

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on July 15, 2020 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 the Governor's Executive Order No. 2020-07 which suspends certain requirements of the Open Meetings Act, allowing Library Trustees to participate remotely.

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
July 15, 2020 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak
3. Assignments for reviewing monthly accounts payable
 - a. President Hummel reviewed the June billings in July
 - b. President Hummel and Trustee Duffy will review the July billings in August
4. Consent Agenda - Action Required
 - a. Approve Minutes of the June 17, 2020 Board Meeting
 - b. Approve Minutes of the June 17, 2020 Executive Session
 - c. Acknowledge Treasurer's Report, 06/30/20, Investment Activity Report, 06/30/20, Current Assets Report, 06/30/20, Revenue Report, 06/30/20, and Expense Report, 06/30/20; corrected Revenues/Special Reserve Only 05/31/20, and Expenses/No Special Reserve Reflected 05/31/20.
 - d. Authorize Payment of Bills, 07/15/20
5. Committee Reports
 - a. Finance
 - b. Personnel/Policy
 - c. Physical Plant
6. Executive Session
 - a. 5 ILCS 120/2(c)(5): The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.
7. Unfinished Business
 - a. Facility options: CCS update and discussion
8. Staff Reports
 - a. Director's Report
 - b. Assistant Director's Report
9. New Business
 - a. Approve Resolution 20-03: authorizing preparation and filing of the Budget and Appropriation (B&A) - Action Required
Vote to authorize preparation and filing of the B&A Ordinance.
 - b. Approve Public Notice of Public Hearing on B&A - Action Required
Vote to approve B&A Public Notice.
 - c. Presidential appointment of a committee to review the minutes
A review of the FY19/20 Board minutes.
10. Opportunity for Trustee comments (five minutes)
Bartelli, Duffy, Hummel, Larson, Norton, Sullivan, Swistak
11. Adjourn

LISLE LIBRARY DISTRICT
BOARD MEETING
June 17, 2020 - 7:00 p.m.

1. Roll call

Present:

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

Also present:

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

2. Opportunity for visitors to speak - None

3. Election of Officers - Action Required

MOTION: Trustee Bartelli moved to nominate T. Hummel as President of the Board. Trustee Larson seconded.

Roll Call Vote - All Aye. The motion passed.

T. Hummel was elected President for a 12 month term.

MOTION: Trustee Sullivan moved to nominate M. Bartelli as Vice President of the Board. Trustee Larson seconded.

Roll Call Vote - All Aye. The motion passed.

M. Bartelli was elected Vice President for a 12 month term.

MOTION: Trustee Bartelli moved to nominate E. Swistak as Secretary of the Board. Trustee Norton seconded.

Roll Call Vote - All Aye. The motion passed.

E. Swistak was elected Secretary for a 12 month term.

MOTION: Trustee Sullivan moved to nominate J. Norton as Treasurer of the Board. Trustee Larson seconded.

Roll Call Vote - All Aye. The motion passed.

J. Norton was elected Treasurer for a 12 month term.

4. Presidential appointment of LLD standing committees

President Hummel stated the Committee memberships would remain the same with the exception of adding Trustee Sullivan to the Physical Plant Committee.

5. Assignments for reviewing monthly accounts payable

- a. President Hummel reviewed the May billings in June
- b. Treasurer Norton and Trustee Larson review the June billings in July - if not possible, Board President shall sign June billings in July.

6. Consent Agenda

- a. Approve Minutes of the May 13, 2020 Board Meeting
- b. Acknowledge Treasurer's Report, 05/31/20, Investment Activity Report, 05/31/20, Current Assets Report, 05/31/20, Revenue Report, 05/31/20, and Expense Report, 05/31/20
- c. Authorize Payment of Bills, 06/17/20

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

Discussion: Trustee Sullivan asked about the investment activity sheet and suggested a committee meeting. Treasurer Norton stated that she could address Trustee Sullivan's questions offline or have a committee meeting if needed. Secretary Swistak suggested a minor edit to the minutes. Vice President Bartelli asked for an explanation of the expense for OverDrive materials. Director Weinstein explained that a portion of Per Capita Grant funds were expended on digital content per the Grant application. Trustee Sullivan asked if the TIF funds on page 12 of the packet was related to Navistar. President Hummel commented that most of the monies come from the Navistar TIF and a smaller amount probably came from the UTI TIF. President Hummel mentioned a duplication of the 'Year to Date' (YTD) columns in the Expenses report in the packet and stated it would be corrected.

Roll Call Vote - All Aye. The motion passed.

7. Committee Reports

- a. Finance - Treasurer Norton stated no update.
- b. Personnel/Policy - Secretary Swistak stated nothing at this time.
- c. Physical Plant - Vice President Bartelli stated nothing at this time.
- d. Committee of the Whole/Budget - This committee has fulfilled its role and was retired by the Board President.

8. Executive Session

MOTION: Trustee Sullivan moved to go into Executive Session to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Trustee Duffy seconded.

Discussion: Treasurer Norton mentioned she did not hear the statute referenced. President Hummel asked Trustee Sullivan to withdraw her motion and restate it. Trustee Sullivan withdrew her motion.

MOTION: Trustee Sullivan moved to go into Executive Session for 5 ILCS 120/2(c)(5): The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Trustee Duffy seconded.

Roll Call Vote - All Aye. The motion passed.

The Board voted to go into Executive Session at 7:22 p.m.

The Board came back into Open Session at 8:00 p.m.

9. Unfinished Business

Facility options: CCS update and discussion

Marc Rogers, from CCS, mentioned a couple of unsuccessful attempts to contact F&C (Flaherty & Collins) for an update on development options for downtown Lisle. CCS has also had a brief call with another developer with interest in Downtown Lisle. Mr. Rogers also mentioned a preliminary draft for an RFQ.

Discussion: Director Weinstein stated that drafting a preliminary RFQ had merit; filling in the blanks, determining needs, and assigning priorities. President Hummel asked each Trustee for their feedback on the topic. Trustees agreed. Mr. Rogers commented that the RFQ would be structured to be applicable to both a downtown option and the current footprint.

Mr. Rogers discussed current building planning and priorities while managing the impact of COVID-19.

Discussion: Director Weinstein thanked Mr. Rogers for his summary. He mentioned a video resource via ALA that discussed COVID-19 and library buildings. Director Weinstein said she would forward it to the Board. Trustee Sullivan suggested a drive-thru service similar to Glen Ellyn Public Library and encouraged continuing curbside pick-up.

10. Staff Reports

Director Weinstein discussed COVID-19, public health, and the Library. She stated the Library has been closed since March 13th and listed the public services that have advanced during the closure: curbside pick-up, take-and-make craft kits, home delivery, and Summer Read. She mentioned the Library is in the midst of planning for reopening to the public. Director Weinstein stated, for the safety and health of both the public and staff, the Library should take a measured approach to staffing and services while planning.

Discussion: Director Weinstein discussed points for reopening. Vice President Bartelli commented about the effort of enforcement regarding requirements. Trustee Duffy suggested adhering to the Patron Code of Conduct. Trustee Larson said having a maximum of 50 people at one time was good and to rely on the Patron Code of Conduct. Treasurer Norton stated that she agreed with the 50 count, and also was concerned about enforcement. Trustee Sullivan said she liked the 50 count and asked about only allowing LLD card holders into the building. Director Weinstein stated that a public library cannot ban non-cardholders from entering, but can limit special services, such as curbside pick-up to card-holders. Secretary Swistak agreed with the number 50 and stated it will be very difficult to figure the best process for both the patrons and staff.

Vice President Bartelli commented that she's witnessed some nonconformance regarding mask wearing out in public. Director Weinstein suggested that if someone does not want to wear a mask, the LLD offers curbside service. Trustee Duffy commented about the higher risk for elderly patrons and wants a strict policy regarding wearing a mask in the building. He also suggested offering masks to the public. President Hummel asked about Home Delivery service. Director Weinstein stated that Home Delivery was restarted in late May. Trustee Larson stated that she was in favor of a strict mask requirement to protect both patrons and staff. Treasurer Norton commented that all should wear a mask or to direct patrons to curbside service. Trustee Sullivan commented that the LLD should reserve the right to call the police to provide education regarding masks. Secretary Swistak stated that the mask requirement was very important and liked the idea of the LLD providing masks for patrons that do not have them.

Director Weinstein mentioned that there would be some staffing challenges continuing curbside service while remaining open, yet also stated that the curbside users would overwhelmingly like the service to continue. Director Weinstein posed limiting the service days to the Board. President Hummel stated he would like the service to continue and possibly cut it down to twice a week.

Secretary Swistak stated she would like to see curbside pick-up remain as-is. Trustee Sullivan agreed. Treasurer Norton agreed and stated that due to the pause on indoor programming, that staffing curbside might be achievable. Trustee Larson suggested one day a week would be sufficient. Trustee Duffy stated he wanted curbside to continue three days a week and wanted people to get their books in a timely manner. Trustee Duffy stated that it was a great service and would like to see it expanded post-COVID for most libraries. Trustee Larson asked about how many slots were reserved and picked up. Director Weinstein stated that the slots were full and the complete report was in the packet. She mentioned that an average of 600 to 700 items a day are picked up. Vice President Bartelli stated she agreed with all Trustee comments, and suggested that the service should be continued with the timeslots the LLD already has in place.

Director Weinstein stated that most other public libraries are planning for a grab-and-go user experience. Trustee Sullivan asked if Director Weinstein had a recommendation. Director Weinstein commented she was in favor of browse, grab, and go. Trustee Sullivan recommended Trustees raise hands during the virtual meeting due to time concerns. President Hummel stated that they could raise hands and that he would also go round-robin quickly if anyone has additional comments. President Hummel asked for a show of hands for agreement regarding Director Weinstein's recommendation. All Trustees raised their hands. Secretary Swistak agreed with the browse, grab, and go. Treasurer Norton mentioned as we move into the fall, the Library should take cues from other organizations like schools regarding meeting spaces.

Director Weinstein recommended limited public computer use with proper social distancing. President Hummel asked for a show of hands for agreement of Director Weinstein's recommendation. Six Trustees raised their hands. Vice President Bartelli asked if it was possible to have reservations for computer use. Director Weinstein stated she believed we have enough computers to accommodate and have the ability to log someone off after a set timeframe. Trustee Duffy agreed on the concept of limits, however liked the idea of an hour timeslot with a reservation system in place. Vice President Bartelli agreed with Trustee Duffy's recommendation of one hour. Trustee Larson agreed. Treasurer Norton agreed with Trustee Duffy and asked about WiFi access in the parking lot. Director Weinstein stated the wireless access points had been upgraded and installed an additional access point. Director Weinstein suggested a Personnel and Policy Committee discussion to allow broader Wi-Fi access on campus. Trustee Sullivan said she liked one hour reservations, and unrestricted WiFi access in the parking lot. She commented that Lisle PD could add the Library to their monitoring routine. Secretary Swistak agreed with the one hour slots and reservations. She asked how many computers would be available, spacing, and about how they would be disinfected. Director Weinstein stated there would be at least six feet of space between computers, a sanitizing opportunity between uses, and alternating the PCs every other day.

Director Weinstein mentioned that other public libraries are having a break in-between morning and evening opening periods or having late starts and early closings. Director Weinstein suggested having a break in the day to allow for preparation and/or sanitization. President Hummel asked for a show of hands for agreement of Director Weinstein's recommendation. All seven Trustees raised their hands. Trustee Larson recommended the first hour being open only to vulnerable populations. The Board agreed with Trustee Larson's recommendation.

Director Weinstein suggested that elevator use be one patron or one family at a time. Trustees agreed. Director Weinstein stated keeping study spaces closed and repurposing those spaces for staff. Trustees agreed.

Director Weinstein suggested that carts be available in aisles asking patrons to return materials to the carts for sanitization or quarantine. Trustees agreed. Director Weinstein stated quarantining would continue until libraries receive alternate System direction.

Director Weinstein stated she didn't see much merit in providing directional aisle signage, especially with the amount of other types of signage to come. Vice President Bartelli stated that she did not like directional aisles. Trustee Duffy stated it would not be feasible with most of the LLD space in tightknit areas. Treasurer Norton mentioned keeping the option open if there were problems.

Director Weinstein stated many local libraries have changed their reopen date to July 6th or later. The Board agreed to have the Library reopen on July 6th.

Director Weinstein mentioned the postcard survey to gauge patron curbside pick-up experiences and provided a summary of how the curbside pick-up service works. After a month of curbside pick-up, the Library has distributed over 6,268 items to our residents. Director Weinstein discussed preliminary results of the postcard survey.

Director Weinstein mentioned the Library is conducting an online and curbside Summer Read experience this year and provided program details.

Vice President Bartelli asked Assistant Director McQuillan about repair of compressor equipment and the installation of heat detectors by Chicago Metro Fire. Assistant Director McQuillan stated the other three HVAC units checked out and that the heat detectors were already installed.

11. New Business

- a. Adopt Resolution 20-01: Lisle Library District Board Members - Action Required

MOTION: Trustee Duffy moved to adopt Resolution 20-01: Lisle Library District Board Members, an annual resolution of true and correct list of current LLD Board Members. Treasurer Norton seconded.

Roll Call Vote - All Aye. The motion passed.

- b. Adopt Ordinance 20-01: Ordinance authorizing non-resident cards - Action Required

MOTION: Treasurer Norton moved to adopt Ordinance 20-01: Ordinance authorizing non-resident cards, an annual ordinance authorizing public library non-resident cards by the tax bill method. Trustee Duffy seconded.

Discussion: Director Weinstein provided an explanation of the ordinance.

Roll Call Vote - All Aye. The motion passed.

- c. Adopt Ordinance 20-02: Meeting Date Ordinance - Action Required

MOTION: Treasurer Norton moved to adopt Ordinance 20-02: Meeting Date Ordinance Draft #1, an annual setting of regular Board Meetings for the Lisle Library District. Vice President Bartelli seconded.

Discussion: Director Weinstein explained that there were two drafts of Board dates. Vice President Bartelli stated she preferred the 3rd Wednesday of the month. Trustee Duffy stated he would be okay with either choice. Trustee Larson stated she preferred Draft #2. Treasurer Norton stated that she had a preference for Draft #1 but was okay with the

majority choice. Trustee Sullivan stated she preferred Draft #2. Secretary Swistak asked if the August 12th date on Draft #2, was a mistake. Recording Secretary Knight stated that it was intentional due to the 30 day notice for the B&A. Secretary Swistak stated she preferred Draft #2. President Hummel asked if there would be conflicts with bill payment. Director Weinstein stated that there would probably be a month of adjustment but that the LLD also pays bills mid-month as well.

Roll Call Vote - Trustee Norton - Nay, Trustee Bartelli - No, Trustee Duffy - Aye, Trustee Larson - No, Trustee Sullivan - No, Trustee Swistak - Nay, Trustee Hummel - No. The motion failed.

MOTION: Treasurer Norton moved to adopt Ordinance 20-02: Meeting Date Ordinance Draft #2, an annual setting of regular Board Meetings for the Lisle Library District. Trustee Sullivan seconded. Roll Call Vote - All Aye. The motion passed.

- d. (If LLD Ord. 20-02 Draft II is adopted) Approve LLD Policy 200: Board By-Laws - Action Required
MOTION: Trustee Duffy moved to approve LLD Policy 200: Board By-Laws, accepting modifications to LLD Policy 200: Board By-Laws. Trustee Sullivan seconded.
Roll Call Vote - All Aye. The motion passed.

- e. Adopt Ordinance 20-03: Ordinance amending LLD Budget & Appropriate Ordinance for Fiscal Year 2019-2020 - Action Required
MOTION: Trustee Duffy moved to adopt Ordinance 20-03: Ordinance amending LLD Budget & Appropriate Ordinance for Fiscal Year 2019-2020, an amendment of LLD Budget & Appropriation Ordinance 19-03 under 75 ILCS 16/30-90 (b) authorizing the appropriation for "Maintenance & Repairs" to be decreased from \$111,240.00 to \$104,240.00 and the appropriation for ".02 Building/Maintenance Fund" be increased to 22,000.00 from \$15,000.00; not affecting the total amount appropriated in Fiscal Year 2019-2020. Trustee Sullivan seconded.

Discussion: Director Weinstein elaborated on the amended LLD Budget & Appropriate Ordinance for Fiscal Year 2019-2020.

Roll Call Vote - All Aye. The motion passed.

- f. Adopt Resolution 20-02 : Resolution to Abolish Working Cash Fund - Action Required
MOTION: Trustee Sullivan moved to adopt Resolution 20-02: Resolution to Abolish Working Cash Fund, an abolishment of the Working Cash Fund established under 75 ILCS 16/30-95 and to direct the transfer of any balance in the fund, including any interest that has accrued, to the Corporate Library Fund; and as established by the LLD B&A Ordinance 19-03. Trustee Duffy seconded.

Discussion: Director Weinstein explained the process of abolishing the Working Cash Fund via the Resolution, depositing the funds into the Corporate Library Fund, and then transferring funds to the Special Reserve Fund via an Ordinance.

Roll Call Vote - All Aye. The motion passed.

- g. Adopt Ordinance 20-04: Transfer of funds to Special Reserve Fund including Working Cash Fund monies - Action Required
MOTION: Trustee Sullivan moved to adopt Ordinance 20-04: Transfer of funds to Special Reserve Fund including Working Cash Fund monies; a transfer of \$420,900.00 from the Corporate Library

Fund to the Special Reserve Fund under 75 ILCS 16/40-50; and as established by the LLD B&A Ordinance 19-03. Secretary Swistak seconded.
Roll Call Vote - All Aye. The motion passed.

- h. Acknowledge payment of earned/unused vacation time as required by IL Wage Payment and Collection Act (820 ILCS 115/5) - First payment shall not exceed \$809.03, to be paid to Julie Beck. Second payment shall not exceed \$3819.60, to be paid to Mary Bannon.

President Hummel read aloud the acknowledgement of payment of earned/unused vacation time as required by IL Wage Payment and Collection Act (820 ILCS 115/5) - First payment shall not exceed \$809.03, to be paid to Julie Beck. Second payment shall not exceed \$3819.60, to be paid to Mary Bannon.

12. Opportunity for Trustee comments (five minutes)

Vice President Bartelli mentioned that she had attended the Village's Economic Development Commission meeting last week. Secretary Swistak thanked the Director and staff for all the hard work they continue to do with curbside pick-up and initiating a virtual Summer Read program. She mentioned she picked-up the Adult & Teen craft kit. Trustee Sullivan echoed Secretary Swistak and commended the Director. Treasurer Norton thanked the Director and stated she was glad to be a part of it all. Trustee Larson thanked the Director. President Hummel thanked the Director and staff for doing a good job and stated the communication has been very good.

13. Adjourn

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

Roll Call Vote - All Aye

The meeting adjourned at 9:53 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on July 15, 2020.

Approved by

Emily Swistak, Secretary of the LLD Board of Trustees

Treasurer's Report as of June 30, 2020

Fund Name	Cash Balance 06/30/20	Financial Assets % W/ Spec Res	Financial Assets % W/O Spec Res
Corporate	6,889,951.79	61.81%	93.75%
Building Maintenance	0.00	0.00%	0.00%
IMRF	280,137.17	2.51%	3.81%
FICA	178,932.12	1.61%	2.43%
Working Cash	-	0.00%	0.00%
Subtotals	7,349,021.08	65.93%	100.00%
Special Reserve	3,798,445.07	34.07%	0.00%
	11,147,466.15	100.00%	100.00%

Treasurer

Date

INVESTMENT ACTIVITY

Company	INTEREST												
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	1,860.00	1,698.86	1,572.55	1,529.62	1,307.72	1,350.35	1,272.11	1,226.22	658.36	339.01	382.14	331.58	13,528.52
Ehlers	0.48	4.20	8.48	0.31	2.89	14.63	0.59	0.09	0.98	0.16	0.16	0.49	33.46
Ehlers-Inv interest	2,541.23	8,896.84	6,513.75	9,754.93	9,492.25	4,838.54	2,055.35	8,061.89	8,374.52	9,825.72	3,090.50	2,526.16	75,971.68
Fifth Third Bank	5,177.17	4,946.44	5,850.53	5,582.40	4,793.77	4,470.98	3,931.57	3,272.71	2,301.19	1,267.48	730.87	753.73	43,078.84
Lisle Savings	67.11	67.13	71.63	67.17	69.44	67.22	69.37	246.12	241.94	249.40	228.42	219.63	1,664.58
Lisle CD 2635	469.72	470.71	456.47	472.66	458.35	474.61	474.31	444.61	476.23	461.82	478.20	463.72	5,601.41
Lisle CD 2669	527.60	528.82	512.93	531.23	515.26	533.65	534.89	325.85	147.51	142.84	147.70	143.02	4,591.30
IL Funds	2,807.00	2,580.25	2,415.35	2,270.66	2,020.81	2,042.11	2,004.61	1,850.41	1,468.41	1,164.93	884.32	525.32	22,034.18
US Bank-9853	508.03	524.99	524.98	508.03	524.99	508.03	524.34	523.54	489.74	523.55	30.80	31.83	5,222.85
US Bank-9370	3.17	3.32	4.19	8.29	8.65	8.44	8.80	8.84	8.33	4.20	2.17	2.25	70.65
TOTALS	13,961.51	19,721.56	17,930.86	20,725.30	19,194.13	14,308.56	10,875.94	15,960.28	14,167.21	13,979.11	5,975.28	4,997.73	171,797.47

	INVESTMENTS												
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Investment Maturities	0.00	465,000.00	200,000.00	145,000.00	800,000.00	205,000.00	0.00	0.00	225,000.00	601,000.00	15,000.00	110,000.00	2,766,000.00
Investment Purchases	0.00	474,681.05	204,976.00	154,922.50	0.00	815,000.00	210,000.00	0.00	241,000.00	613,473.94	156,896.70	0.00	2,870,950.19
TOTALS	-	(9,681.05)	(4,976.00)	(9,922.50)	800,000.00	(610,000.00)	(210,000.00)	-	(16,000.00)	(12,473.94)	(141,896.70)	110,000.00	(104,950.19)

**CURRENT ASSETS
AT FAIR MARKET VALUE
June 30, 2020**

	Fair Market Value on 06/30/20	
<u>Checking Accounts</u>		
Fifth Third Operating Acct	\$154,858.62	
Fifth Third Financial Now acct	\$3,830,860.45	
Fifth Third Financial-petty cash	\$400.00	
US Bank	\$27,475.33	
E commerce	\$53,188.31	
	<u>\$4,066,782.71</u>	
<u>Money Markets</u>		
Lisle Savings Bank		\$205,749.89
IMET		\$960,735.80
The Illinois Funds	2.33%	\$1,417,999.98
	2.40%	<u>\$2,584,485.67</u>
<u>Restricted Cash-IMET</u>		\$14,571.02
<u>Ehlers Investments</u>		\$115,190.56

	Purchased	Face Amt.	@	Coupon Rate	YTM	Paid	FMV	Due
<u>Investments</u>								
Lisle Savings Bank	7/11/2018	\$ 218,374.39	100.000	2.50	2.50	218,374.39	\$229,285.19	7/11/2020
Sallie Mae	8/16/2017	\$ 130,000.00	100.000	1.90	1.90	129,950.00	\$130,310.96	8/17/2020
Barclays Bank	9/20/2017	\$ 160,000.00	100.000	1.95	1.95	159,935.00	\$160,675.58	9/21/2020
Will County, IL CCS	12/20/2016	\$ 50,000.00	100.000	2.57	2.57	50,284.43	\$50,193.65	10/1/2020
Utica NY City Sch Dist	4/27/2020	\$ 350,000.00	100.457	0.00	2.25	355,967.63	\$351,489.78	10/9/2020
Charters Valley GO BDS	4/27/2020	\$ 150,000.00	101.788	0.00	5.00	152,988.67	\$152,027.16	10/15/2020
Live Oak Banking	7/30/2018	\$ 112,000.00	99.950	2.75	2.75	111,959.00	\$113,110.74	11/16/2020
Cook Cty IL Comm College	3/12/2019	\$ 30,000.00	100.000	2.60	2.60	30,222.98	\$30,158.16	12/1/2020
Community Bank	3/25/2019	\$ 160,000.00	100.000	2.55	2.55	159,968.53	\$161,853.28	12/22/2020
Lisle Savings Bank	1/16/2019	\$ 225,325.93	100.000	2.72	2.75	225,325.93	\$232,721.80	2/16/2021
Fond Du Lac Cty, WI	12/28/2017	\$ 60,000.00	100.000	4.00	2.32	63,050.40	\$61,072.54	3/1/2021
Onteora Cent Sch Dist	4/27/2020	\$ 25,000.00	100.862	0.00	2.00	25,436.06	\$25,399.10	6/1/2021
Ally Bank	8/15/2019	\$ 170,000.00	99.925	1.95	2.05	169,887.50	\$173,420.42	8/16/2021
Citibank	8/20/2018	\$ 120,000.00	99.950	3.00	3.00	119,955.00	\$123,910.60	8/24/2021
Morgan Stanley Pvt Bk	9/12/2019	\$ 75,000.00	100.000	1.80	1.80	75,000.00	\$76,473.23	9/13/2021
Celtic Bank Corp	9/20/2019	\$ 130,000.00	99.970	1.70	1.70	129,976.00	\$132,423.64	9/20/2021
Madison, WI	11/17/2016	\$ 100,000.00	102.896	2.45	1.83	103,209.06	\$102,468.38	10/1/2021
Prescott WIS	5/20/2020	\$ 155,000.00	102.094	0.00	2.00	156,896.70	\$157,886.69	10/1/2021
Discover Bk	10/3/2018	\$ 105,000.00	99.950	3.05	3.06	104,962.50	\$108,817.74	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	\$78,427.03	1/1/2022
Goldman Sachs Bk	4/3/2019	\$ 100,000.00	100.000	2.60	2.60	99,915.00	\$104,227.80	4/4/2022
Morgan Stanley Bk	4/4/2019	\$ 175,000.00	100.000	2.65	2.65	174,840.00	\$182,552.83	4/4/2022
Goldman Sachs Bk	5/22/2019	\$ 150,000.00	100.000	2.50	2.50	150,000.00	\$156,533.40	5/23/2022
Sallie Mae Bk	5/22/2019	\$ 10,000.00	100.000	2.50	2.50	10,000.00	\$10,435.56	5/23/2022
Capital One Bk	8/15/2019	\$ 130,000.00	99.900	2.05	2.05	129,892.30	\$135,024.37	8/15/2022
Enerbank USA	8/30/2019	\$ 175,000.00	99.935	1.75	1.75	174,901.25	\$180,742.36	8/30/2022
Morgan Stanley Bk	10/3/2019	\$ 155,000.00	99.950	1.90	1.90	154,922.50	\$160,794.21	10/3/2022
Federated Inv. Govt Obl. Inst.	12/12/2019	\$ 675,000.00	1.000	0.00	0.00	675,000.00	\$534,000.00	
							<u>\$4,366,436.19</u>	

TOTAL CURRENT ASSETS

\$11,147,466.15

Lisle Library District
Revenues through June 30, 2020 (100.0% of FY 19-20)
Special Reserve Only

	Current Month June 2020	YTD July - June 2019-2020	YTD Jul - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
REVENUES					
INTEREST/ DONATIONS					
70-02-4481-00 Interest Eamed - Special Reserve	\$1,158.34	\$46,913.54	\$57,527.48	\$35,000.00	134.04 %
70-04-4587-10 Restricted - Transfer from Corporate	\$25,000.00	\$300,000.00	\$300,000.00	\$300,000.00	100.00 %
TOTAL INTEREST & CASH DONATION	\$26,158.34	\$346,913.54	\$357,527.48	\$335,000.00	103.56 %
OPERATING TRANSFER IN					
70-99-4990-00 Operating Transfer In	\$420,900.00	\$420,900.00	\$0.00	\$0.00	0.00 %
TOTAL OPERATING TRANSFER IN	\$420,900.00	\$420,900.00	\$0.00	\$0.00	0.00 %
TOTAL REVENUES	\$447,058.34	\$767,813.54	\$357,527.48	\$335,000.00	229.20 %

Lisle Library District

Revenues through June 30, 2020 (100.0% of FY 19-20)

No Special Reserve reflected

	Current Month June 2020	YTD July - June 2019-2020	YTD July - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
REVENUES					
TAX LEVY					
10-01-4411-00 Tax Levy - Corp.	\$1,897,196.18	\$5,900,552.56	\$3,908,460.52	\$3,966,823.34	148.75 %
30-01-4413-00 Tax Levy - 02 Building/Maint.	\$0.00	\$0.00	\$154,165.43	\$0.00	0.00 %
40-01-4414-00 Tax Levy - IMRF	\$24,384.03	\$75,837.83	\$154,360.97	\$50,984.25	148.75 %
45-01-4415-00 Tax Levy - FICA	\$60,662.70	\$188,669.72	\$136,293.15	\$126,838.87	148.75 %
TOTAL TAX LEVY	\$1,982,242.91	\$6,165,060.11	\$4,353,280.07	\$4,144,646.46	148.75 %
BACK TAXES					
10-01-4441-00 Back Taxes - Corp.	\$0.00	\$0.00	\$37.96	\$0.00	0.00 %
30-01-4443-00 Back Taxes - 02 Building/Maint	\$0.00	\$0.00	\$60.55	\$0.00	0.00 %
40-01-4444-00 Back Taxes - IMRF	\$0.00	\$0.00	\$2,125.82	\$0.00	0.00 %
45-01-4445-00 Back Taxes - FICA	\$0.00	\$0.00	\$74.66	\$0.00	0.00 %
TOTAL BACK TAXES	\$0.00	\$0.00	\$2,298.99	\$0.00	0.00 %
TIF SURPLUS					
10-01-4455-00 TIF-Surplus Corp	\$0.00	\$34,509.98	\$0.00	\$35,000.00	98.60 %
Total TIF SURPLUS	\$0.00	\$34,509.98	\$0.00	\$35,000.00	98.60 %
PERSONAL PROPERTY REPLACEMENT TAX					
10-01-4461-00 Personal Property Repl. Tax - Corp	\$0.00	\$18,190.09	\$16,618.11	\$12,000.00	151.58 %
40-01-4462-00 Personal Property Repl. Tax - IMRF	\$0.00	\$1,049.79	\$959.06	\$600.00	174.97 %
45-01-4463-00 Personal Property Repl. Tax - FICA	\$0.00	\$164.93	\$150.69	\$100.00	164.93 %
TOTAL PERSONAL PROPERTY REPLACEMENT TAX	\$0.00	\$19,404.81	\$17,727.86	\$12,700.00	152.79 %
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	\$3,488.82	\$109,357.17	\$118,532.02	\$82,000.00	133.36 %
30-02-4474-00 Interest Earned - 02 B/M	\$0.00	\$0.00	\$355.49	\$0.00	0.00 %
40-02-4475-00 Interest Earned - IMRF	\$240.99	\$7,553.88	\$5,966.65	\$4,500.00	167.86 %
45-02-4476-00 Interest Earned - FICA	\$109.58	\$3,434.75	\$2,203.26	\$2,500.00	137.39 %

Lisle Library District
Revenues through June 30, 2020 (100.0% of FY 19-20)
 No Special Reserve reflected

	Current Month June 2020	YTD July - June 2019-2020	YTD July - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
80-02-4482-00 Interest Earned - Working Cash	\$0.00	\$4,538.14	\$5,769.00	\$4,500.00	100.85 %
TOTAL INTEREST INCOME	\$3,839.39	\$124,883.94	\$132,826.42	\$93,500.00	133.57 %
COUNTY INTEREST					
10-02-4511-00 County Interest - Corp	\$0.00	\$0.00	\$1,757.23	\$0.00	0.00 %
40-02-4514-00 County Interest - IMRF	\$0.00	\$0.00	\$2.76	\$0.00	0.00 %
45-02-4515-00 County Interest - FICA	\$0.00	\$0.00	\$6.87	\$0.00	0.00 %
TOTAL COUNTY INTEREST	\$0.00	\$0.00	\$1,766.86	\$0.00	0.00 %
UNREALIZED GAIN/LOSS ON INVESTMENTS					
10-02-4526-00 4526 - Unrealized Gain/Loss on	(\$4,128.83)	\$42,693.66	\$57,307.69	\$25,000.00	170.77 %
TOTAL UNREALIZED GAIN/LOSS ON INVESTMENTS	(\$4,128.83)	\$42,693.66	\$57,307.69	\$25,000.00	170.77 %
DESK INCOME					
10-03-4531-00 Lost Books	\$0.00	\$1,244.72	\$2,387.30	\$3,000.00	41.49 %
10-03-4536-00 Non-Resident Fees	\$0.00	\$0.00	\$576.96	\$250.00	0.00 %
10-03-4540-00 Fines	\$176.99	\$17,297.37	\$38,341.04	\$35,000.00	49.42 %
TOTAL DESK INCOME	\$176.99	\$18,542.09	\$41,305.30	\$38,250.00	48.48 %
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	\$0.00	\$0.00	\$597.01	\$0.00	0.00 %
10-04-4562-00 Gifts-book purchases	\$0.00	\$0.00	\$56.95	\$0.00	0.00 %
10-04-4564-00 Gifts-Equipment	\$0.00	\$0.00	\$478.94	\$0.00	0.00 %
10-04-4573-00 Copier Income	\$0.00	\$942.23	\$1,334.02	\$1,000.00	94.22 %
10-04-4583-00 Per Capita Grant	\$0.00	\$35,630.00	\$35,630.00	\$0.00	0.00 %
10-04-4584-00 Other Income - Corp.	\$0.00	\$0.00	\$50,982.19	\$1,000.00	0.00 %
TOTAL UNRESTRICTED INCOME	\$0.00	\$36,572.23	\$89,079.11	\$2,000.00	1,828.61 %
OPERATING TRANSFER IN					
10-99-4990-00 Operating Transfer In	\$420,893.19	\$420,893.19	\$0.00	\$0.00	0.00 %
Total OPERATING TRANSFER IN	\$420,893.19	\$420,893.19	\$0.00	\$0.00	0.00 %

Lisle Library District
Revenues through June 30, 2020 (100.0% of FY 19-20)
 No Special Reserve reflected

Current Month June 2020	YTD July - June 2019-2020	YTD July - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
\$2,403,023.65	\$6,862,560.01	\$4,695,592.30	\$4,351,096.46	157.72 %

TOTAL REVENUES

Lisle Library District
Expenses through June 30, 2020 (100.0% of FY 19-20)
Special Reserve Only

	Current Month June 2020	YTD July - June 2019-2020	YTD July - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
SPECIAL RESERVE EXPENSES					
MAINTENANCE AND EQUIPMENT EXPENSES					
70-20-5666-00	\$0.00	\$232,527.50	\$0.00	\$345,000.00	67.40 %
70-65-5667-00	\$0.00	\$0.00	\$0.00	\$140,000.00	0.00 %
70-65-5671-00	\$14,452.00	\$30,000.00	\$4,357.84	\$30,000.00	100.00 %
70-65-5674-00	\$1,035.00	\$15,000.00	\$4,250.00	\$75,000.00	20.00 %
TOTAL MAINTENANCE AND EQUIPMENT EXPENSES	\$15,487.00	\$277,527.50	\$8,607.84	\$590,000.00	47.04 %
RENOVATION COSTS					
70-65-5861-00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
TOTAL RENOVATION COSTS	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
TOTAL SPECIAL RESERVE EXPENSES	\$15,487.00	\$277,527.50	\$8,607.84	\$600,000.00	46.25 %

Lisle Library District
Expenses through June 30, 2020 (100.0% of FY 19-20)
 No Special Reserve reflected

	Current Month June 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
ALL EXPENSES					
EMPLOYEE COSTS					
Salaries					
10-10-5603-10	\$37,922.69	\$482,323.74	\$512,369.72	\$538,996.84	89.49 %
10-10-5603-20	\$46,559.11	\$561,372.90	\$542,126.91	\$561,938.59	99.90 %
10-10-5603-30	\$35,703.61	\$398,039.52	\$343,376.17	\$398,744.11	99.82 %
10-10-5603-50	\$22,117.07	\$267,937.20	\$266,884.26	\$279,943.69	95.71 %
10-10-5603-60	\$36,389.31	\$465,012.76	\$479,944.39	\$482,446.73	96.39 %
Total Salaries	\$178,691.79	\$2,174,686.12	\$2,144,701.45	\$2,262,069.96	96.14 %
Health and Dental Ins.					
10-10-5621-10	\$3,999.79	\$47,172.36	\$54,783.50	\$65,000.00	72.57 %
10-10-5621-20	\$8,170.67	\$94,392.67	\$92,236.09	\$105,000.00	89.90 %
10-10-5621-30	\$3,419.12	\$39,568.31	\$39,755.42	\$50,000.00	79.14 %
10-10-5621-50	\$2,788.76	\$31,660.44	\$35,264.84	\$40,000.00	79.15 %
10-10-5621-60	\$5,220.57	\$60,904.86	\$52,327.17	\$60,000.00	101.51 %
10-10-5622-10	(\$13.72)	\$2,200.03	\$3,096.54	\$4,000.00	55.00 %
10-10-5622-20	\$226.81	\$5,432.59	\$5,651.54	\$7,000.00	77.61 %
10-10-5622-30	\$73.23	\$2,112.26	\$910.27	\$2,000.00	105.61 %
10-10-5622-50	\$101.51	\$2,736.34	\$2,679.29	\$3,000.00	91.21 %
10-10-5622-60	\$97.94	\$2,226.58	\$3,401.60	\$4,000.00	55.66 %
Total Health & Dental Ins.	\$24,084.68	\$288,406.44	\$290,106.26	\$340,000.00	84.83 %
Other Staff Benefits					
10-10-5646-00	\$0.00	\$1,635.57	\$1,431.92	\$4,000.00	40.89 %
10-10-5623-00	\$0.00	\$382.20	\$865.80	\$870.00	43.93 %
Total Other Staff Benefits	\$0.00	\$2,017.77	\$2,297.72	\$4,870.00	41.43 %
FICA Expenses					
45-10-5625-10	\$2,822.42	\$35,959.88	\$37,191.07	\$40,000.00	89.90 %
45-10-5625-20	\$3,335.91	\$40,293.38	\$38,072.51	\$40,000.00	100.73 %

Lisle Library District
Expenses through June 30, 2020 (100.0% of FY 19-20)
 No Special Reserve reflected

	Current Month June 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
45-10-5625-30	\$2,691.66	\$29,991.10	\$25,323.56	\$30,000.00	99.97 %
45-10-5625-50	\$1,656.46	\$20,086.27	\$19,991.69	\$22,000.00	91.30 %
45-10-5625-60	\$2,664.79	\$34,246.22	\$35,036.36	\$41,048.35	83.43 %
Total FICA Expenses	\$13,171.24	\$160,576.85	\$155,615.19	\$173,048.35	92.79 %
IMRF Expenses					
40-10-5628-10	\$3,111.04	\$34,669.87	\$37,773.65	\$41,000.00	84.56 %
40-10-5628-20	\$4,097.20	\$43,507.33	\$43,971.76	\$46,000.00	94.58 %
40-10-5628-30	\$3,020.89	\$29,593.04	\$25,585.99	\$34,000.00	87.04 %
40-10-5628-50	\$1,946.29	\$20,769.78	\$22,938.39	\$25,000.00	83.08 %
40-10-5628-60	\$2,393.45	\$26,066.49	\$27,198.97	\$30,000.00	86.89 %
Total IMRF Expenses	\$14,568.87	\$154,606.51	\$157,468.76	\$176,000.00	87.84 %
TOTAL EMPLOYEE COSTS	\$230,516.58	\$2,780,293.69	\$2,750,189.38	\$2,955,988.31	94.06 %
BUILDING COSTS					
Utilities					
10-20-5650-00	\$450.00	\$4,950.00	\$4,950.00	\$5,400.00	91.67 %
10-20-5651-00	\$0.00	\$1,810.00	\$1,810.00	\$1,810.00	100.00 %
10-20-5652-00	\$770.55	\$8,051.89	\$8,843.39	\$8,000.00	100.65 %
10-20-5653-00	\$361.03	\$5,799.95	\$7,084.70	\$7,500.00	77.33 %
10-20-5654-00	\$36.15	\$1,680.15	\$2,819.92	\$2,900.00	57.94 %
10-20-5655-00	\$3,426.86	\$39,944.23	\$49,063.27	\$52,000.00	76.82 %
10-20-5656-00	\$216.08	\$1,296.52	\$1,168.19	\$1,500.00	86.43 %
Total Utilities	\$5,260.67	\$63,532.74	\$75,739.47	\$79,110.00	80.31 %
Maintenance and Repairs					
10-20-5660-00	\$0.00	\$4,800.00	\$4,800.00	\$5,000.00	96.00 %
10-20-5661-00	\$579.23	\$18,978.49	\$32,460.84	\$37,500.00	50.61 %
10-20-5662-00	\$6,812.50	\$38,398.50	\$41,739.16	\$40,000.00	96.00 %
10-20-5663-00	\$0.00	\$9,000.00	\$9,473.06	\$9,000.00	100.00 %

Lisle Library District
Expenses through June 30, 2020 (100.0% of FY 19-20)
 No Special Reserve reflected

	Current Month June 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-20-5664-00 Maint/Repairs-Non Contr. Work	\$19,113.26	\$82,483.81	\$72,277.96	\$83,700.00	98.55 %
10-20-5665-00 Rubbish Removal	\$294.33	\$3,094.33	\$2,321.68	\$2,500.00	123.77 %
Total Maintenance and Repairs	\$26,799.32	\$156,755.13	\$163,072.70	\$177,700.00	88.21 %
TOTAL BUILDING COSTS	\$32,059.99	\$220,287.87	\$238,812.17	\$256,810.00	85.78 %
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00 Postage and Shipping	\$0.00	\$4,325.06	\$4,737.54	\$4,500.00	96.11 %
10-25-5710-10 Printing/Spec. Serv. - Adult	\$0.00	\$10,127.45	\$13,829.76	\$18,000.00	56.26 %
10-25-5711-00 Postage Special Serv	\$240.00	\$6,929.09	\$7,505.19	\$8,500.00	81.52 %
10-25-5712-00 Printing	\$0.00	\$379.46	\$438.93	\$1,000.00	37.95 %
Total Postage and Printing	\$240.00	\$21,761.06	\$26,511.42	\$32,000.00	68.00 %
Supplies					
10-25-5713-00 Office Supplies	\$447.41	\$4,665.86	\$6,035.55	\$5,000.00	93.32 %
10-25-5714-00 Circ. Material Supplies	\$158.94	\$4,389.86	\$9,993.00	\$10,000.00	43.90 %
10-25-5715-00 Copier Supplies	\$0.00	\$929.70	\$1,508.96	\$1,800.00	51.65 %
10-25-5716-00 Kitchen Supplies	\$55.90	\$4,418.67	\$6,033.45	\$6,500.00	67.98 %
10-25-5717-00 Processing Supplies	\$2,323.49	\$21,869.66	\$26,503.01	\$28,000.00	78.11 %
10-25-5718-00 Computer Supplies	\$1,433.19	\$8,616.53	\$13,831.11	\$12,400.00	69.49 %
Total Supplies	\$4,418.93	\$44,890.28	\$63,905.08	\$63,700.00	70.47 %
Other Operating Costs					
10-25-5719-00 Publishing	\$0.00	\$693.22	\$732.46	\$2,200.00	31.51 %
10-25-5722-15 Safety Deposit Box Rental	\$0.00	\$150.00	\$58.34	\$150.00	100.00 %
10-25-5723-00 Check Printing	\$0.00	\$51.36	\$258.78	\$250.00	20.54 %
10-25-5723-15 Bank Charges	\$60.48	\$1,517.74	\$2,290.22	\$3,100.00	48.96 %
10-25-5724-15 Local Travel	\$37.03	\$339.61	\$509.03	\$500.00	67.92 %
Total Other Operating Costs	\$97.51	\$2,751.93	\$3,848.83	\$6,200.00	44.39 %

Lisle Library District
Expenses through June 30, 2020 (100.0% of FY 19-20)
 No Special Reserve reflected

	Current Month June 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
TOTAL OPERATING EXPENSES	\$4,756.44	\$69,403.27	\$94,265.33	\$101,900.00	68.11 %
INSURANCE					
10-30-5750-00 Fidelity Bonds	\$0.00	\$0.00	\$2,400.00	\$2,100.00	0.00 %
10-30-5751-00 Property Damage (All-Peril)	\$0.00	\$24,178.51	\$19,143.70	\$22,600.00	106.98 %
10-30-5752-00 Notary Bond	\$0.00	\$0.00	\$0.00	\$65.00	0.00 %
10-30-5754-00 5754 Workers Comp Insurance	\$0.00	\$9,319.00	\$6,112.50	\$6,200.00	150.31 %
TOTAL INSURANCE	\$0.00	\$33,497.51	\$27,656.20	\$30,965.00	108.18 %
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	\$0.00	\$3,825.00	\$5,036.25	\$15,000.00	25.50 %
10-35-5761-00 Collection Agency	\$0.00	\$358.00	\$456.40	\$700.00	51.14 %
10-35-5762-00 Other Contr Services - Admin	\$425.00	\$6,505.22	\$1,790.00	\$6,500.00	100.08 %
10-35-5763-00 Other Contr Svcs-Tech Asst	\$12,913.00	\$7,624.77	\$28,605.24	\$60,000.00	96.04 %
10-35-5764-10 Other Contr Svcs - Library	\$1,978.80	\$19,999.51	\$2,681.60	\$14,000.00	142.85 %
10-35-5765-10 Investment Agency Consultants	\$589.76	\$6,535.14	\$6,874.49	\$7,000.00	93.36 %
10-35-5769-00 Acct Maint & Upgrades	\$9,494.06	\$9,494.06	\$16,284.19	\$8,950.00	106.08 %
10-35-5770-00 5770 Contractual - Audit Fee	\$0.00	\$8,400.00	\$8,500.00	\$10,000.00	84.00 %
10-35-5771-00 Payroll Service	\$505.73	\$7,171.07	\$7,088.84	\$7,700.00	93.13 %
TOTAL CONTRACTUAL SERVICES	\$25,906.35	\$119,912.77	\$77,317.01	\$129,850.00	92.35 %
PERSONNEL DEVELOPMENT					
Staff & Trustee Development					
10-40-5783-00 Dues - Staff	\$0.00	\$4,009.00	\$3,980.00	\$5,100.00	78.61 %
10-40-5784-00 Meetings - Staff	\$0.00	\$1,130.51	\$1,196.45	\$2,000.00	56.53 %
10-40-5785-00 Conferences - Staff	\$175.00	\$7,994.60	\$13,729.81	\$15,000.00	53.30 %
10-40-5786-00 Memorial/Tribute/Recognition	\$59.99	\$419.17	\$655.45	\$2,000.00	20.96 %
10-40-5787-00 In-Service	\$0.00	\$2,391.29	\$2,917.34	\$3,000.00	79.71 %
10-40-5788-00 Training (Cont Ed) - Staff	\$0.00	\$1,459.00	\$1,740.54	\$1,500.00	97.27 %
10-45-5786-70 Dues - Trustee	\$0.00	\$525.00	\$750.00	\$525.00	100.00 %
10-45-5787-70 Conferences - Trustee	\$0.00	\$391.08	\$175.00	\$1,000.00	39.11 %

Lisle Library District
Expenses through June 30, 2020 (100.0% of FY 19-20)
 No Special Reserve reflected

	Current Month June 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-45-5788-70 Meetings - Trustee	\$0.00	\$0.00	\$108.30	\$1,000.00	0.00 %
10-45-5789-70 Training-Trustees	\$0.00	\$0.00	\$134.97	\$1,000.00	0.00 %
Total Staff & Trustee Development	\$234.99	\$18,319.65	\$25,387.86	\$32,125.00	57.03 %
TOTAL PERSONNEL DEVELOPMENT	\$234.99	\$18,319.65	\$25,387.86	\$32,125.00	57.03 %
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	\$0.00	\$48,956.48	\$48,945.81	\$52,500.00	93.25 %
10-48-5803-10 5803 Technology	\$22,830.47	\$39,871.51	\$0.00	\$66,000.00	60.41 %
10-48-5804-10 5804 Facility	\$1,442.35	\$9,352.97	\$0.00	\$10,000.00	93.53 %
Total Major Equipment	\$24,272.82	\$98,180.96	\$48,945.81	\$128,500.00	76.41 %
Minor Equipment					
10-48-5823-10 Minor Equip - Administration	\$700.00	\$700.00	\$616.43	\$700.00	100.00 %
10-48-5823-20 Minor Equip - Adult Services	\$0.00	\$636.51	\$776.24	\$700.00	90.93 %
10-48-5823-30 Minor Equip - Youth	\$363.33	\$570.34	\$669.91	\$700.00	81.48 %
10-48-5823-50 Minor Equip - Tech Services	\$447.37	\$658.70	\$640.37	\$700.00	94.10 %
10-48-5823-60 Minor Equip - Circ	\$0.00	\$24.99	\$624.97	\$700.00	3.57 %
Total Minor Equipment	\$1,510.70	\$2,590.54	\$3,327.92	\$3,500.00	74.02 %
Equip Maint/Repairs & Rentals					
10-48-5843-00 Rental-Postage Meter	\$0.00	\$720.00	\$540.00	\$720.00	100.00 %
10-48-5845-00 Equip Maint/Repr-Contr-Lib.	\$3,774.98	\$15,583.85	\$16,648.69	\$19,000.00	82.02 %
10-48-5846-00 Equip Maint/Repr-NonContr	\$0.00	\$733.73	\$967.19	\$1,000.00	73.37 %
Total Equip Maint/Repairs & Rentals	\$3,774.98	\$17,037.58	\$18,155.88	\$20,720.00	82.23 %
TOTAL EQUIPMENT COSTS	\$29,558.50	\$117,809.08	\$70,429.61	\$152,720.00	77.14 %
LIBRARY MEDIA					
Books					

Lisle Library District
Expenses through June 30, 2020 (100.0% of FY 19-20)
 No Special Reserve reflected

	Current Month June 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-50-5863-20	\$3,800.86	\$6,439.78	\$9,529.04	\$9,000.00	71.55 %
10-50-5863-30	\$9,068.68	\$45,212.62	\$50,166.32	\$54,000.00	83.73 %
10-50-5863-50	\$0.00	\$155.66	\$100.00	\$100.00	155.66 %
10-50-5864-10	\$8,683.71	\$63,465.88	\$93,792.74	\$86,100.00	73.71 %
10-50-5865-10	\$9,993.32	\$67,699.19	\$72,441.49	\$72,500.00	93.38 %
10-50-5867-20	\$2,678.09	\$13,114.39	\$18,499.45	\$20,000.00	65.57 %
Total Books	\$34,224.66	\$196,087.52	\$244,529.04	\$241,700.00	81.13 %
Databases					
10-50-5869-20	\$5,558.46	\$117,940.72	\$118,785.52	\$130,000.00	90.72 %
10-50-5872-10	\$1,954.00	\$6,818.09	\$9,202.54	\$10,000.00	68.18 %
10-50-5873-30	\$0.00	\$9,926.70	\$10,504.00	\$12,700.00	78.16 %
Total Databases	\$7,512.46	\$134,685.51	\$138,492.06	\$152,700.00	88.20 %
Audio-Visual Materials					
10-50-5890-30	\$5,954.67	\$17,380.14	\$17,910.59	\$18,000.00	96.56 %
10-50-5895-40	\$17,395.14	\$116,654.79	\$104,089.41	\$117,300.00	99.45 %
Total Audio-Visual Materials	\$23,349.81	\$134,034.93	\$122,000.00	\$135,300.00	99.07 %
Periodicals/Doc Delivery					
10-50-5900-20	\$182.85	\$42,488.85	\$39,500.28	\$42,000.00	101.16 %
10-50-5900-30	\$0.00	\$193.91	\$327.40	\$700.00	27.70 %
10-50-5900-80	\$0.00	\$3,034.47	\$2,285.84	\$3,800.00	79.85 %
10-50-5871-20	\$0.00	\$21,908.58	\$21,748.38	\$23,000.00	95.25 %
Total Periodicals/Doc Delivery	\$182.85	\$67,625.81	\$63,861.90	\$69,500.00	97.30 %
TOTAL LIBRARY MEDIA	\$65,269.78	\$532,433.77	\$568,883.00	\$599,200.00	88.86 %
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10	\$372.12	\$10,692.37	\$16,430.65	\$16,500.00	64.80 %

Lisle Library District
Expenses through June 30, 2020 (100.0% of FY 19-20)
 No Special Reserve reflected

	Current Month June 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-60-5931-30	\$1,199.22	\$7,922.74	\$11,956.42	\$12,000.00	66.02 %
10-60-5931-40	\$17.06	\$1,463.22	\$1,919.33	\$2,000.00	73.16 %
10-60-5931-50	\$0.00	\$2,480.96	\$6,597.92	\$6,500.00	38.17 %
Total Programs	\$1,588.40	\$22,559.29	\$36,904.32	\$37,000.00	60.97 %
Readers Service's					
10-60-5940-10	\$1,701.88	\$1,996.94	\$1,895.79	\$2,000.00	99.85 %
10-60-5940-30	\$0.00	\$4,135.16	\$5,104.21	\$5,500.00	75.18 %
Total Readers Services's	\$1,701.88	\$6,132.10	\$7,000.00	\$7,500.00	81.76 %
TOTAL PROGRAMS AND READER'S SERVICES					
	\$3,290.28	\$28,691.39	\$43,904.32	\$44,500.00	64.48 %
RESTRICTED USAGE EXPENSES					
10-80-5980-80	\$0.00	\$0.00	\$1,208.08	\$0.00	0.00 %
10-80-5981-80	\$2,757.35	\$35,630.00	\$34,150.00	\$0.00	0.00 %
10-80-5984-80	\$25,000.00	\$300,000.00	\$300,000.00	\$300,000.00	100.00 %
10-80-5986-80	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00	100.00 %
Total RESTRICTED USAGE EXPENSES	\$27,757.35	\$385,630.00	\$385,358.08	\$350,000.00	110.18 %
.02 BLDG/MAINT EXPENSES					
30-65-5920-00	\$0.00	\$0.00	\$53,772.12	\$0.00	0.00 %
30-65-5925-00	\$0.00	\$12,621.58	\$42,493.98	\$0.00	0.00 %
30-65-5926-00	\$0.00	\$9,063.21	\$111,110.00	\$10,000.00	90.63 %
Total .02 BLDG/MAINT EXPENSES	\$0.00	\$21,684.79	\$207,376.10	\$10,000.00	216.85 %
CONTINGENCY					
10-99-5999-00	\$0.00	\$15,264.92	\$16,259.81	\$25,000.00	61.06 %
Total	\$0.00	\$15,264.92	\$16,259.81	\$25,000.00	61.06 %
OPERATING TRANSFER OUT					
10-99-5990-00	\$420,900.00	\$420,900.00	\$0.00	\$0.00	0.00 %

Lisle Library District
Expenses through June 30, 2020 (100.0% of FY 19-20)

No Special Reserve reflected

	Current Month June 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
80-99-5990-00 Operating Transfer Out WC	\$420,893.19	\$420,893.19	\$0.00	\$0.00	0.00 %
TOTAL OPERATING TRANSFER OUT	(\$841,793.19)	(\$841,793.19)	\$0.00	\$0.00	0.00 %
TOTAL ALL EXPENSES	\$1,261,143.45	\$5,185,021.90	\$4,505,838.87	\$4,689,058.31	110.58 %

Lisle Library District Accounts Payable July 15, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
American Library Assn American Library Assn	7/15/2020 0263427 - 083120	Membership Dues Invoice	Paid	10-40-5783-00	Dues - Staff	\$494.00
<i>Totals for American Library Assn:</i>						<u>\$494.00</u>
Baker & Taylor (L4171582) Baker & Taylor (L4171582)	7/15/2020 070820	Audio Books & Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Mats - Adult Serv Processing Supplies	\$513.19 \$59.80
<i>Totals for Baker & Taylor (L4171582):</i>						<u>\$572.99</u>
Baker & Taylor (L0334152) Baker & Taylor (L0334152)	7/15/2020 070820	Circ & Processing Invoice	Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$132.53 \$1.00
<i>Totals for Baker & Taylor (L0334152):</i>						<u>\$133.53</u>
Baker & Taylor (L5202982) Baker & Taylor (L5202982)	7/15/2020 070820	PBS & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult/Teen Fiction Processing Supplies	\$9.63 \$2.30
<i>Totals for Baker & Taylor (L5202982):</i>						<u>\$11.93</u>
Baker & Taylor (L5425632) Baker & Taylor (L5425632)	7/15/2020 070820	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv Processing Supplies	\$465.83 \$24.25
<i>Totals for Baker & Taylor (L5425632):</i>						<u>\$490.08</u>
Baker & Taylor (L5543202) Baker & Taylor (L5543202)	7/15/2020 070820	Books - Fiction & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult/Teen Fiction Processing Supplies	\$1,182.15 \$50.35
<i>Totals for Baker & Taylor (L5543202):</i>						<u>\$1,232.50</u>
Bear Landscape Group Bear Landscape Group	7/15/2020 7803	Landscape Mowing Invoice	Paid	10-20-5662-00	Maint Contr. - Landscape Serv.	\$987.50
<i>Totals for Bear Landscape Group:</i>						<u>\$987.50</u>

Lisle Library District Accounts Payable July 15, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Blackbaud	7/15/2020 91919429	Paid on Account Credit memo	Applied	10-35-5769-00	Acct Maint & Upgrades	(\$9,494.06)
	7/15/2020 91918802	1 Year Subscription Invoice	Paid	10-35-5769-00	Acct Maint & Upgrades	\$10,016.67
					Totals for Blackbaud:	\$522.61
BookPage BookPage	7/15/2020 S47862	BookPage Subscription Invoice	Paid	10-50-5900-80	Periodicals - Prof. Collections	\$882.00
					Totals for BookPage:	\$882.00
Brainfuse, Inc. Brainfuse, Inc.	7/15/2020 073120	Brainfuse Invoice	Paid	10-50-5873-30	Dbases - Youth Serv	\$2,800.00
					Totals for Brainfuse, Inc.:	\$2,800.00
Case Lots, Inc. Case Lots, Inc.	7/15/2020 6792	PPE - Masks, Gloves, Saniti Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$1,131.10
					Totals for Case Lots, Inc.:	\$1,131.10
Compact Disc Source Compact Disc Source	7/15/2020 78315	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$205.89
	7/15/2020 78314	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$88.44
	7/15/2020 78332	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$174.54
	7/15/2020 78331	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$76.66
					Totals for Compact Disc Source:	\$545.53

Department of the Treasury

Lisle Library District Accounts Payable July 15, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Department of the Treasury	7/15/2020 PCOR12020	PCORI Fee Invoice	Paid	10-10-5621-10 10-10-5621-20 10-10-5621-30 10-10-5621-50 10-10-5621-60	Hosp. Ins. - Admin Hosp. Ins. - Adult Serv. Hosp. Ins. - YS Hosp. Ins. - Tech Hosp. Ins. - Circ	\$17.78 \$30.48 \$15.24 \$10.16 \$20.32
Direct Energy Business				<i>Totals for Department of the Treasury:</i>		<u>\$93.98</u>
Direct Energy Business	7/15/2020 201810042549756	Usage Invoice	Paid	10-20-5655-00	Utilities - Electric	\$3,586.48
EBSCO				<i>Totals for Direct Energy Business:</i>		<u>\$3,586.48</u>
EBSCO	7/15/2020 2003629	Cancelled Titles Credit memo	Applied	10-50-5900-20	Periodicals - Adult Serv	(\$951.00)
	7/15/2020 2004675	Cancelled Title Credit memo	Applied	10-50-5900-20	Periodicals - Adult Serv	(\$99.00)
	7/15/2020 2007663	Cancelled Titles Credit memo	Applied	10-50-5900-20	Periodicals - Adult Serv	(\$152.75)
	7/15/2020 1000127602-1	Job & Career Renewal Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$2,756.00
	7/15/2020 2007985	Subscription - Financial Time Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv	\$426.30
Eco Clean Maintenance				<i>Totals for EBSCO:</i>		<u>\$1,979.55</u>
Eco Clean Maintenance	7/15/2020 8806	Cleaning Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$806.91
Ehlers Investment Partners				<i>Totals for Eco Clean Maintenance:</i>		<u>\$806.91</u>
Ehlers Investment Partners	7/15/2020 063020	Investment Services Invoice	Paid	10-35-5765-10	Investment Agency Consultants	\$592.19
				<i>Totals for Ehlers Investment Partners:</i>		<u>\$592.19</u>

Lisle Library District Accounts Payable July 15, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Illinois Library Association Illinois Library Association	7/15/2020 180224	Membership Dues - Murrff, H Invoice	Paid	10-40-5783-00	Dues - Staff	\$650.00
Totals for Illinois Library Association:						\$650.00
JanWay Company JanWay Company	7/15/2020 135835	Tote Bags w/Logo Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$1,560.00
Totals for JanWay Company:						\$1,560.00
Chris Knight Chris Knight	7/15/2020 070220	Reimburse Mileage Invoice	Paid	10-25-5724-15	Local Travel	\$7.01
Totals for Chris Knight:						\$7.01
Konica Minolta Business Solutions Konica Minolta Business Solutions	7/15/2020 267027523	Copier Usage Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$98.44
Totals for Konica Minolta Business Solutions:						\$98.44
Konica Minolta Premier Finance Konica Minolta Premier Finance	7/15/2020 418567640	Copier Lease Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$211.10
Totals for Konica Minolta Premier Finance:						\$211.10
LIMRiCC PHIP Health LIMRiCC PHIP Health	7/15/2020 0720	July Health Premium Invoice	Paid	10-10-5621-10 10-10-5621-20 10-10-5621-30 10-10-5621-50 10-10-5621-60	Hosp. Ins. - Admin Hosp. Ins. - Adult Serv. Hosp. Ins. - YS Hosp. Ins. - Tech Hosp. Ins. - Circ	\$5,031.10 \$10,792.27 \$4,028.08 \$3,294.26 \$6,384.59
Totals for LIMRiCC PHIP Health:						\$29,530.30
Midwest Tape (7288) Midwest Tape (7288)	7/15/2020 063020	DVDs/Blu-rays & Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Matls - Adult Serv Processing Supplies	\$631.24 \$164.05

Lisle Library District Accounts Payable July 15, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Midwest Tape (7291) Midwest Tape (7291)	7/15/2020 063020	DVDs/Blu-rays/CD Books w Invoice	Paid	10-50-5890-30	Totals for Midwest Tape (7288): A-V Matls - Youth Serv	\$795.29 \$12.74
Midwest Tape Midwest Tape	7/15/2020 99085342	Hoopla Invoice	Paid	10-50-5895-40	Totals for Midwest Tape (7291): A-V Matls - Adult Serv	\$12.74 \$4,349.71
Monaco Mechanical Service, Inc. Monaco Mechanical Service, Inc.	7/15/2020 18746	Service Contract Invoice	Paid	10-20-5660-00	Totals for Midwest Tape: Maint Contracts - HVAC	\$4,349.71 \$1,200.00
Outsource Solutions Group, Inc. Outsource Solutions Group, Inc.	7/15/2020 18739	AC Coil Cleaning Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$1,627.00
Outsource Solutions Group, Inc. Outsource Solutions Group, Inc.	7/15/2020 54370	Monthly Server Maintenance Invoice	Paid	10-35-5763-00	Totals for Monaco Mechanical Service, Inc.: Other Contr Srvc-Tech Asst	\$2,827.00 \$880.00
OverDrive, Inc. OverDrive, Inc.	7/15/2020 0110720209588	Advantage Invoice	Paid	10-50-5895-40	Totals for Outsource Solutions Group, Inc.: A-V Matls - Adult Serv	\$880.00 \$1,000.00
Patriot Electric & Technologies Patriot Electric & Technologies	7/15/2020 0110720206283	Advantage Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$1,000.00
Patriot Electric & Technologies Patriot Electric & Technologies	7/15/2020 726562	UPS Battery Project Invoice	Paid	10-48-5803-10	Totals for OverDrive, Inc.: 5803 Technology	\$2,000.00 \$820.00
					Totals for Patriot Electric & Technologies:	\$820.00

Lisle Library District Accounts Payable July 15, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Scholastic Inc. Scholastic Inc.	7/15/2020 23117825	Summer Read Program Invoice	Paid	10-60-5931-30	Programs - Youth	\$1,064.00
<i>Totals for Scholastic Inc.:</i>						<u>\$1,064.00</u>
Staples Advantage Staples Advantage	7/15/2020 1629677938	Misc Office & Kitchen Suppl Invoice	Paid	10-25-5713-00 10-25-5716-00 10-48-5804-10	Office Supplies Kitchen Supplies 5804 Facility	\$316.72 \$42.45 (\$13.93)
<i>Totals for Staples Advantage:</i>						<u>\$345.24</u>
Village of Lisle Village of Lisle	7/15/2020 062620	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	\$59.04
7/15/2020 360000351	Monthly Internet Service Invoice	Paid	10-20-5650-00	Internet Service Provider		\$450.00
<i>Totals for Village of Lisle:</i>						<u>\$509.04</u>
Warehouse Direct Warehouse Direct	7/15/2020 4610973-0	Sanitizer Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$413.70
<i>Totals for Warehouse Direct:</i>						<u>\$413.70</u>

Lisle Library District Accounts Payable July 15, 2020

Account Summary

Account Number	Description	Net Amount
10-10-5621-10	Hosp. Ins. - Admin	\$5,048.88
10-10-5621-20	Hosp. Ins. - Adult Serv.	\$10,822.75
10-10-5621-30	Hosp. Ins. - YS	\$4,043.32
10-10-5621-50	Hosp. Ins. - Tech	\$3,304.42
10-10-5621-60	Hosp. Ins. - Circ	\$6,404.91
10-20-5650-00	Internet Service Provider	\$450.00
10-20-5654-00	Utilities - Sewer & Water	\$59.04
10-20-5655-00	Utilities - Electric	\$3,586.48
10-20-5660-00	Maint Contracts - HVAC	\$1,200.00
10-20-5661-00	Maint Contracts - Maint. Service	\$806.91
10-20-5662-00	Maint Contr. - Landscape Serv.	\$987.50
10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$1,544.80
10-20-5664-00	Maint/Repairs-Non Contr. Work	\$1,627.00
10-25-5713-00	Office Supplies	\$316.72
10-25-5714-00	Circ. Material Supplies	\$1,560.00
10-25-5716-00	Kitchen Supplies	\$42.45
10-25-5717-00	Processing Supplies	\$466.85
10-25-5724-15	Local Travel	\$7.01
10-35-5763-00	Other Contr Svcs-Tech Asst	\$880.00
10-35-5765-10	Investment Agency Consultants	\$592.19
10-35-5769-00	Acct Maint & Upgrades	\$522.61
10-40-5783-00	Dues - Staff	\$1,144.00
10-48-5803-10	5803 Technology	\$820.00
10-48-5804-10	5804 Facility	(\$13.93)
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$309.54
10-50-5863-30	Books - Youth Serv	\$465.83
10-50-5864-10	Books - Non Fiction	\$132.53
10-50-5865-10	Books - Adult/Teen Fiction	\$1,191.78
10-50-5869-20	Internet Licensed DBases	\$2,756.00
10-50-5873-30	Dbases - Youth Serv	\$2,800.00
10-50-5890-30	A-V Matis - Youth Serv	\$12.74
10-50-5895-40	A-V Matis - Adult Serv	\$7,874.57
10-50-5900-20	Periodicals - Adult Serv	(\$776.45)

Lisle Library District Accounts Payable July 15, 2020

10-50-5900-80	Periodicals - Prof. Collections	\$882.00
10-60-5931-30	Programs - Youth	\$1,064.00
	GRAND TOTAL:	\$62,936.45

Lisle Library District Account Distribution Report by Number July 15, 2020

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
7/15/2020	10-10-5621-10, Hosp. Ins. - Admin 0720	Invoice	6106-072	LIMRiCC PHIP Health Department of the Treasury	LIMRiCC PHIP Health Department of the Tre	Posted	7/15/2020	\$5,031.10	\$0.00
7/15/2020	PCOR12020	Invoice	6106-051	Department of the Treasury		Posted	7/15/2020	\$17.78	\$0.00
					Totals for 10-10-5621-10, Hosp. Ins. - Admin:			\$5,048.88	\$0.00
7/15/2020	10-10-5621-20, Hosp. Ins. - Adult Serv. 0720	Invoice	6106-076	LIMRiCC PHIP Health Department of the Treasury	LIMRiCC PHIP Health Department of the Tre	Posted	7/15/2020	\$10,792.27	\$0.00
7/15/2020	PCOR12020	Invoice	6106-055	Department of the Treasury		Posted	7/15/2020	\$30.48	\$0.00
					Totals for 10-10-5621-20, Hosp. Ins. - Adult Serv.:			\$10,822.75	\$0.00
7/15/2020	10-10-5621-30, Hosp. Ins. - YS 0720	Invoice	6106-078	LIMRiCC PHIP Health Department of the Treasury	LIMRiCC PHIP Health Department of the Tre	Posted	7/15/2020	\$4,028.08	\$0.00
7/15/2020	PCOR12020	Invoice	6106-058	Department of the Treasury		Posted	7/15/2020	\$15.24	\$0.00
					Totals for 10-10-5621-30, Hosp. Ins. - YS:			\$4,043.32	\$0.00
7/15/2020	10-10-5621-50, Hosp. Ins. - Tech 0720	Invoice	6106-080	LIMRiCC PHIP Health Department of the Treasury	LIMRiCC PHIP Health Department of the Tre	Posted	7/15/2020	\$3,294.26	\$0.00
7/15/2020	PCOR12020	Invoice	6106-061	Department of the Treasury		Posted	7/15/2020	\$10.16	\$0.00
					Totals for 10-10-5621-50, Hosp. Ins. - Tech:			\$3,304.42	\$0.00
7/15/2020	10-10-5621-60, Hosp. Ins. - Circ 0720	Invoice	6106-082	LIMRiCC PHIP Health Department of the Treasury	LIMRiCC PHIP Health Department of the Tre	Posted	7/15/2020	\$6,384.59	\$0.00
7/15/2020	PCOR12020	Invoice	6106-064	Department of the Treasury		Posted	7/15/2020	\$20.32	\$0.00
					Totals for 10-10-5621-60, Hosp. Ins. - Circ:			\$6,404.91	\$0.00
7/15/2020	10-20-5650-00, Internet Service Provider 3600000351	Invoice	6106-108	Village of Lisle	Village of Lisle-360000	Posted	7/15/2020	\$450.00	\$0.00
					Totals for 10-20-5650-00, Internet Service Provider:			\$450.00	\$0.00
7/15/2020	10-20-5654-00, Utilities - Sewer & Water 062620	Invoice	6106-068	Village of Lisle	Village of Lisle-06262	Posted	7/15/2020	\$59.04	\$0.00
					Totals for 10-20-5654-00, Utilities - Sewer & Water:			\$59.04	\$0.00
7/15/2020	10-20-5655-00, Utilities - Electric 201810042549756	Invoice	6106-007	Direct Energy Business	Direct Energy Business	Posted	7/15/2020	\$3,586.48	\$0.00
					Totals for 10-20-5655-00, Utilities - Electric:			\$3,586.48	\$0.00
7/15/2020	10-20-5660-00, Maint Contracts - HVAC 18746	Invoice	6106-009	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	7/15/2020	\$1,200.00	\$0.00
					Totals for 10-20-5660-00, Maint Contracts - HVAC:			\$1,200.00	\$0.00

Lisle Library District Account Distribution Report by Number July 15, 2020

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-20-5661-00, Maint. Contracts - Maint. Service									
7/15/2020	8806	Invoice	6106-021	Eco Clean Maintenance	Eco Clean Maintenanc	Posted	7/15/2020	\$806.91	\$0.00
				<i>Totals for 10-20-5661-00, Maint Contracts - Maint. Service:</i>					
				\$806.91					
10-20-5662-00, Maint Contr. - Landscape Serv.									
7/15/2020	7803	Invoice	6106-023	Bear Landscape Group	Bear Landscape Group-	Posted	7/15/2020	\$987.50	\$0.00
				<i>Totals for 10-20-5662-00, Maint Contr. - Landscape Serv.:</i>					
				\$987.50					
10-20-5663-00, Maint/Repairs-Genl repairs, Supplies									
7/15/2020	4610973-0	Invoice	6106-112	Warehouse Direct	Warehouse Direct-461	Posted	7/15/2020	\$413.70	\$0.00
7/15/2020	6792	Invoice	6106-114	Case Lots, Inc.	Case Lots, Inc.-6792	Posted	7/15/2020	\$1,131.10	\$0.00
				<i>Totals for 10-20-5663-00, Maint/Repairs-Genl repairs, Supplies:</i>					
				\$1,544.80					
10-20-5664-00, Maint/Repairs-Non Contr. Work									
7/15/2020	18739	Invoice	6106-031	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	7/15/2020	\$1,627.00	\$0.00
				<i>Totals for 10-20-5664-00, Maint/Repairs-Non Contr. Work:</i>					
				\$1,627.00					
10-25-5713-00, Office Supplies									
7/15/2020	1629677938	Invoice	6106-033	Staples Advantage	Staples Advantage-162	Posted	7/15/2020	\$316.72	\$0.00
				<i>Totals for 10-25-5713-00, Office Supplies:</i>					
				\$316.72					
10-25-5714-00, Circ. Material Supplies									
7/15/2020	135835	Invoice	6106-017	JanWay Company	JanWay Company-135	Posted	7/15/2020	\$1,560.00	\$0.00
				<i>Totals for 10-25-5714-00, Circ. Material Supplies:</i>					
				\$1,560.00					
10-25-5716-00, Kitchen Supplies									
7/15/2020	1629677938	Invoice	6106-037	Staples Advantage	Staples Advantage-162	Posted	7/15/2020	\$42.45	\$0.00
				<i>Totals for 10-25-5716-00, Kitchen Supplies:</i>					
				\$42.45					
10-25-5717-00, Processing Supplies									
7/15/2020	78314	Invoice	6106-015	Compact Disc Source	Compact Disc Source	Posted	7/15/2020	\$88.44	\$0.00
7/15/2020	063020	Invoice	6106-050	Midwest Tape (7288)	Midwest Tape (7288)-	Posted	7/15/2020	\$164.05	\$0.00
7/15/2020	78331	Invoice	6106-063	Compact Disc Source	Compact Disc Source	Posted	7/15/2020	\$76.66	\$0.00
7/15/2020	070820	Invoice	6106-062	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	7/15/2020	\$1.00	\$0.00
7/15/2020	070820	Invoice	6106-069	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	7/15/2020	\$59.80	\$0.00
7/15/2020	070820	Invoice	6106-075	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	7/15/2020	\$2.30	\$0.00
7/15/2020	070820	Invoice	6106-081	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	7/15/2020	\$24.25	\$0.00
7/15/2020	070820	Invoice	6106-089	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	7/15/2020	\$50.35	\$0.00
				<i>Totals for 10-25-5717-00, Processing Supplies:</i>					
				\$466.85					

Lisle Library District Account Distribution Report by Number July 15, 2020

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
7/15/2020	10-25-5724-15, Local Travel 070220	Invoice	6106-043	Chris Knight	Chris Knight-070220	Posted	7/15/2020	\$7.01	\$0.00
					Totals for 10-25-5724-15, Local Travel:			\$7.01	\$0.00
7/15/2020	10-35-5763-00, Other Contr Svcs-Tech Asst 54370	Invoice	6106-106	Outsource Solutions Group, In	Outsource Solutions G	Posted	7/15/2020	\$880.00	\$0.00
					Totals for 10-35-5763-00, Other Contr Svcs-Tech Asst:			\$880.00	\$0.00
7/15/2020	10-35-5765-10, Investment Agency Consultants 063020	Invoice	6106-025	Ehlers Investment Partners	Ehlers Investment Part	Posted	7/15/2020	\$592.19	\$0.00
					Totals for 10-35-5765-10, Investment Agency Consultants:			\$592.19	\$0.00
7/15/2020	10-35-5769-00, Acct Maint & Upgrades 91918802	Invoice	6106-011	Blackbaud	Blackbaud-91918802	Posted	7/15/2020	\$10,016.67	\$0.00
7/15/2020	91919429	Credit Memo	6106-027	Blackbaud	Blackbaud-91919429	Posted	7/15/2020	\$0.00	\$9,494.06
					Totals for 10-35-5769-00, Acct Maint & Upgrades:			\$10,016.67	\$9,494.06
7/15/2020	10-40-5783-00, Dues - Staff 0263427 - 083120	Invoice	6106-005	American Library Assn	American Library Ass	Posted	7/15/2020	\$494.00	\$0.00
7/15/2020	180224	Invoice	6106-047	Illinois Library Association	Illinois Library Associa	Posted	7/15/2020	\$650.00	\$0.00
					Totals for 10-40-5783-00, Dues - Staff:			\$1,144.00	\$0.00
7/15/2020	10-48-5803-10, 5803 Technology 726562	Invoice	6106-104	Patriot Electric & Technologies	Patriot Electric & Techn	Posted	7/15/2020	\$820.00	\$0.00
					Totals for 10-48-5803-10, 5803 Technology:			\$820.00	\$0.00
7/15/2020	10-48-5804-10, 5804 Facility 1629677938	Invoice	6106-039	Staples Advantage	Staples Advantage-162	Posted	7/15/2020	(\$13.93)	\$0.00
					Totals for 10-48-5804-10, 5804 Facility:			(\$13.93)	\$0.00
7/15/2020	10-48-5845-00, Equip Maint/Repr-Contr-Lib, Wide 418567640	Invoice	6106-110	Konica Minolta Premier Financ	Konica Minolta Premie	Posted	7/15/2020	\$211.10	\$0.00
7/15/2020	267027523	Invoice	6106-091	Konica Minolta Business Solut	Konica Minolta Busine	Posted	7/15/2020	\$98.44	\$0.00
					Totals for 10-48-5845-00, Equip Maint/Repr-Contr-Lib, Wide:			\$309.54	\$0.00
7/15/2020	10-50-5863-30, Books - Youth Serv 070820	Invoice	6106-077	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	7/15/2020	\$465.83	\$0.00
					Totals for 10-50-5863-30, Books - Youth Serv:			\$465.83	\$0.00
7/15/2020	10-50-5864-10, Books - Non Fiction 070820	Invoice	6106-056	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	7/15/2020	\$132.53	\$0.00

Lisle Library District Account Distribution Report by Number July 15, 2020

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-50-5865-10, Books - Adult/Teen Fiction									
7/15/2020	070820	Invoice	6106-071	Baker & Taylor (L5202982)	Baker & Taylor (L5202982)	Posted	7/15/2020	\$9.63	\$0.00
7/15/2020	070820	Invoice	6106-083	Baker & Taylor (L5543202)	Baker & Taylor (L5543202)	Posted	7/15/2020	\$1,182.15	\$0.00
									Totals for 10-50-5865-10, Books - Adult/Teen Fiction: \$1,191.78
10-50-5869-20, Internet Licensed DBases									
7/15/2020	1000127602-1	Invoice	6106-001	EBSCO	EBSCO-1000127602-1	Posted	7/15/2020	\$2,756.00	\$0.00
									Totals for 10-50-5869-20, Internet Licensed DBases: \$2,756.00
10-50-5873-30, Dbases - Youth Serv									
7/15/2020	073120	Invoice	6106-003	Brainfuse, Inc.	Brainfuse, Inc.-073120	Posted	7/15/2020	\$2,800.00	\$0.00
									Totals for 10-50-5873-30, Dbases - Youth Serv: \$2,800.00
10-50-5890-30, A-V Mats - Youth Serv									
7/15/2020	063020	Invoice	6106-052	Midwest Tape (7291)	Midwest Tape (7291)-	Posted	7/15/2020	\$12.74	\$0.00
									Totals for 10-50-5890-30, A-V Mats - Youth Serv: \$12.74
10-50-5895-40, A-V Mats - Adult Serv									
7/15/2020	78315	Invoice	6106-013	Compact Disc Source	Compact Disc Source	Posted	7/15/2020	\$205.89	\$0.00
7/15/2020	0110720209588	Invoice	6106-034	OverDrive, Inc.	OverDrive, Inc.-0110720209588	Posted	7/15/2020	\$1,000.00	\$0.00
7/15/2020	0110720206283	Invoice	6106-038	OverDrive, Inc.	OverDrive, Inc.-0110720206283	Posted	7/15/2020	\$1,000.00	\$0.00
7/15/2020	99085342	Invoice	6106-042	Midwest Tape	Midwest Tape-99085342	Posted	7/15/2020	\$4,349.71	\$0.00
7/15/2020	063020	Invoice	6106-046	Midwest Tape (7288)	Midwest Tape (7288)-	Posted	7/15/2020	\$631.24	\$0.00
7/15/2020	78332	Invoice	6106-057	Compact Disc Source	Compact Disc Source	Posted	7/15/2020	\$174.54	\$0.00
7/15/2020	070820	Invoice	6106-065	Baker & Taylor (L4171582)	Baker & Taylor (L4171582)	Posted	7/15/2020	\$513.19	\$0.00
									Totals for 10-50-5895-40, A-V Mats - Adult Serv: \$7,874.57
10-50-5900-20, Periodicals - Adult Serv									
7/15/2020	2007985	Invoice	6106-085	EBSCO	EBSCO-2007985	Posted	7/15/2020	\$426.30	\$0.00
7/15/2020	2003629	Credit Memo	6106-090	EBSCO	EBSCO-2003629	Posted	7/15/2020	\$0.00	\$951.00
7/15/2020	2004675	Credit Memo	6106-094	EBSCO	EBSCO-2004675	Posted	7/15/2020	\$0.00	\$99.00
7/15/2020	2007663	Credit Memo	6106-100	EBSCO	EBSCO-2007663	Posted	7/15/2020	\$0.00	\$152.75
									Totals for 10-50-5900-20, Periodicals - Adult Serv: \$426.30
10-50-5900-80, Periodicals - Prof. Collections									
7/15/2020	S47862	Invoice	6106-084	BookPage	BookPage-S47862	Posted	7/15/2020	\$882.00	\$0.00
									Totals for 10-50-5900-80, Periodicals - Prof. Collections: \$882.00

Account Distribution Report by Number

July 15, 2020

7/15/2020	10-60-5931-30, Programs - Youth	Invoice	6106-019	Scholastic Inc.	Scholastic Inc.-231178; Posted	7/15/2020	\$1,064.00	\$0.00
	23117825						\$1,064.00	\$0.00
					Totals for 10-60-5931-30, Programs - Youth:		\$73,633.26	\$10,696.81
					Grand Totals:			

**PRIOR MONTHS BILLS PAID BETWEEN June 2020 and July 2020
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.**

Check #	Vendor	Amount
HSA	Salaries 6/15/2020	\$ 63,467.44
HSA	Garnishment	\$ 161.23
HSA	Ill. Dept. of Revenue	\$ 4,046.44
Auto W/D	Howard Simon & Associates	\$ 312.23
HSA	EFTPS/Electronic Tax Payment 6/15/2020	\$ 20,954.67
	Fed Tax \$7780.29	
	FICA W/H \$6587.22	
	FICA Lib \$6587.16	
HSA	Salaries 6/30/2020	\$ 63,140.12
HSA	Garnishment	\$ 124.24
HSA	Ill. Dept. of Revenue	\$ 4,042.20
Auto W/D	Howard Simon & Associates	\$ 193.50
HSA	EFTPS/Electronic Tax Payment 6/30/2020	\$ 21,248.08
	Fed Tax \$8080.01	
	FICA W/H \$6584.02	
	FICA Lib \$6584.05	
Wired	IMRF	\$ 22,378.96
	IMRF W/H \$7810.14	
	IMRF Lib. \$14568.82	
	Sub Total	\$ 200,069.11
Check #	Vendor	Amount
4088	4imprint, Inc.	332.38
4089	AFLAC (G6920)	273.22
4090	Amazon	2166.71
4091	Anderson Pest Solutions	145.23
4092	Brodart Co.	1673.08
4093	CDW Government	898.00
4094	Chicago Metro Fire Prevention	1311.80
4095	Delta Dental - Risk	1495.83
4096	Direct Energy Business	3426.86
4097	Discount School Supply	26.99
4098	Encornium Publications	816.00
4099	Fifth Third Bank	6069.71
4100	Flowers of Lisle	59.99
4101	Garvey's Office Products	207.00
	Hand Sanitizer	
	Summer Read Supplies	
	Payroll Withholding	
	Video Games, Supplies, Technology	
	Pest Control	
	Book Carts	
	Maintenance 2 Cisco Switches	
	Fire Extinguisher Insp, Backlow & Sprinkler Test	
	Dental Premium	
	Usage	
	Adventure Kits Materials	
	ELD Speaking Improvement	
	Telephone, Reader's Services, Non-Contract	
	Sympathy Flowers	
	Hand Sanitizer	

4102	Heritage Technology Solutions	Annual Maintenance Contract	1360.00
4103	Hewlett-Packard Company	Maintenance Support	1369.25
4104	Johnson Controls Security Solutions	Alarm Monitoring	1012.52
4105	Yolanda Kocemba	ESL for You! Teacher Stipend	1140.00
4106	Konica Minolta Business Solutions	Copier Usage	65.39
4107	Konica Minolta Premier Finance	Copier Lease	271.10
4108	Library Ideas LLC	Vox Books, Vox Books - Spanish	840.95
4109	Midwest Tape	Hoopla	4253.58
4110	Monaco Mechanical Service, Inc.	AC Units Repair, Condensing 1E Repairs	2182.32
4111	New Readers Press	Literacy Step Forward Books	470.71
4112	NICOR	Usage	361.03
4113	Outsource Solutions Group, Inc.	Server Maintenance - June	880.00
4114	OverDrive, Inc.	Ebooks, Advantage, CPC	7448.00
4115	Patriot Electric & Technologies	Meeting Room Repairs, Replace Storage Fixtures	2530.00
4116	Justin Procter	Reimburse Mileage	21.85
4117	ProQuest LLC	Historic Newspapers, Chicago Trib Online	4850.99
4118	Republic Services	Rubbish	294.33
4119	Sikich LLP	Accounting Services	1696.20
4120	Stephens Plumbing and Heating	Toilet Repair	174.60
4121	Thomson Reuters - West	IL Comp Statues	100.00
4122	Today's Business Solutions	Coin Tower Maintenance	395.00
4123	Village of Lisle	Usage	36.15
4124	Village of Lisle	Elevator Inspection	100.00
4125	Warehouse Direct	Soap	123.18
4126	World Trade Press	A - Z Renewal	707.47
4127	John Ferrari	Reissue Voided Check #3544	32.71
4128	Beth McQuillan	Reissue Voided Check #3562	41.28
4129	Baker & Taylor (L4171582)	Audio Books & Processing	2165.81
4130	Baker & Taylor (C5223353)	Continuats & Processing	172.89
4131	Baker & Taylor (C5223433)	Continuats & Processing	1314.93
4132	Baker & Taylor (L0334152)	Circ, Processing & B&T Software	6774.69
4133	Baker & Taylor (L4171782)	Auto Yours & Processing	31.24
4134	Baker & Taylor (L4342812)	Books - YS & Processing	2374.08
4135	Baker & Taylor (L5202982)	PBS & Processing	230.24
4136	Baker & Taylor (L5425632)	Books - YS & Processing	6774.66
4137	Baker & Taylor (L5543202)	Books - Fiction & Processing	7937.64
4138	Bear Landscape Group	Mulch & Repair Soil Washout	5475.00
4139	Burlington English Inc.	Software Subscription	960.00
4140	Case Lots, Inc.	PPE - Gloves	129.80
4141	CDW Government	Eaton - Battery Charger & Base UPS Cabinet	3952.00

4142	Cengage Learning Inc.	Literacy English in Action Series	129.13
4143	Compact Disc Source	Music CDs & Processing	879.79
4144	Garvey's Office Products	Office Supplies, Circ Supplies	254.25
4145	Home Depot Credit Service	Adventure Kits Materials	21.93
4146	Industrial Appraisal Company	Property Record Report & Insured Value	425.00
4147	Johnson Controls Fire Protection	Duct Density Project	4570.00
4148	Library Furniture International	Installation & Delivery of Shelving	5017.00
4149	NCPERS Group Life Ins	Payroll Withholding	80.00
4150	Outsource Solutions Group, Inc.	Sophos Antivirus Licenses & Block of Hours	14859.12
4151	OverDrive, Inc.	Advantage	3000.00
4152	Patriot Electric & Technologies	Repair Fixtures & LED Bulbs	1097.00
4153	Pro Lingua Associates	Literacy Life Skills Books/CDs	115.05
4154	Will Savage	Mileage, Turtle Habitat & Program	193.16
4155	Verizon	3 Hot Spots	108.03
		Sub Total	120703.85
		TOTAL	320772.96

Lisle Library District
Revenues through May 31, 2020 (91.7% of FY 19-20)
Special Reserve Only

REVENUES	Current Month May 2020	YTD July - June 2019-2020	YTD Jul - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
INTEREST/ DONATIONS					
70-02-4481-00 Interest Eamed - Special Reserve	\$1,528.45	\$45,755.20	\$51,763.15	\$35,000.00	130.73 %
70-04-4587-10 Restricted - Transfer from Corporate F	\$25,000.00	\$275,000.00	\$275,000.00	\$300,000.00	91.67 %
TOTAL INTEREST & CASH DONATION	\$26,528.45	\$320,755.20	\$326,763.15	\$335,000.00	95.75 %
TOTAL REVENUES	\$26,528.45	\$320,755.20	\$326,763.15	\$335,000.00	95.75 %

Lisle Library District
Expenses through May 31, 2020 (91.7% of FY 19-20)
 No Special Reserve reflected

	Current Month May 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
ALL EXPENSES					
EMPLOYEE COSTS					
Salaries					
10-10-5603-10	\$38,094.49	\$444,401.05	\$444,903.10	\$538,996.84	82.45 %
10-10-5603-20	\$46,877.11	\$514,813.79	\$476,302.44	\$561,938.59	91.61 %
10-10-5603-30	\$33,217.26	\$362,335.91	\$297,942.07	\$398,744.11	90.87 %
10-10-5603-50	\$22,471.23	\$245,820.13	\$243,517.64	\$279,943.69	87.81 %
10-10-5603-60	\$37,762.67	\$428,623.45	\$419,498.60	\$482,446.73	88.84 %
Total Salaries	\$178,422.76	\$1,995,994.33	\$1,882,163.85	\$2,262,069.96	88.24 %
Health and Dental Ins.					
10-10-5621-10	(\$1,851.06)	\$43,172.57	\$50,192.94	\$65,000.00	66.42 %
10-10-5621-20	(\$2,621.60)	\$86,222.00	\$84,509.28	\$105,000.00	82.12 %
10-10-5621-30	(\$1,460.04)	\$36,149.19	\$36,137.63	\$50,000.00	72.30 %
10-10-5621-50	(\$505.50)	\$28,871.68	\$33,061.45	\$40,000.00	72.18 %
10-10-5621-60	(\$1,164.02)	\$55,684.29	\$48,492.96	\$60,000.00	92.81 %
10-10-5622-10	(\$172.17)	\$2,213.75	\$3,226.78	\$4,000.00	55.34 %
10-10-5622-20	(\$273.12)	\$5,205.78	\$5,854.48	\$7,000.00	74.37 %
10-10-5622-30	(\$211.07)	\$2,039.03	\$1,058.16	\$2,000.00	101.95 %
10-10-5622-50	(\$153.23)	\$2,634.83	\$2,762.40	\$3,000.00	87.83 %
10-10-5622-60	(\$115.13)	\$2,128.64	\$3,325.84	\$4,000.00	53.22 %
Total Health & Dental Ins.	(\$8,526.94)	\$264,321.76	\$268,621.92	\$340,000.00	77.74 %
Other Staff Benefits					
10-10-5646-00	\$1,362.62	\$1,635.57	\$1,431.92	\$4,000.00	40.89 %
10-10-5623-00	\$0.00	\$382.20	\$865.80	\$870.00	43.93 %
Total Other Staff Benefits	\$1,362.62	\$2,017.77	\$2,297.72	\$4,870.00	41.43 %
FICA Expenses					
45-10-5625-10	\$2,835.54	\$33,137.46	\$33,154.91	\$40,000.00	82.84 %
45-10-5625-20	\$3,360.24	\$36,957.47	\$34,029.62	\$40,000.00	92.39 %

Lisle Library District
Expenses through May 31, 2020 (91.7% of FY 19-20)
 No Special Reserve reflected

	Current Month May 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
45-10-5625-30	\$2,501.45	\$27,299.44	\$22,628.56	\$30,000.00	91.00 %
45-10-5625-50	\$1,683.37	\$18,429.81	\$18,169.76	\$22,000.00	83.77 %
45-10-5625-60	\$2,769.79	\$31,581.43	\$31,287.68	\$41,048.35	76.94 %
Total FICA Expenses	\$13,150.59	\$147,405.61	\$139,270.53	\$173,048.35	85.18 %
IMRF Expenses					
40-10-5628-10	\$3,105.40	\$31,558.83	\$32,835.09	\$41,000.00	76.97 %
40-10-5628-20	\$4,125.18	\$39,410.13	\$38,120.91	\$46,000.00	85.67 %
40-10-5628-30	\$2,800.57	\$26,572.15	\$21,840.85	\$34,000.00	78.15 %
40-10-5628-50	\$1,977.46	\$18,823.49	\$19,937.90	\$25,000.00	75.29 %
40-10-5628-60	\$2,437.73	\$23,673.04	\$23,549.28	\$30,000.00	78.91 %
Total IMRF Expenses	\$14,446.34	\$140,037.64	\$136,284.03	\$176,000.00	79.57 %
TOTAL EMPLOYEE COSTS	\$198,855.37	\$2,549,777.11	\$2,428,638.05	\$2,955,988.31	86.26 %
BUILDING COSTS					
Utilities					
10-20-5650-00	\$0.00	\$4,500.00	\$4,050.00	\$5,400.00	83.33 %
10-20-5651-00	\$0.00	\$1,810.00	\$1,810.00	\$1,810.00	100.00 %
10-20-5652-00	\$790.55	\$7,281.34	\$7,338.75	\$8,000.00	91.02 %
10-20-5653-00	\$497.21	\$5,438.92	\$7,084.70	\$7,500.00	72.52 %
10-20-5654-00	\$98.86	\$1,644.00	\$2,328.53	\$2,900.00	56.69 %
10-20-5655-00	\$2,743.39	\$36,517.37	\$38,113.26	\$52,000.00	70.23 %
10-20-5656-00	\$0.00	\$1,080.44	\$952.11	\$1,500.00	72.03 %
Total Utilities	\$4,130.01	\$58,272.07	\$61,677.35	\$79,110.00	73.66 %
Maintenance and Repairs					
10-20-5660-00	\$0.00	\$4,800.00	\$4,800.00	\$5,000.00	96.00 %
10-20-5661-00	\$840.00	\$18,399.26	\$26,772.61	\$37,500.00	49.06 %
10-20-5662-00	\$987.50	\$31,586.00	\$40,165.00	\$40,000.00	78.97 %
10-20-5663-00	\$731.74	\$9,000.00	\$7,131.06	\$9,000.00	100.00 %

Lisle Library District
Expenses through May 31, 2020 (91.7% of FY 19-20)
 No Special Reserve reflected

	Current Month May 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-20-5664-00	\$5,753.27	\$63,370.55	\$33,368.28	\$83,700.00	75.71 %
10-20-5665-00	(\$101.43)	\$2,800.00	\$2,142.59	\$2,500.00	112.00 %
Total Maintenance and Repairs	\$8,211.08	\$129,955.81	\$114,379.54	\$177,700.00	73.13 %
TOTAL BUILDING COSTS	\$12,341.09	\$188,227.88	\$176,056.89	\$256,810.00	73.29 %
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00	\$0.00	\$4,325.06	\$4,269.44	\$4,500.00	96.11 %
10-25-5710-10	\$0.00	\$10,127.45	\$11,659.76	\$18,000.00	56.26 %
10-25-5711-00	\$0.00	\$6,689.09	\$7,719.41	\$8,500.00	78.70 %
10-25-5712-00	\$0.00	\$379.46	\$369.93	\$1,000.00	37.95 %
Total Postage and Printing	\$0.00	\$21,521.06	\$24,018.54	\$32,000.00	67.25 %
Supplies					
10-25-5713-00	\$0.00	\$4,218.45	\$4,464.82	\$5,000.00	84.37 %
10-25-5714-00	\$0.00	\$4,230.92	\$6,955.16	\$10,000.00	42.31 %
10-25-5715-00	\$0.00	\$929.70	\$1,179.60	\$1,800.00	51.65 %
10-25-5716-00	\$4.00	\$4,362.77	\$5,431.53	\$6,500.00	67.12 %
10-25-5717-00	\$9.20	\$19,546.17	\$24,573.67	\$28,000.00	69.81 %
10-25-5718-00	\$137.97	\$7,183.34	\$7,089.85	\$12,400.00	57.93 %
Total Supplies	\$151.17	\$40,471.35	\$49,694.63	\$63,700.00	63.53 %
Other Operating Costs					
10-25-5719-00	\$0.00	\$693.22	\$732.46	\$2,200.00	31.51 %
10-25-5722-15	\$100.00	\$150.00	\$50.00	\$150.00	100.00 %
10-25-5723-00	\$0.00	\$51.36	\$258.78	\$250.00	20.54 %
10-25-5723-15	\$62.99	\$1,457.26	\$2,290.22	\$3,100.00	47.01 %
10-25-5724-15	\$0.00	\$302.58	\$417.86	\$500.00	60.52 %
Total Other Operating Costs	\$162.99	\$2,654.42	\$3,749.32	\$6,200.00	42.81 %

Lisle Library District
Expenses through May 31, 2020 (91.7% of FY 19-20)
 No Special Reserve reflected

	Current Month May 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
TOTAL OPERATING EXPENSES	\$314.16	\$64,646.83	\$77,462.49	\$101,900.00	63.44 %
INSURANCE					
10-30-5750-00 Fidelity Bonds	\$0.00	\$0.00	\$2,400.00	\$2,100.00	0.00 %
10-30-5751-00 Property Damage (All-Peril)	\$0.00	\$24,178.51	\$29,868.70	\$22,600.00	106.98 %
10-30-5752-00 Notary Bond	\$0.00	\$0.00	\$0.00	\$65.00	0.00 %
10-30-5754-00 5754 Workers Comp Insurance	\$0.00	\$9,319.00	\$9,053.00	\$6,200.00	150.31 %
TOTAL INSURANCE	\$0.00	\$33,497.51	\$41,321.70	\$30,965.00	108.18 %
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	\$0.00	\$3,825.00	\$3,671.25	\$15,000.00	25.50 %
10-35-5761-00 Collection Agency	\$0.00	\$358.00	\$429.55	\$700.00	51.14 %
10-35-5762-00 Other Contr Services - Admin	\$1,340.00	\$6,080.22	\$1,790.00	\$6,500.00	93.54 %
10-35-5763-00 Other Contr Svcs-Tech Asst	\$1,605.43	\$44,711.77	\$21,965.58	\$60,000.00	74.52 %
10-35-5764-10 Other Contr Svcs - Library	\$0.00	\$18,020.71	\$2,681.60	\$14,000.00	128.72 %
10-35-5765-10 Investment Agency Consultants	\$610.43	\$5,945.38	\$5,135.20	\$7,000.00	84.93 %
10-35-5769-00 Acet Maint & Upgrades	\$0.00	\$0.00	\$7,574.04	\$8,950.00	0.00 %
10-35-5770-00 5770 Contractual - Audit Fee	\$0.00	\$8,400.00	\$8,500.00	\$10,000.00	84.00 %
10-35-5771-00 Payroll Service	\$512.66	\$6,665.34	\$6,587.63	\$7,700.00	86.56 %
TOTAL CONTRACTUAL SERVICES	\$4,068.52	\$94,006.42	\$58,334.85	\$129,850.00	72.40 %
PERSONNEL DEVELOPMENT					
Staff & Trustee Development					
10-40-5783-00 Dues - Staff	\$0.00	\$4,009.00	\$3,761.00	\$5,100.00	78.61 %
10-40-5784-00 Meetings - Staff	\$0.00	\$1,130.51	\$1,094.96	\$2,000.00	56.53 %
10-40-5785-00 Conferences - Staff	\$399.00	\$7,819.60	\$8,874.17	\$15,000.00	52.13 %
10-40-5786-00 Memorial/Tribute/Recognition	\$0.00	\$359.18	\$577.51	\$2,000.00	17.96 %
10-40-5787-00 In-Service	\$0.00	\$2,391.29	\$2,917.34	\$3,000.00	79.71 %
10-40-5788-00 Training (Cont Ed) - Staff	\$175.00	\$1,459.00	\$1,480.32	\$1,500.00	97.27 %
10-45-5786-70 Dues - Trustee	\$0.00	\$525.00	\$525.00	\$525.00	100.00 %
10-45-5787-70 Conferences - Trustee	\$0.00	\$391.08	\$175.00	\$1,000.00	39.11 %

Lisle Library District
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	Current Month May 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % 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	\$0.00	\$134.97	\$1,000.00	0.00 %
Total Staff & Trustee Development	\$574.00	\$18,084.66	\$19,540.27	\$32,125.00	56.29 %
TOTAL PERSONNEL DEVELOPMENT	\$574.00	\$18,084.66	\$19,540.27	\$32,125.00	56.29 %
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	\$0.00	\$48,956.48	\$48,622.70	\$52,500.00	93.25 %
10-48-5803-10 5803 Technology	\$0.00	\$17,041.04	\$0.00	\$66,000.00	25.82 %
10-48-5804-10 5804 Facility	\$0.00	\$7,910.62	\$0.00	\$10,000.00	79.11 %
Total Major Equipment	\$0.00	\$73,908.14	\$48,622.70	\$128,500.00	57.52 %
Minor Equipment					
10-48-5823-10 Minor Equip - Administration	\$0.00	\$0.00	\$616.43	\$700.00	0.00 %
10-48-5823-20 Minor Equip - Adult Services	\$0.00	\$636.51	\$776.24	\$700.00	90.93 %
10-48-5823-30 Minor Equip - Youth	\$0.00	\$207.01	\$669.91	\$700.00	29.57 %
10-48-5823-50 Minor Equip - Tech Services	\$0.00	\$211.33	\$640.37	\$700.00	30.19 %
10-48-5823-60 Minor Equip - Circ	\$0.00	\$24.99	\$537.02	\$700.00	3.57 %
Total Minor Equipment	\$0.00	\$1,079.84	\$3,239.97	\$3,500.00	30.85 %
Equip Maint/Repairs & Rentals					
10-48-5843-00 Rental-Postage Meter	\$0.00	\$720.00	\$540.00	\$720.00	100.00 %
10-48-5845-00 Equip Maint/Repr-Contr-Lib.	\$590.18	\$11,808.87	\$12,651.55	\$19,000.00	62.15 %
10-48-5846-00 Equip Maint/Repr-NonContr	\$0.00	\$733.73	\$738.10	\$1,000.00	73.37 %
Total Equip Maint/Repairs & Rentals	\$590.18	\$13,262.60	\$13,929.65	\$20,720.00	64.01 %
TOTAL EQUIPMENT COSTS	\$590.18	\$88,250.58	\$65,792.32	\$152,720.00	57.79 %
LIBRARY MEDIA					
Books					

Lisle Library District
Expenses through May 31, 2020 (91.7% of FY 19-20)
 No Special Reserve reflected

	Current Month May 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-50-5863-20	\$0.00	\$2,638.92	\$4,834.03	\$9,000.00	29.32 %
Literacy/ESL					
10-50-5863-30	\$0.00	\$36,143.94	\$50,166.32	\$54,000.00	66.93 %
Books - Youth Serv					
10-50-5863-50	\$0.00	\$155.66	\$100.00	\$100.00	155.66 %
Books - Tech Serv					
10-50-5864-10	\$120.18	\$54,782.17	\$91,986.80	\$86,100.00	63.63 %
Books - Non Fiction					
10-50-5865-10	\$0.00	\$57,705.87	\$66,832.01	\$72,500.00	79.59 %
Books - Adult/Teen Fiction					
10-50-5867-20	\$0.00	\$10,436.30	\$18,139.46	\$20,000.00	52.18 %
Ref Books - Adult Serv					
Total Books	\$120.18	\$161,862.86	\$232,058.62	\$241,700.00	66.97 %
Databases					
10-50-5869-20	\$0.00	\$112,382.26	\$128,449.35	\$130,000.00	86.45 %
Internet Licensed DBases					
10-50-5872-10	\$0.00	\$4,864.09	\$4,877.54	\$10,000.00	48.64 %
Dbases - Professional					
10-50-5873-30	\$2,273.70	\$9,926.70	\$10,504.00	\$12,700.00	78.16 %
Dbases - Youth Serv					
Total Databases	\$2,273.70	\$127,173.05	\$143,830.89	\$152,700.00	83.28 %
Audio-Visual Materials					
10-50-5890-30	\$0.00	\$11,425.47	\$17,910.59	\$18,000.00	63.47 %
A-V Mats - Youth Serv					
10-50-5895-40	\$4,125.21	\$99,259.65	\$104,089.41	\$117,300.00	84.62 %
A-V Mats - Adult Serv					
Total Audio-Visual Materials	\$4,125.21	\$110,685.12	\$122,000.00	\$135,300.00	81.81 %
Periodicals/Doc Delivery					
10-50-5900-20	\$43.98	\$42,306.00	\$41,556.66	\$42,000.00	100.73 %
Periodicals - Adult Serv					
10-50-5900-30	\$0.00	\$193.91	\$327.40	\$700.00	27.70 %
Periodicals - Youth					
10-50-5900-80	\$0.00	\$3,034.47	\$2,285.84	\$3,800.00	79.85 %
Periodicals - Prof. Collections					
10-50-5871-20	\$25.75	\$21,908.58	\$21,651.13	\$23,000.00	95.25 %
Document Delivery					
Total Periodicals/Doc Delivery	\$69.73	\$67,442.96	\$65,821.03	\$69,500.00	97.04 %
TOTAL LIBRARY MEDIA	\$6,588.82	\$467,163.99	\$563,710.54	\$599,200.00	77.96 %
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10	\$75.00	\$10,320.25	\$14,778.60	\$16,500.00	62.55 %
Programs - Adult Services					

Lisle Library District
Expenses through May 31, 2020 (91.7% of FY 19-20)
 No Special Reserve reflected

	Current Month May 2020	YTD July - June 2019 - 2020	YTD July - June 2018 - 2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-60-5931-30	\$173.70	\$6,723.52	\$11,169.16	\$12,000.00	56.03 %
10-60-5931-40	\$31.78	\$1,446.16	\$1,570.22	\$2,000.00	72.31 %
10-60-5931-50	\$0.00	\$2,480.96	\$5,042.09	\$6,500.00	38.17 %
Total Programs	\$280.48	\$20,970.89	\$32,560.07	\$37,000.00	56.68 %
Readers Service's					
10-60-5940-10	\$0.00	\$295.06	\$1,895.79	\$2,000.00	14.75 %
10-60-5940-30	\$0.00	\$4,135.16	\$5,790.76	\$5,500.00	75.18 %
Total Readers Services's	\$0.00	\$4,430.22	\$7,686.55	\$7,500.00	59.07 %
TOTAL PROGRAMS AND READER'S SERVICES					
	\$280.48	\$25,401.11	\$40,246.62	\$44,500.00	57.08 %
RESTRICTED USAGE EXPENSES					
10-80-5980-80	\$0.00	\$0.00	\$1,208.08	\$0.00	0.00 %
10-80-5981-80	\$6,000.00	\$32,872.65	\$16,917.99	\$0.00	0.00 %
10-80-5984-80	\$25,000.00	\$275,000.00	\$275,000.00	\$300,000.00	91.67 %
10-80-5986-80	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00	100.00 %
TOTAL RESTRICTED USAGE EXPENSES	\$31,000.00	\$357,872.65	\$343,126.07	\$350,000.00	102.25 %
.02 BLDG/MAINT EXPENSES					
30-65-5920-00	\$0.00	\$0.00	\$47,684.83	\$0.00	0.00 %
30-65-5925-00	\$0.00	\$12,621.58	\$46,464.68	\$0.00	0.00 %
30-65-5926-00	\$0.00	\$9,063.21	\$111,110.00	\$10,000.00	90.63 %
Total .02 BLDG/MAINT EXPENSES	\$0.00	\$21,684.79	\$205,259.51	\$10,000.00	216.85 %
CONTINGENCY					
10-90-5999-00	\$0.00	\$15,264.92	\$1,306.40	\$25,000.00	61.06 %
Total	\$0.00	\$15,264.92	\$1,306.40	\$25,000.00	61.06 %
TOTAL ALL EXPENSES					
	\$254,612.62	\$3,923,878.45	\$4,020,795.71	\$4,689,058.31	83.68 %

Monthly Circulation Report - June 2020

	Checkouts	Renewals	Jun-20 TOTALS	YTD FY 18/19	YTD FY 19/20	YTD % Change
Adult Non-Print	1,105	894	1,999	100,901	82,218	-18.52%
Adult Print	2,235	1,031	3,266	110,961	94,264	-15.05%
Adult Total	3,340	1,925	5,265	211,862	176,482	-16.70%
YS Non-Print	196	248	444	29,309	22,895	-21.88%
YS Print	2,891	1,347	4,238	129,675	118,416	-8.68%
Total YS	3,087	1,595	4,682	158,984	141,311	-11.12%
Digital Media						
Overdrive	4,040		4,040	25,369	36,259	42.93%
hoopla	2,383		2,383	23,191	25,105	8.25%
RB Digital	403		403	3,852	4,721	22.56%
Total Digital	6,826	0	6,826	52,412	66,085	26.09%
Subtotal Print + Non-Print/Digital	13,253	3,520	16,773	423,258	383,878	-9.30%
Computer/Tech Sessions Logins	45		45	30,560	21,159	-30.76%
Database Usage/Unique Logins	2,168		2,168	38,022	30,789	-19.02%
Wireless Use	161		161	18,085	12,185	-32.62%
ScannX sessions/jobs	17		17	4,763	7,004	47.05%
Museum Adventure Passes	0		0	264	164	-37.88%
Total IT/Resource Sessions	2,391	0	2,391	91,694	71,301	-22.24%
Total Circulation	15,644	3,520	19,164	514,952	455,179	-11.61%
Literacy Software Usage Hours			0	1,093	731	-33.12%
Borrower Information	June 2020 Total	YTD 18/19	YTD 19/20	YTD % Change		
New Library Cards Added	33	1,520	1,185	-22.04%		
Monthly Borrowers	1,053	35,302	30,134	-14.64%		
Total # Registered Borrowers	10,445	10,728	10,445	-2.64%		
InterLibrary Loans						
Materials Sent	14	1,710	1,081	-36.78%		
Materials Received	58	4,821	3,433	-28.79%		
Polaris/Catalog Holds						
Holds Placed	7,057	35,874	36,640	2.14%		
Holds Checked Out	6,364	28,051	29,499	5.16%		

**Lisle Library District
Program and Service Statistics - June 2020**

	Library Wide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY18/19	YTD FY19/20	% Change
Library Event Statistics									
Staff Facilitated Programs		4	0	0	0	4	1,493	1,067	-28.53%
Attendees		38	0	0	0	38	14,422	10,689	-25.88%
Computer/Technology Programs		0	0	0	0	0	114	68	-40.35%
Attendees		0	0	0	0	0	445	281	-36.85%
Performer/Speaker/Author		0	0	0	0	0	42	19	-54.76%
Attendees		0	0	0	0	0	1,488	549	-63.10%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	0					0	9	8	-11.11%
Attendees	0					0	2,280	1,660	-27.19%
Total Number of Programs	0	4	0	0	0	4	1,658	1,162	-29.92%
Total Patrons Served by Programming	0	38	0	0	0	38	18,635	13,179	-29.28%
Reference Questions		858	53	2,388		3,299	73,945	60,499	-18.18%
Volunteer Hours		5.00	0.00			5.00	1,274.00	612.50	-51.92%
MyLibraryRewards Total Registered Users							N/A *	772	--
Outreach Service Statistics									
Outreach Visits		0	0	0	0	0	178	114	-35.96%
Patrons Served by Outreach Visits		0	0	0	0	0	11,836	6,752	-42.95%
Home Delivery Dates		2				2	26	22	-15.38%
Patrons Served via Home Delivery		119				119	1,424	1,265	-11.17%
Total Outreach Programs		2	0	0	0	2	204	136	-33.33%
Total Patrons Served with Outreach Services		119	0	0	0	119	13,260	8,017	-39.54%
Civic Facility Use									
Literacy/Tutoring Room Use (patron count)	0						1,078	703	-34.79%
Number of Outside Groups Using Meeting Space	0						287	211	-26.48%
Patrons Entering Building	0						168,229	125,691	-25.29%
Friend's Sponsored Programs	0						15	10	-33.33%
Attendees	0						1,053	630	-40.17%
Social Media Use									
Facebook (daily page consumption)	1,312						19,654	18,045	-8.19%
Twitter Followers	802						770	802	4.16%
Instagram Likes	509						6,256	10,506	67.93%
Flickr Views	2,565						182,551	96,729	-47.01%
YouTube Views	321						2,256	6,537	189.76%
Total LLD App Downloads / Sessions	243/1,565						N/A **	1,623/5,931	--

* New statline for December 2019.

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



CCS Status Updates thru July 9

The following Lisle Library capital project discussion update is provided for the Trustees ahead of the July Library Board Meeting.

A. Downtown Developer Discussions

- **There has been no change in status regarding discussions with Flaherty & Collins.**
- **CCS is continuing to monitor developer interest in Downtown Lisle.**
 - i. No new formal discussions have been had with developers since the last Library board meeting
 - ii. A call is pending with a developer interested in the Downtown Lisle area. We are waiting to hear back on their availability.

B. Design Consultant Request For Qualifications (RFQ)

- **CCS reviewed DRAFT RFQ documents with the Library Director.**
- **The Board is requested to confirm the RFQ content included on page 2 is approved.**
- A recap of the process from the March 2020 Board meeting is as follows:

RFQ Process Steps	Typical Duration	Participants
RFQ Development*	1 month	Board / CCS / Director
Advertisement / Issue RFQ	1 day	CCS / Director
RFQ Submission Window	2 weeks	-
Evaluate Responses	1 week	CCS / Director
Notification of Shortlist Status	1 day	CCS
Qualification Checks	1 week	CCS / Director
Notify Selected Finalists	1 day	CCS
Reference Checks / Project Visits	2 weeks	Board / CCS / Director
Interviews: Special Board Meeting	1 day	Board / CCS / Director



With Board approval the following content will be incorporated into the RFQ

Note: Highlighted content are suggestions for Board consideration.

Project Details:

- **Project Type:** Renovation of an existing building, with a potential addition
- **Project Size:** 35,000 SQFT to 40,000 SQFT
- **Project Scope:** Renovation is anticipated to be a full remodel including a redesigned space layout, public and family/nursing restrooms, all typical Library department spaces and all building MEP/FP/IT* services.
Options to be Considered:
 - the addition of a drive-up service window
 - selective exterior façade renovation
 - landscaping and parking redesign

* MEP/FP/IT stands for Mechanical, Electrical, Plumbing, Fire Protection and Information Technology

Project Costs:

- **Budget:** The project cost is to be finalized within the conceptual design phase but is expected to be in the range of \$5m to \$10m
- **Funding:** This capital project shall be primarily funded with Library reserves.

Design Team Scope of Work:

- **Initial Task:** Conceptual Design
- **Future Phases:** If a project is approved to proceed at the conclusion of the conceptual phase the Library Board will consider retaining the selected design team for future project phases through a continuing services agreement.

Timeline:

- **RFQ Release Date:** (TBD)
- **Board Involvement:** The Board will make the final design team award decision after conducting finalist interviews and project visits (and reference checks).

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: July 10, 2020

July Director's Report

Meetings:

LLD Board – June 17
Dept Directors – July 1
CCS/VOL – July 2
4th of July Parade – July 4

Dept Directors – June 18
CCS – July 9
Hummel – July 9
Lauterbach/Amen – July 10

Conference calls/ZOOM/GOTO Meetings:

Since the LLD's closure on March 13th 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

Highlights/Developments

Re-opening the LLD to the Public

THE BUILDING

The LLD opened to the public on Monday, July 6th. I was stationed in the foyer/at the greeter desk along with Technical Services Director, Laura Murff, to welcome our patrons back to the building. At first, the LLD had approximately 8 senior citizens who entered. All wearing masks. All thanking us for opening in "the right way," and thanking us for everything we've done during the closure. It was very gratifying to hear this. The Circulation Services desk was the busiest area in the morning. After the first hour, we had a couple of waves of patrons come in of varying ages. I'm very pleased our patrons are respecting the mask requirement and they also seem to be pleased we have the requirement. Wearing a mask is an act of respect, caring, and economic support for our community. LLD staff will supply a complimentary face mask to anyone who does not come prepared. The LLD has adult and child-size masks. The LLD has "Masks Required" signs around the building, including DuPage County Health Department mask signs.

Public hours of operation are from 11am-9pm M-F, and from 10am-5pm on Saturday, and 1pm-5pm, on Sunday. During the work week (M-F) the first hour will be open to more 'vulnerable' populations.

Definition: senior citizens, young children and their caregivers, pregnant patrons, and those with compromised immune systems.

There is yellow tape on the public floors to demark staff-only spaces.

There is very little public seating in the building. There are some chairs along the main aisle on the adult floor and a couple in Youth Services for patrons who need to cool off or just take a break. Couches/tables are not accessible.

Staff are monitoring their respective departments for overcrowding. The LLD will accommodate up to 50 patrons at a time (*this is a conservative approach to the currently recommended model of 5 people per 1000 sq. ft.*).

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: July 10, 2020

Department Directors, PICs (persons in-charge), and Facility Monitors regularly assess capacity levels. Patrons may stay in the building for up to one hour. After an hour, patrons will be asked to leave. *Browse-n-Go* will be the norm for a while.

BROWSING

The Library has signs and carts/tables stationed around the building for patrons to place any pulled items onto the carts so that they can be internally checked out and quarantined.

PUBLIC RESTROOMS: We've added an additional cleaning schedule for the east-end restrooms. They are cleaned at 3pm M-F, in addition to the whole Library (all restrooms included) being cleaned nightly.

FOYER

There is a station in the foyer where staff greet patrons and have complimentary masks and sanitization supplies. All departments station the desk in two hour increments.

ATRIUM/CURBSIDE

The atrium is cordoned off and Circulation staff station this area for curbside pickups and pulling items. Staff from other departments may be called upon for assistance. We are keeping the same days/hours for curbside pick-up service.

ADULT SERVICES (AS)

AS staff station the Reference Desk, Group Study Room, Literacy Room, Connection Desk, and the AS Office. Assistance at the public PCs is done from at least a six foot distance, meaning we are not providing one-on-one/step-by-step assistance at this time.

PUBLIC PCS

There is a one hour limit on the public PCs via the control/reservation system; 8 PCs open each day downstairs, 2 open upstairs.

YOUTH SERVICES (YS)

Staff station the YS Reference Desk and also have staff in the YS Activity Room as well as in the YS Office. Assistance at the public PCs is done from at least a six foot distance, meaning we are not providing one-on-one/step-by-step assistance at this time.

PROMOTION:


Signage, website slides/pages, e-blasts, newsletter, video, and social media posts were created to promote the re-opening, continued curbside service, and summer read.

The LLD's operations may change at any time due to COVID spikes or other causes. Being nimble in our approach to public service is key. The LLD will provide public service as long as we can do so safely. If we cannot, we will not. It is still a day-by-day, week-by-week, evaluative process. The LLD will learn and adapt as necessary.

To: LLD Board of Trustees
 From: Tatiana Weinstein | LLD Director
 Date: July 10, 2020

LLD Curbside Pick-Up Service

The LLD understands that there are patrons who are uneasy or unable to return to the Library at this time, so we are maintaining the curbside schedule. Curbside Pick-up is available from 11:00 a.m. to 7:00 p.m. on Tuesdays and Thursdays, and from 10:00 a.m. to 5:00 p.m. on Saturdays. Registration for a pick-up time slot is required. This service is for LLD patrons only.

Since last month's Director's Report, Pick-ups have more than doubled (1,015/June) and the number of items (6,268/June) has cumulatively increased by 142%. 

The LLD conducted a postcard survey of curbside users and most users requested that the LLD continue the program (*the survey has concluded*). Please see the attached postcard survey analytics as reported by Communications Coordinator, Nigel Jackson.

LLD Summer Read 2020

Summer Read launched on Monday, June 15th with online registration for kids, teens, and adults. As of this report, the LLD has 440 registered patrons:

- 211 Adults
- 28 Teens
- 176 Kids
- 25 Babies

Youth Services has also distributed 175 Adventure Kits and Adult Services has distributed 90 Adult/Teen Take-and-Make Craft Kits. These curbside (*and now internal*) pick-up and go program Kits have filled the programming gap we currently have due to the COVID-19 public gathering/social distancing limitations. Patrons have overwhelmingly appreciated the opportunity to continue to participate in LLD programming via the Kits. Staff have also created videos to chaperone patrons through the Kits.

Annual Audit Work

On Friday, July 10th, Lauterbach and Amen (L&A) representatives began work on the annual audit by conducting preliminary field work at the LLD. We expect L&A back in late July to perform official field work, which includes reviews of payroll, accounts payable, receipts, and other financial records. L&A are primarily working with LLD Administrative Office Coordinator, Jackie Kilcran and Assistant Director, Beth McQuillan. They shall also consult with our outsourced financial firm, Sikich. We anticipate a presentation to the LLD Board in October.

Dates	Reservations	Pick-Ups	# of Items
5/19/2020	96	93	430
5/21/2020	96	95	814
5/23/2020	84	84	643
5/26/2020	96	96	513
5/28/2020	96	96	603
5/30/2020	84	80	409
6/2/2020	96	92	463
6/4/2020	96	99	580
6/6/2020	84	81	420
6/9/2020	96	101	756
6/11/2020	96	98	637
6/13/2020	84	85	615
6/16/2020	96	96	825
6/18/2020	96	94	666
6/20/2020	84	82	675
6/23/2020	96	97	898
6/25/2020	96	98	722
6/27/2020	84	85	837
6/30/2020	114	116	911
7/2/2020	144	146	1,111
7/7/2020	96	88	922
7/9/2020	96	90	715
Totals:	2,106	2,092	15,165

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: July 10, 2020

Fourth of July Parade & Intergovernmental Summer Movie Event

On Saturday, July 4th I represented the LLD as part of a Village convoy of cars/trucks/utility vehicles traveling through Lisle for a Fourth of July Parade. I decorated my car using the logo magnets we use on our self-check kiosks, the We ❤️ LLD signs, and a few patriotic ribbons, tinsel, and flags. The convoy began at 10:00 am and cruised through almost every neighborhood in Lisle.



Last month Intergovernmental Directors brainstormed ways to provide a community-wide event in the absence of fireworks/Eyes to the Skies – an event that also ensured social distancing/no crowds. The group all liked the idea of a family-friendly drive-in movie program with residents choosing the movie via an online survey. Sharing the cost for the rental of an extra-large screen and radio tune-in for audio seemed like a great way to combine resources and provide some summer fun. Partners include the Lisle Park District, District 202, Village of Lisle, Lisle-Woodridge Fire District, Lisle Township, and the LLD. Online voters chose *The Lion King* movie. The movie will be shown on July 18th at 8pm at the Dana Victor Parking Lot just west of the PD Recreation Center. Registration for the movie is being handled by the Lisle Park District.

Respectfully submitted,

Tatiana Weinstein

To: Tatiana Weinstein
From: Nigel Jackson
Date: 7/8/2020

Curbside Pickup Analytics:

A total of 154 surveys were received.

Of the 154 surveys, unanimously, everyone indicated that curbside pick-up was convenient and that the staff was helpful.

CONVENIENCE	ANSWER	HELPFUL STAFF	ANSWER
YES	154	YES	154
NO	0	NO	0

Of the 154 surveys, 83 patrons have stated that they heard about the curbside pick-up via the LLD website, 30 via social media, 21 via word of mouth, 13 via phone call, and 5 via e-blast.

DISCOVERY	ANSWER
WEBSITE	83
SOCIAL MEDIA	30
WORD OF MOUTH	21
PHONE CALL	13
EMAIL	5

Of the 154 surveys, 95 have stated that they would like to continue curbside pick-up when our doors are back open. 45 patrons have stated they would not want curbside to continue while, 14 were neutral.

CURBSIDE CONTINUATION	ANSWER
YES	95
NEUTRAL	14
NO	45

Notable comments:

- This was a wonderful service. A great way to keep such an important resource available! Thank you!
- The LLD staff is the best anywhere! I miss them.
- Very appreciative you have made this service available – so thank you!!
- LLD staff is fantastic – we are so lucky!
- I love LLD!

July 2020 Assistant Director Report

Meetings/Virtual Meetings

- Monaco – June 18
- Anderson Pest – June 25
- Montano Landscape – June 25
- Envisionware – June 25, July 9
- Board Meeting – June 17
- Patriot Electric – June 27, July 2
- Eco Clean – June 29
- Willow Glass – June 17, July 1
- Dept Head – June 18
- OSG – July 2
- LIRA – July 10

FACILITY:

Eco Clean Maintenance, the Library's janitorial service, started Monday through Friday afternoon cleaning service of the lobby rest rooms on Monday, July 6th.

Sandy Hayes, IT manager, and I worked with the electrician to coordinate the installation of the replacement UPS battery backup for the Library network servers. The prior battery backup was removed. Patriot Electric also did some cabling to aid more computer access to specific areas of the building for staff.

Sergeant Kevin Licko from the Lisle Police Department came to inspect and re-program the LLD NOAA weather radios. Sergeant Licko is the Emergency Management Coordinator for the Village of Lisle. His visit to the LLD completed an audit showing the Village is ready for a storm or severe weather. Sergeant Licko was pleased to see that the Library had three radio devices for weather alert coverage in the building. Staff gave him a tour of the Library and checked the tornado shelter area.

Willow Ridge Glass & Mirror repaired several window components in the meeting room, Youth Services, and Audiovisual area on the lower level. All are now operational.

Precision Control Systems calibrated the HVAC controls for the dampers in the meeting room. The computer controls and thermostats were tested and settings changed to provide proper air and temperature control.

Sandy Hayes, IT Manager, and I have met virtually with the Envisionware team to go over the installation and system requirements for the updated self-check software, hardware, and kiosks.

Meetings:

Libraries of Illinois Risk Agency (LIRA) Membership Meeting July 10th

LIRA held a virtual meeting with members to cover a treasurer's report, property/casualty report with loss prevention, and administrator's report. LIRA gave an overview with 2020-2021

projected renewal information. Due to increases in the global insurance market, LIRA anticipates a 35-40% increase for LIRA libraries for property and liability insurance. While LIRA has not seen a substantial increase in claims, the market has seen an increase in Midwest claims for flooding, hail, and tornadoes. To properly ensure that the LLD has enough funds, the LLD should plan to slightly increase the appropriation for this particular budget line just in case. The LLD's insurance renews on December 31, 2020.

A handwritten signature in black ink that reads "Beth McQuillan". The signature is written in a cursive, flowing style.

Beth McQuillan

Assistant Director, LLD

Adult Services Quarterly Report
April-May-June 2020

April:

In an effort to keep our community engaged and reading during the Covid crisis, we created a brand new, all-ages Virtual Spring Read program. Spring Read ran April 10th-May 8th. Adult and teen patrons who read and logged five hours each week were entered into a weekly prize drawing for the opportunity to win a digital DoorDash gift card. This prize was chosen thoughtfully and designed to benefit local restaurants who struggled during the shelter-in-place order. We received positive feedback about Spring Read via email and I'm thankful staff worked quickly and diligently so we could offer this program to our patrons.

While working remotely, Adult Services staff created a wide variety of digital content including instructional videos on Heritage Quest, Consumer Reports, RBdigital, Lynda.com, Chicago Tribune Online, Online Safety 101, Morningstar, Job & Career Accelerator, Google Drive, Seed Starting 101, Mug Cakes, No-Sew Bunny, Eco-Friendly Chew Toys, Love Broadway?, Supernatural Mysteries, Memoir Picks, Gardening Picks, Hoopla Recommendations, and more.

Due to the increased demand for digital content during our building's closure, I increased our hoopla limit to 12 checkouts per month from 10. Additionally, staff continued to carefully monitor the holds queues on Overdrive and increased purchasing to alleviate wait times.

Winona Patterson, Home Delivery Coordinator, worked from the Library to connect by phone with all Home Delivery patrons to apprise them of the ongoing situation and to reassure them that the Home Delivery program would continue as soon as it was safe for patrons and staff. Patrons were absolutely thrilled to hear from Winona, someone they were used to talking to on a regular basis prior to our closure. Many of them had been on a very strict lockdown at their residence and they were grateful for the opportunity to talk about books and Home Delivery with Winona.

May:

LLD remained closed to the public in the month of May due to the threat from Covid-19. On May 19th, the Library began offering curbside pick-up of materials to LLD cardholders on Tuesdays, Thursdays, and Saturdays. Adult Services staff assisted with curbside pick-up by making calls to schedule appointments, pulling books, assisting Circulation staff on pick-up days by taking materials outside when patrons arrived, and/or answering the phone.

Adult Services staff continued to create a wide variety of digital content, including instructional videos on Consumer Health Complete & Health and Wellness Resource Center, Chicago Consumers' Checkbook, AtoZ Maps, Wall Street Journal, Ancestry, BrainHQ, Microsoft Office, Twitter, Intro to Instagram, DIY Birdfeeder, Hoopla television picks, The Phantom of the Opera on Hoopla, and more.

On Thursday, May 14th, Winona Patterson worked from the Library to connect by phone with all Home Delivery patrons to let them know that Home Delivery would resume. On May 27th, delivery was successfully provided to 58 patrons. I would be remiss not to mention our dedicated volunteers who graciously continued performing deliveries once the program re-started.

June:

Throughout the month of June the Library offered curbside pick-up of materials to LLD cardholders on Tuesdays, Thursdays and Saturdays. Adult Services staff assisted with curbside pick-up by making calls to schedule appointments, pulling books, assisting Circulation staff on pick-up days by taking materials outside when patrons arrived and/or answering the phone, and otherwise assisting as needed. Additionally, On Monday, June 15th, the Adult Services department began offering take and make craft kits for adults and teens. Craft Kits were available for curbside pick-up and contained all materials needed to make a delightful craft at home. Craft offerings range from DIY bird feeders, felt ball coasters, polymer clay trinket dishes, and votive holders. Our craft kit pick-up slots have consistently filled week after week. We will continue to offer this popular program throughout the summer.

On Monday, June 15th, we launched our annual Summer Read Program. Summer Read certainly felt a little different this year without our traditional Kick-Off Party; however, we still had a strong start after our virtual launch. This year we selected prizes that were especially environmentally friendly. Adults who read and log 4 books during the program will receive a reusable canvas tote bag. Teens who read and log 4 books will receive an aluminum water bottle. Teens can also complete additional reading challenges to earn stickers and decals for water bottle décor. We look forward to coming together as one community, during what has been a challenging time, and sharing our love of reading this summer.

Adult Services staff continued to create a wide variety of digital content in June, including: Access Books About Diversity, Anti-racism and Social Justice, LLD Adult/Teen Summer Read!, Booked for the Day Group Picks, Favorites from the LLD's Science Fiction & Fantasy Book Group!, Summer Adult/Teen Craft Kits!, Just the Facts book group suggestions!, Parenting Resources on Hoopla, AtoZ Maps Online, and Prequel News for Hunger Games Fans!

Literacy Librarian, Jean Demas, attended the South and West Suburban Business Networking Group via Zoom. Additionally, Gail Graziani attended a virtual meeting of the Audiovisual Information & Discussion Group (AVID). Topics included modifying programming contracts to include a virtual component, purchasing library tech for presenters and staff, and the merits of Midwest Tapes' pre-made binge boxes. Gail Graziani also volunteered to be part of the RAILS My Library Is... Grant Review Team. The "My Library Is..." grant is funded by RAILS. The grant provides limited monies to libraries who are lacking in advertising and promotional funds. Gail reviewed and scored the grant applications for consideration.

Our book groups were busy offering virtual discussions during the month of June. Booked for the Day, Fixed on Fiction, Murder Among Friends, and the Science Fiction & Fantasy group all held online meetings. Patrons were able to access book group books via curbside pick-up and were pleased with this convenient service and with the online discussion as well. Overall we had 38 people participate in virtual book group meetings in June.

Respectfully Submitted,

Elizabeth Hopkins



Adult & Teen Summer Read Prizes



Craft Kit Sample: Trinket Dishes

Youth Services Quarterly Report–July 2020

News and Patron Communications:

- The new configuration of our picture books is physically in place and staff are in the final stages of the categorization portion of the process. As of writing this report we have been open to the public for two days and have already had multiple patrons compliment the new shelving.
- Due to copyright restrictions, all of the storytime videos that were available for the last few months had to be removed from our Youtube channel. However, we have been able to provide virtual storytimes through other channels (see programming section below).
- We have had positive feedback from patrons engaging with our Adventure Kits. While we have found most engagement occurs through Facebook, we will continue to promote and encourage engagement with the kits through all of our social media platforms.

Programs & Community Outreach Highlights:

- The Summer Reading Program has taken a different direction than was originally planned, but we started the current iteration on June 15th. Children are challenged to read and log 100 minutes each week, and if they do so they are entered into a drawing for gift cards to local businesses. If a child reads and logs 100 minutes during at least 5 of the 10 weeks of the program, they can select a book from the ReadSquared Trading Post to add to their personal collections. We are concurrently running our Baby program as well, emphasizing early literacy activities that can be completed from home.
- As a stand in for our regular after school and weekend programming, Youth Services has been planning and assembling Adventure Kits. These kits provide the materials and instructions to have an educational and fun program experience at home with family. Each of the kits also offers library interaction through a digital outlet, whether it be a video we created or encouraging use of our digital resources. As of writing this report, we have made 5 different kits available, and have handed out over 175 Adventure Kits to patrons.
- Storytimes posted to Youtube have been very popular with patrons, but due to copyright restrictions we had to take them down as of June 30th. In order to still provide storytimes, we have transitioned to a live streaming storytime schedule on Twitch. We are now running 4 storytimes a week at various times of day, and have seen viewer numbers go up with each successive storytime.
- We are currently working on ways to run outdoor programming during the next few months. The Youth services department is working together to brainstorm ways to provide safe, fun, and educational programs to families ready to come back to the Library.

Professional Development:

- Staff have been working hard to prepare themselves for a change to the digital expectations of library work, as well as a return to working in the library itself. Different webinars have focused on live streaming programs, video and audio editing and production, how to provide public service under new health guidelines, digital gameification of library programming, and collection development. Staff have also participated in several online conferences and meetings with library staff from around Illinois, from smaller group meetings to conferences that last an entire day.

Respectfully Submitted,

Will Savage
Director of Youth Services

Quarterly Board Report
4th Quarter FY19/20
Circulation Services Department

July 8, 2020

LLD Curbside Pickup Service

On Monday, May 18, the Lisle Library District (LLD) launched the curbside pick-up program. I am very proud of the dedicated work of my department's staff members, and the Circulation Services (CS) Department is very appreciative of the support from all of the departments. We continue to receive positive feedback from our patrons about this service, including:

- We love the Lisle Library!
- I have always admired the level of service that this Library provides me.
- Your service is awesome. Thanks!
- Thank you so much for being such amazing library staff.
- We truly appreciate all that you do for our community.



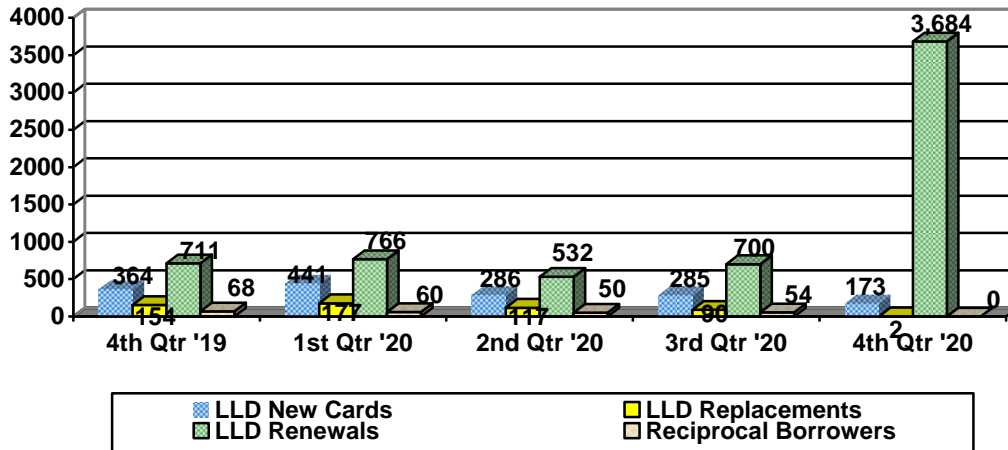
Circulation Services and COVID-19

During the Library building closure, important CS duties continued:

- Replying to patron and phone inquiries via email;
- Renewing LLD cards;
- Creating cards for patrons who pre-registered online – Over 200 accounts were created (Including March/Closure month).
- Emptying the book returns and then checking in materials after a 96-hour quarantine.
- Showing great teamwork, shelving items, maintaining organized shelves and checking in new materials so that patrons could request holds.

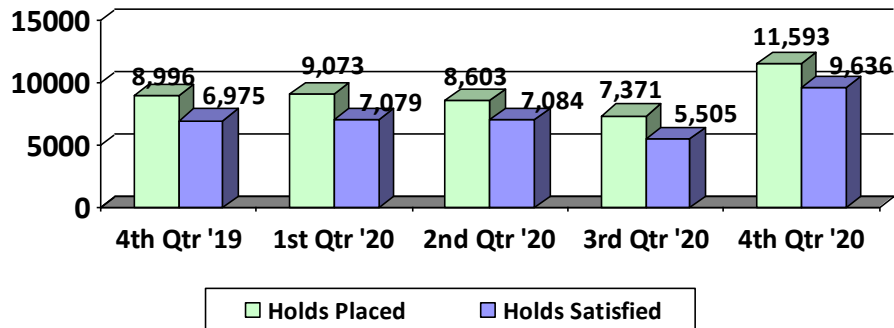
CS staff members continued to participate in a variety of webinars and online courses about current public library trends, providing quality patron service, emotional intelligence and were tasked with taking notes in order to share important points with each other. In addition, CS daily and weekly procedures were revised in order to maintain efficiency.

LLD Quarterly Registrations Activity

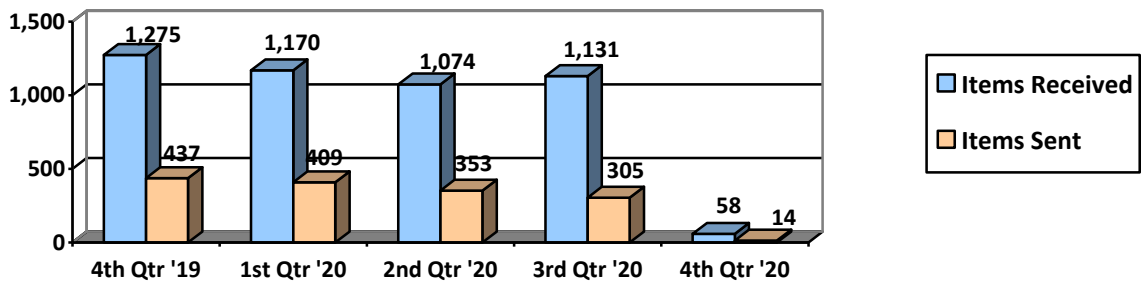


NOTE: During the 4th Quarter, automatic renewals were afforded to LLD patrons through July 31st so our patrons could continue to enjoy our eMedia offerings during the state's stay-at-home order.

LLD Quarterly Holds Activity



LLD Quarterly ILL Activity



NOTE: During the 4th Quarter, Interlibrary Loan (ILL) service was suspended statewide.

Online Conference, Webinars & Meetings

In April, I attended an online conference in place of the cancelled 28th Annual Innovative Users Group (IUG) Conference. This conference consisted of company updates for Innovative Interfaces, Inc. The focus was primarily on how the company will improve customer support for its integrated library systems.

I also attended webinars hosted by the Reaching Across Illinois Library System (RAILS), including best practices for quarantining returned items and informative how-to's on providing curbside pickup. In addition, many local circulation department managers, including myself, routinely met online about a variety of topics that included curbside pickup service and item quarantine procedures. All of the topics that were presented and discussed proved to be very helpful in the LLD devising our curbside pickup service and procedures for handling returned items.

Respectfully Submitted by,

Paul T. Hurt, MLIS/M.Ed.
Director of Circulation Services

4th QUARTER REPORT OF TECHNICAL SERVICES

Staff spent the 4th quarter addressing stacks of newspapers, magazines, books, and a new normal. All team members worked together to catalog, check-in, and process the material received before and during the closure. Technical Services reached out to our vendors and consistently communicated with them to ensure delivery of delayed shipments and a return to daily deliveries. Our vendors, UPS, and USPS were happy to accommodate our schedule and willing to adjust to our changing procedures. In the first week of deliveries, LLD received over 140 boxes of books, audiobooks, and movies (more than 1,850 lbs!). Additionally before the closure, LLD begin the digitization of our local newspapers. In May, LLD received the finished digital copies of the Lisle Eagle from the 1940's and 1950's.

In addition to the work needed to re-open the Library to the public, staff continued their professional development work. Staff enriched skills with webinars, web courses, and reading on topics like RFID, linked data, authority control, and digital archives. Laura continued her involvement with LACONI (Library Administration Conference of Northern Illinois) during the time the Library was closed. She participated in the bi-weekly meetings to discuss the unique issues facing Technical Services and appeared on panel discussions about re-opening public spaces and material quarantine procedures.

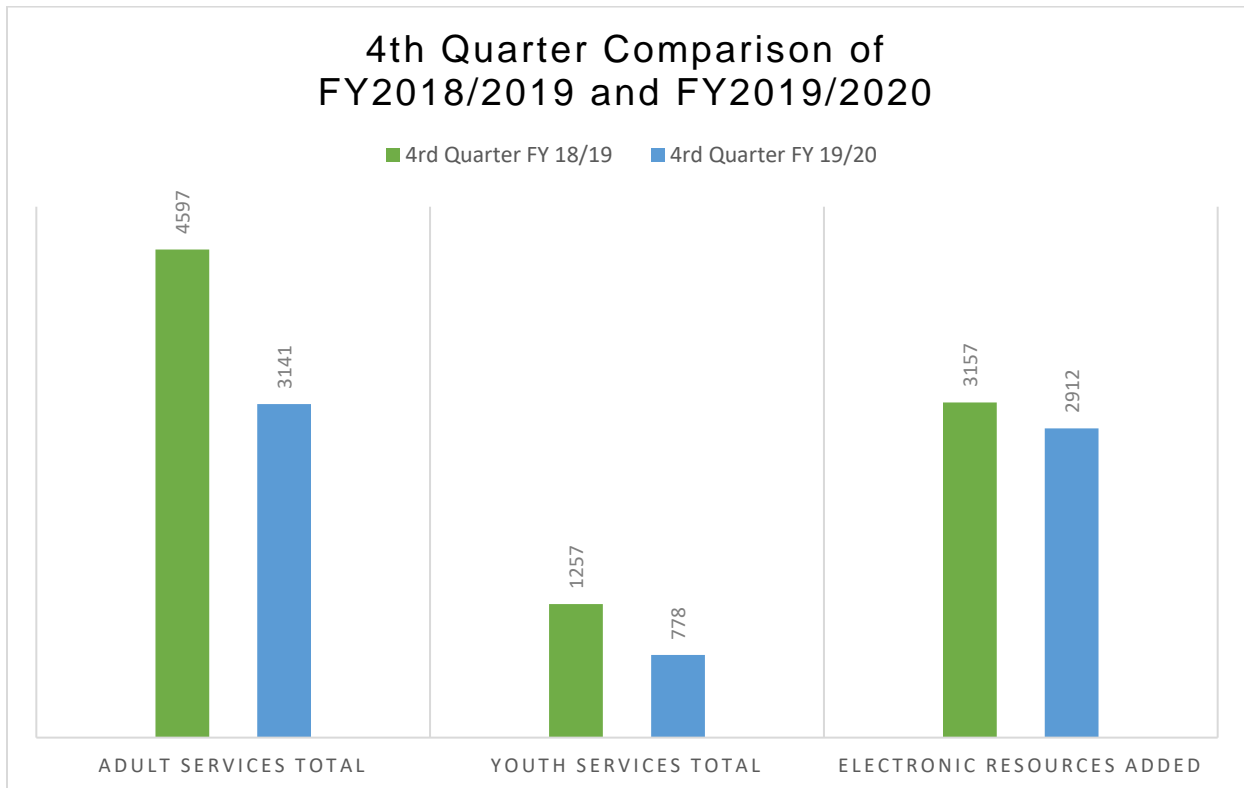
Although the in-person ALA annual conference was cancelled, Laura attend the virtual conference. She watched programs on how to update procedures and train staff, integrate Technical Services with the public service departments, big data, and digital equity.

Laura Murff

Director of Technical Services

MATERIALS PROCESSED THIS QUARTER

Adult Services Collection	
AS Fiction Books	678
AS Non-Fiction Books	485
AS Audio/Visual	348
AS Periodicals	1630
Adult Services Total	3141
Youth Services Collection	
YS Fiction Books	510
YS Non-Fiction Books	198
YS Audio/Visual	26
YS Periodicals	44
Youth Services Total	778
Electronic Resources Collection	
EMediaLibrary MARC records added	146
Hoopla Marc records added	2766
Electronic Resources Total	2912



Resolution 20-03

A RESOLUTION AUTHORIZING THE PREPARATION
AND FILING OF THE ANNUAL BUDGET AND
APPROPRIATION ORDINANCE

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

Section 1: That "AN ORDINANCE Adopting a combined annual budget and appropriating such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Lisle Library District, DuPage County, Illinois, for the fiscal year beginning July 1, 2020, and specifying the object and purposes for which such appropriations are made and the amount appropriated for each object or purpose" be filed in the office of the Lisle Library District for at least thirty (30) days prior to final action thereon, and that during such period of time, it shall be made conveniently available to public inspection.

Section 2: That at least one public hearing shall be held as to such Ordinance prior to final action thereon, notice of which shall be given in a newspaper published in the Lisle Library District at least thirty (30) days prior to the time of such hearing.

FURTHER, this Resolution shall be in full force and effect from and after the adoption as provided by law.

ADOPTED this 15th day of July, 2020, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Thomas Hummel, President of the LLD Board of Trustees

ATTEST:

Emily Swistak, Secretary of the LLD Board of Trustees

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

I, Emily Swistak, Secretary of the Board of Trustees of the Lisle Library District, DuPage County, Illinois, do hereby certify that at a regular meeting of said Board of Trustees held on the 15th day of July, 2020, the foregoing Resolution 20-03 was duly passed by the Board of Trustees.

Emily Swistak, Secretary of the LLD Board of Trustees
Lisle Library District
DuPage County, Illinois

DRAFT

NOTICE OF PUBLIC HEARING ON
BUDGET AND APPROPRIATION ORDINANCE
OF THE LISLE LIBRARY DISTRICT
DUPAGE COUNTY, ILLINOIS

PUBLIC NOTICE is hereby given that the Lisle Library District has cause to be prepared in tentative form a combined annual Budget and Appropriation Ordinance. A public hearing shall be held as to such Budget and Appropriation on the 16th day of September, 2020, at the hour of 6:30 p.m. at 777 Front Street, Lisle, Illinois.

Copies of such tentative Budget and Appropriation Ordinance will be available for public inspection at the Lisle Library District beginning August 13, 2020 during operating hours and on the Library's website, lislelibrary.org. Due to the COVID-19 pandemic, operating hours may vary. Please check the Library's website or call 630-971-1675 to confirm operating hours. The Library will be closed on Sunday and Monday, September 6th and 7th in observance of Labor Day.

By order of the Board of Library Trustees of the Lisle Library District, DuPage County, Illinois

Dated this 15th day of July, 2020

Thomas Hummel, President of the LLD Board of Trustees
Lisle Library District

ATTEST:

Emily Swistak, Secretary of the LLD Board of Trustees
Lisle Library District