent Adhesive Products)</b>						
KAPCO (Kent Adhesive Products)	2/17/2021 141724	Label Protectors Invoice	Paid	10-25-5717-00	Processing Supplies	\$1,043.19
<b>Totals for Kanopy, Inc.:</b>						<b>\$153.00</b>
<b>Konica Minolta Business Solutions</b>						
Konica Minolta Business Solutions	2/17/2021 271109723	Copier Usage Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$220.52
<b>Totals for KAPCO (Kent Adhesive Products):</b>						<b>\$1,043.19</b>
<b>Konica Minolta Premier Finance</b>						
Konica Minolta Premier Finance	2/17/2021 435307574	Copier Lease Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$211.10
<b>Totals for Konica Minolta Business Solutions:</b>						<b>\$220.52</b>
<b>Konica Minolta Premier Finance</b>						
Konica Minolta Premier Finance	2/17/2021 435894233	Printer Lease Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$60.00

# Lisle Library District Accounts Payable February 17, 2021

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>LIMRiCC PHIP Health</b> LIMRiCC PHIP Health	2/17/2021 020121	February Premium Invoice	Paid	10-10-5621-10 10-10-5621-20 10-10-5621-30 10-10-5621-50 10-10-5621-60	Totals for Konica Minolta Premier Finance:  Hosp. Ins. - Admin Hosp. Ins. - Adult Serv. Hosp. Ins. - YS Hosp. Ins. - Tech Hosp. Ins. - Circ	<u>\$271.10</u>  \$3,989.13 \$10,027.73 \$4,818.42 \$3,245.88 \$6,385.10
<b>Lisle Area Chamber of Commerce</b> Lisle Area Chamber of Commerce	2/17/2021 14506	Membership Invoice	Paid	10-60-5931-50	Totals for LIMRiCC PHIP Health:  Community Relations	<u>\$28,466.26</u>  \$175.00
<b>Midwest Tape (7288)</b> Midwest Tape (7288)	2/17/2021 020121	DVDs/Blu-rays & Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	Totals for Lisle Area Chamber of Commerce:  A-V Mats - Adult Serv Processing Supplies	<u>\$175.00</u>  \$1,939.44 \$441.65
<b>Midwest Tape (7291)</b> Midwest Tape (7291)	2/17/2021 020121	DVDs/Blu-rays/CD Books Invoice	Paid	10-50-5890-30	Totals for Midwest Tape (7288):  A-V Mats - Youth Serv	<u>\$2,381.09</u>  \$192.67
<b>Midwest Tape</b> Midwest Tape	2/17/2021 99966813	Hoopla Invoice	Paid	10-50-5895-40	Totals for Midwest Tape (7291):  A-V Mats - Adult Serv	<u>\$192.67</u>  \$3,890.25
<b>Montano's Landscaping &amp; Nursery, Inc</b> Montano's Landscaping & Nursery, Inc	2/17/2021 020121	Snow Removal Invoice	Paid	10-20-5662-00	Totals for Midwest Tape:  Maint Contr. - Landscape Serv.	<u>\$3,890.25</u>  \$17,580.00
<b>Outsource Solutions Group, Inc.</b>					Totals for Montano's Landscaping & Nursery, Inc:	<u>\$17,580.00</u>

# Lisle Library District Accounts Payable February 17, 2021

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Outsource Solutions Group, Inc.	2/17/2021 57639	48 Port Switch Invoice	Paid	10-48-5803-10	5803 Technology	\$4,206.35
	2/17/2021 57708	Monthly Server Maintenance Invoice	Paid	10-35-5763-00	Other Contr Srves-Tech Asst	\$1,017.00
	2/17/2021 56417	Monthly Backup License Invoice	Paid	10-35-5763-00	Other Contr Srves-Tech Asst	\$200.00
<b>OverDrive, Inc.</b> OverDrive, Inc.	2/17/2021 0110721028317	Advantage Invoice	Paid	10-80-5981-80	Restricted - Per Capita Grant	\$1,115.32
					<i>Totals for Outsource Solutions Group, Inc.:</i>	<u>\$5,423.35</u>
<b>Paddock Publications</b> Paddock Publications	2/17/2021 223390-041021	Subscription 2/14 - 4/10/21 Invoice	Paid	10-50-5867-20	RefBooks - Adult Serv	\$110.60
					<i>Totals for OverDrive, Inc.:</i>	<u>\$1,115.32</u>
<b>RAILS</b> RAILS	2/17/2021 7563	Swank Movie License Invoice	Paid	10-50-5872-10	Dbases - Professional	\$427.00
					<i>Totals for Paddock Publications:</i>	<u>\$110.60</u>
<b>Sikich LLP</b> Sikich LLP	2/17/2021 485879	Financial Accounting Invoice	Paid	10-35-5764-10	Other Contr Srves - Library Wide	\$2,030.20
					<i>Totals for RAILS:</i>	<u>\$427.00</u>
<b>Strauss Tax Service</b> Strauss Tax Service XX-XXX9451	2/17/2021 012821	Program: Taxes are Everyone' Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$100.00
					<i>Totals for Sikich LLP:</i>	<u>\$2,030.20</u>
<b>Toshiba Business Solutions, USA</b> Toshiba Business Solutions, USA	2/17/2021 5455980	Photocopier Maintenance Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$94.83
					<i>Totals for Strauss Tax Service:</i>	<u>\$100.00</u>

# Lisle Library District Accounts Payable February 17, 2021

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>University of Illinois Extension</b> University of Illinois Extension	2/17/2021 021321	Program: Winter Sowing Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$125.00
					<i>Totals for Toshiba Business Solutions, USA:</i>	<u>\$94.83</u>
	2/17/2021 030921	Program: Seed Starting Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$125.00
					<i>Totals for University of Illinois Extension:</i>	<u>\$250.00</u>
<b>Verizon</b> Verizon	2/17/2021 9871630912	Hotspots, Cellphone, Net Lic Invoice	Paid	10-80-5981-80	Restricted - Per Capita Grant	\$300.80
					<i>Totals for Verizon:</i>	<u>\$300.80</u>
<b>Village of Lisle</b> Village of Lisle	2/17/2021 012621	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	\$137.88
	2/17/2021 3600000381	Monthly Internet Service Invoice	Paid	10-20-5650-00	Internet Service Provider	\$450.00
					<i>Totals for Village of Lisle:</i>	<u>\$587.88</u>
<b>Wolters Kluwer Legal</b> Wolters Kluwer Legal	2/17/2021 4805116861	2021 Social Security Change Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv	\$325.03
					<i>Totals for Wolters Kluwer Legal:</i>	<u>\$325.03</u>

# Lisle Library District Accounts Payable February 17, 2021

## Account Summary

Account Number	Description	Net Amount
10-10-5621-10	Hosp. Ins. - Admin	\$3,989.13
10-10-5621-20	Hosp. Ins. - Adult Serv.	\$10,027.73
10-10-5621-30	Hosp. Ins. - YS	\$4,818.42
10-10-5621-50	Hosp. Ins. - Tech	\$3,245.88
10-10-5621-60	Hosp. Ins. - Circ	\$6,385.10
10-20-5650-00	Internet Service Provider	\$450.00
10-20-5654-00	Utilities - Sewer & Water	\$137.88
10-20-5655-00	Utilities - Electric	\$2,869.66
10-20-5661-00	Maint Contracts - Maint. Service	\$2,911.60
10-20-5662-00	Maint Contr. - Landscape Serv.	\$17,580.00
10-25-5713-00	Office Supplies	\$209.24
10-25-5714-00	Circ. Material Supplies	\$224.95
10-25-5715-00	Copier Supplies	\$334.90
10-25-5717-00	Processing Supplies	\$2,229.54
10-35-5763-00	Other Contr Svcs-Tech Asst	\$1,217.00
10-35-5764-10	Other Contr Svcs - Library Wide	\$2,030.20
10-35-5765-10	Investment Agency Consultants	\$615.65
10-48-5803-10	5803 Technology	\$4,206.35
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$956.45
10-50-5863-30	Books - Youth Serv	\$1,460.89
10-50-5864-10	Books - Non Fiction	\$3,602.49
10-50-5865-10	Books - Adult/Teen Fiction	\$3,194.64
10-50-5867-20	Ref Books - Adult Serv	\$451.18
10-50-5872-10	Dbases - Professional	\$777.00
10-50-5890-30	A-V Matls - Youth Serv	\$192.67
10-50-5895-40	A-V Matls - Adult Serv	\$8,063.75
10-50-5900-20	Periodicals - Adult Serv	\$40.00
10-60-5931-10	Programs - Adult Services	\$600.00
10-60-5931-50	Community Relations	\$175.00
10-60-5940-30	Reader Services - Youth Serv. Dept.	\$97.76
10-80-5981-80	Restricted - Per Capita Grant	\$1,416.12
70-65-5674-00	Consulting	\$8,855.00
	<b>GRAND TOTAL:</b>	<b>\$93,366.18</b>

# Lisle Library District Account Distribution Report by Number February 17, 2021

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
2/17/2021	10-10-5621-10, Hosp. Ins. - Admin 020121	Invoice	6321-061	LIMRiCC.PHIP Health	LIMRiCC PHIP Health	Posted	2/17/2021	\$3,989.13	\$0.00
					Totals for 10-10-5621-10, Hosp. Ins. - Admin:			\$3,989.13	\$0.00
2/17/2021	10-10-5621-20, Hosp. Ins. - Adult Serv. 020121	Invoice	6321-063	LIMRiCC.PHIP Health	LIMRiCC PHIP Health	Posted	2/17/2021	\$10,027.73	\$0.00
					Totals for 10-10-5621-20, Hosp. Ins. - Adult Serv.:			\$10,027.73	\$0.00
2/17/2021	10-10-5621-30, Hosp. Ins. - YS 020121	Invoice	6321-064	LIMRiCC.PHIP Health	LIMRiCC PHIP Health	Posted	2/17/2021	\$4,818.42	\$0.00
					Totals for 10-10-5621-30, Hosp. Ins. - YS:			\$4,818.42	\$0.00
2/17/2021	10-10-5621-50, Hosp. Ins. - Tech 020121	Invoice	6321-065	LIMRiCC.PHIP Health	LIMRiCC PHIP Health	Posted	2/17/2021	\$3,245.88	\$0.00
					Totals for 10-10-5621-50, Hosp. Ins. - Tech:			\$3,245.88	\$0.00
2/17/2021	10-10-5621-60, Hosp. Ins. - Circ 020121	Invoice	6321-066	LIMRiCC.PHIP Health	LIMRiCC PHIP Health	Posted	2/17/2021	\$6,385.10	\$0.00
					Totals for 10-10-5621-60, Hosp. Ins. - Circ:			\$6,385.10	\$0.00
2/17/2021	10-20-5650-00, Internet Service Provider 3600000381	Invoice	6321-051	Village of Lisle	Village of Lisle-360000	Posted	2/17/2021	\$450.00	\$0.00
					Totals for 10-20-5650-00, Internet Service Provider:			\$450.00	\$0.00
2/17/2021	10-20-5654-00, Utilities - Sewer & Water 012621	Invoice	6321-010	Village of Lisle	Village of Lisle-01262	Posted	2/17/2021	\$137.88	\$0.00
					Totals for 10-20-5654-00, Utilities - Sewer & Water:			\$137.88	\$0.00
2/17/2021	10-20-5655-00, Utilities - Electric 012721	Invoice	6321-012	ComEd	ComEd-012721	Posted	2/17/2021	\$2,869.66	\$0.00
					Totals for 10-20-5655-00, Utilities - Electric:			\$2,869.66	\$0.00
2/17/2021	10-20-5661-00, Maint Contracts - Maint. Service 9344	Invoice	6321-077	Eco Clean Maintenance	Eco Clean Maintenance	Posted	2/17/2021	\$2,762.00	\$0.00
2/17/2021	10-20-5661-00, Maint Contracts - Maint. Service 7396370	Invoice	6321-101	Anderson Pest Solutions	Anderson Pest Solutio	Posted	2/17/2021	\$149.60	\$0.00
					Totals for 10-20-5661-00, Maint Contracts - Maint. Service:			\$2,911.60	\$0.00
2/17/2021	10-20-5662-00, Maint Contr. - Landscape Serv. 020121	Invoice	6321-075	Montano's Landscaping & Nur	Montano's Landscapin	Posted	2/17/2021	\$17,580.00	\$0.00
					Totals for 10-20-5662-00, Maint Contr. - Landscape Serv.:			\$17,580.00	\$0.00
	10-25-5713-00, Office Supplies								

# Lisle Library District Account Distribution Report by Number February 17, 2021

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
2/17/2021	PINV2033269	Invoice	6321-037	Garvey's Office Products	Garvey's Office Produc	Posted	2/17/2021	\$19.84	\$0.00
2/17/2021	PINV2029613	Invoice	6321-044	Garvey's Office Products	Garvey's Office Produc	Posted	2/17/2021	\$189.40	\$0.00
				<i>Totals for 10-25-5713-00, Office Supplies:</i>					
								<u>\$209.24</u>	<u>\$0.00</u>
				<b>10-25-5714-00, Circ. Material Supplies</b>					
2/17/2021	PINV2031449	Invoice	6321-067	Garvey's Office Products	Garvey's Office Produc	Posted	2/17/2021	\$28.50	\$0.00
2/17/2021	35787	Invoice	6321-083	ELM USA, Inc.	ELM USA, Inc.-35787	Posted	2/17/2021	\$196.45	\$0.00
				<i>Totals for 10-25-5714-00, Circ. Material Supplies:</i>					
								<u>\$224.95</u>	<u>\$0.00</u>
				<b>10-25-5715-00, Copier Supplies</b>					
2/17/2021	2028930	Invoice	6321-115	Impact Networking, LLC	Impact Networking, LL	Posted	2/17/2021	\$334.90	\$0.00
				<i>Totals for 10-25-5715-00, Copier Supplies:</i>					
								<u>\$334.90</u>	<u>\$0.00</u>
				<b>10-25-5717-00, Processing Supplies</b>					
2/17/2021	020121	Invoice	6321-005	Midwest Tape (7288)	Midwest Tape (7288)-	Posted	2/17/2021	\$441.65	\$0.00
2/17/2021	78718	Invoice	6321-008	Compact Disc Source	Compact Disc Source	Posted	2/17/2021	\$64.97	\$0.00
2/17/2021	013121	Invoice	6321-016	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	2/17/2021	\$61.05	\$0.00
2/17/2021	013121	Invoice	6321-019	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	2/17/2021	\$23.22	\$0.00
2/17/2021	013121	Invoice	6321-022	Baker & Taylor (L4342812)	Baker & Taylor (L4342	Posted	2/17/2021	\$9.48	\$0.00
2/17/2021	013121	Invoice	6321-025	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	2/17/2021	\$254.94	\$0.00
2/17/2021	013121	Invoice	6321-030	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	2/17/2021	\$96.39	\$0.00
2/17/2021	013121	Invoice	6321-033	Baker & Taylor (C5223433)	Baker & Taylor (C5223	Posted	2/17/2021	\$38.70	\$0.00
2/17/2021	013121	Invoice	6321-036	Baker & Taylor (C5223353)	Baker & Taylor (C5223	Posted	2/17/2021	\$1.29	\$0.00
2/17/2021	1417724	Invoice	6321-041	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	2/17/2021	\$146.40	\$0.00
2/17/2021	021721	Invoice	6321-042	KAPCO (Kent Adhesive Prod	KAPCO (Kent Adhes	Posted	2/17/2021	\$1,043.19	\$0.00
2/17/2021		Invoice	6321-050	Ingram Library Services	Ingram Library Service	Posted	2/17/2021	\$48.26	\$0.00
				<i>Totals for 10-25-5717-00, Processing Supplies:</i>					
								<u>\$2,229.54</u>	<u>\$0.00</u>
				<b>10-35-5763-00, Other Contr Svcs-Tech Asst</b>					
2/17/2021	57708	Invoice	6321-114	Outsource Solutions Group, In	Outsource Solutions G	Posted	2/17/2021	\$1,017.00	\$0.00
2/17/2021	56417	Invoice	6321-118	Outsource Solutions Group, In	Outsource Solutions G	Posted	2/17/2021	\$200.00	\$0.00
				<i>Totals for 10-35-5763-00, Other Contr Svcs-Tech Asst:</i>					
								<u>\$1,217.00</u>	<u>\$0.00</u>
				<b>10-35-5764-10, Other Contr Svcs - Library Wide</b>					
2/17/2021	485879	Invoice	6321-105	Sikich LLP	Sikich LLP-485879	Posted	2/17/2021	\$2,030.20	\$0.00
				<i>Totals for 10-35-5764-10, Other Contr Svcs - Library Wide:</i>					
								<u>\$2,030.20</u>	<u>\$0.00</u>
				<b>10-35-5765-10, Investment Agency Consultants</b>					
2/17/2021	013121	Invoice	6321-079	Ehlers & Associates Inc	Ehlers & Associates In	Posted	2/17/2021	\$615.65	\$0.00



# Lisle Library District Account Distribution Report by Number February 17, 2021

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
<b>10-48-5803-10, 5803 Technology</b>									
2/17/2021	57639	Invoice	6321-095	Outsource Solutions Group, In	Outsource Solutions G	Posted	2/17/2021	\$4,206.35	\$0.00
								<b>\$615.65</b>	<b>\$0.00</b>
<i>Totals for 10-35-5765-10, Investment Agency Consultants:</i>									
								<b>\$615.65</b>	<b>\$0.00</b>
<b>10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide</b>									
2/17/2021	206792	Invoice	6321-081	Colley Elevator	Colley Elevator-20679	Posted	2/17/2021	\$370.00	\$0.00
2/17/2021	271109723	Invoice	6321-097	Konica Minolta Business Solut	Konica Minolta Busine	Posted	2/17/2021	\$220.52	\$0.00
2/17/2021	435307574	Invoice	6321-107	Konica Minolta Premier Financ	Konica Minolta Premie	Posted	2/17/2021	\$211.10	\$0.00
2/17/2021	435894233	Invoice	6321-111	Konica Minolta Premier Financ	Konica Minolta Premie	Posted	2/17/2021	\$60.00	\$0.00
2/17/2021	5455980	Invoice	6321-120	Toshiba Business Solutions, US	Toshiba Business Solut	Posted	2/17/2021	\$94.83	\$0.00
								<b>\$956.45</b>	<b>\$0.00</b>
<i>Totals for 10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide:</i>									
								<b>\$956.45</b>	<b>\$0.00</b>
<b>10-50-5863-30, Books - Youth Serv</b>									
2/17/2021	013121	Invoice	6321-014	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	2/17/2021	\$1,161.03	\$0.00
2/17/2021	013121	Invoice	6321-020	Baker & Taylor (L4342812)	Baker & Taylor (L4342	Posted	2/17/2021	\$251.10	\$0.00
2/17/2021	021721	Invoice	6321-112	Ingram Library Services	Ingram Library Service	Posted	2/17/2021	\$48.76	\$0.00
								<b>\$1,460.89</b>	<b>\$0.00</b>
<i>Totals for 10-50-5863-30, Books - Youth Serv:</i>									
								<b>\$1,460.89</b>	<b>\$0.00</b>
<b>10-50-5864-10, Books - Non Fiction</b>									
2/17/2021	013121	Invoice	6321-026	Baker & Taylor (L3965522)	Baker & Taylor (L3965	Posted	2/17/2021	\$24.75	\$0.00
2/17/2021	013121	Invoice	6321-028	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	2/17/2021	\$2,197.44	\$0.00
2/17/2021	013121	Invoice	6321-031	Baker & Taylor (C5223433)	Baker & Taylor (C5223	Posted	2/17/2021	\$1,380.30	\$0.00
								<b>\$3,602.49</b>	<b>\$0.00</b>
<i>Totals for 10-50-5864-10, Books - Non Fiction:</i>									
								<b>\$3,602.49</b>	<b>\$0.00</b>
<b>10-50-5865-10, Books - Adult/Teen Fiction</b>									
2/17/2021	013121	Invoice	6321-017	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	2/17/2021	\$92.68	\$0.00
2/17/2021	013121	Invoice	6321-039	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	2/17/2021	\$2,493.02	\$0.00
2/17/2021	021721	Invoice	6321-048	Ingram Library Services	Ingram Library Service	Posted	2/17/2021	\$608.94	\$0.00
								<b>\$3,194.64</b>	<b>\$0.00</b>
<i>Totals for 10-50-5865-10, Books - Adult/Teen Fiction:</i>									
								<b>\$3,194.64</b>	<b>\$0.00</b>
<b>10-50-5867-20, Ref Books - Adult Serv</b>									
2/17/2021	013121	Invoice	6321-034	Baker & Taylor (C5223353)	Baker & Taylor (C5223	Posted	2/17/2021	\$15.55	\$0.00
2/17/2021	4805116861	Invoice	6321-055	Wolters Kluwer Legal	Wolters Kluwer Legal-	Posted	2/17/2021	\$325.03	\$0.00
2/17/2021	223390-041021	Invoice	6321-103	Paddock Publications	Paddock Publications	Posted	2/17/2021	\$110.60	\$0.00
								<b>\$451.18</b>	<b>\$0.00</b>
<i>Totals for 10-50-5867-20, Ref Books - Adult Serv:</i>									
								<b>\$451.18</b>	<b>\$0.00</b>
<b>10-50-5872-10, Dbases - Professional</b>									
2/17/2021	7563	Invoice	6321-053	RAILS	RAILS-7563	Posted	2/17/2021	\$427.00	\$0.00

# Lisle Library District Account Distribution Report by Number February 17, 2021

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount	
2/17/2021	021721	Invoice	6321-108	Ingram Library Services	Ingram Library Service	Posted	2/17/2021	\$350.00	\$0.00	
					<i>Totals for 10-50-5872-10, Dbases - Professional:</i>				<u>\$777.00</u>	<u>\$0.00</u>
2/17/2021	020121	Invoice	6321-001	Midwest Tape (7291)	Midwest Tape (7291)-	Posted	2/17/2021	\$192.67	\$0.00	
					<i>Totals for 10-50-5890-30, A-V Mats - Youth Serv:</i>				<u>\$192.67</u>	<u>\$0.00</u>
2/17/2021	020121	Invoice	6321-003	Midwest Tape (7288)	Midwest Tape (7288)-	Posted	2/17/2021	\$1,939.44	\$0.00	
2/17/2021	78719	Invoice	6321-006	Compact Disc Source	Compact Disc Source	Posted	2/17/2021	\$170.54	\$0.00	
2/17/2021	013121	Invoice	6321-023	Baker & Taylor (L4171582)	Baker & Taylor (L4171)	Posted	2/17/2021	\$1,598.81	\$0.00	
2/17/2021	99966813	Invoice	6321-091	Midwest Tape	Midwest Tape-9996681	Posted	2/17/2021	\$3,890.25	\$0.00	
2/17/2021	233836	Invoice	6321-093	Kanopy, Inc.	Kanopy, Inc.-233836	Posted	2/17/2021	\$153.00	\$0.00	
2/17/2021	021721	Invoice	6321-110	Ingram Library Services	Ingram Library Service	Posted	2/17/2021	\$311.71	\$0.00	
					<i>Totals for 10-50-5895-40, A-V Mats - Adult Serv:</i>				<u>\$8,063.75</u>	<u>\$0.00</u>
2/17/2021	2021	Invoice	6321-069	Illinois State Genealogical Socie	Illinois State Genealogi	Posted	2/17/2021	\$40.00	\$0.00	
					<i>Totals for 10-50-5900-20, Periodicals - Adult Serv:</i>				<u>\$40.00</u>	<u>\$0.00</u>
2/17/2021	012821	Invoice	6321-057	Strauss Tax Service	Strauss Tax Service-01	Posted	2/17/2021	\$100.00	\$0.00	
2/17/2021	021321	Invoice	6321-085	University of Illinois Extension	University of Illinois E	Posted	2/17/2021	\$125.00	\$0.00	
2/17/2021	030921	Invoice	6321-087	University of Illinois Extension	University of Illinois E	Posted	2/17/2021	\$125.00	\$0.00	
2/17/2021	031921	Invoice	6321-089	Leslie Goddard	Leslie Goddard-03192	Posted	2/17/2021	\$250.00	\$0.00	
					<i>Totals for 10-60-5931-10, Programs - Adult Services:</i>				<u>\$600.00</u>	<u>\$0.00</u>
2/17/2021	14506	Invoice	6321-071	Lisle Area Chamber of Commer	Lisle Area Chamber of	Posted	2/17/2021	\$175.00	\$0.00	
					<i>Totals for 10-60-5940-30, Reader Services - Youth Serv. Dept.:</i>				<u>\$175.00</u>	<u>\$0.00</u>
2/17/2021	10220633	Invoice	6321-046	Demco, Inc.	Demco, Inc.-10220633	Posted	2/17/2021	\$97.76	\$0.00	
					<i>Totals for 10-80-5981-80, Restricted - Per Capita Grant:</i>				<u>\$97.76</u>	<u>\$0.00</u>
2/17/2021	0110721028317	Invoice	6321-059	OverDrive, Inc.	OverDrive, Inc.-011072	Posted	2/17/2021	\$1,115.32	\$0.00	
2/17/2021	9871630912	Invoice	6321-073	Verizon	Verizon-9871630912	Posted	2/17/2021	\$300.80	\$0.00	
					<i>Totals for 10-80-5981-80, Restricted - Per Capita Grant:</i>				<u>\$1,416.12</u>	<u>\$0.00</u>

# Lisle Library District Account Distribution Report by Number February 17, 2021

70-65-5674-00, Consulting	120029-02082021	Invoice	6321-099	CCS	CCS-120029-0208202	Posted	2/17/2021	\$8,855.00	\$0.00
								<u>\$8,855.00</u>	<u>\$0.00</u>
<b>Totals for 70-65-5674-00, Consulting:</b>								<b>\$8,855.00</b>	<b>\$0.00</b>
<b>Grand Totals:</b>								<b>\$93,366.18</b>	<b>\$0.00</b>

**PRIOR MONTHS BILLS PAID BETWEEN January 2021 and February 2021**

**BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.**

<b>Check #</b>	<b>Vendor</b>	<b>Amount</b>
HSA	Salaries 1/15/2021	\$ 64,651.51
HSA	Garnishment	\$ 180.12
HSA	Ill. Dept. of Revenue	\$ 4,111.87
Auto W/D	Howard Simon & Associates	\$ 330.05
HSA	EFTPS/Electronic Tax Payment 1/15/2021	\$ 21,392.44
	Fed Tax \$7974.58	
	FICA W/H \$6708.93	
	FICA Lib \$6708.93	
HSA	Salaries 1/29/2021	\$ 60,488.41
HSA	Garnishment	\$ 113.20
HSA	Ill. Dept. of Revenue	\$ 3,836.02
Auto W/D	Howard Simon & Associates	\$ 188.88
HSA	EFTPS/Electronic Tax Payment 1/29/2021	\$ 19,937.86
	Fed Tax \$7403.62	
	FICA W/H \$6267.11	
	FICA Lib \$6267.13	
Wired	IMRF	\$ 19,177.82
	IMRF W/H \$7566.74	
	IMRF Lib. \$11611.08	
	<b>Sub Total</b>	<b>\$ 194,408.18</b>
<b>Check #</b>	<b>Vendor</b>	<b>Amount</b>
4659	AFLAC (G6920)	\$241.50
4660	Albertsons/Safeway	\$89.97
4661	Amazon	\$1,332.15
4662	Batteries Plus LLC	\$115.80
4663	Case Lots, Inc.	\$788.90
4664	Chicago Metro Fire Prevention	\$165.75
4665	Compact Disc Source	\$238.57
4666	Delta Dental - Risk	\$2,006.91
4667	DuPage County Public Works	\$79.48
4668	ELM USA, Inc.	\$74.95
4669	Fifth Third Bank	\$2,508.54
4670	Nancy Frederickson	\$19.03
4671	Garvey's Office Products	\$619.64
4672	Hagg Press	\$1,100.00

4673	IHLS - OCLC		Replacement Cost ILL Item	\$20.50
4674	Ingram Library Services		Books - Fiction	\$38.43
4675	Junior Library Guild		Youth Materials	\$354.60
4676	Konica Minolta Premier Finance		Lease Printer/Copiers	\$60.00
4677	LIMRICC - UCGA		4th Quarter Unemployment	\$89.97
4678	Marshall Brooks Library		Replacement Cost ILL Item	\$65.00
4679	Monaco Mechanical Service, Inc.		Reset Boiler	\$320.33
4680	NCPERS Group Life Ins		Payroll Deduction	\$80.00
4681	NICOR		Usage	\$853.20
4682	Outsource Solutions Group, Inc.		Backup Licenses	\$200.00
4683	OverDrive, Inc.		Advantage	\$1,017.99
4684	Patriot Electric & Technologies		Lobby & Restroom Light Fixture Repairs	\$337.00
4685	Republic Services		Rubbish	\$294.33
4686	Sheehan, Nagle, Hartray Architects		Consulting	\$9,438.75
4687	Sikich LLP		Financial Accounting	\$1,179.60
4688	Staples Advantage		Misc. Office Supplies	\$64.16
4689	Toshiba Business Solutions, USA		Photocopier	\$103.30
			<b>Sub Total</b>	<b>23898.35</b>
			<b>TOTAL</b>	<b>218306.53</b>

Monthly Circulation Report - January 2021

	Checkouts	Renewals	Jan-21 TOTALS	YTD FY 19/20	YTD FY 20/21	YTD % Change
Adult Non-Print	3,351	3,647	6,998	63,614	47,768	-24.91%
Adult Print	5,304	3,681	8,985	69,412	59,212	-14.69%
Adult Total	8,655	7,328	15,983	133,026	106,980	-19.58%
YS Non-Print	706	802	1,508	18,020	11,420	-36.63%
YS Print	8,015	5,759	13,774	86,257	91,341	5.89%
Total YS	8,721	6,561	15,282	104,277	102,761	-1.45%
Digital Media						
Overdrive	3,520		3,520	17,996	23,838	32.46%
hoopla	2,044		2,044	13,644	14,013	2.70%
RB Digital	397		397	2,423	2,902	19.77%
PressReader *	226		226	N/A	2,689	-
Kanopy *	109		109	N/A	437	-
Total Digital	6,296	0	6,296	34,063	43,879	28.82%
<b>Subtotal Print + Non-Print/Digital</b>	<b>23,672</b>	<b>13,889</b>	<b>37,561</b>	<b>271,366</b>	<b>253,620</b>	<b>-6.54%</b>
Computer/Tech Sessions Logins	593		593	17,617	4,755	-73.01%
Database Usage/Unique Logins	3,383		3,383	18,858	19,430	3.03%
Wireless Use	239		239	10,006	2,212	-77.89%
ScannX sessions/jobs	120		120	6,217	1,205	-80.62%
Museum Adventure Passes	3		3	154	58	-62.34%
Total IT/Resource Sessions	4,338	0	4,338	52,852	27,660	-47.67%
<b>Total Circulation</b>	<b>28,010</b>	<b>13,889</b>	<b>41,899</b>	<b>324,218</b>	<b>281,280</b>	<b>-13.24%</b>
Literacy Software Usage Hours			0	607	0	-100.00%
<b>Borrower Information</b>	<b>Jan. 2021 Total</b>	<b>YTD 19/20</b>	<b>YTD 20/21</b>	<b>YTD % Change</b>		
New Library Cards Added	80	823	534	-35.12%		
Monthly Borrowers	2,168	21,603	15,070	-30.24%		
Total # Registered Borrowers	8,393	10,430	8,393	-19.53%		
<b>InterLibrary Loans</b>						
Materials Sent	74	922	500	-45.77%		
Materials Received	307	2,757	2,146	-22.16%		
<b>Polaris/Catalog Holds</b>						
Holds Placed	4,738	21,012	33,919	61.43%		
Holds Checked Out	4,020	16,660	29,451	76.78%		* New statlines for September 2020.

**Lisle Library District  
Program and Service Statistics - January 2021**

	Library Wide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY19/20	YTD FY20/21	% Change
<b>Library Event Statistics</b>									
Staff Facilitated Programs		10	30	0	0	40	885	208	-76.50%
Attendees		71	484	0	0	555	8,771	3,064	-65.07%
Computer/Technology Programs		1	0	0	0	1	55	4	-92.73%
Attendees		7	0	0	0	7	237	16	-93.25%
Performer/Speaker/Author		3	0	0	0	3	16	11	-31.25%
Attendees		25	0	0	0	25	484	125	-74.17%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	0					0	6	8	33.33%
Attendees	0					0	955	804	-15.81%
<b>Total Number of Programs</b>	0	14	30	0	0	44	962	231	-75.99%
<b>Total Patrons Served by Programming</b>	0	103	484	0	0	587	10,447	4,009	-61.63%
Reference Questions		2,022	820	1,077		3,919	45,942	32,250	-29.80%
Volunteer Hours		5.00	0.00			5.00	574.50	37.50	-93.47%
<b>Outreach Service Statistics</b>									
Outreach Visits		0	0	0	0	0	94	4	-95.74%
Patrons Served by Outreach Visits		0	0	0	0	0	5,673	185	-96.74%
Home Delivery Dates		2				2	15	15	0.00%
Patrons Served via Home Delivery		127				127	912	941	3.18%
<b>Total Outreach Programs</b>		2	0	0	0	2	109	19	-82.57%
<b>Total Patrons Served with Outreach Services</b>		127	0	0	0	127	6,585	1,126	-82.90%
<b>CIVIC Facility Use</b>									
Literacy/Tutoring Room Use (patron count)	0						575	0	-100.00%
Number of Outside Groups Using Meeting Space	0						173	0	-100.00%
Patrons Entering Building	6,621						103,897	45,000	-56.69%
Friend's Sponsored Programs	0						8	0	-100.00%
Attendees	0						539	0	-100.00%
<b>Social Media Use</b>									
Facebook (daily page consumption)	510						8,892	6,773	-23.83%
Twitter Followers	814						803	814	1.37%
Instagram Likes	1,465						6,327	5,460	-13.70%
Flickr Views	1,365						65,897	35,079	-46.77%
YouTube Views	4,692						3,934	14,855	277.61%
Total LLD App Downloads *	370						405	2,148	430.37%
Total LLD App Sessions **	2,134						752	13,114	1643.88%

\* "Downloads Stats" began in December 2019. \*\* "Sessions Stats" began in January 2020.



## Lisle Library District

# Preliminary Financial Sourcing Analysis

**Andrew Kim**  
Director, Public Finance  
PMA Securities

**Bob Lewis**  
SVP, Managing Director  
PMA Securities

February 17, 2021





# Fund Balance Analysis

## General Fund

Fiscal Year	Net Operating		Fund Balance		Fund Balance as	
	Revenues	Expenditures	Fund Balance	Expenditures	% of Expenditures	% of Expenditures
2018	\$805,328	\$3,736,394	\$4,390,906	\$3,736,394	118%	118%
2019	\$547,768	\$3,685,329	\$4,691,037	\$3,685,329	127%	127%
2020	\$487,447	\$3,733,378	\$4,866,630	\$3,733,378	130%	130%
	Less \$500,000:		\$4,366,630			117%
	Less \$1.5 million:		\$3,366,630			90%
	Less \$2.0 million:		\$2,866,630			77%
	Less \$2.5 million:		\$2,366,630			63%

- ▶ The Library could utilize as much as \$2 million of the fund balance in its General Fund
  - ▶ Would maintain an Available Fund Balance of 75% of GF expenditures
  - ▶ Doing so may leave the Library eligible for a rating notch upgrade from S&P
- ▶ The Library also has approximately \$3.9 million (as of 12/31/2020) available in its Special Reserve Fund to use for the proposed project.



# Funding Sources

**Total Project Amount:** **\$8,500,000**      **\$9,750,000**      **\$11,000,000**

**General Fund Contribution:**      \$2,000,000      \$2,000,000      \$2,000,000

**Special Reserve Fund Contribution:**      \$3,000,000      \$3,000,000      \$3,000,000

**Net Proceeds from Financing:**      **\$3,500,000**      **\$4,750,000**      **\$6,000,000**



# Preliminary Financing Scenarios

		20 Year Level Debt Service		
Est. Total Project Cost:		\$8,500,000	\$9,750,000	\$11,000,000
Est. Net Bond Proceeds:				
Fiscal Year (June 30)	Estimated Debt Service (1)	\$4.75 Million	Estimated Debt Service (1)	\$6.0 Million
2022	\$ 226,317	\$ 301,417	\$ 381,700	
2023	222,325	303,475	384,750	
2024	223,725	303,525	383,450	
2025	224,975	303,425	382,000	
2026	226,075	303,175	380,400	
2027	222,025	302,775	383,650	
2028	222,975	302,225	381,600	
2029	223,775	301,525	384,400	
2030	224,425	300,675	381,900	
2031	224,925	304,675	384,250	
2032	225,275	303,375	381,300	
2033	224,675	300,850	381,850	
2034	223,900	303,150	382,050	
2035	222,950	305,100	381,900	
2036	226,825	301,700	381,400	
2037	225,350	303,125	380,550	
2038	223,700	304,200	384,350	
2039	221,875	304,925	382,625	
2040	224,875	305,300	385,550	
2041	222,525	305,325	382,950	
	\$ 4,483,492	\$ 6,063,942	\$ 7,652,625	
Est. Avg. Annual Payment:		<b>\$224,175</b>	<b>\$303,197</b>	<b>\$382,631</b>
Estimated TIC (1):		2.40%	2.40%	2.40%

(1) Analysis assumes current market rates plus 0.50% as of February 9, 2021.

**NOTE: Scenarios where a greater portion of the overall debt is issued in advance of the expenditures of the proceeds will likely result in higher fees earned by the investment manager of the debt proceeds.**





# Annual Revenue Capacity – \$8.50 MM Project

	<b>General Fund</b>		
	2018	2019	2020
Revenues.....	\$ 4,541,722	\$ 4,233,097	\$ 4,220,825
Expenses.....	3,736,394	3,685,329	3,733,378
Revenues Over Expenditures.....	805,328	547,768	487,447
<b>Total Other Sources / (Uses).....</b>	<b>(349,379)</b>	<b>(300,000)</b>	<b>(300,007)</b>
Net Operating Revenues.....	455,949	247,768	187,440

	<b>Special Reserve Fund</b>		
	2018	2019	2020
Revenues.....	\$ 349,379	\$ 300,000	\$ 300,007
Expenses.....			
Debt Service on Financing.....	224,175	224,175	224,175
Annual Contingency Expenses.....	15,000	15,000	15,000
Targeted Savings in Special Reserve Fund.....	-	-	-
Total Expenses.....	239,175	239,175	239,175
Net Revenues in Special Reserve Fund.....	\$ 110,204	\$ 60,825	\$ 60,832

Estimated Net Operating Revenues After Renovation...	\$ 566,153	\$ 308,593	\$ 248,272
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# Annual Revenue Capacity – \$9.75 MM Project

	<b>General Fund</b>		
	2018	2019	2020
Revenues.....	\$ 4,541,722	\$ 4,233,097	\$ 4,220,825
Expenses.....	3,736,394	3,685,329	3,733,378
Revenues Over Expenditures.....	805,328	547,768	487,447
<b>Total Other Sources / (Uses).....</b>	<b>(349,379)</b>	<b>(300,000)</b>	<b>(300,007)</b>
Net Operating Revenues.....	455,949	247,768	187,440

	<b>Special Reserve Fund</b>		
	2018	2019	2020
Revenues.....	\$ 349,379	\$ 300,000	\$ 300,007
Expenses.....			
Debt Service on Financing.....	303,197	303,197	303,197
Annual Contingency Expenses.....	15,000	15,000	15,000
Targeted Savings in Special Reserve Fund.....	-	-	-
Total Expenses.....	318,197	318,197	318,197
Net Revenues in Special Reserve Fund.....	\$ 31,182	\$ (18,197)	\$ (18,190)

Estimated Net Operating Revenues After Renovation...	\$ 487,131	\$ 229,571	\$ 169,250
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# Annual Revenue Capacity – \$11.00 MM Project

	<b>General Fund</b>		
	2018	2019	2020
Revenues.....	\$ 4,541,722	\$ 4,233,097	\$ 4,220,825
Expenses.....	3,736,394	3,685,329	3,733,378
Revenues Over Expenditures.....	805,328	547,768	487,447
<b>Total Other Sources / (Uses).....</b>	<b>(349,379)</b>	<b>(300,000)</b>	<b>(300,007)</b>
Net Operating Revenues.....	455,949	247,768	187,440

	<b>Special Reserve Fund</b>		
	2018	2019	2020
Revenues.....	\$ 349,379	\$ 300,000	\$ 300,007
Expenses.....			
Debt Service on Financing.....	382,631	382,631	382,631
Annual Contingency Expenses.....	15,000	15,000	15,000
Targeted Savings in Special Reserve Fund.....	-	-	-
Total Expenses.....	397,631	397,631	397,631
Net Revenues in Special Reserve Fund.....	\$ (48,252)	\$ (97,631)	\$ (97,624)

Estimated Net Operating Revenues After Renovation...	\$ 407,697	\$ 150,137	\$ 89,816
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# Disclosure

The information contained herein is solely intended to suggest/discuss potentially applicable financing applications and is not intended to be a specific buy/sell recommendation, nor is it an official confirmation of terms. Any terms discussed herein are preliminary until confirmed in a definitive written agreement.

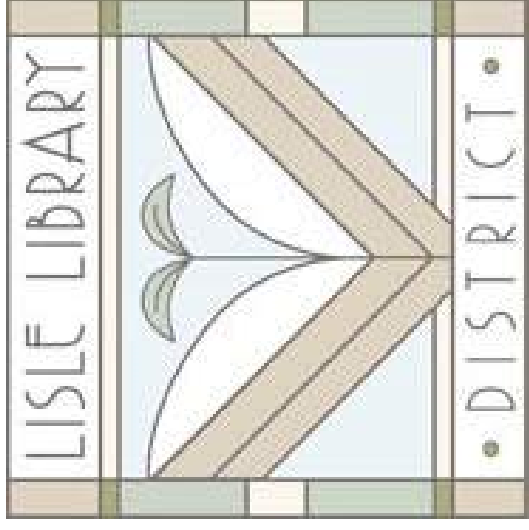
The analysis or information presented herein is based upon hypothetical projections and/or past performance that have certain limitations. No representation is made that it is accurate or complete or that any results indicated will be achieved. In no way is past performance indicative of future results. Changes to any prices, levels, or assumptions contained herein may have a material impact on results. Any estimates or assumptions contained herein represent our best judgment as of the date indicated and are subject to change without notice. Examples are merely representative and are not meant to be all-inclusive. The information set forth herein was gathered from sources which we believe, but do not guarantee, to be accurate. Neither the information, nor any options expressed, constitute a solicitation by us for purposes of sale or purchase of any securities or commodities. Investment/financing decisions by market participants should not be based on this information.

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v01.08.21



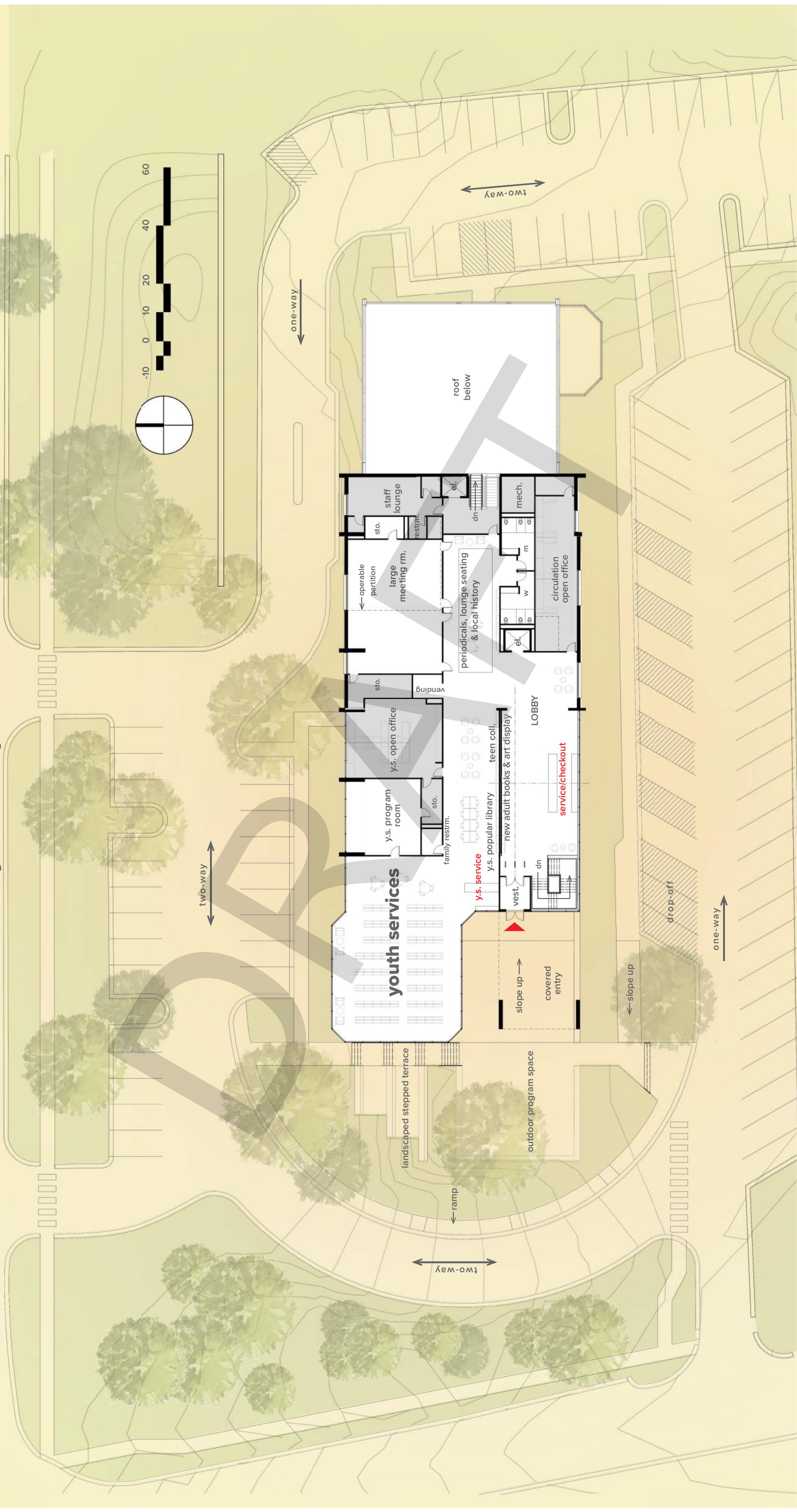
**SHEEHAN  
NAGLE  
HARTRAY  
ARCHITECTS**

**BOARD MEETING | 17 FEBRUARY 2021**

**d r a f t**

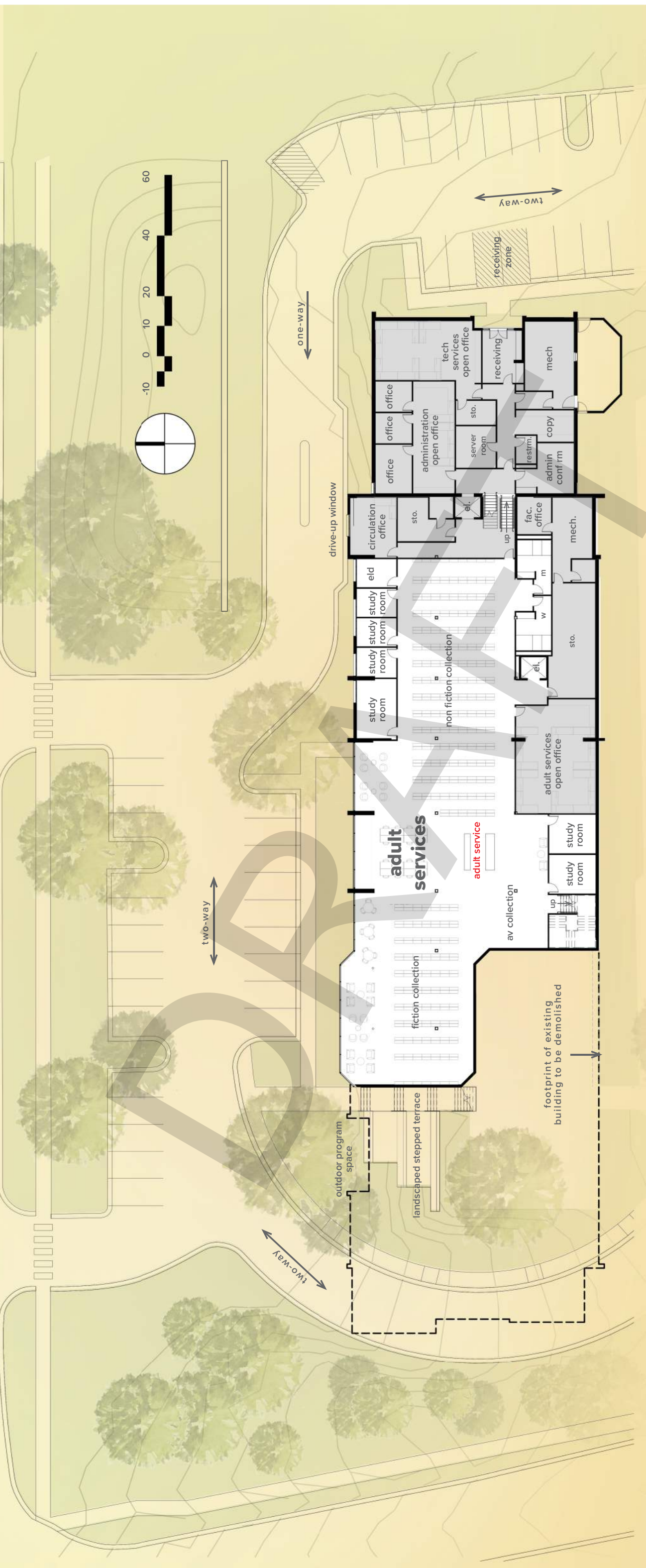


# west entry concept UPPER FLOOR



**DRAFT** LISLE LIBRARY DISTRICT CONCEPT REVIEW – FEBRUARY 2021 BOARD MEETING | SHEEHAN NAGLE HARTRAY ARCHITECTS 2

# west entry concept LOWER FLOOR



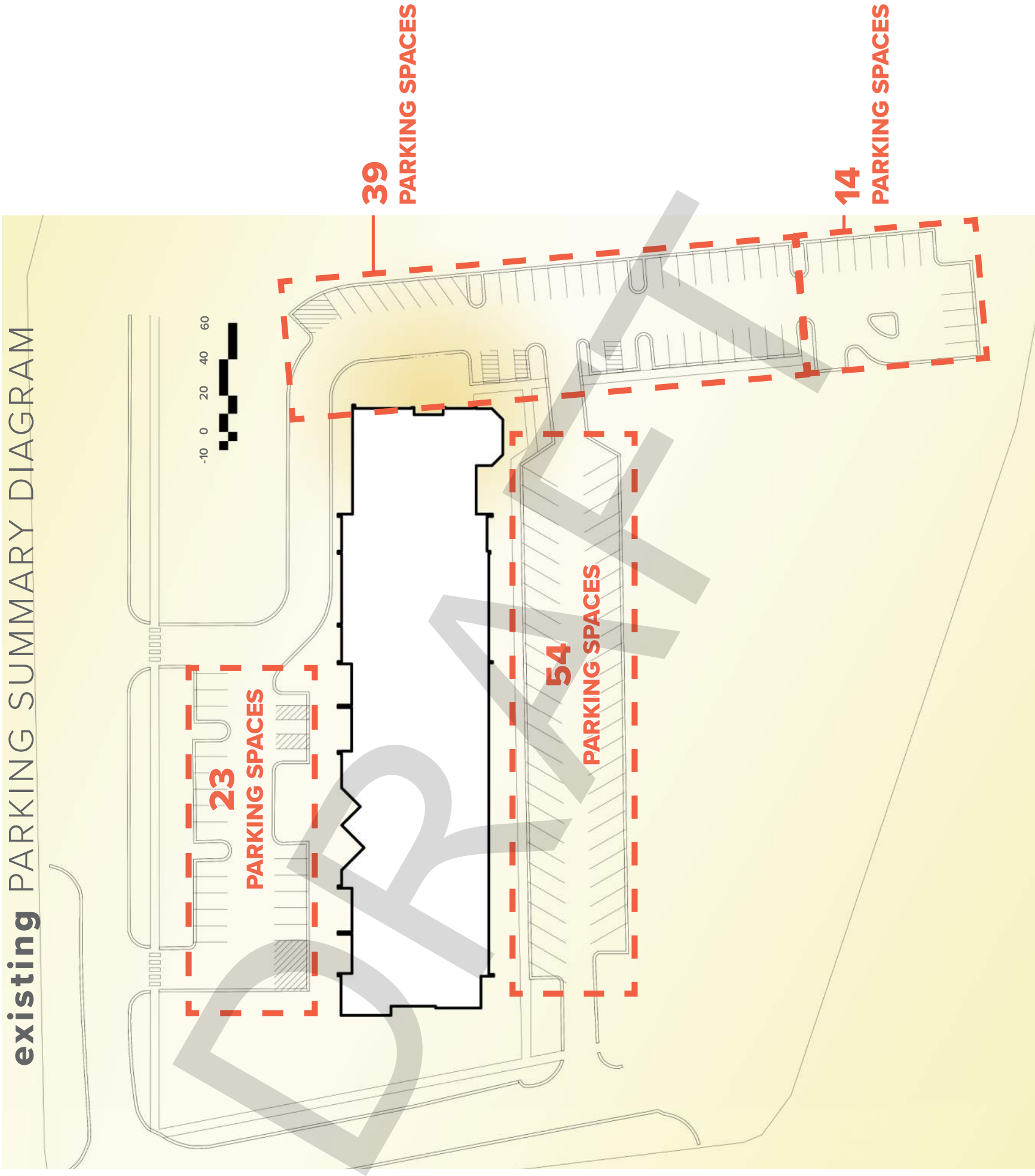
# existing PARKING SUMMARY DIAGRAM

## PARKING SUMMARY:

EXISTING PARKING SPACES: 130

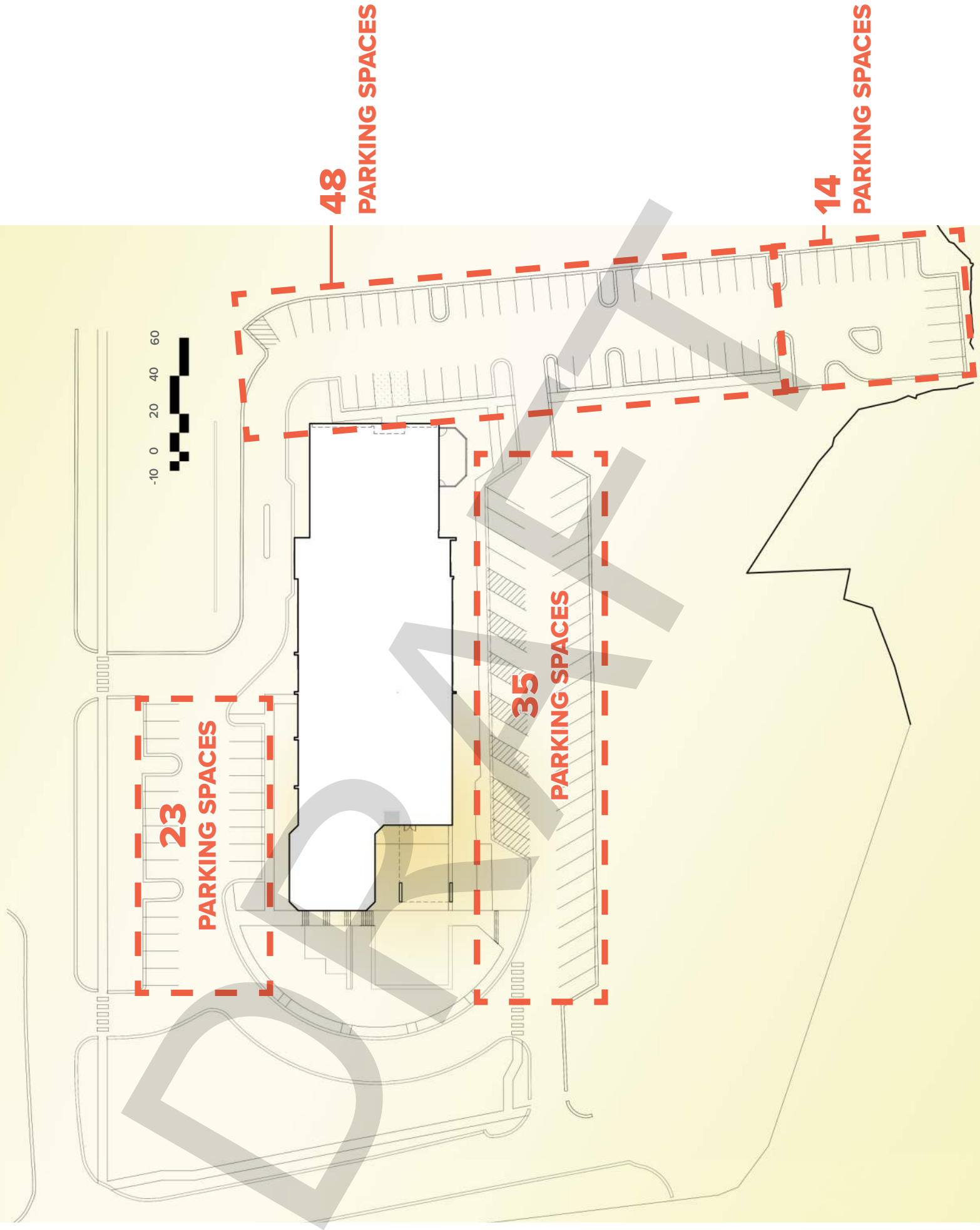
INCLUDES:

ACCESSIBLE PARKING SPACES: 7



# west entry concept PARKING SUMMARY DIAGRAM

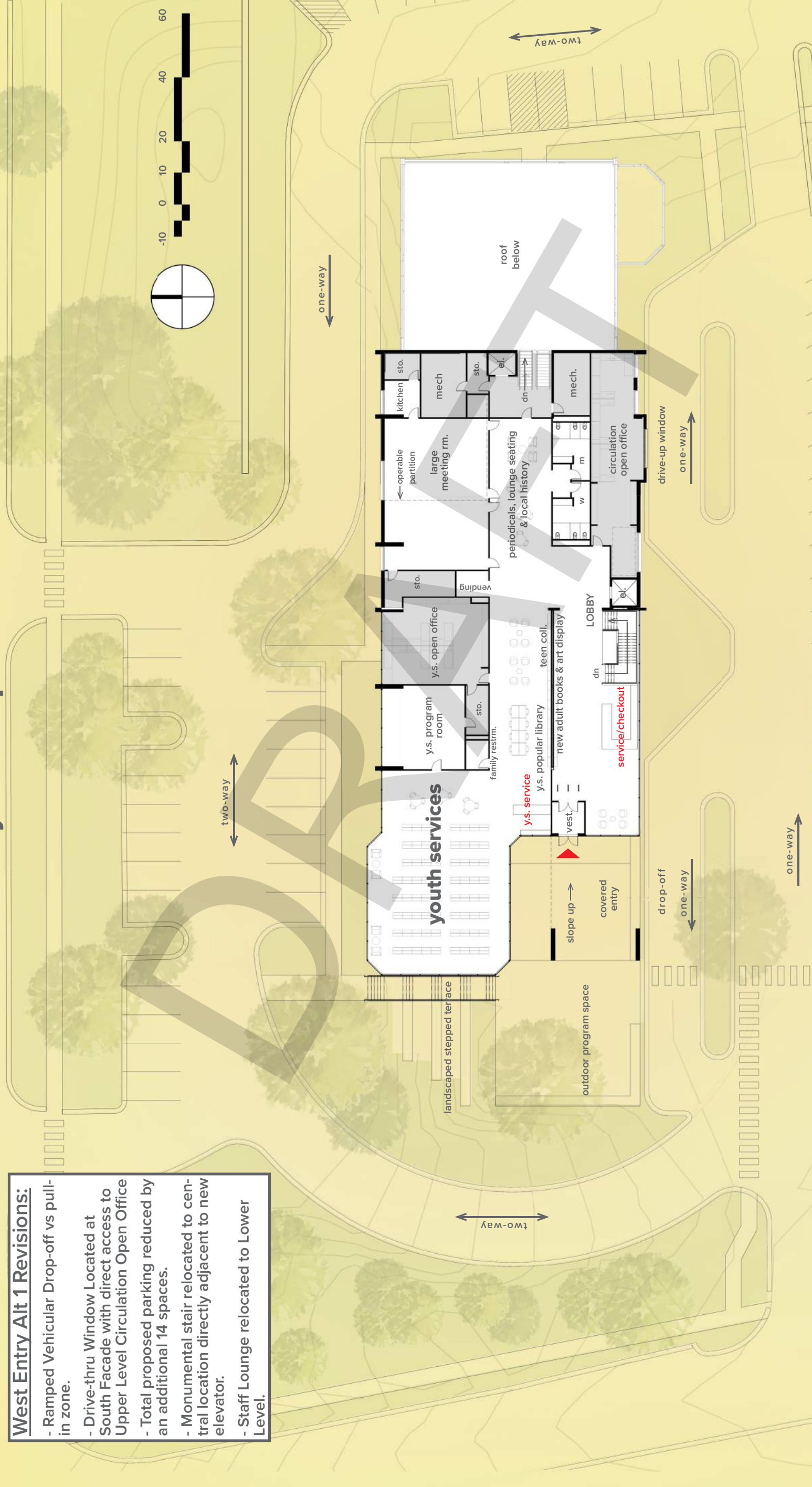
<b><u>PARKING SUMMARY:</u></b>
EXISTING PARKING SPACES: 130
TOTAL PROPOSED PARKING: 120
INCLUDES:
ACCESSIBLE PARKING SPACES: 5
+ STRIPPED RECEIVING SPACES : 2
DEDICATED DROP-OFF SPACES = 3 (NOT INCLUDED IN TOTAL PARKING COUNT)
DRIVE-UP WINDOW LOCATED ON NORTH FACADE



# west entry concept alt 1 UPPER FLOOR

## West Entry Alt 1 Revisions:

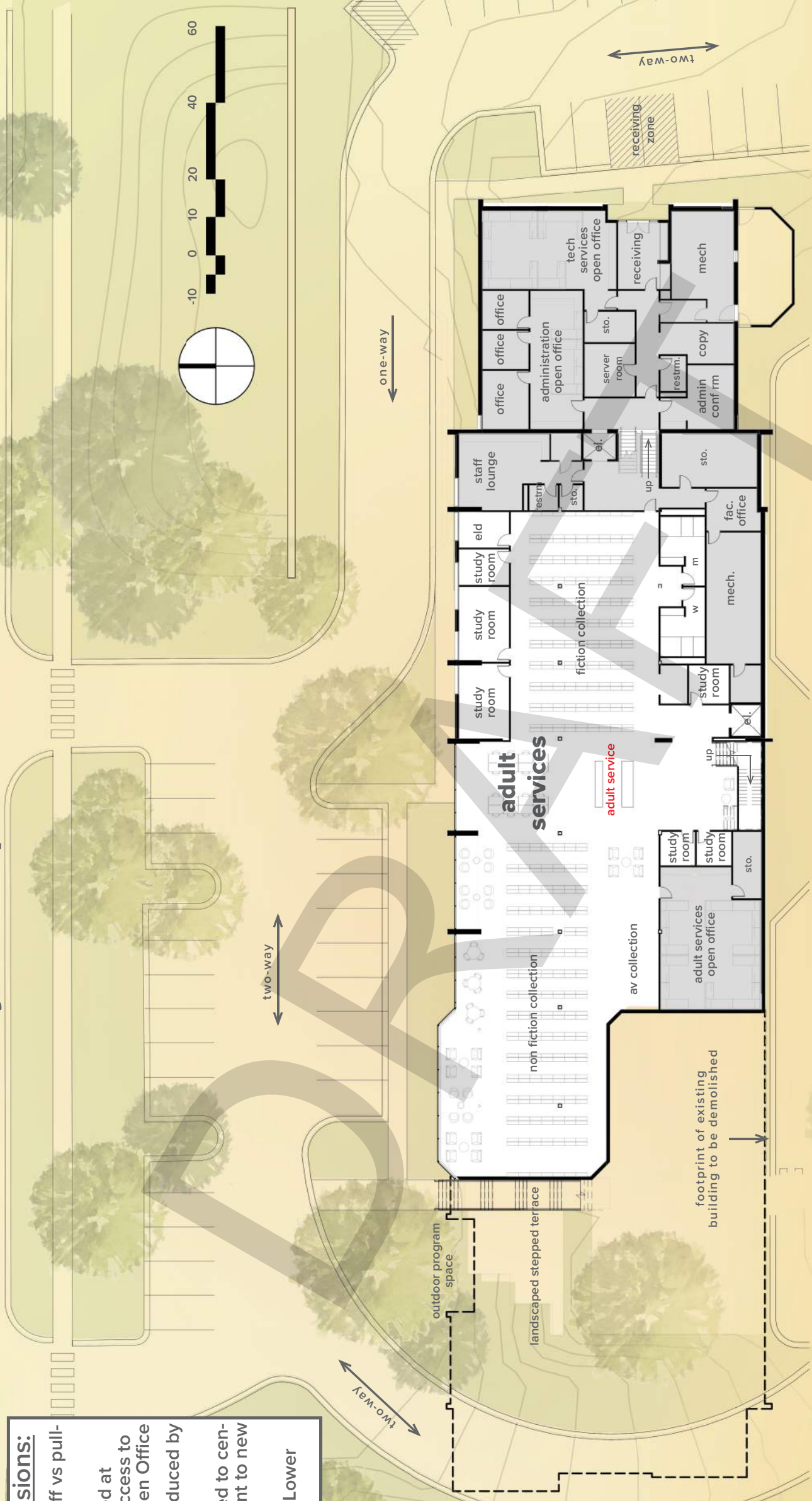
- Ramped Vehicular Drop-off vs pull-in zone.
- Drive-thru Window Located at South Facade with direct access to Upper Level Circulation Open Office
- Total proposed parking reduced by an additional 14 spaces.
- Monumental stair relocated to central location directly adjacent to new elevator.
- Staff Lounge relocated to Lower Level.



# west entry concept alt 1 LOWER FLOOR

## West Entry Alt 1 Revisions:

- Ramped Vehicular Drop-off vs pull-in zone.
- Drive-thru Window Located at South Facade with direct access to Upper Level Circulation Open Office
- Total proposed parking reduced by an additional 14 spaces.
- Monumental stair relocated to central location directly adjacent to new elevator.
- Staff Lounge relocated to Lower Level.



# west entry concept alt 1 PARKING SUMMARY DIAGRAM

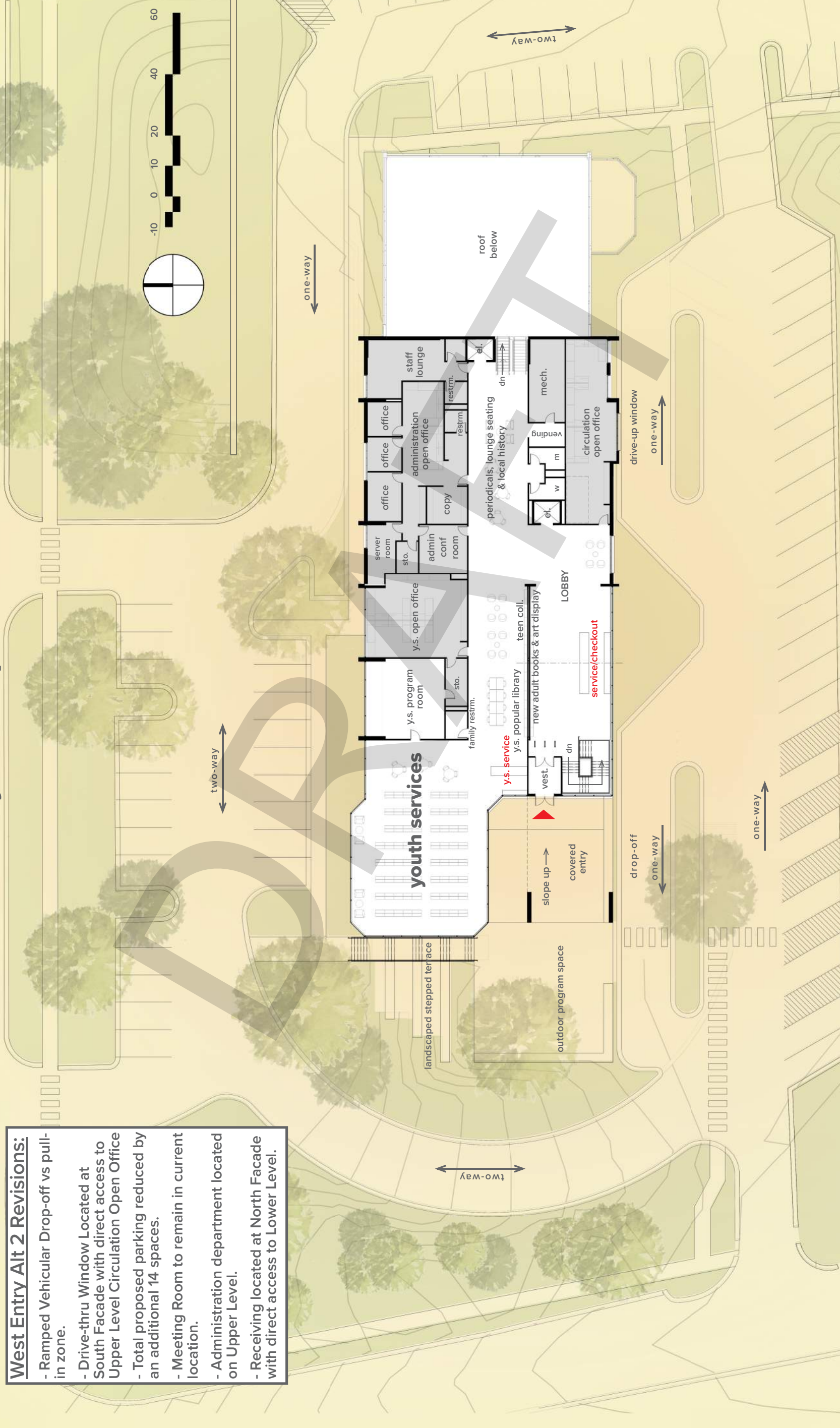
<b><u>PARKING SUMMARY:</u></b>
EXISTING PARKING SPACES: 130
TOTAL PROPOSED PARKING: 106
INCLUDES:
ACCESSIBLE PARKING SPACES: 5
+ STRIPPED RECEIVING SPACES : 2
DROP-OFF LANE LOCATED IN SOUTH PARKING LOT
DRIVE-UP WINDOW LOCATED IN SOUTH PARKING LOT



# west entry concept alt 2 UPPER FLOOR

## West Entry Alt 2 Revisions:

- Ramped Vehicular Drop-off vs pull-in zone.
- Drive-thru Window Located at South Facade with direct access to Upper Level Circulation Open Office
- Total proposed parking reduced by an additional 14 spaces.
- Meeting Room to remain in current location.
- Administration department located on Upper Level.
- Receiving located at North Facade with direct access to Lower Level.

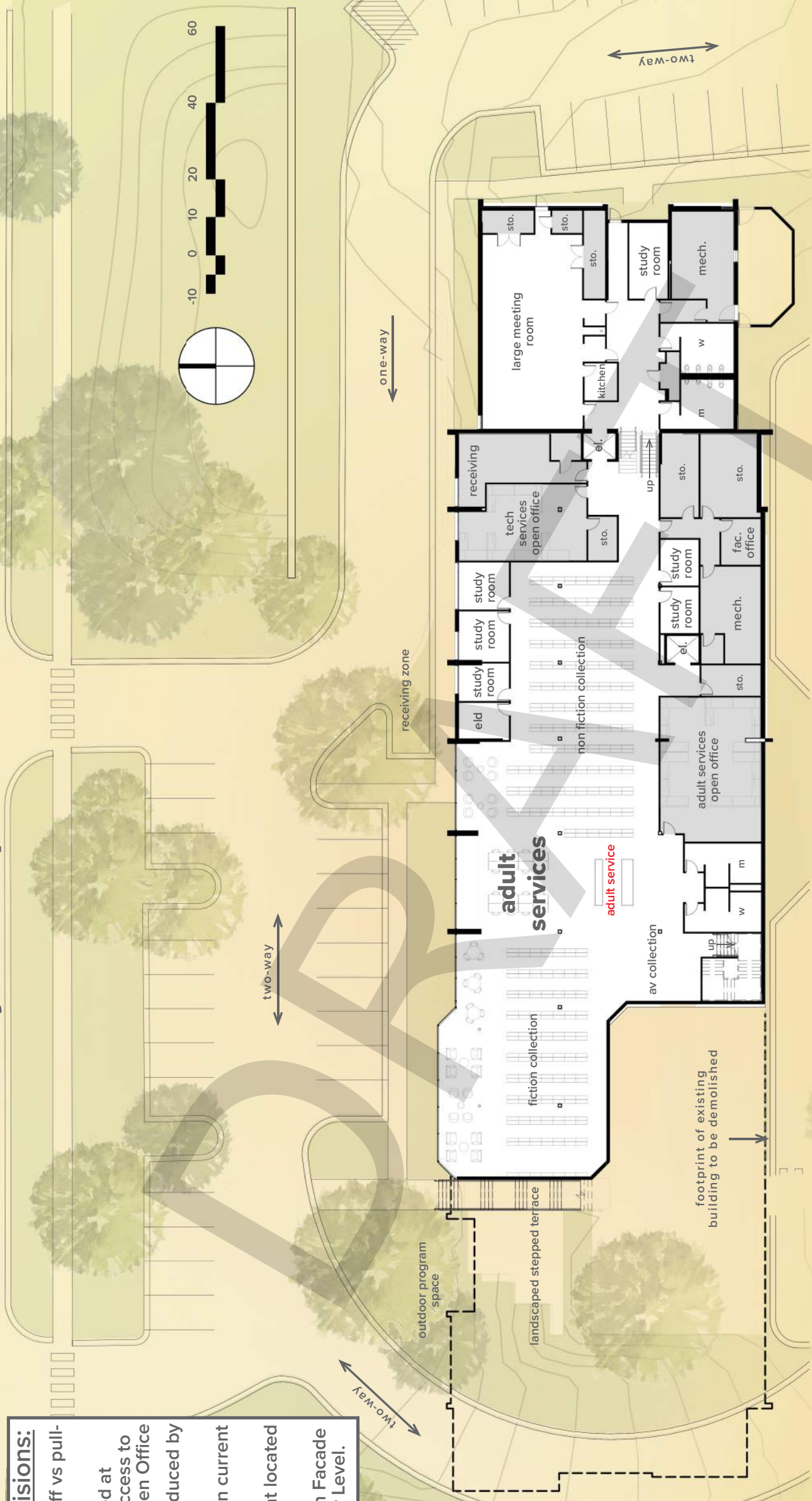




# west entry concept alt 2 LOWER FLOOR

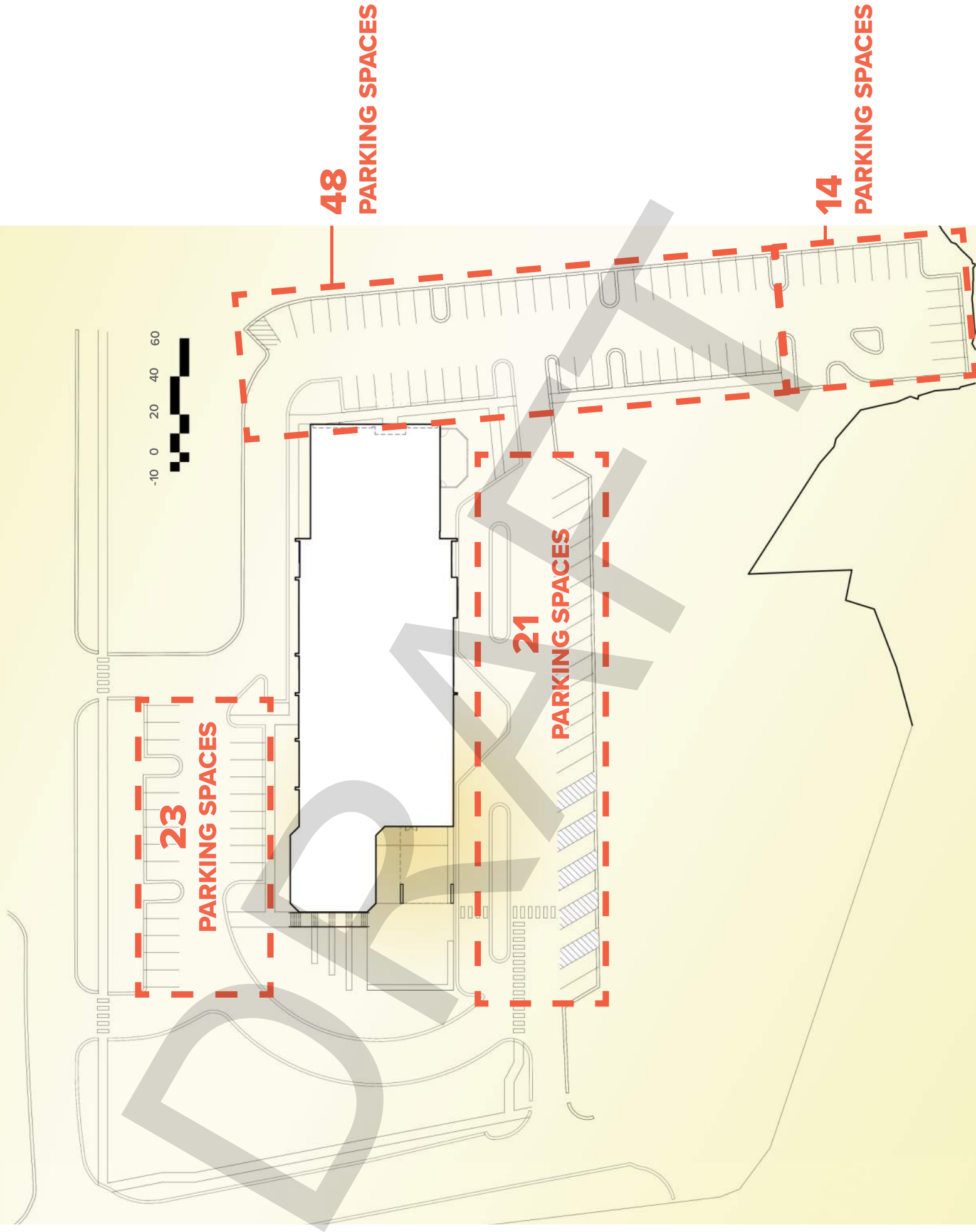
## West Entry Alt 2 Revisions:

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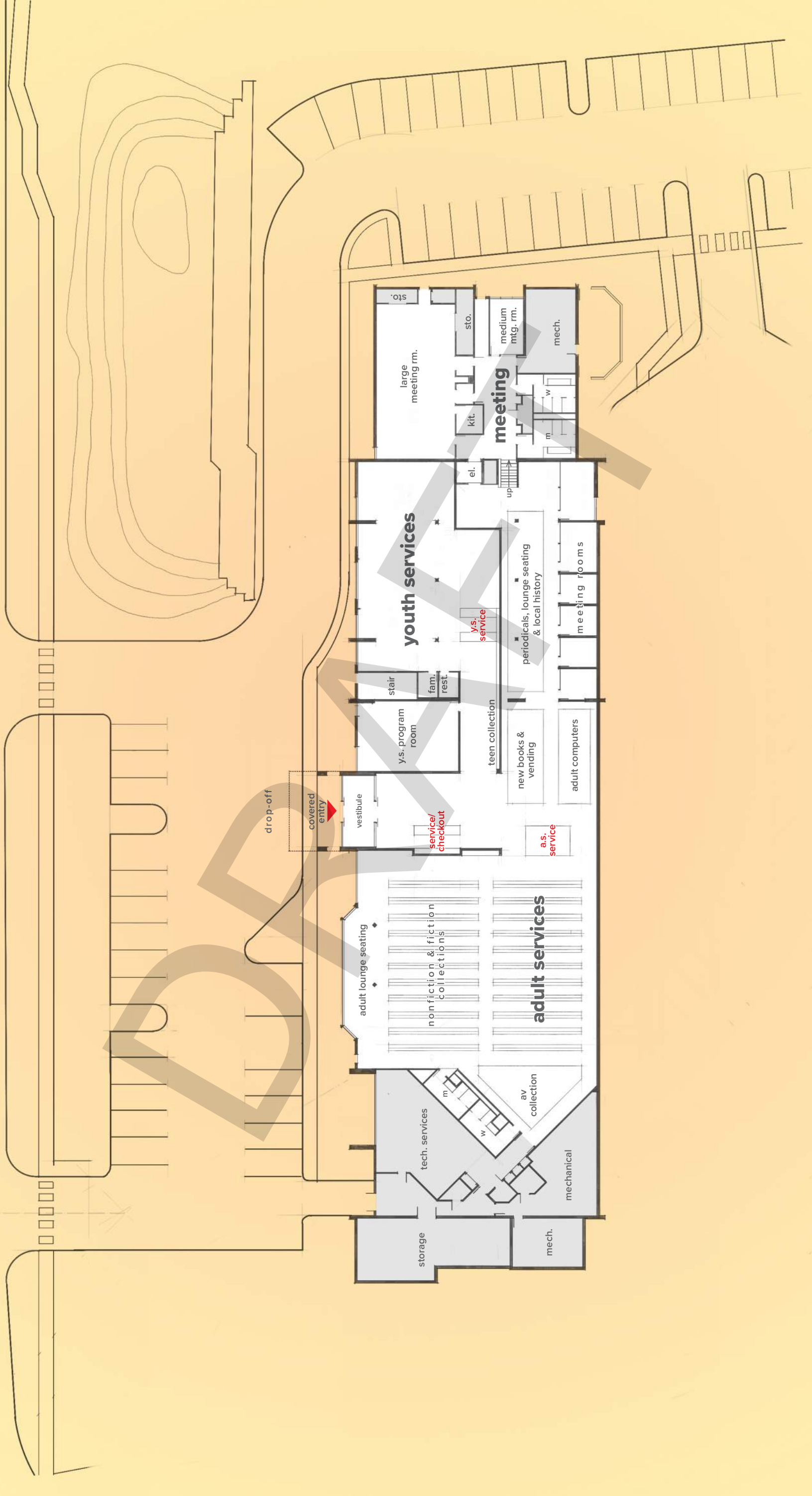


## west entry concept alt 2 PARKING SUMMARY DIAGRAM

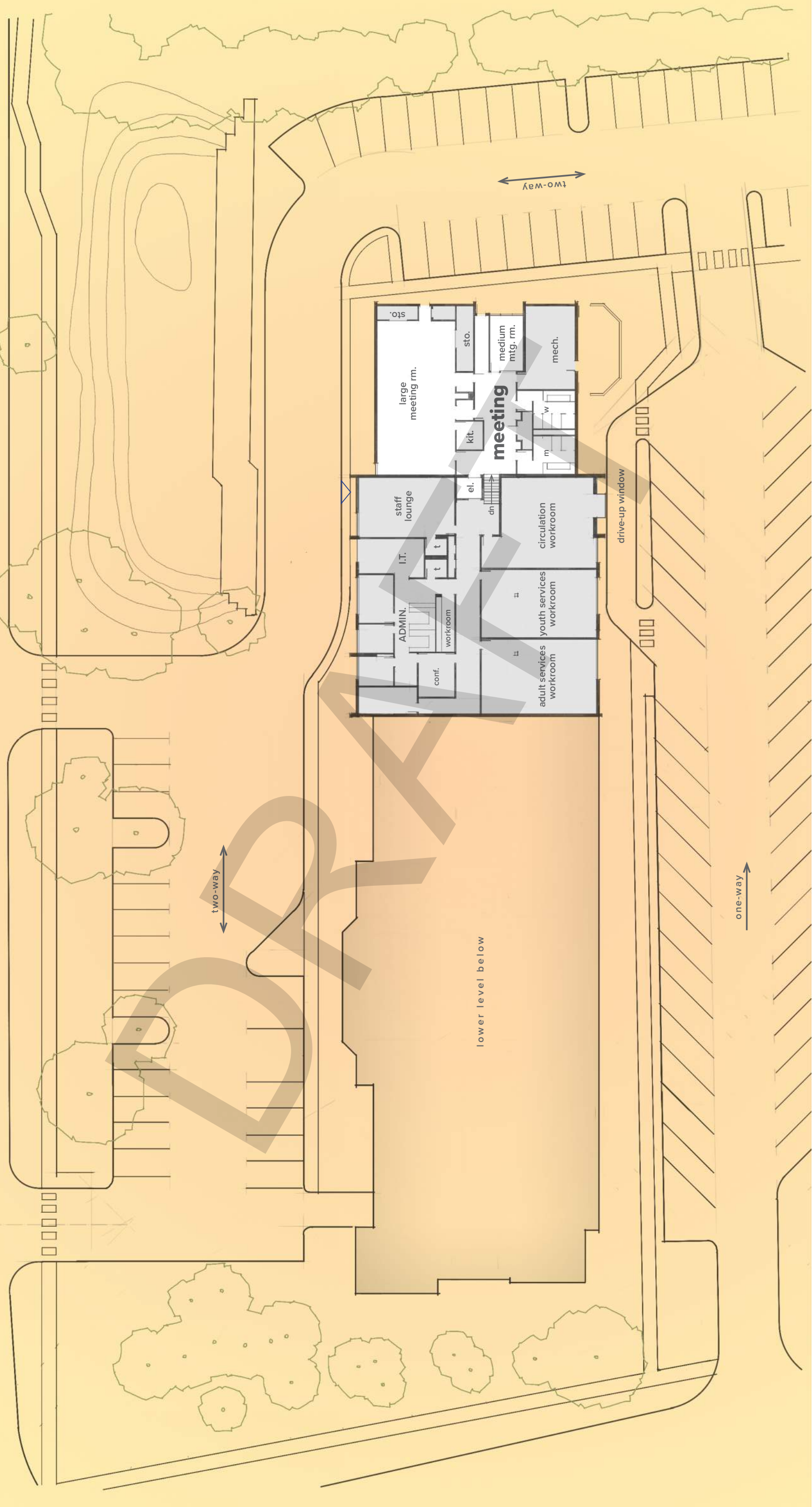
<b><u>PARKING SUMMARY:</u></b>
EXISTING PARKING SPACES: 130
TOTAL PROPOSED PARKING: 106 INCLUDES:
ACCESSIBLE PARKING SPACES: 5
DROP-OFF LANE LOCATED IN SOUTH PARKING LOT
DRIVE-UP WINDOW LOCATED IN SOUTH PARKING LOT
DEDICATED RECEIVING LOADING ZONE LOCATED AT NORTH DRIVE



# north entry renovation concept LOWER FLOOR



**north entry renovation concept UPPER FLOOR**



To: LLD Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: February 12, 2021

## LLD Board of Trustees:

The January 20<sup>th</sup> Board discussion provided recommendations for the draft project statement. I've included additional language as suggested by Trustees regarding the following:

- Identifying key details about why the facility enhancement project is necessary
- Better language about property taxes
- Long-term, financial savings vs. band-aiding issues
- Referring to a 21<sup>st</sup> Century Library

- DRAFT CAPITAL PROJECT STATEMENT II - (CLEAN version follows)

## LLD Capital Improvement Project

Through comprehensive Board discussion, strategic planning, community engagement, and qualified professional management, the LLD Board of Trustees supports this capital improvement project in keeping with key objectives within the [LLD 2019-2022 Strategic Plan](#).

The LLD's overarching goal is to provide a welcoming facility and campus that meets community needs, encourages utilization, and fosters an enriching environment for our residents. The LLD looks forward to improving the patron experience by incorporating Universal Design concepts for accessibility, space optimization and efficiency features, and including attractive and appropriate architectural elements.

To achieve this goal, the LLD shall incorporate [Universal Design](#) concepts and space optimization features such as:

- Providing adequate restrooms throughout the building: family restrooms/nursing room.
- Improving points of service: entrance, drive-up window, right-sized public service desks, and enhanced meeting/study spaces.
- Updating technology/power/security: increased WiFi access points, electrical outlets, and efficient lighting. Improved automated check-out and security systems. Creating a 21<sup>st</sup> Century Library experience.

~~Additionally, the Board intends to achieve objectives without increasing taxes.~~

Long-term, fiscal responsibility is imperative. The LLD has applied a three-pronged fiscal approach to planning and funding this project:

1. Lowering the Library portion of property tax bills in 2017, 2018, 2019, and freezing the levy in 2020, while comprehensively evaluating the facility via reports, presentations, and discussion.
2. Strategically investing in facility improvements now, to prevent successive 'band-aid' repair/replacement projects. This approach minimizes maintenance costs long-term.
3. Utilizing operational and Special Reserve funds to fund the project, with an objective to maintain the LLD's fiscally prudent trajectory into the future.

Thank you for visiting the LLD Capital Project page. We hope you are as excited as we are about the forthcoming facility enhancements!

- LLD Board of Trustees

## CLEAN

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### LLD Capital Improvement Project

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Thank you for visiting the LLD Capital Project page. We hope you are as excited as we are about the forthcoming facility enhancements!

- LLD Board of Trustees

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To: LLD Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: February 12, 2021

## FEBRUARY 2021 | DIRECTOR'S REPORT

### Meetings:

INET – Jan. 20	Finance Committee – Feb. 3
CCS – Jan. 20	Special Board – Feb. 3
LLD Board of Trustees – Jan. 20	CCS/SNH – Feb. 4
CCS/SNH – Jan. 21	DuPage Federation/Human Services – Feb. 9
CCS – Jan. 25	CCS/SNH – Feb. 11
CCS – Jan. 26	PMA/CCS – Feb. 11
CCS – Jan. 27	Hummel – Feb. 12

### Conference calls/ZOOM/GOTO Meetings:

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

- Intergovernmental Group
- LLD Dept. Directors/Staff
- Zone 1 Directors Group (local DuPage area)
- Zone 1+ Directors (DuPage+ libraries)
- RAILS
- Board President Hummel

### Administrative Meetings

The bulk of January and early February was filled with productive administrative meetings with CCS, SNH, and with Financial Advisor firms. Utilizing feedback from Trustees and staff, SNH provided the Board with stimulating concepts at the January Board meeting. Subsequent to that meeting, I've met with SNH and CCS to further hone ideas and incorporate Trustee and staff feedback. Likewise, I've recently met with PMA to prepare for the introductory meeting with the PMA team. Thus far, I've been very satisfied with ongoing processes and with all professionals involved.

I have scheduled a follow-up meeting with LLD Department Directors, IT Manager, and CCS/SNH later this month. SNH will present the *February* concept feedback from Trustees and hear from LLD management to further hone designs for future Board consideration.

### Community Partnerships

#### Lisle Township Food Pantry

The LLD is partnering with the Lisle Township Food Pantry in accepting non-perishable food donations from February 15<sup>th</sup> through the 24<sup>th</sup>. We'll have a food drop off box in the LLD foyer, similar to the scarf donation box for U.S. Veterans, as provided by the Lisle Woman's Club during the holidays.

#### *Promo (flyer in packet):*

*In partnership with the Lisle Township Food Panty, the LLD will host a food drop-off box in the Library's foyer. Donations will benefit families in need in our area. This program will run from February 15th -- 24th. Help a family in need today by visiting the Library with a donation of non-perishable food. Thank you!*

To: LLD Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: February 12, 2021

DuPage Federation on Human Services Reform

This month, I was invited to participate in an interview about mental health service systems that serve Lisle Township. I met with a data analyst from the DuPage Federation on Human Services Reform (DFHSR). The DFHSR is a non-profit organization that is involved in the development of health and human service systems to meet needs in our area. The Lisle Township Administration is seeking information about how these systems serve our community.

In the interview, I shared that LLD staff receive training in matters that may involve mental health issues. I also mentioned that the LLD connects with DuPage PADS and the Lisle Police Department in matters involving particular behavioral issues on Library premises. I shared that staff are skilled in offering resources (databases, materials, contact info for other agencies) for patrons who seek information on mental health and other associated topics.

I am pleased that the Township asked the LLD to share our experiences. As a public institution open seven days a week, LLD staff encounter all members of society. LLD staff have expertise in a number of areas, including calm approach and de-escalation techniques. However, we also rely on our intergovernmental counterparts to assist in matters that extend beyond our professional capabilities.

I am encouraged that the Township is comprehensively evaluating the health and human service systems in our area and seeking to improve methods of offering assistance to those in need.

Respectfully,

A handwritten signature in black ink, appearing to read 'Tatiana Weinstein', with a large, sweeping flourish at the end.

Tatiana Weinstein | LLD Director



## February 2021 Assistant Director Report

### Meetings/Virtual Meetings

- Patriot Electric – Jan 15, 22
- Monaco – Jan 20 & Feb 4
- Board Meeting – Jan 20
- INET – Jan 20
- RAILS Asst Directors – Jan 22
- OSG – Jan 26
- RAILS Member Update – Jan 28
- HR Source Covid – Jan 28
- HR Source – Feb 2
- Sikich – Feb 2
- Finance Committee – Feb 3
- Special Board Meeting – Feb 3
- Stephens Plumbing – Feb 4
- Jax Harris – Feb 8
- Priority One – Feb 9

Facility - Patriot Electric repaired several aging light fixtures in the west end of the Library area. Monaco Mechanical checked the HVAC system in preparation for the extended extreme cold weather due the second week of February.

I connected with the Village of Lisle Public Works Department for additional Library directional signs in the community. An additional sign is planned for Main Street and will be installed later this month weather permitting. I discussed the application procedure for additional signs with Public Works.

Staff attended a virtual meeting hosted by the Village of Lisle for the INET consortium. Benedictine University is planning to use INET as backup internet access. Lisle Township is looking to run INET cable to their three offices. INET has planned maintenance with a main switch replacement. Costs for maintenance are included in the member fees for replacement or upgrade of equipment.

The Assistant Director RAILS networking group met virtually to discuss statistical record keeping for different types of meetings and programs in the age of Coronavirus. Virtual program views, live and recorded, are to be counted for IPLAR reporting.

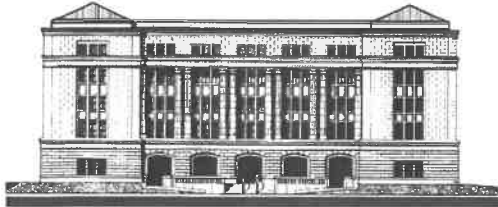
I attended the virtual RAILS member update meeting in January. RAILS public library certification was discussed. This involves libraries completing an interlibrary loan usage report, completing IPLAR reporting, reviewing the core standards from *Serving our Public 4.0, Standards for Illinois Public Libraries*, and answering new questions on operations and materials. RAILS will compile and prepare a report after May 15<sup>th</sup> on public libraries in the RAILS system.

HR Source presented a review of current Coronavirus vaccine information through the RAILS member update meeting and a virtual presentation to HR members. RAILS continues to lobby the county health departments for library staffs to be classified as front line and essential workers for COVID vaccine distribution.



Beth McQuillan

Assistant Director, LLD



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

**Illinois State Library**

**ILLINOIS PUBLIC LIBRARY PER CAPITA AND  
 EQUALIZATION AID GRANT APPLICATION**

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

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

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

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

**Legal Name of Library:** Lisle Library District

**Library's Control Number:** xxxxxx **Branch Number:** 0 **Today's Date:** 02/17/21

**Contact information of the person completing this grant application:**

**Preparer's Name:** Tatiana Weinstein  
*(First Name)* *(Last Name)*

**Preparer's Title:** Library Director

**Preparer's Phone Number:** (630) 971-1675

**Preparer's Email Address:** tatiana@lislelibrary.org

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

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

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

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

**Service Area Population** 28,504

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

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

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

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

**Chapter 1: Core Standards**

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Ch. 1/Core Standards. The LLD operates in compliance with Illinois Library law, has an organized collection of information, has written policies approved by the LLD Board of Trustees, has a fixed location with posted regular hours of service, has a trained, paid staff to manage the collection and provide access to it, is supported in part or in whole by public funds, and has an identifiable materials budget. In addition to the documented essential standards, the LLD meets the 23 additional standards in Chapter 1 and is committed to upholding and enhancing these standards on an ongoing basis.

## Chapter 2: Governance and Administration

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Ch. 2/ Governance and Administration. The LLD recognizes the three roles of a Library trustee: hiring the Library administrator, making policy, and approving budgets. While the LLD is able to check all of the boxes on the Governance and Administration Checklist, the LLD will work to further enhance Standard #4; Board members participate in relevant local, state, regional, and national decision making to effect change that will benefit libraries and #10b where the Standard calls for a distinct ADA policy.

## Chapter 3: Personnel

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Ch. 3/Personnel. The LLD retains a qualified staff and supports training and the professional development of all of its staff. The LLD is able to check all of the boxes listed within Chapter 3 and is committed to upholding standards regarding personnel.

## Chapter 4: Access

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Ch. 4/Access. While the LLD is able to meet many of the Standards as listed, the LLD is currently undergoing a comprehensive evaluation of its facility with professional assistance to further improve access points, universal design elements, and space requirements. During this process, the LLD shall refer to the Standards within Chapter 4 to enhance discussions and decisions to optimize access for all patrons.

## Chapter 5: Building Infrastructure and Maintenance

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Chapter 5/Building Infrastructure and Maintenance. The LLD recognizes that proper facility management is fiscally responsible, results in fewer emergencies, and lowers risk. The LLD meets the Standards as indicated in Chapter 5 and is committed to further enhancing procedures. The LLD is able to check all boxes as listed in Appendix K: Facility Management Checklists (where applicable).

## Chapter 6: Safety

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Chapter 6/Safety. The LLD is committed to a safe and secure public space. The LLD is able to check all of the boxes listed within Chapter 6 and is committed to upholding and enhancing standards regarding safety and emergency preparedness.

## Chapter 7: Collection Management

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Chapter 7/Collection Management. The LLD has dedicated staff to plan, select, and build the collection of resources in all formats. The LLD collection extends beyond the physical library via resource sharing and digital resources such as e-books and content platforms. The LLD is able to check all of the boxes listed within Chapter 7 and is committed to upholding and enhancing standards regarding collection management.

## Chapter 8: System Member Responsibilities and Resource Sharing

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Chapter 8/ System Member Responsibilities and Resource Sharing. The LLD recognizes that resource sharing is fundamental to maintaining quality Illinois library services. The LLD benefits from sharing resources and agrees to participate in resource sharing to the fullest extent possible via interlibrary loan, reciprocal borrowing and access, and other cooperative activities. The LLD is able to check all of the boxes listed within Chapter 8 and is committed to upholding standards regarding system member responsibilities and resource sharing.

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

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Chapter 9/ Public Services: Reference and Reader's Advisory Services. The LLD provides Reference and Readers Advisory services to patrons of all ages. LLD Reference service offers accurate and current information. LLD Readers Advisory service offers advice, and suggestions/recommendations. The LLD is able to check all of the boxes listed within Chapter 9 and is committed to upholding and enhancing standards regarding public services: Reference and Reader's Advisory services.



## Chapter 10: Programming

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Chapter 10/ Programming. The LLD is committed to providing educational, recreational, informational, and cultural programs for all ages. The LLD has gone above and beyond during the 2020/2021 pandemic to supply patrons with a wide variety of accessible, "virtual," (digital) programming. The LLD initiated a curbside pick-up program where patrons are able to access program "kits" so to participate in more dynamic program options. The LLD is able to check all of the boxes listed within Chapter 10 and is committed to upholding and enhancing standards regarding programming.

## Chapter 11: Youth/Young Adult Services

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Chapter 11/ Youth/Young Adult Services. The LLD provides appropriate programs, print and digital materials, reader's advisory and reference service, outreach, and qualified library staff to serve children and young adults. While the LLD is able to meet many of the Standards as listed, the LLD is currently undergoing a comprehensive evaluation of its facility with professional assistance to further improve certain spaces within the building with a concentrated focus on the Youth Services Department and a newly designated teen area.

## Chapter 12: Technology

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

The Lisle Library District (LLD) Director and Board of Trustees have reviewed Chapter 12/ Technology. The LLD recognizes that technology's role is to provide access, facilitate communication, and improve efficiency. The LLD has qualified staff who provide technology services. The LLD has an adequate budget to maintain and improve technology and a plan for replacement equipment/software/licenses. While the LLD is able to meet many of the Standards as listed, the LLD regularly evaluates technology and looks to improve all aspects of technology while undergoing renovation discussions.

## Chapter 13: Marketing, Promotion and Collaboration

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

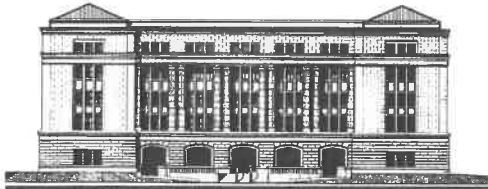
The Lisle Library District (LLD) Director and Board of Trustees have reviewed Chapter 13/ Marketing, Promotion, and Collaboration. The LLD actively promotes its services, programs, resources to the public via physical, digital, and collaborative means. While the LLD is able to meet many of the Standards as listed, the LLD regularly assesses its marketing techniques and looks to improve all aspects of promotional efforts in accordance with the LLD Strategic Plan.

**Part II: Planned Use of Grant Funds**

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

The Lisle Library District (LLD) intends to utilize Per Capita Grant monies to best meet the standards as described in *Serving Our Public 4.0, Standards for Illinois Public Libraries*. The LLD plans to expend grant funds in the following categories: Technology/Access (hardware/software/digital content), Marketing/Awareness, Programs, Equipment, and Materials.

DRAFT



**Illinois Public Library Equalization Aid Grant Expenditures Report**

*Equalization Aid Grant funds must be obligated by June 30 and expended by Aug. 15.*

<b>Library Name:</b>	Lisle Library District	<b>City:</b>	Lisle
<b>Control Number:</b>		<b>Branch Number:</b>	00
<b>Fiscal Year:</b>	2019	<b>Exact amount of Equalization Grant received:</b>	\$35,630.00

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

**Materials** (materials for all ages, electronic resources, foreign language, travel, large print, educational, books on tape, DVDs, CDs, etc.)

Digital content/materials (online platforms) for adults, teens, and youth. Audio and eBooks.

**Programs** (Summer Reading, Mom & Tot, educational, etc.)

**Personnel**

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

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

**Supplies**

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

Updated and installed additional "AWE" Stations for children with equipment to support stations.

Travel

Public Relations (newsletters, media ads, etc.)

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

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

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

Other – Be specific (insurance, utilities, furniture, shelving, association fees, lawn maintenance, etc.)

## Lisle Library Events

For more information, or to register for any of these events, visit [lislelibrary.org](http://lislelibrary.org) or call 630-971-1675

### Renew Your License Plate at Lisle Library District (LLD)!

The LLD is proud to be one of the first libraries in Illinois to offer license renewals! Starting Monday, December 21st, Illinois residents can walk into the LLD and walk out with a new vehicle sticker.



- Standard renewal sticker: \$151
- Personalized plate: \$158
- Vanity plate: \$164

There is an additional \$8.50 processing fee for each transaction.

Cash, debit/credit, or money order are accepted (no personal checks).

You will need your Vehicle Identification Number (VIN) and your license plate number.

This service is available Monday through Friday 9:30 a.m. to 8:30 p.m., Saturday 9:30 a.m. to 4:30 p.m., and Sunday from 1 to 4:30 p.m.

Expanding services to increase convenience and access for our residents is key to the LLD's mission to enhance the cultural, social, and lifelong educational development of the community.



### Winter Read 2020: Dec 1st- Jan. 11th

Winter has arrived and what better way to celebrate than to curl up with a good book

during the LLD Winter Read Program! To sign up for the LLD Winter Read Program, go to [lislelibrary.org](http://lislelibrary.org).

**Kids:** Read and log three books to receive a special winter mug and spoon set! For an extra challenge, read either Oregon Trail: Calamity in the Cold or A Loud Winter's Nap, for a chance to win a fun themed prize!

**Adults & Teens:** Read and log two books to earn an LLD campfire mug. In addition to the mug, teens will also receive a book from our prize cart. As a bonus, every additional book you log counts as an entry in our grand prize drawing at the end of the program!

### Virtual Storytime on Zoom

Songs, stories, and fun from the comfort of your couch! Join us for virtual Storytime on Zoom with your favorite librarians.

- Tuesdays at 10:30 a.m. & 2:30 p.m.
- Wednesdays at 10:30 a.m. & 6:00 p.m.
- Thursdays at 10:30 a.m.

Register via the LLD online calendar. Include a valid email address upon registration so we can invite you to join Storytime.

Check the LLD online calendar for updates.

### Take & Make Craft Kits

Don't miss our Take-and-Make Craft Kits for Adults & Teens! Visit the LLD online calendar to reserve a Kit and schedule your curbside pick-up. Supplies are limited. Kits are provided on a first registered basis and are only available to LLD cardholders. Registration for Craft Kits opens every Monday at 9:00 a.m.

In accordance with the State's Tier 3 guidelines, the LLD will modify operations and limit use of some equipment. These changes begin Friday, November 20th. The LLD will remain open to the public with the following changes to slow the spread of the virus and keep our community and staff safe.



Curbside pick-up service will expand:

- 11:00 a.m. to 7:00 p.m. on Tuesdays and Thursdays
  - 10:00 a.m. to 4:30 p.m. on Saturdays
- RESERVATIONS ARE REQUIRED**

Public computers will be for EXPRESS use only and be limited to 15 minutes of use.

All previous safety protocols remain. Hours of operation remain the same. For more information see: [lislelibrary.org](http://lislelibrary.org).

### Recycle Holiday Lights at Village Hall



The Village has partnered with Elgin Recycling to provide Lisle residents an opportunity to recycle an unlimited amount of old, broken or unwanted strands of holiday lights and extension cords. Lights and cords may now be recycled at the Village Hall (925 Burlington Avenue), Monday through Friday, from 7 AM to 4:30 PM. Collection will end Friday, January 29, 2021. Accepted lights include mini-lights (or Italian lights), C7 lights, C9 lights, rope lights, and LED lights (all colors and lengths). Garland, wreaths and outdoor display pieces containing lights, such as figures containing plastic or wire structures, will not be accepted.

# Daily Herald

Suburban Chicago's Information Source

## Lisle Library District hosts Jan. 26 program on Martin Luther King in Chicago



On Tuesday, Jan. 26, the Lisle Library District will host an online program about what impact Chicago had on Dr. Martin Luther King Jr., entitled "In the Belly of the Beast: King in Chicago."

**Submitted by Nigel Jackson**

Updated

1/24/2021 10:40 AM

On Tuesday, Jan. 26, the Lisle Library District will host an online program about what impact Chicago had on Dr. Martin Luther King Jr., entitled "In the Belly of the Beast: King in Chicago."

The program will be 5 to 6:30 p.m. on Zoom.

Hear about how the young pastor from Montgomery, Alabama, graced the April 1956 cover of the Chicago-based Jet magazine and about how MLK consulted former Illinois governor Adlai Stevenson on civil rights issues.

Chicago historian Clarence Goodman will facilitate the program.

For over a decade, Goodman has conducted guided tours and presentations centered on Chicago.

Find out why Martin Luther King said, "So goes Chicago, so goes the world."

Go to [www.lislelibrary.org](http://www.lislelibrary.org) (<https://bit.ly/3c1Km3O>) and register today!

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**Village of Lisle digital sign on the corner of Main Street and Route 53**

# FOOD DRIVE

*for the*

## Lisle Township Food Pantry

In need of microwavable and non-perishable foods including:

- canned pasta
- canned Meats
- canned fish
- canned or jarred fruit
- canned soup
- Pop tarts
- coffee
- evaporated milk
- juice boxes

Feb. 15-24



Marketing material for the food drive partnership with the Lisle Township Food Pantry

LISLE LIBRARY DISTRICT  
FINANCE COMMITTEE MEETING  
November 24, 2020 - 7:00 p.m.

1. Roll call

Present:

Jenny Norton - Treasurer | Chair (via GoToWebinar)

Tom Hummel - President

Liz Sullivan - Trustee (via GoToWebinar)

Tom Duffy - Trustee (via GoToWebinar)

Tatiana Weinstein - Director | Ex-officio

Beth McQuillan - Assistant Director | Ex-officio

Also Present:

Chris Knight - Recording Secretary

Tami Olszewski - Ehlers, Senior Investment Advisor (via GoToWebinar)

2. Opportunity for visitors to speak - None

3. Approve Minutes of the October 6, 2020 Finance Committee Meeting

**MOTION:** Trustee Duffy moved to approve minutes of the October 6, 2020 Finance Committee meeting. Trustee Sullivan seconded.

Roll Call Vote - All Aye. The motion passed.

4. Cash Flow Forecast Presentation/Discussion - Ehlers

Ms. Olszewski introduced herself to the Committee and explained the change in format of the summary chart. She presented a cash flow forecast including assumptions and investment summary.

Discussion: Trustee Sullivan asked for clarification regarding operational reserves. Ms. Olszewski provided clarification and mentioned that the chart demonstrates that balances have not dramatically changed from year to year.

5. Capital Project Funding Options/Discussion - Ehlers

Ms. Olszewski recommends the use of an independent municipal advisor. She discussed alternate revenue bonds and debt certificates.

Discussion: President Hummel asked about interest rates on debt certificates. Ms. Olszewski said that in general, interest rates are fixed. Trustee Sullivan asked if there were downsides to debt certificates. Ms. Olszewski suggested that the only limitation is that the tool works within the Library's budget parameters. Ms. Olszewski discussed long range planning.

Trustee Sullivan asked members for their opinion about having a monthly cash flow analysis. President Hummel stated that a monthly cash flow was not necessary. Trustee Duffy asked Trustee Sullivan why she suggested a monthly analysis. Ms. Olszewski commented that once the project concept was better defined, an advisor would assist the Board with payment options

and timing. Trustee Duffy suggested that discussing a monthly analysis could potentially be addressed at a later date. Trustee Sullivan asked how often Ehlers moves money for the Library. Ms. Olszewski stated that there are periodic maturities and they average every 3-4 months. She mentioned that the Library's cash levels remain stable year over year. She stated that Ehlers would work with the Library's eventual municipal advisor and any project specialists. Trustee Sullivan asked about agencies taking out multiple loans over extended periods. Ms. Olszewski stated that it is not common but has happened with much larger projects. She also stated that in those instances, they generally incur more costs.

6. Adjourn

**MOTION:** Trustee Duffy moved to adjourn the meeting. Trustee Sullivan seconded.

Roll Call Vote - All Aye

The meeting adjourned at 8:12 p.m.

Recorded by

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Chris Knight, Recording Secretary

Approved by the Finance Committee on February 3, 2021

Approved by

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Jenny Norton, Committee Chair