

**Fox River Valley Public Library District  
Board of Trustees Meeting**

**June 20, 2023  
7:00 PM**

**Dundee Library Meeting Room  
555 Barrington Avenue  
East Dundee, IL 60118**

**AMENDED AGENDA**

**Call to Order—President Kristina Weber**

**Pledge of Allegiance**

**Roll Call—Secretary Christine L. Evans**

**Public Comment**

*The Board, recognizing its responsibilities to conduct business in an orderly and efficient manner, asks that anyone wishing to address the Board sign in on the Public Comment sheet prior to the start of the meeting by name, town, and organization (if applicable).*

**President’s Report—President Weber**

- **Appoint Two Trustees for Review of Secretary’s Records for the Illinois Public Library Annual Report (IPLAR)**

**Director’s Report—Executive Director Amy Dodson**

- **Department Reports**
- **Dashboard**

**A. Consent Agenda**

**Exhibit A.1**

**Items to be included in Consent Agenda**

- A.1.a Minutes from the May 16, 2023 Board of Trustees Meeting**
- A.1.b Minutes from the May 16, 2023 Decennial Committee Meeting**
- A.1.c Check/Voucher Register for May 2023**
- A.1.d Monthly Financial Report for May 2023**
- A.1.e Revenue Summary – All Funds Combined – Budget v Actual Revenues**
- A.1.f Revenue Summary – All Funds Combined by Period**
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses**
- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location**
- A.1.i Expenditure Summary – All Funds Combined by Period**
- A.1.j Balance Sheet for May 2023**
- A.1.k Ehlers Investment Inventory for May 2023**

**B. Unfinished Business**

- Exhibit B.1 Working Budget FY2324**
- Exhibit B.2 Strategic Plan Consultant – ReThinking Libraries Contract**
- Exhibit B.3 Future Planning Update**

**C. New Business**

- Exhibit C.1 Ordinance 2023-05 Board Meeting Dates FY2324**
- Exhibit C.2 North Suburban Digital Consortium – OverDrive eBook Renewal**
- Exhibit C.3 Electronic Resource – LinkedIn Learning Contract**
- Exhibit C.4 Janitorial Service – Multisystems Management Co. Contract**
- Exhibit C.5 Website Transition Services – LibraryMarket**
- Exhibit C.6 Library Sign Landscape Project - Invoice Approval**

**Board Discussion (Trustee questions, future agenda items, etc.)**

**Executive Session            5 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees.**

*The President may entertain a motion to enter into Executive Session in accordance with the Illinois Open Meetings Act (5 ILCS 120 Section 2) and will announce the purpose of the executive session. Prior to adjourning to Executive Session, the President will inform the public in attendance whether a vote will follow the session.*

**Adjournment**

**Fox River Valley Public Library District**  
**Director's Report to the Board of Library Trustees**  
**June 20, 2023 Regular Meeting**

On June 6, I met with Deputy Director Heather Zabski, Facilities Manager Michael Lorenzetti, Ian Lamp of Lamp Construction, and Trustee Matt Goyke to discuss needed improvements for the Dundee Library. We took a tour of the facility to view damage from the leaking roof, potential safety issues, public spaces, staff work areas, inefficient storage arrangements, and other areas of concern. We are working together to identify capital projects that will be needed to repair or replace infrastructure and equipment, and work toward setting priorities. This will help us on our path to renovate and improve our Dundee facility.

At the Board's request, I consulted with the library's attorney regarding the roof leaks at the Dundee library. He advised us to retain the services of a consultant who can assess the origins of the roof problems.

On May 16, I attended training on First Amendment audits. A First Amendment "audit" involves a member of the public recording an encounter with a government employee. The intended purpose of the audit is to "test" the employee's reaction to these encounters to see if the employee will violate the individual's First Amendment rights. Many libraries are being targeted by First Amendment "auditors" who record their interactions with library employees. The encounter is then broadcast to the public, usually via social media and YouTube. These types of audits are constitutionally protected activities.

We held our quarterly All Staff Training Day on May 12. The training featured guest speaker Martina Mathisen, on the topics of First Amendment audits, "Keeping Cool Under Pressure", and best ways to work with the public effectively and professionally. We also led training on Cyber Security.

The Dundee Library parking lot was replaced, and the library was closed on May 3 and 4 to accomplish this work. The project was successfully completed in two days.

Respectfully submitted,

*Amy Dodson*

**Deputy Director: Heather Zabski**

**Monthly Report for May 2023**

In early May, I worked closely with Finance Manager Sumitra Potharazu and Director Dodson to put together the working budget. Since then, we've made a few updates. The updated working budget is included in the board packet, and we will go over the updates at the June Board Meeting, where trustees will vote on the working budget.

Starting in June, we will be providing Summer Lunches at the library again with free meals donated by the Northern Illinois Food Bank and paid for by a USDA grant. I spent part of May preparing for the program. Several staff, including myself, underwent Summer Food Service Program (SFSP) training in May, which allows us to oversee the handing out of meals. Every meal must have a site supervisor present. Staff from every department in the library will be participating in providing summer meals in some capacity. Summer meals will run through August 14 and will be served from noon to 1 PM in the Craft Room, Monday through Friday. The first couple days of meal service have seen unprecedented demand.

Working with the existing team (IT Manager John Sabala, PATS Manager Karin Nelson, and Account Services Manager Keri Carroll), I started reaching out to libraries in the Chicago suburbs that have book lockers. We compiled a series of questions about the lockers, to get a better idea of usage, any problems they encountered, and the purpose the lockers served. So far, I've heard back from 10 different libraries: Plainfield, Downers Grove, Elk Grove Village, Glencoe, Stickney-Forest, Glen Ellyn, Round Lake, Schaumburg, Mount Prospect, and Barrington. Of the ten, four libraries had off-site book lockers. Feedback from these libraries was fairly consistent. The majority of libraries I spoke to use the D-Tech System and were generally happy with the service. They reported minor issues such as occasional freezing doors, heat causing the doors to stick, some software glitches, and rusting. Most libraries with remote lockers have reported relatively low usage. However, Barrington doesn't have a branch location or wide-ranging home delivery service. Libraries that hosted a book locker at their library locations reported a range of different usage from the very low (2 per month) to the very high (2,500 items per month). The three libraries that reported 1,000+ usage are much bigger libraries with annual circulation of around 1 million to 2 million items. For context, our annual circulation was 404,618 including renewals for last fiscal year (FY2122). Most libraries purchased their lockers during the COVID-19 pandemic. Some libraries reported a dip in usage when the library reopened from lockdown. Some libraries mentioned that the software has a learning curve for patron usage. One library highly recommended not having a remote locker without having one at the main library first. Two of the libraries with remote lockers also have a locker at their main library location. Both libraries see greater usage at the main library location. I will be compiling the information that I've obtained from these interviews with other libraries. While all the libraries I've talked to are mostly happy with their lockers, they do have a high cost-per-usage and seem to work better at main library locations. None of the libraries I spoke to with remote lockers had branch locations, and several libraries provided the lockers in lieu of branch services.

On May 19, I attended the Mayor's Breakfast with Leslie Sinei and Kirstin Finneran from the PR Department. This is a great event that the Northern Illinois Chamber of Commerce hosts each year that provides information about what is going on in each of our villages. I found this year's event just as informative as last year's.

## Public Services Manager: Jason Katsion

### Monthly Report for May 2023

In May, Public Services staff visited local schools to promote our annual Summer Reading Challenge, celebrated Mother's Day with creative crafts, implemented two unique guitar instruction classes, hosted a pet adoption event on the front lawn, continued work on our new butterfly and moth garden, and more!

The Summer Reading Challenge Committee, co-chaired by Teen Librarian Danielle Pacini and Randall Oaks Manager Brittany Berger, has been working hard to finalize plans for the Summer Reading Challenge and the Kick-Off Party on June 1. Danielle and Sam Bunte of the Adult & Teen Services Department curated suggested reading lists to accompany the Reading Challenge badges (Castle, Dragon, Quest, and Fairy Tale). These reading lists are linked within the Beanstack app and are available as printed forms. Early registration for Summer Reading opened May 1.

Teen Librarian Danielle Pacini did an outstanding job coordinating with librarians and media specialists at the local high schools and middle schools to promote the Summer Reading Challenge. She and Jasmin Munoz of the Adult & Teen Services Department (pictured below left) visited five schools in May, including Carpentersville Middle School, Algonquin Middle School, Dundee-Crown High School, Jacobs High School, and Hampshire High School. They registered students for the Reading Challenge, while promoting the library and its services. For two of these visits, Danielle and Jasmin teamed up with Teen Librarian Holly Eberle of the Algonquin Area Public Library (pictured below right).

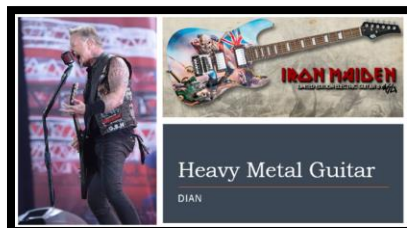


Throughout May, the Youth Services Department was very busy spreading the word about Summer Reading at the local elementary schools, including Sleepy Hollow, Sunny Hill, Golfview, Meadowdale, Gilberts, Lakewood, and Algonquin Lakes. The following Youth Services staff visited these schools and enthusiastically provided multiple presentations to the students: Heather Ji, Lizbeth Hernandez, Elizabeth Flores, Amairani Lopez, Amanda Keen, and Erin Sikorski. Special thanks to Heather Ji for coordinating these visits with the school administrators.

Our monthly Little Artists program is consistently one of our most well-attended, and this month's craft was all about celebrating moms. We also hosted a Spanish language Mother's Day craft program, Artesania para el Día de Las Madres, led by Amairani Lopez of the Youth Services Department.



Dian Martinez of Adult & Teen Services hosted two exciting guitar instruction classes in May. Heavy Metal Guitar focused on metal guitar riffs, specifically from "Fear of the Dark" by Iron Maiden and "Enter Sandman" by Metallica. Música de los Tríos con tu Guitarra, presented in Spanish, focused on acoustic serenades in the Trio style of guitar music. These were all ages events, open to aspiring guitarists of all skill levels. Heavy Metal Guitar was attended by a variety of guitar enthusiasts, from an 8-year-old to guitarists in their sixties. One of the attendees shared this encouraging note with us following the program: "I have to tell you that Dian was a fantastic guitar instructor. Our group was diverse in experience, age from perhaps 9 years old, to me at 67 years, female, male as well as any other way to describe a fun group of people. Dian was able to provide instruction to everyone in the group. She was able to share time individually and when she needed to pull the group together to express important points of the lesson in order to maintain the flow she did that easily. She has a gentle and caring manner about her that made everyone feel at ease regardless of our own ability without ever making anyone feel left out. I know this was a long message to simply say thank you, to you and the Library Board for offering these refreshing lessons. It meant a lot to me. Thank you to Dian for sharing her experience with us." We look forward to expanding our music themed programming.



May is National Pet month, the perfect time for us to host another pet adoption event on the front lawn of the Dundee Library, with our friends from Hoof, Woof & Meow Animal Rescue. 102 people joined us to see the animals and learn about pet adoption. This event was organized by Lizbeth



Hernandez and Heather Ji of the Youth Services Department. They were very pleased with the attendance, and especially gratified to learn that some puppies were adopted that same day!



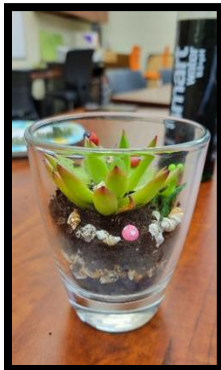
Our trivia events at Black & Gray Brewing Co., hosted by Gene Barish and Cari Poweziak of the Adult & Teen Services Department, have become a popular attraction. At our May event, seven teams competed, and additional people attended just for the fun of watching the show and hanging out.



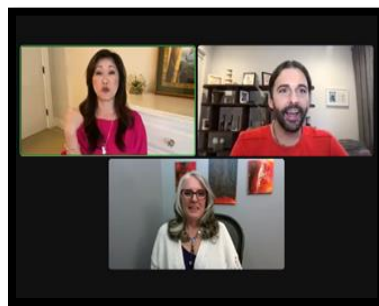
We welcomed Ruth Mancilla of Funky Paint Brush & Palette to the library for an all ages art program. The attendees painted on canvas with glow in the dark paint. Everyone was thrilled to see their artwork light up under the rays of ultraviolet light.



Dian Martinez of Adult & Teen Services led a Spanish language crafting program in May, entitled *Mentes Creativas: Hagamos un Terrario*. The event began with a brief history of terrariums and their relation to botany, as well as the Japanese mini gardens that ultimately inspired the terrariums we know today. Some examples of the finished terrariums are pictured below. We received feedback from one patron who was especially appreciative that the class was accessible to their entire family: “Class was fantastic! Dian was so sweet and knowledgeable. I took my mom, siblings, and mother and law and they all loved it. Will for sure be doing more classes like this one. The fact that it’s in Spanish allows my family to enjoy it so much. Thank you having these programs!!”



Fox River Valley Public Library District continues its partnership with Illinois Libraries Present, a state-wide initiative that provides premier online events at equitable prices for participating member libraries of all sizes and budgets. This month’s virtual program was a conversation between Jonathan Van Ness and Kristi Yamaguchi, which was viewed by over 1,200 people across Illinois. Below, you can see our very own Cari Poweziak serving as moderator for the event. In her own words, she was “star struck” to be talking with the *Queer Eye* cast member, but she was as professional as ever.





Teen Librarian Danielle Pacini's Pixel Art program, in which teens work with colorful perler beads to create unique designs, has long been a popular monthly event. We now provide a kid-friendly version as well, led by Elizabeth Flores and Lizbeth Hernandez of the Youth Services Department. Both of these Pixel Art sessions continue to gain popularity and result in a wide variety of creative projects.



Library Specialist Cari Poweziak continued work on our nascent butterfly and moth garden in unused space on the north side of the Dundee Library (pictured below). This is a collaborative project, with support from Katie Meyer of the Dundee Township, Deborah Banks-Tripp from Northern Kane Wild Ones, and library staff, notably Youth Services Librarian Amanda Keen.



As always, Public Services staff provided one-on-one assistance by appointment, which address a wide range of information needs and allow for more personalized assistance than is possible at the reference desk. In April, we provided 56 one-on-one appointments, including device troubleshooting and help completing online job applications, as well as more specialized information requests such as helping to create a menu and a music playlist for a 1920s fashion show, and research help with a patron who wanted to identify the address of their childhood home.

Throughout May, I participated in regular meetings of the Illinois Library Association's Diversity Committee, the Illinois Libraries Present Steering Committee, and our library consortium's Patron Access Services (PAS) Technical Group. This was my final PAS meeting as Co-Chair; I will serve as Chair for the next year.

**Account Services Manager: Keri Carroll**

**Monthly Report for May 2023**

Visits to both Dundee and Randall Oaks dipped from our April numbers, which aligns with trends from previous years. Dundee was closed on May 3 and 4 for the parking lot replacement project, further limiting patron visits. With the start of our Summer Reading Challenge on June 1, I anticipate next month's visits to be higher. License plate renewals were lower than last year's numbers for May; more and more patrons may be opting to renew their plates online. However, we continue to receive positive feedback from patrons who renew with us. Home deliveries were lower for May, as both Jack and I were unable to make deliveries in the first week of the month.

I had a couple of meetings with other members of the management team regarding remote lockers during May. PATS manager Karin Nelson and I had a call on May 23 with Northbrook Public Library who ended up deciding against lockers when working with Bibliotheca. While they originally decided to implement lockers due to COVID, the process took longer than anticipated and the finished product did not meet the delivered expectations.

Additionally, Karin, Deputy Director Heather Zabski, IT manager John Sabala, and I visited the Downers Grove Public Library on May 31 to see their lockers in person and get a detailed breakdown of the procedures in place. They offered valuable feedback on how their process has worked, from installation to every day usage.



While Downers Grove reported no significant issues regarding use of the lockers, they heavily emphasized that the execution has been smooth and well-received due to the locker being located in front of the library. They expressed reservations about having the first locker for a library be located remotely, as troubleshooting for patrons could be cumbersome, and some could be turned off by only a few negative interactions. Locker stocking is the responsibility of their Circulation Department in Downers Grove, but it is a separate duty from staff working at the front desk or answering phones. Even though their locker is outside, it is under an awning and has not suffered the effects of poor Chicago weather, making upkeep easy for them.

## Public Relations and Outreach: Kirstin Finneran

### Monthly Report for May 2023

**Community Outreach:** Leslie Sineni and I, along with Deputy Director Heather Zabski, participated in the Dundee Township Open Space Spring Clean of Library Springs. It was a great opportunity to connect with our contacts Arin Thrower and Katie Meyer. They have been supportive of many library initiatives.



**Summer 2023 Newsletter:** The summer newsletter was a main focus in May, with a special treatment of the SRC graphics. Graphic designer Dan Mitchell placed our custom graphics right on the cover, supported inside by a special themed spread of related info and programs. It had an impact, as several patrons at an outreach event have commented that they noticed and recognized the graphics. We also did features on using the Beanstack app and Explore More and Museum Adventure Pass, which are always very popular and in demand during the summer.

**Powerwall Banners:** Dan created a new collection of graphics to highlight the Powerwall on the main level. Categories are now Coming Up, Library Policies, Staff Picks, Trending, Reading Challenges, Adult Literacy and Citizenship, and Community News.



**NKCC Mayor's Breakfast:** Leslie and I attended the annual Northern Kane County Chamber of Commerce Mayor's Breakfast. It is always a very worthwhile event to learn about the latest happenings and plans for the future from the mayors that lead the communities in our district. We are always listening and looking for ways to connect with our towns.

**Summer Lunch training:** Leslie and I also completed our food service training so we can assist with summer lunches this year.

### Meetings/Training/Events

NKCC Mayor's Breakfast, May 16

Board of Trustees Meeting, May 16

Summer Food Service Training, May 17

### eNews

Subject	Date Sent	Emails Sent	Unique Opens	Unique Opens %	Total Clicks
Dundee Library closed May 3-4	5/2/2023	12311	5457	44.39%	226
Check out a Guitar, Acorn TV, Summer Job Assistance	5/10/2023	12300	5341	43.52%	804
Summer! Reading, Kick-Off Party, Lunches	5/17/2023	12271	5362	43.77%	308
Summer Newsletter, Summertime Cinema, Pan de Trenza	5/24/2023	12249	5320	43.49%	323
Summer Reading Kick-Off is June 1!	5/31/2023	12242	5197	42.51%	347

### Social Media Insights - May 2023

Facebook

Reach: 10,417

Engagement: 2,359

Followers: 2,590 (+34)

Instagram

Followers: 700 (+20)

Accounts reached: 1,242

Accounts engaged: 199

**Randall Oaks Manager: Brittany Berger**

### Monthly Report for May 2023

There was plenty to keep us busy at Randall Oaks in May, though we saw a slight decrease in visits and check-outs, likely due to families busy with the end of the school year. We began to promote the Summer Reading Challenge with multiple displays and decorations. The offered craft was also on theme this month, and we passed out 127 dragons for kids to design. 229 kids also scoured the library for mythical creatures and got to select a dragon or unicorn prize from our treasure chest. The interactive board pictured below was covered in 218 brightly colored flowers. May's voting station was narrowly split between Dragons and Unicorns, with Unicorns coming out in the lead 73 to 72!





There were just 6 programs at Randall Oaks this month and total attendance was 80. Pictured below are Lisa Knapp's Family Night and Tape Town: City, where attendance was 14 and 25 respectively. Tape Town is one of Lisa's most popular series programs, usually offered once per newsletter cycle, where children can enjoy building roads and locations for their toy cars to visit. Rachel Dunne also hosted a very well-attended Mother's Day program, where 33 participants decorated cards and designed cool paper flowers to surprise the special women in their lives. Storytimes went on break in May to give programmers the chance to gear up for the busy summertime sessions.



Summer Reading 2023: Once Upon a Time opened for early registration on May 1st! By the end of the month we had 800 registrations and had given out as many green and purple drawstring bags. Youth and Teen patrons also receive a voucher for two free tickets to the Kane County Cougars. Patrons can begin to log their reading on June 1, and fast readers can come in to claim their Finisher prizes beginning June 15. Reading requirements are 12 hours for youth and 18 hours for teens/adults. There are additional challenge activities for each age group that patrons can complete for entry into our prize drawings. The SRC Kick-Off Picnic will be on Thursday June 1, 6-8 p.m. There will be plenty of free food from Duke's Blues N BBQ and Elder + Oat, and an hour-long fire performance. We anticipate a good turnout now that we have returned to a weeknight event and will not be competing with weekend plans such as Community Days in Gilberts.

Both libraries are decked out in themed decorations, and it's been great to see such enthusiasm from the staff. Folks at Randall Oaks have been hard at work creating magical displays to promote Summer



Reading. I've included a few highlights below: Rachel's dragon lair, clerk Usrah's fairytale book, and Lisa's medieval castle!



**Purchasing, and Technical Services (PATS) Manager: Karin Nelson**

**Monthly Report for May 2023**

**Savings:** Over \$500 in May, and the biggest saving was over \$200 when I asked our main office supply vendor if they could lower their pricing for two office chairs. As of the end of May, the cited savings for the current FY was over \$13,200 (material discounts is not part of this figure).

**Online Newspapers:** Due to low usage, one Newsbank module is not being renewed, and in its place we have online access to some local newspapers. These direct links are now showing on our Research website, and if you want the version which is most like the print edition then you will want to choose the "image" entry.

**Facilities Manager: Michael Lorenzetti**

**Monthly Report for May 2023**

**Roof:** Updates for this report include a visit from Derbigum Representative Tim McKenna on 5/15, attempting to replicate water leakage into the building. This attempt was unsuccessful to see immediate leakage, but the following morning water spot damage was reported in Corner 68. This event was reported to Derbigum with the usual pictures of the area. A response from Derbigum Representative Tim McKenna was that a different roofing company was to be contacted to investigate. As previously stated, all work done and continues to be done is covered under the warranty.

**Parking Lot Repaving Project:** The Board approved the project at the April meeting and the parking lot was completed the first week of May (3/4). Everlast Blacktop was very easy to work with and always appreciated someone onsite for questions on their part or on the facility part. This information is a duplicate of the May 2023 Board report for verification. Job well done.

On 5/04, Peters Electric was onsite to replace a failing contactor. This was perfect timing as the facility was closed during the parking lot project and much of the building had the power off.

The electronic sign landscaping was completed on 5/25 and 5/26. The seasonal plantings we will accomplish ourselves each spring.



**Janitorial Services:** With the new budget year, the Facility Manager is seeking possible lower fees for janitorial services for an annual or three-year contract. The current provider is on a month-to-month service fee schedule. Notice was given that the Fox River Valley Public Library District, Kane County, IL., is seeking proposals from qualified contractors for janitorial services for the following facilities: Dundee Library, 555 Barring Ave., East Dundee, IL (30,000 sq.ft.) and the Randall Oaks Library, 500 Randall Rd., West Dundee, IL (5,000 sq.ft.). The scope of this work is inclusive of 7 (seven) days per week. The facility manager received 11 proposals broken down into monthly, annually and a 3-year contract commitment.

Company	Year	Monthly DL	Monthly RO	Monthly Total	Annually 1 Yr Total	3Yr Total
SW Cleaning	2023	\$ 2,406.50	\$ 1,000.00	\$ 3,406.50	\$ 40,878.00	
	2024	\$ 2,406.50	\$ 1,000.00	\$ 3,406.50	\$ 40,878.00	
	2025	\$ 2,406.50	\$ 1,000.00	\$ 3,406.50	\$ 40,878.00	\$ 122,634.00
Multisystems Management Company	2023	\$ 2,800.00	\$ 680.00	\$ 3,480.00	\$ 41,760.00	
	2024	\$ 2,800.00	\$ 680.00	\$ 3,480.00	\$ 41,760.00	
	2025	\$ 2,800.00	\$ 680.00	\$ 3,480.00	\$ 41,760.00	\$ 125,280.00
Bravo Services Management Company	2023			\$ 3,500.00	\$ 42,000.00	
	2024			\$ 3,500.00	\$ 42,000.00	
	2025			\$ 3,500.00	\$ 42,000.00	\$ 126,000.00
UniMax Management	2023			\$ 3,650.00	\$ 43,800.00	
	2024			\$ 3,650.00	\$ 43,800.00	

Company	2025			\$ 3,650.00	\$ 43,800.00	\$ 131,400.00
Vanguard	2023	\$ 2,640.00	\$ 1,150.00	\$ 3,790.00	\$ 45,480.00	
Cleaning	2024	\$ 2,640.00	\$ 1,150.00	\$ 3,790.00	\$ 45,480.00	
Systems	2025	\$ 2,640.00	\$ 1,150.00	\$ 3,790.00	\$ 45,480.00	\$ 136,440.00
ECO Clean	2023	\$ 3,511.00	\$ 909.00	\$ 4,420.00	\$ 53,040.00	
Maintenance	2024	\$ 3,511.00	\$ 909.00	\$ 4,420.00	\$ 53,040.00	
	2025	\$ 3,511.00	\$ 909.00	\$ 4,420.00	\$ 53,040.00	\$ 159,120.00
Jani King	2023	\$ 3,185.00	\$ 1,395.00	\$ 4,580.00	\$ 54,960.00	n/a
(only 1 Yr)	2024	n/a	n/a	n/a	n/a	n/a
	2025	n/a	n/a	n/a	n/a	n/a
Imperial Services	2023	\$ 3,651.00	\$ 1,660.00	\$ 5,311.00	\$ 63,732.00	
(current provider)	2024	\$ 3,651.00	\$ 1,660.00	\$ 5,311.00	\$ 63,732.00	
(cost increase)	2025	\$ 3,870.00	\$ 1,760.00	\$ 5,630.00	\$ 67,560.00	\$ 195,024.00
Best Quality	2023			\$ 6,720.00	\$ 80,640.00	
Cleaning	2024			\$ 6,720.00	\$ 80,640.00	
	2025			\$ 6,720.00	\$ 80,640.00	\$ 241,920.00
EBM	2023			\$ 9,468.81	\$ 113,625.72	
Executive Building	2024			\$ 9,468.81	\$ 113,625.72	
Maintenance	2025			\$ 9,468.81	\$ 113,625.72	\$ 340,877.16
Redline	2023			\$ 12,120.00	\$ 145,440.00	
Commercial	2024			\$ 12,120.00	\$ 145,440.00	
Cleaning	2025			\$ 12,120.00	\$ 145,440.00	\$ 436,320.00

The facilities manager has conducted reference checks and facility size comparisons for the lowest three proposals, and although SW Cleaning is the lowest proposal received, the Facility Manager recommends MultiSystems Management Company for janitorial services. MultiSystems Management Company services the Village of Mount Prospect (library included), City of Lake Forest, and two high schools.

I attended the All-Staff training day on 5/12, and management team meetings on 5/09 and 5/30. I also attended the monthly Fox River Valley Public Library District Board of Trustees meeting on 5/16.

**IT Manager: John Sabala**

**Monthly Report for May 2023**

All Staff have finished their first round of cyber security training. Two Phishing training sessions were conducted. Additionally, a staff survey was conducted about the KnowBe4 product. The results of 21 out of 62 people were favorable.

- Helpfulness of Content 4.8 out of 5.0
- Length of Content 4.8 our of 5.0

Starting in June the KnowBe4 phishing module will randomly send a phish email to all staff. The email will be different for each member of staff. The purpose of this test is to make sure what has been learned can be applied. At conclusion of the test, KnowBe4 will make recommendations for additional training depending on the outcome.

Unattended Book Lockers updates:

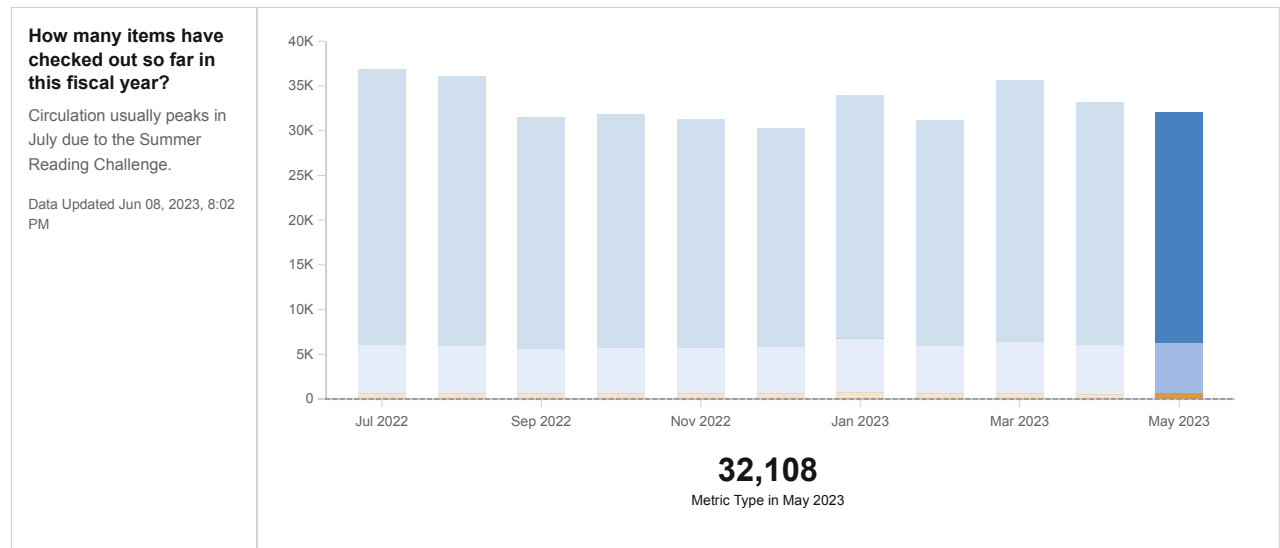
- A team of managers have been attending meetings via phone or in person. Gathering information and asking questions.
- Progress has been made on system quotes. Bibliothecca and FE Technologies have been received. We expect two more quotes in June.

# How are we doing?

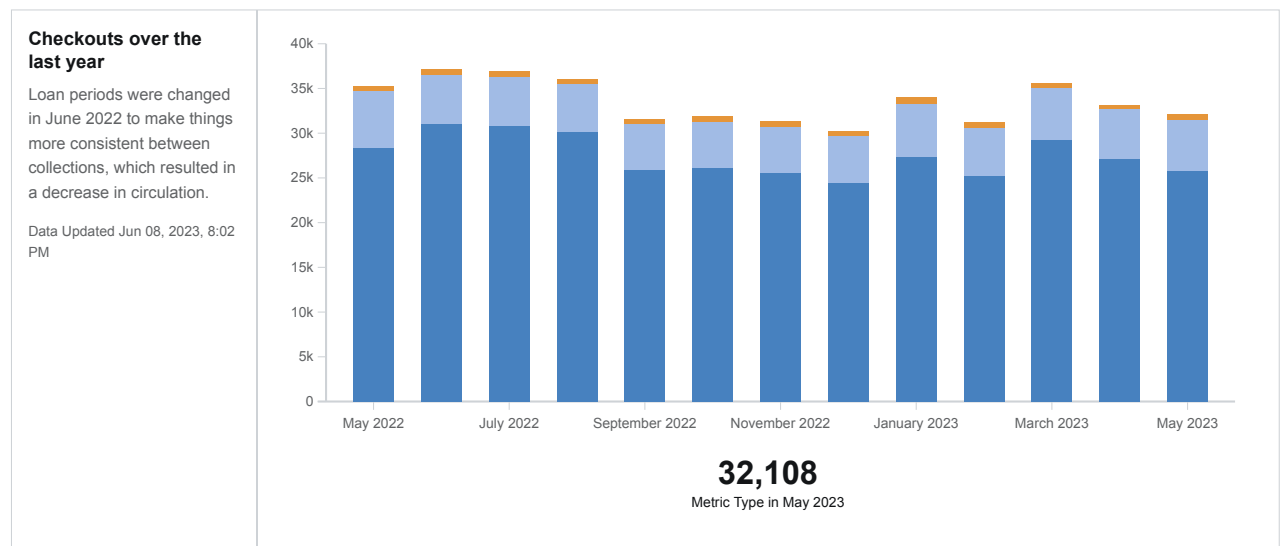
The monthly Dashboard tells our story

Click the graphs to see more details

## Checkouts - This Fiscal Year

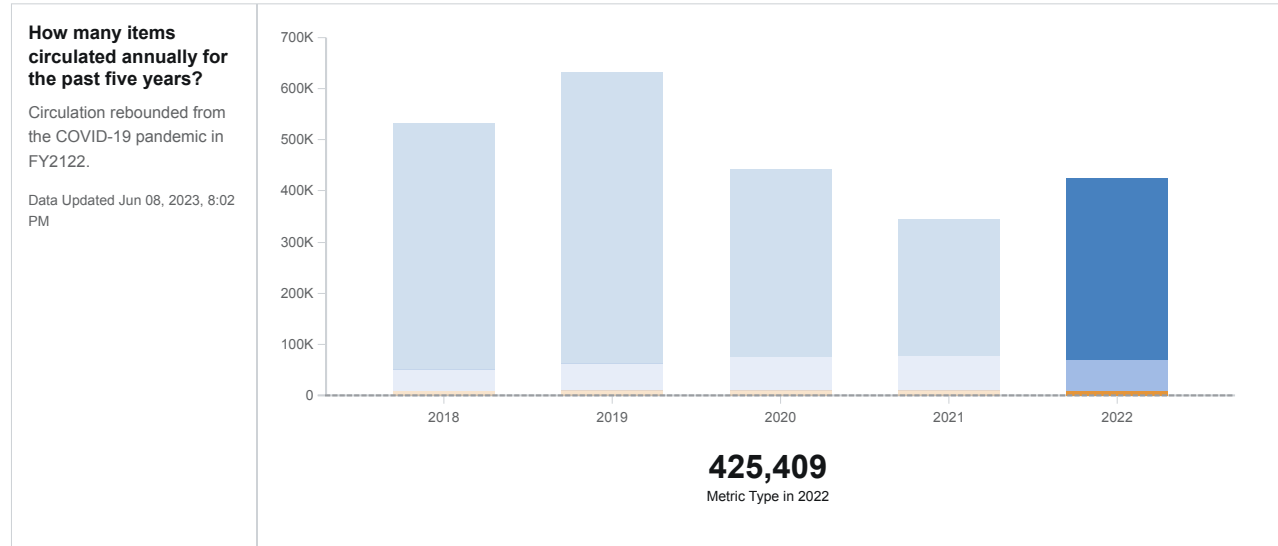


## Checkouts - 13 Month Trends

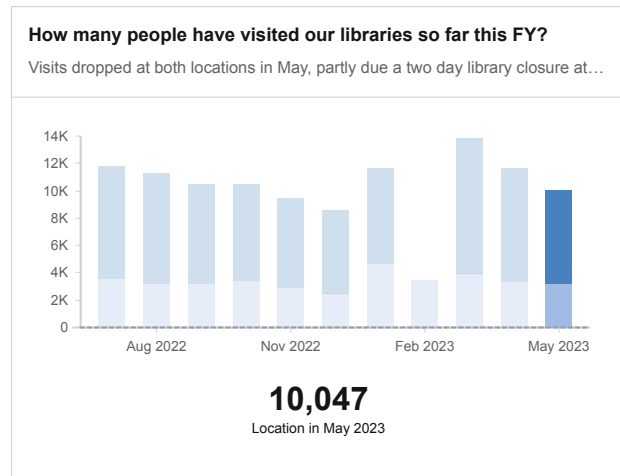




# Checkout Trend



## Library Visits - This Fiscal Year

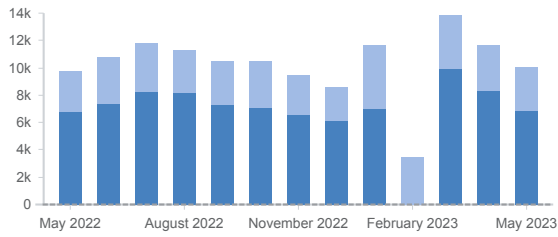


## Website Visits - This Fiscal Year



### Library Visits - Past 13 Months

Visits were up by 3% from last year.

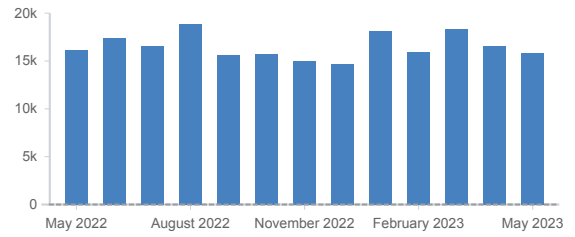


**10,047**

Location in May 2023

### Website Visits - Past 13 Months

Website usage was down slightly from last May.

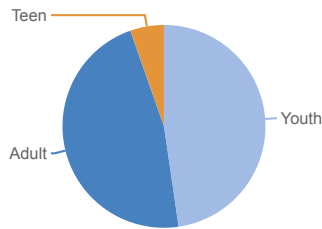


**15,919**

Location in May 2023

## Physical item checkouts

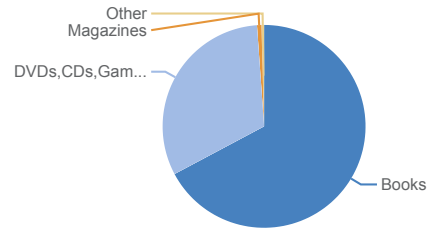
### Checkouts by Audience - last fiscal year



**369,402**

Department in 2022

### Checkouts by Material Type - last fiscal year



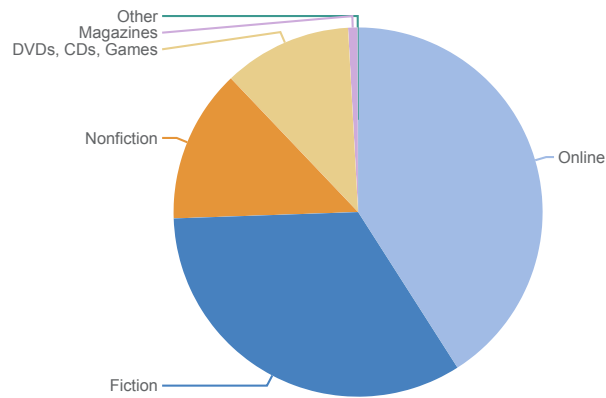
**369,402**

Material Type in 2022

### How many items are owned by our libraries?

About 25% of our collection is checked out at any time.

Data Updated Aug 10, 2022, 2:39 PM



**220,057**

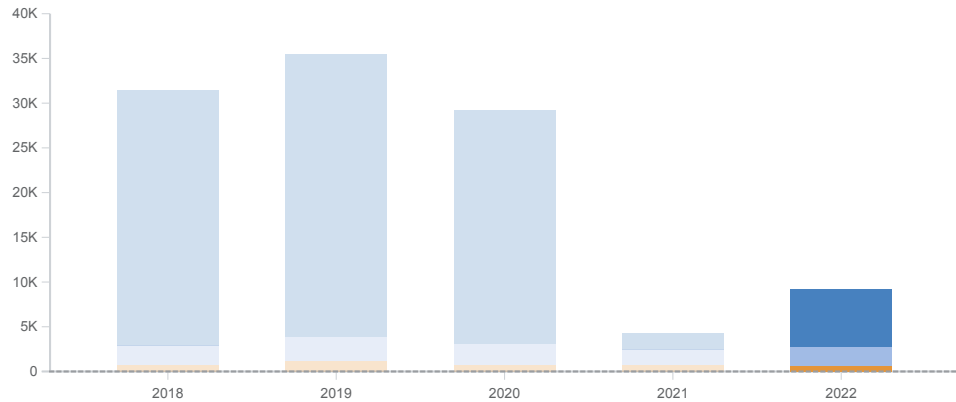
Material Type in 2022

# Program Attendance Trend

## Program Attendance Trend

Program attendance has increased from a low in FY2021 caused by the COVID-19 pandemic.

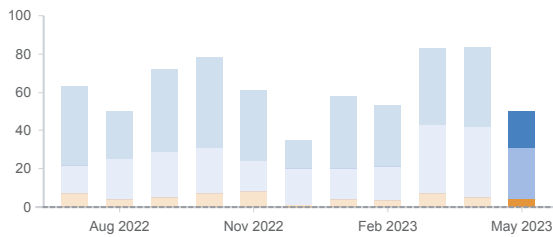
Data Updated Jun 08, 2023, 8:02 PM



**9,236**  
Metric Type in 2022

## How many programs have been held so far this FY?

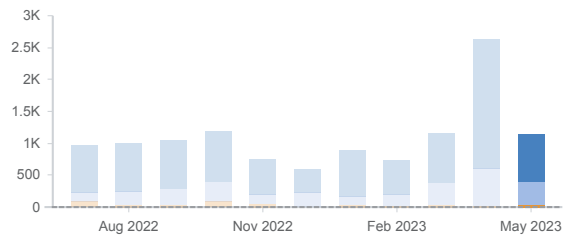
We hosted less programs in May than we did in April.



**50**  
Metric Type in May 2023

## How many people have attended our programs so far this FY?

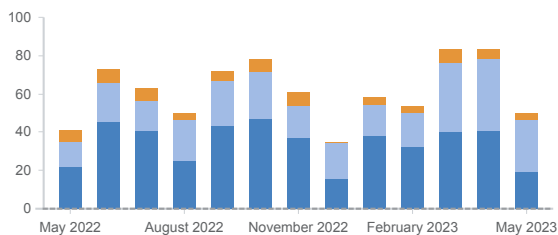
Program attendance was down from April, when we had two blockbuster eve...



**1,137**  
Metric Type in May 2023

## Library Programs Held- Past 13 Months

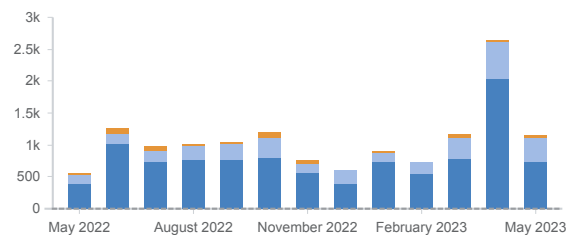
We offered 22% more programs this May compared to last year.



**50**  
Metric Type in May 2023

## Library Program Attendance - Past 13 Months

Program attendance doubled this May from last year.



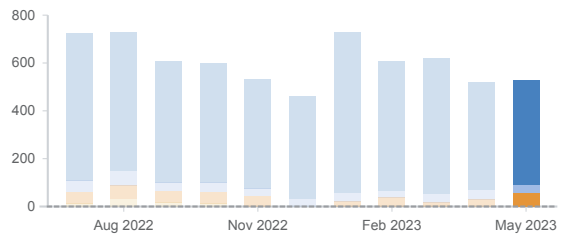
**1,137**  
Metric Type in May 2023

# Specialty Services

The Library offers many non-traditional services to make patrons' lives easier, such as **one-on-one computer instruction** to teach new software or help repair a computer; **Illinois license plate renewals** enabling patrons to renew plates and receive updated stickers immediately, anytime the Dundee Library is open; and **home delivery** which began in May 2020.

## Specialty Services This Fiscal Year

Home Delivery is our most used specialty service.



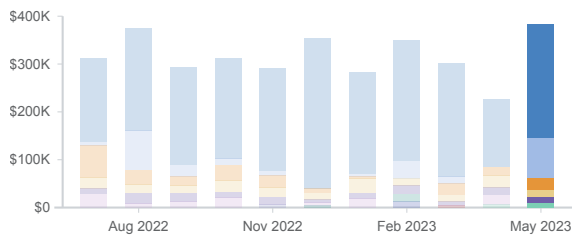
**524**

Metric Type in May 2023

# Monthly Spending- this year

## How much does the Library spend each month this FY?

A parking lot resurfacing project drove caused an increase in spending in May.



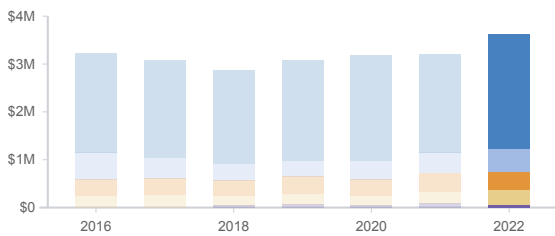
**\$383,397.81**

Expenses in May 2023

# Past years' spending

## How much does the Library spend each year?

Inflation and building improvement projects increased expenses in FY2122.



**\$3,631,243.27**

Expenses in 2022



[www.FRVPLD.info](http://www.FRVPLD.info)

**A. Consent Agenda**

BACKGROUND INFORMATION: These items are routine business for the library district and can be enacted by a single motion under the Consent Agenda. There will be no discussion of these items unless a Trustee requests that an item or items be removed from the Consent Agenda for separate consideration.

A.1 RECOMMENDED MOTION: I move to Approve items A.1.a through A.1.j under the Consent Agenda as presented

- A.1.a Minutes from the May 16, 2023 Board of Trustees Meeting
- A.1.b Minutes from the May 16, 2023 Decennial Committee Meeting
- A.1.c Check/Voucher Register for May 2023
- A.1.d Monthly Financial Report for May 2023
- A.1.e Revenue Summary – All Funds Combined – Budget v Actual Revenues
- A.1.f Revenue Summary – All Funds Combined by Period
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.i Expenditure Summary – All Funds Combined by Period
- A.1.j Balance Sheet for May 2023
- A.1.k Ehlers Investment Inventory for May 2023

A separate motion to approve each withheld item is needed prior to discussion and voting on that item.

RECOMMENDED MOTION (if needed):

Approve Item \_\_\_\_\_ as presented



**Fox River Valley Public Library District  
Board of Trustee Meeting  
May 16, 2023**

**MINUTES**

**Oath of Office**

The Oath of Office was given to re-elected Trustees Kristina Weber, Christine L. Evans, Tara Finn, and Paula Lauer.

**Call to Order**

The meeting was called to order by President Kristina Weber at 7:03 PM.

**Nomination and Election of President Pro Tem**

President Weber called for a nomination for President Pro Tem. Dellamaria nominated Weber, seconded by Lauer. Weber inquired if there were other nominations; hearing none, she called for a roll call vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

**Nomination and Election of Secretary Pro Tem**

Weber called for a nomination for Secretary Pro Tem. Evans was nominated by Dellamaria and seconded by Goyke. Weber inquired if there were other nominations; hearing none, she called for a roll call vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

All present rose to recite the Pledge of Allegiance.

**Roll Call**

Members present:	President Pro Tem	Kristina Weber
	Vice Pres	(vacancy)
	Secretary Pro Tem	Christine L. Evans
	Trustee	Tara Finn
	Trustee	Matthew Goyke
	Trustee	Maryann Dellamaria
	Trustee	Paula Lauer

Members absent: none

Others present: Executive Director Amy Dodson, Deputy Director Heather Zabski, Kirstin Finneran, Sumitra Potharazu, Jason Katsion, Karin Nelson, John Sabala, Brittany Berger, Sherry Kenney, Michael Lorenzetti, Sarah Keister Armstrong, Dan Cullin, Janet Nelson, Karen Werle

**New Business**

**Exhibit C.1 Resolution 2023-04 to Declare a Vacancy on Library Board of Trustees**

Weber called for a motion to *DECLARE A LIBRARY TRUSTEE VACANCY EFFECTIVE MAY 16, 2023*. Moved by Finn and seconded by Goyke. Weber noted statute requires such Declaration in the event a Board vacancy exists. There was no discussion, Weber called for a roll call vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

## **Election of New Board Officers**

Dellamaria and Evans consulted and Evans presented a slate of candidates for consideration as Board officers. For President, Kristina Weber; Vice President, Maryann Dellamaria; Treasurer, Tara Finn; and Secretary, Christine L. Evans. Weber asked if there were any other nominations for Board officers. There being none, she called for a motion to *ACCEPT THE SLATE OF CANDIDATES AS PRESENTED*; moved by Dellamaria and seconded by Finn. Weber then called for a roll call vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

## **Public Comment**

There was no public comment.

## **President's Report**

### Budget and Levy Calendar FY2324

The Budget and Levy Calendar is informational and provides a timeline for the Board as it navigates through the Budget and Levy process in the coming fiscal year.

### Trustee Liaison Appointments

Weber noted as Vice President, Dellamaria assumes the liaison appointment for Personnel, HR and Ethics. Weber then inquired of Goyke if he would be willing to continue on as liaison appointment for Facilities; he accepted. Paula Lauer accepted appointment as Bylaws and Policy liaison, and Weber noted the appointment for Community Engagement will remain vacant at this time.

## **Director's Report**

### Sexual Harassment Training

Deputy Director Zabski noted Trustees will receive an email presentation on the required annual training.

### Working Budget Presentation

Zabski and Finance Manager Dr. Sumitra Potharazu presented the FY2324 Working Budget, an internal operating budget based on expected and anticipated income and expenditures for the upcoming fiscal year. Potharazu presented an overview of the current economic conditions and applied it to FRVPLDs interests. Zabski outlined revenue sources and anticipated expenses, comparing the last working budget to the upcoming fiscal year's budget. The working budget is set for approval in June, and will be incorporated into the Tentative Budget and Appropriation Ordinance that will come before the Board in July.

### Summer Reading Presentation

Randall Oaks Manager Brittany Berger presented an overview of this year's Summer Reading Challenge, "Once Upon A Time." The Challenge runs from June 1 to July 31, beginning with a week of activities that include A kickoff event with refreshments provided by Duke's Blues and BBQ and Elder and Oat, and a fire performance by Intrinsic Arts. Patrons may register for the Challenge on the Beanstack app or at any public service desk.

### Department Head Reports and Dashboard

There were no questions on these reports.

## **Consent Agenda**

### **Exhibit A.1** Items included in Consent Agenda

- A.1.a Minutes from the April 18, 2023 Board of Trustees Meeting
- A.1.b Check/Voucher Register – AP & Payroll Complete for April 2023
- A.1.c Monthly Financial Report for April 2023
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues
- A.1.e Revenue Summary – All Funds Combined by Period

- A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.h Expenditure Summary – All Funds Combined by Period
- A.1.i Balance Sheet for April 2023
- A.1.j Ehlers Account Statement for April 2023

Weber inquired if there were any items Trustees would like removed for further discussion. Hearing none, she called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.J AS PRESENTED*. Moved by Dellamaria and seconded by Finn, Weber called for a roll vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

### **Unfinished Business**

#### **Exhibit B.1 Future Planning Update**

Executive Director Dodson presented an outline for moving forward with Trustee recommendations for community presence and repairs at Dundee Library. She plans to update the Board monthly with progress reports.

#### **Exhibit B.2 Strategic Planning Presentations**

Three consulting firms, SKA & Associates, ReThinking Libraries, and Fast Forward Libraries presented information and answered questions regarding their services for research and drafting FRVPLDs Strategic Plan. Trustees took the presentations under advisement and plan to revisit the issue in June.

### **New Business**

#### **Exhibit C.2 Working Budget FY2324 – Discussion Only**

Weber referenced the Working Budget Presentation and inquired if there were questions or comments. Trustees thanked Zabski and Potharazu for their clear and informative presentation.

### **Adjournment**

There being no further business to discuss, Weber called for a motion to ADJOURN, noting there will be a 10 minute recess prior to the Decennial Committee call to order. Moved by Finn and seconded by Dellamaria, Weber called for a roll call vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

Meeting adjourned at 8:55 PM.

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Chris Evans, Secretary

**Fox River Valley Public Library District  
Decennial Committee Meeting  
May 16, 2023**

**MINUTES**

**Call to Order**

The meeting was called to order by President Kristina Weber at 9:03 PM. All present rose to recite the Pledge of Allegiance.

**New Business**

**C.1 Appoint Committee Members**

Weber noted statute requires the Decennial Committee to be made up of the Library District's Board of Trustees and Executive Director, in addition to two citizens from the District. She noted Cintia Hernandez and Jonathan Roth's interest and inquired if there were any other nominations. There were none; Weber moved to *APPOINT CINTIA HERNANDEZ AND JONATHAN ROTH AS CITIZEN MEMBERS OF FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT'S DECENNIAL COMMITTEE*. Seconded by Dellamaria, Hernandez and Roth were seated.

**Roll Call**

Members present:	President	Kristina Weber
	Vice President	Maryann Dellamaria
	Secretary	Christine L. Evans
	Treasurer	Tara Finn
	Trustee	Matthew Goyke
	Trustee	Paula Lauer
	Trustee	vacancy
	Executive Director	Amy Dodson
	Citizen Member	Cintia Hernandez
	Citizen Member	Jonathan Roth

Members absent: none

Others present: Deputy Director Heather Zabski, Karen Werle

**Public Comment**

There was no public comment.

**Purpose of Meeting**

President Weber noted the Committee is to review FRVPLDs current areas of efficiency and determine what other opportunities may be available to the District. It will further seek to identify areas in which there may be duplication of services. She noted the legislation requires the Library District make available a voluntary survey soliciting feedback on topics of discussion from of any individual who attends the meeting.

**New Business**

**C.2 Decennial Committee Timetable**

Weber reviewed the timetable for completing the requirements of the Committee. A minimum of three meetings must be held prior to December 10, 2024. Members will compile research and create a report to submit to Kane County. This report will be reviewed at the third meeting. Once final, the report will be sent to the county prior to the deadline.

**C.3 Assign Areas of Research and Determine Next Meeting Date(s)**

Committee members discussed the content of the report to be submitted; some information is held by the Library District and will be shared with the Committee for analysis. In order to maximize efficiency, Roth noted

the importance of looking at what awards, recognition, and partnerships FRVPLD has not yet acquired in addition to what is currently in place. The Committee's next meeting will be held at 7:00 PM on September 12, 2023.

**Adjournment**

No further business was discussed, Weber called for a motion to *ADJOURN*. Moved by Finn and seconded by Goyke, Weber called for a roll call vote.

Roll Call Vote: Hernandez, Roth, Goyke, Dellamaria, Lauer, Finn, Evans, Weber, Dodson – aye. 9 ayes, 0 nays, 0 absent, 1 vacancy. Motion carried.

Meeting adjourned at 9:22 PM.

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Christine L. Evans, Secretary

## Fox River Valley Public Library District

Check/Voucher Register

10100 - BANK ACCOUNTS

From 5/1/2023 Through 5/31/2023

Vendor Name	Check Number	Effective Date	Check Amount
Ruth Mancilla	44466	5/2/2023	300.00
Silverstone Lake Condominium Associa...	44467	5/2/2023	135.00
4imprint	44468	5/16/2023	1,113.42
Abila	44469	5/16/2023	241.49
Ziegler's Ace Hardware	44470	5/16/2023	15.99
AT&T	44471	5/16/2023	209.40
AT & T Mobility	44472	5/16/2023	110.50
Brodart Co.	44473	5/16/2023	167.18
CDS Office Technologies	44474	5/16/2023	895.48
ComEd	44475	5/16/2023	2,871.04
Creative Promotional Apparel, Inc.	44476	5/16/2023	2,179.66
Dell Marketing L.P.	44477	5/16/2023	1,353.90
Demco, Inc.	44478	5/16/2023	327.70
Duke Seward	44479	5/16/2023	2,000.00
Ehlers Investment Partners, LLC	44480	5/16/2023	330.44
Elder & Oat	44481	5/16/2023	580.00
ELM USA Inc.	44482	5/16/2023	68.44
Everlast Blacktop, Inc.	44483	5/16/2023	74,594.00
Findaway World, LLC	44484	5/16/2023	854.95
Fox Valley Fire and Safety	44485	5/16/2023	479.00
Garveys Office Products	44486	5/16/2023	2,914.18
Groot, Inc	44487	5/16/2023	124.59
Hall Pass	44488	5/16/2023	6.00
HR Source	44489	5/16/2023	1,480.00
Illinois Library Association	44490	5/16/2023	1,370.00
Imperial Service Systems, Inc	44491	5/16/2023	6,971.00
INGRAM Library Services	44495	5/16/2023	14,183.41
Ingram Entertainment, Inc	44496	5/16/2023	2,044.90
KONE, INC	44497	5/16/2023	322.40
Lakeshore Learning	44498	5/16/2023	195.45
Martina Mathisen	44499	5/16/2023	700.00
Meilahn Manufacturing	44500	5/16/2023	987.50
Midwest Tape Exchange, Inc.	44501	5/16/2023	3,691.62
Nicor Gas	44502	5/16/2023	311.85
PETERS Electric & Technology, Inc.	44503	5/16/2023	2,087.00
Peregrine,Stime,Newman,Ritzman & B...	44504	5/16/2023	2,025.00
Sebert Landscaping Inc.	44505	5/16/2023	551.00
Showcases	44506	5/16/2023	69.89
Team One Repair, Inc.	44507	5/16/2023	585.00
Cardmember Service	44508	5/16/2023	4,279.91
Wellness Insurance Network	44509	5/16/2023	18,880.68
SYNCB/AMAZON	Amazon ACH 05/3...	5/31/2023	3,910.05
Illinois Municipal Retirement	DD05/19/2023-IM...	5/31/2023	19,677.23
Paylocity Payroll	DD05/2023 Paylo...	5/5/2023	306.28
Paylocity Payroll	DD05/2023 Paylo...	5/19/2023	631.92
Office of the Secretary of State of Illinois	SSLT Fee Apr In ...	5/1/2023	48.75
Comcast	STMT202305Com...	5/25/2023	929.27
Comcast	STMT202305DL-C...	5/25/2023	333.64
Comcast	STMT202305RO-C...	5/23/2023	226.76
TSYS Merchant Solutions-Omaha	TSYS Fees Apr In ...	5/1/2023	267.10
Office of the Secretary of State of Illinois	TSYS May ACH Wi...	5/31/2023	4,000.00
Office of the Secretary of State of Illinois	TSYS Withdrawal ...	5/1/2023	1,395.00
	Total 10100 - BANK ACCOUNTS		184,334.97



**Fox River Valley Public Library District**  
Check/Voucher Register - AP & Payroll Complete  
10100 - BANK ACCOUNTS  
From 5/1/2023 Through 5/31/2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
Report Total			184,334.97

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 5/1/2023 Through 5/31/2023

		Month Activity	Year Activity	FY 2223 Percent Used	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
	Revenues					
00	REVENUES					
0	District Wide					
00	DEPARTMENT-WIDE					
43010	TAX LEVY	0.00	3,750,934.26	97.98%	3,828,249.00	2.01%
43020	PPRT	31,429.05	161,020.23	201.27%	80,000.00	(101.27)%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	24,177.88	0.00%	0.00	0.00%
43500	IMPACT FEES	0.00	4,042.00	0.00%	0.00	0.00%
44010	INT & DIV INCOME	12,867.08	123,797.92	4,126.59%	3,000.00	(4,026.59)%
45010	PER CAPITA GRANT	0.00	105,506.75	103.16%	102,273.55	(3.16)%
45020	OTHER GRANTS	2,334.87	9,639.48	96.39%	10,000.00	3.60%
45030	SRC SPONSORSHIP	0.00	45.80	0.00%	0.00	0.00%
46030	LOST & DAMAGED	299.50	5,054.69	101.09%	5,000.00	(1.09)%
46110	MEETING RM RENTAL	(135.00)	0.00	0.00%	0.00	0.00%
46200	PRINT/COPY REVENUE	0.00	401.80	0.00%	0.00	0.00%
46250	LICENSE PLATE RENEWAL INCOME	5,193.50	63,974.50	79.96%	80,000.00	20.03%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	100.90	0.00%	0.00	0.00%
46400	MISCELLANEOUS INCOME	51.11	1,437.02	287.40%	500.00	(187.40)%
46450	REIMBURSEMENTS	17,863.16	18,363.16	102.01%	18,000.00	(2.01)%
46500	CASH OVER	3.00	3.00	0.00%	0.00	0.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	1,034.00	86.16%	1,200.00	13.83%
1	Dundee Library					
00	DEPARTMENT-WIDE					
46110	MEETING RM RENTAL	0.00	0.00	0.00%	50.00	100.00%
46200	PRINT/COPY REVENUE	602.90	5,514.20	157.54%	3,500.00	(57.54)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	45.35	255.18	510.36%	50.00	(410.36)%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
46200	PRINT/COPY REVENUE	50.80	758.05	151.61%	500.00	(51.61)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	12.50	25.00%	50.00	75.00%
	Total REVENUES	70,699.32	4,276,073.32	103.48%	4,132,372.55	(3.48)%
51	LIBRARY OPERATIONS					

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 5/1/2023 Through 5/31/2023

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY 2223 Percent Used</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY 2223 Percent Remaining</u>
0	District Wide					
00	DEPARTMENT-WIDE					
46500	CASH OVER	0.00	13.61	0.00%	0.00	0.00%
	Total LIBRARY OPERATIONS	0.00	13.61	0.00%	0.00	0.00%
	Total Revenues	<u>70,699.32</u>	<u>4,276,086.93</u>	<u>103.48%</u>	<u>4,132,372.55</u>	<u>(3.48)%</u>
	Expenditures					
01	TRANSFERS BETWEEN FUNDS					
0	District Wide					
00	DEPARTMENT-WIDE					
70000	TRANSFER OUT	0.00	200,000.00	0.00%	0.00	0.00%
	Total TRANSFERS BETWEEN FUNDS	0.00	200,000.00	0.00%	0.00	0.00%
15	PERSONNEL SERVICES/BENEFITS					
0	District Wide					
00	DEPARTMENT-WIDE					
52120	EMPLOYEE INSURANCES	16,309.36	165,446.34	70.10%	236,000.00	29.89%
52121	IMRF	11,159.11	150,534.54	73.43%	205,000.00	26.56%
52122	REIMBURSED INS	94.00	1,546.76	128.89%	1,200.00	(28.89)%
52160	TUITION REIMB	0.00	0.00	0.00%	10,000.00	100.00%
52212	FICA/MEDICARE/SS-R	13,372.15	146,599.10	87.26%	168,000.00	12.73%
05	ADMINISTRATION					
52100	SALARIES	38,736.38	387,333.92	82.89%	467,286.00	17.10%
40	PUBLIC RELATIONS					
52100	SALARIES	13,408.34	131,343.24	86.86%	151,200.00	13.13%
50	IT / NETWORK					
52100	SALARIES	10,388.15	104,389.53	91.78%	113,733.00	8.21%
60	PATS					
52100	SALARIES	10,881.12	108,695.05	80.35%	135,271.00	19.64%
90	FACILITIES					
52100	SALARIES	11,995.79	117,575.52	70.40%	166,997.00	29.59%
1	Dundee Library					
10	ADULT & TEEN SERVICES					
52100	SALARIES	42,537.74	407,987.11	91.63%	445,240.00	8.36%
20	YOUTH SERVICES					
52100	SALARIES	24,371.43	240,286.04	84.86%	283,144.00	15.13%
70	ACCOUNT SERVICES					
52100	SALARIES	25,455.34	252,972.78	81.68%	309,704.00	18.31%

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10 - GENERAL/CORPORATE  
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		Month Activity	Year Activity	FY 2223 Percent Used	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
75	SHELVERS					
52100	SALARIES	0.00	378.47	0.00%	0.00	0.00%
2	Randall Oaks					
80	RANDALL OAKS					
52100	SALARIES	18,355.81	190,923.18	81.47%	234,330.00	18.52%
	Total PERSONNEL SERVICES/BENEFITS	237,064.72	2,406,011.58	82.20%	2,927,105.00	17.80%
20	LIBRARY MATERIALS					
0	District Wide					
00	DEPARTMENT-WIDE					
60900	MATERIALS SUPPLIES	181.21	9,413.56	94.13%	10,000.00	5.86%
61500	DATABASES	0.00	43,066.77	74.57%	57,753.00	25.42%
61510	EBOOKS	1,045.85	58,368.98	101.15%	57,700.00	(1.15)%
61520	DOWNLOADABLE MEDIA	2,333.70	23,894.65	71.80%	33,275.00	28.19%
61540	HOTSPOTS	0.00	9,480.00	94.80%	10,000.00	5.20%
64100	PROC FEES BOOKS	534.06	3,552.21	88.80%	4,000.00	11.19%
64200	PROC FEES AV	429.47	6,104.25	76.30%	8,000.00	23.69%
64500	ONLINE ORDERING FEE	0.00	738.34	105.47%	700.00	(5.47)%
70900	SUPPLIES	0.00	12.74	0.00%	0.00	0.00%
05	ADMINISTRATION					
61120	BOOKS NF	0.00	556.18	55.61%	1,000.00	44.38%
61200	PERIODICALS	0.00	1,687.88	84.39%	2,000.00	15.60%
1	Dundee Library					
00	DEPARTMENT-WIDE					
61200	PERIODICALS	42.00	3,187.32	70.82%	4,500.00	29.17%
61600	VIDEOGAMES	1,171.00	8,255.80	48.56%	17,000.00	51.43%
10	ADULT & TEEN SERVICES					
61110	BOOKS FICTION	2,922.01	28,613.89	89.41%	32,000.00	10.58%
61111	BOOKS LARGE TYPE	351.78	3,341.53	83.53%	4,000.00	16.46%
61120	BOOKS NF	1,125.42	10,207.76	63.79%	16,000.00	36.20%
61130	BOOKS SPANISH	0.00	430.86	10.77%	4,000.00	89.22%
61140	GRAPHIC NOVELS	258.46	2,661.37	106.45%	2,500.00	(6.45)%
61330	AUDIOBOOKS	923.80	6,403.51	91.47%	7,000.00	8.52%
61350	MUSIC	422.24	2,991.81	74.79%	4,000.00	25.20%
61400	DVD	861.38	12,102.76	98.79%	12,250.00	1.20%
61700	NONTRADITIONAL MATERIALS	0.00	1,611.31	32.22%	5,000.00	67.77%
15	TEEN					
61100	BOOKS	808.29	7,568.37	94.60%	8,000.00	5.39%
61130	BOOKS SPANISH	237.47	1,535.04	76.75%	2,000.00	23.24%

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		Month Activity	Year Activity	FY 2223 Percent Used	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
61330	AUDIOBOOKS	647.89	647.89	64.78%	1,000.00	35.21%
20	YOUTH SERVICES					
61100	BOOKS	5,831.24	30,376.78	67.50%	45,000.00	32.49%
61130	BOOKS SPANISH	120.84	1,698.84	21.23%	8,000.00	78.76%
61330	AUDIOBOOKS	167.97	1,439.73	95.98%	1,500.00	4.01%
61350	MUSIC	0.00	0.00	0.00%	500.00	100.00%
61400	DVD	141.34	3,447.20	68.94%	5,000.00	31.05%
61700	NONTRADITIONAL MATERIALS	315.70	2,550.70	72.87%	3,500.00	27.12%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
61200	PERIODICALS	0.00	1,512.98	100.86%	1,500.00	(0.86)%
61600	VIDEOGAMES	664.90	4,606.30	92.12%	5,000.00	7.87%
10	ADULT & TEEN SERVICES					
61110	BOOKS FICTION	720.10	9,566.92	95.66%	10,000.00	4.33%
61120	BOOKS NF	198.92	2,167.61	72.25%	3,000.00	27.74%
61400	DVD	473.80	5,453.69	72.71%	7,500.00	27.28%
15	TEEN					
61100	BOOKS	212.84	2,638.72	87.95%	3,000.00	12.04%
61330	AUDIOBOOKS	187.97	187.97	75.18%	250.00	24.81%
20	YOUTH SERVICES					
61100	BOOKS	1,201.63	10,076.34	71.97%	14,000.00	28.02%
61130	BOOKS SPANISH	0.00	0.00	0.00%	1,500.00	100.00%
61400	DVD	20.61	2,007.03	66.90%	3,000.00	33.09%
61700	NONTRADITIONAL MATERIALS	0.00	762.00	152.40%	500.00	(52.40)%
	Total LIBRARY MATERIALS	24,553.89	324,927.59	78.03%	416,428.00	21.97%
51	LIBRARY OPERATIONS					
0	District Wide					
00	DEPARTMENT-WIDE					
52123	WORKERS COMP	0.00	6,411.00	82.19%	7,800.00	17.80%
52124	UNEMPLOYMENT INS	0.00	1,911.08	19.11%	10,000.00	80.88%
52130	STAFF DEVELOPMENT	1,400.00	10,442.58	155.85%	6,700.00	(55.85)%
70800	POSTAGE	0.00	2,157.47	71.91%	3,000.00	28.08%
70900	SUPPLIES	335.40	8,811.11	67.77%	13,000.00	32.22%
73225	PUBLIC LIABILITY INS	0.00	36,371.64	90.92%	40,000.00	9.07%
73230	TRANSPORTATION REIMBURSEMENT	75.40	1,070.21	21.40%	5,000.00	78.59%
73240	BOARD EXPENSES	75.00	450.00	18.00%	2,500.00	82.00%
73241	LEGAL NOTICES FEES	0.00	1,285.15	64.25%	2,000.00	35.74%

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		Month Activity	Year Activity	FY 2223 Percent Used	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
73242	MEMBERSHIPS	1,480.00	2,580.00	88.96%	2,900.00	11.03%
73245	BACKGROUND CHECK FEES	6.00	72.00	18.00%	400.00	82.00%
73250	BANK CHARGES	256.72	3,398.90	113.29%	3,000.00	(13.29)%
73255	INVESTMENT FEES	330.44	3,640.71	60.67%	6,000.00	39.32%
73260	LOST & PAID FORWARDING	0.00	17.50	3.50%	500.00	96.50%
73280	COST OF ITEMS SOLD	0.00	72.85	14.57%	500.00	85.43%
73281	TAX EXPENSE	0.00	55.56	37.04%	150.00	62.96%
73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	4,926.00	60,962.25	81.28%	75,000.00	18.71%
73283	LICENSE PLATE S&SLT FEES	41.25	516.25	82.60%	625.00	17.40%
73285	REIMBURSED PURCHASES	36.86	12,376.57	68.75%	18,000.00	31.24%
73290	HOSPITALITY	0.00	2,165.61	61.87%	3,500.00	38.12%
73295	MEETING EXPENSE	0.00	947.42	94.74%	1,000.00	5.25%
76500	CASH UNDER	0.00	89.16	35.73%	249.50	64.26%
79990	CONTINGENT EXPENSES	150.00	3,333.76	111.12%	3,000.00	(11.12)%
05	ADMINISTRATION					
52130	STAFF DEVELOPMENT	0.00	2,496.70	45.39%	5,500.00	54.60%
52150	CONFERENCES	0.00	1,499.20	42.83%	3,500.00	57.16%
73242	MEMBERSHIPS	0.00	1,779.50	66.64%	2,670.00	33.35%
10	ADULT & TEEN SERVICES					
70900	SUPPLIES	0.00	1,537.82	76.89%	2,000.00	23.10%
30	PUBLIC SERVICE					
70900	SUPPLIES	224.56	4,119.28	58.84%	7,000.00	41.15%
40	PUBLIC RELATIONS					
52130	STAFF DEVELOPMENT	0.00	864.50	86.45%	1,000.00	13.55%
73242	MEMBERSHIPS	0.00	100.00	66.66%	150.00	33.33%
50	IT / NETWORK					
52130	STAFF DEVELOPMENT	0.00	80.00	8.00%	1,000.00	92.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	290.00	100.00%
60	PATS					
73242	MEMBERSHIPS	0.00	150.00	100.00%	150.00	0.00%
90	FACILITIES					
70900	SUPPLIES	548.43	5,775.43	57.75%	10,000.00	42.24%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73215	COPIER/PRINT EXPENSE	716.38	7,063.59	100.90%	7,000.00	(0.90)%



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		Month Activity	Year Activity	FY 2223 Percent Used	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
73520	PLANT OPERATION	0.00	10,493.48	52.46%	20,000.00	47.53%
10	ADULT & TEEN SERVICES					
52130	STAFF DEVELOPMENT	0.00	275.00	5.50%	5,000.00	94.50%
73242	MEMBERSHIPS	0.00	490.00	37.98%	1,290.00	62.01%
20	YOUTH SERVICES					
52130	STAFF DEVELOPMENT	0.00	623.97	12.47%	5,000.00	87.52%
73242	MEMBERSHIPS	0.00	205.00	20.50%	1,000.00	79.50%
30	PUBLIC SERVICE					
52130	STAFF DEVELOPMENT	0.00	2,365.00	0.00%	0.00	0.00%
73242	MEMBERSHIPS	0.00	312.00	0.00%	0.00	0.00%
70	ACCOUNT SERVICES					
52130	STAFF DEVELOPMENT	0.00	2,190.08	146.00%	1,500.00	(46.00)%
73242	MEMBERSHIPS	0.00	199.00	66.33%	300.00	33.66%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
73215	COPIER/PRINT EXPENSE	179.10	1,364.72	136.47%	1,000.00	(36.47)%
73505	RENT EXPENSE	5,407.50	59,482.50	91.66%	64,890.00	8.33%
80	RANDALL OAKS					
52130	STAFF DEVELOPMENT	0.00	735.18	24.50%	3,000.00	75.49%
73242	MEMBERSHIPS	0.00	0.00	0.00%	425.00	100.00%
	Total LIBRARY OPERATIONS	16,189.04	263,340.73	75.57%	348,489.50	24.43%
52	PUBLIC RELATIONS					
0	District Wide					
00	DEPARTMENT-WIDE					
70800	POSTAGE	0.00	10,290.00	93.54%	11,000.00	6.45%
70900	SUPPLIES	145.98	6,810.79	113.51%	6,000.00	(13.51)%
73010	NEWSLETTER	0.00	19,172.00	71.00%	27,000.00	28.99%
73020	OUTSIDE PRINTING	0.00	0.00	0.00%	1,500.00	100.00%
73290	HOSPITALITY	0.00	114.25	57.12%	200.00	42.87%
	Total PUBLIC RELATIONS	145.98	36,387.04	79.62%	45,700.00	20.38%
53	GENERAL PROGRAMMING					
0	District Wide					
00	DEPARTMENT-WIDE					
70900	SUPPLIES	0.00	78.90	3.94%	2,000.00	96.05%
73150	PERFORMERS	0.00	2,000.00	44.44%	4,500.00	55.55%
73151	SUMMER READING	7,763.73	15,457.51	96.60%	16,000.00	3.39%
73152	WINTER READING	0.00	2,235.11	74.50%	3,000.00	25.49%
73153	MISC READING CHALLENGES	0.00	687.83	27.51%	2,500.00	72.48%

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		Month Activity	Year Activity	FY 2223 Percent Used	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
73155	LICENSING	0.00	1,420.00	83.52%	1,700.00	16.47%
1	Dundee Library					
10	ADULT & TEEN SERVICES					
70900	SUPPLIES	203.82	4,921.09	93.73%	5,250.00	6.26%
15	TEEN					
70900	SUPPLIES	128.76	1,109.41	55.47%	2,000.00	44.52%
73150	PERFORMERS	0.00	0.00	0.00%	500.00	100.00%
20	YOUTH SERVICES					
70900	SUPPLIES	803.10	11,002.61	84.63%	13,000.00	15.36%
73150	PERFORMERS	300.00	2,238.00	55.95%	4,000.00	44.05%
2	Randall Oaks					
80	RANDALL OAKS					
70900	SUPPLIES	0.00	1,967.33	98.36%	2,000.00	1.63%
	Total GENERAL PROGRAMMING	9,199.41	43,117.79	76.38%	56,450.00	23.62%
54	COMPUTER					
0	District Wide					
00	DEPARTMENT-WIDE					
70900	SUPPLIES	248.49	2,674.67	106.98%	2,500.00	(6.98)%
73320	CCS SHARED COST	0.00	61,087.04	95.89%	63,700.00	4.10%
73330	CONSULTING - COMPUTER SERVICES	0.00	0.00	0.00%	15,000.00	100.00%
73340	SOFTWARE	52.72	13,788.79	42.42%	32,500.00	57.57%
73350	INTERNET LINES	(216.96)	12,736.44	128.65%	9,900.00	(28.65)%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73350	INTERNET LINES	258.64	2,621.72	109.23%	2,400.00	(9.23)%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
73350	INTERNET LINES	226.76	2,298.42	95.76%	2,400.00	4.23%
	Total COMPUTER	569.65	95,207.08	74.15%	128,400.00	25.85%
55	PROFESSIONAL FEES					
0	District Wide					
00	DEPARTMENT-WIDE					
73246	PAYROLL SERVICE	938.20	11,439.70	76.26%	15,000.00	23.73%
73410	LEGAL FEES	2,025.00	3,996.25	39.96%	10,000.00	60.03%
73420	AUDIT EXPENSE	0.00	9,360.00	90.00%	10,400.00	10.00%
	Total PROFESSIONAL FEES	2,963.20	24,795.95	70.05%	35,400.00	29.95%
61	MAINTENANCE					
0	District Wide					

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		Month Activity	Year Activity	FY 2223 Percent Used	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
00	DEPARTMENT-WIDE					
73301	COMPUTER MAINT	241.49	15,277.44	72.74%	21,000.00	27.25%
73310	CATALOGING - COMPUTER SERVICE	0.00	8,674.76	107.99%	8,032.50	(7.99)%
73530	EQUIPMENT MAINT	0.00	588.44	58.84%	1,000.00	41.15%
73640	FUEL	0.00	1,288.19	64.40%	2,000.00	35.59%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	1,000.00	100.00%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73301	COMPUTER MAINT	0.00	22,687.00	100.00%	22,687.00	0.00%
73500	BUILDING REPAIRS AND MAINTENANCE	2,087.00	18,941.00	63.13%	30,000.00	36.86%
73520	PLANT OPERATION	0.00	(8.00)	0.00%	0.00	0.00%
73530	EQUIPMENT MAINT	479.00	650.70	32.53%	2,000.00	67.46%
73540	CONTRACTS: BUILDING MAINTENANCE	6,308.99	85,150.33	170.30%	50,000.00	(70.30)%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
73301	COMPUTER MAINT	0.00	14,072.00	100.00%	14,072.00	0.00%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	1,550.54	310.10%	500.00	(210.10)%
73530	EQUIPMENT MAINT	0.00	0.00	0.00%	500.00	100.00%
73540	CONTRACTS: BUILDING MAINTENANCE	1,660.00	14,940.00	0.00%	0.00	0.00%
	Total MAINTENANCE	10,776.48	183,812.40	120.30%	152,791.50	(20.30)%
65	UTILITIES					
0	District Wide					
00	DEPARTMENT-WIDE					
73200	TELEPHONE & FAX	110.50	1,239.61	826.40%	150.00	(726.40)%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73200	TELEPHONE & FAX	915.26	10,030.96	68.94%	14,550.00	31.05%
73610	ELECTRICITY	2,937.45	37,369.38	79.50%	47,000.00	20.49%
73620	WATER AND SEWER	0.00	2,843.52	56.87%	5,000.00	43.12%
73630	GAS	311.85	5,892.66	117.85%	5,000.00	(17.85)%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
73200	TELEPHONE & FAX	89.01	980.24	39.20%	2,500.00	60.79%
	Total UTILITIES	4,364.07	58,356.37	78.65%	74,200.00	21.35%
70	CAPITAL EXPENSE					

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		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY 2223 Percent Used</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY 2223 Percent Remaining</u>
0	District Wide					
00	DEPARTMENT-WIDE					
73270	FURNITURE & EQUIP	2,129.38	3,898.62	35.44%	11,000.00	64.55%
73300	COMPUTER EQUIPMENT	0.00	2,439.90	14.10%	17,300.00	85.89%
1	Dundee Library					
10	ADULT & TEEN SERVICES					
73270	FURNITURE & EQUIP	169.99	15,836.35	93.15%	17,000.00	6.84%
20	YOUTH SERVICES					
73270	FURNITURE & EQUIP	<u>678.00</u>	<u>678.00</u>	<u>8.19%</u>	<u>8,275.00</u>	<u>91.80%</u>
	Total CAPITAL EXPENSE	<u>2,977.37</u>	<u>22,852.87</u>	<u>42.66%</u>	<u>53,575.00</u>	<u>57.34%</u>
	Total Expenditures	<u>308,803.81</u>	<u>3,658,809.40</u>	<u>86.32%</u>	<u>4,238,539.00</u>	<u>13.68%</u>
	Net Increase(Decrease) in Fund Balance	<u>(238,104.49)</u>	<u>617,277.53</u>	<u>(581.42)%</u>	<u>(106,166.45)</u>	<u>681.42%</u>

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70 - CAPITAL PROJECTS/SPECIAL RESERVE  
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		Month Activity	Year Activity	FY 2223 Percent Used	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
Revenues						
00	REVENUES					
0	District Wide					
00	DEPARTMENT-WIDE					
44010	INT & DIV INCOME	13,065.80	83,270.80	185.04%	45,000.00	(85.04)%
44011	MARKET VALUE ADJUSTMENT	(580.94)	3,497.40	0.00%	0.00	0.00%
	Total REVENUES	<u>12,484.86</u>	<u>86,768.20</u>	<u>192.82%</u>	<u>45,000.00</u>	<u>(92.82)%</u>
01	TRANSFERS BETWEEN FUNDS					
0	District Wide					
00	DEPARTMENT-WIDE					
40000	TRANSFER IN	0.00	200,000.00	0.00%	0.00	0.00%
	Total TRANSFERS BETWEEN FUNDS	<u>0.00</u>	<u>200,000.00</u>	<u>0.00%</u>	<u>0.00</u>	<u>0.00%</u>
	Total Revenues	<u>12,484.86</u>	<u>286,768.20</u>	<u>637.26%</u>	<u>45,000.00</u>	<u>(537.26)%</u>
Expenditures						
54	COMPUTER					
0	District Wide					
00	DEPARTMENT-WIDE					
73300	COMPUTER EQUIPMENT	0.00	27,751.58	51.39%	54,000.00	48.60%
73340	SOFTWARE	0.00	5,149.87	128.74%	4,000.00	(28.74)%
	Total COMPUTER	<u>0.00</u>	<u>32,901.45</u>	<u>56.73%</u>	<u>58,000.00</u>	<u>43.27%</u>
61	MAINTENANCE					
1	Dundee Library					
00	DEPARTMENT-WIDE					
73500	BUILDING REPAIRS AND MAINTENANCE	74,594.00	200,537.61	38.56%	520,000.00	61.43%
	Total MAINTENANCE	<u>74,594.00</u>	<u>200,537.61</u>	<u>38.56%</u>	<u>520,000.00</u>	<u>61.44%</u>
70	CAPITAL EXPENSE					
0	District Wide					
00	DEPARTMENT-WIDE					
73270	FURNITURE & EQUIP	0.00	649.98	1.85%	35,000.00	98.14%
73430	OTHER PROF FEES	0.00	15,000.00	10.00%	150,000.00	90.00%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	114,854.00	100.00%
	Total CAPITAL EXPENSE	<u>0.00</u>	<u>15,649.98</u>	<u>5.22%</u>	<u>299,854.00</u>	<u>94.78%</u>
	Total Expenditures	<u>74,594.00</u>	<u>249,089.04</u>	<u>28.37%</u>	<u>877,854.00</u>	<u>71.63%</u>

**Fox River Valley Public Library District**  
 Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report  
 70 - CAPITAL PROJECTS/SPECIAL RESERVE  
 From 5/1/2023 Through 5/31/2023

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY 2223 Percent Used</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY 2223 Percent Remaining</u>
Net Increase(Decrease) in Fund Balance	<u><del>(62,109.14)</del></u>	<u><del>37,679.16</del></u>	<u><del>(4.52)%</del></u>	<u><del>(832,854.00)</del></u>	<u><del>104.52%</del></u>

**Fox River Valley Public Library District**  
 Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report  
 80 - WORKING CASH  
 From 5/1/2023 Through 5/31/2023

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY 2223 Percent Used</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY 2223 Percent Remaining</u>
Revenues					
00 REVENUES					
0 District Wide					
00 DEPARTMENT-WIDE					
44010 INT & DIV INCOME	409.49	3,922.35	112.06%	3,500.00	(12.06)%
44011 MARKET VALUE ADJUSTMENT	(59.19)	356.33	0.00%	0.00	0.00%
Total REVENUES	<u>350.30</u>	<u>4,278.68</u>	<u>122.25%</u>	<u>3,500.00</u>	<u>(22.25)%</u>
Total Revenues	<u>350.30</u>	<u>4,278.68</u>	<u>122.25%</u>	<u>3,500.00</u>	<u>(22.25)%</u>
Net Increase(Decrease) in Fund Balance	<u>350.30</u>	<u>4,278.68</u>	<u>122.24%</u>	<u>3,500.00</u>	<u>(22.24)%</u>

**Fox River Valley Public Library District**  
 Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report  
 90 - DONATION / GIFT  
 From 5/1/2023 Through 5/31/2023

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY 2223 Percent Used</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY 2223 Percent Remaining</u>
Revenues						
00	REVENUES					
0	District Wide					
00	DEPARTMENT-WIDE					
44010	INT & DIV INCOME	660.46	6,326.24	105.43%	6,000.00	(5.43)%
44011	MARKET VALUE ADJUSTMENT	(95.46)	574.72	0.00%	0.00	0.00%
49010	MONETARY GIFT	0.00	20.00	0.40%	5,000.00	99.60%
49020	MONETARY GIFTS -FRIENDS	0.00	1,000.00	0.00%	0.00	0.00%
	Total REVENUES	<u>565.00</u>	<u>7,920.96</u>	<u>72.01%</u>	<u>11,000.00</u>	<u>27.99%</u>
	Total Revenues	<u>565.00</u>	<u>7,920.96</u>	<u>72.01%</u>	<u>11,000.00</u>	<u>27.99%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>565.00</u></u>	<u><u>7,920.96</u></u>	<u><u>72.00%</u></u>	<u><u>11,000.00</u></u>	<u><u>27.99%</u></u>



**Fox River Valley Public Library District**  
Revenue Summary - All Funds Combined - Budget v Actual Revenues FY2223  
From 5/1/2023 Through 5/31/2023

	Month Activity	Year Activity	FY2223 Percent Budget Used	Total Budget - FY2223 Working Budget	FY2223 Budget \$ Remaining	FY2223 Percent Budget Remaining	
Revenues							
43010	TAX LEVY	0.00	3,750,934.26	97.98%	3,828,249.00	77,314.74	2.01%
43020	PPRT	31,429.05	161,020.23	201.27%	80,000.00	(81,020.23)	(101.27)%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	24,177.88	0.00%	0.00	(24,177.88)	0.00%
43500	IMPACT FEES	0.00	4,042.00	0.00%	0.00	(4,042.00)	0.00%
44010	INT & DIV INCOME	27,002.83	217,317.31	377.94%	57,500.00	(159,817.31)	(277.94)%
44011	MARKET VALUE ADJUSTMENT	(735.59)	4,428.45	0.00%	0.00	(4,428.45)	0.00%
45010	PER CAPITA GRANT	0.00	105,506.75	103.16%	102,273.55	(3,233.20)	(3.16)%
45020	OTHER GRANTS	2,334.87	9,639.48	96.39%	10,000.00	360.52	3.60%
45030	SRC SPONSORSHIP	0.00	45.80	0.00%	0.00	(45.80)	0.00%
46030	LOST & DAMAGED	299.50	5,054.69	101.09%	5,000.00	(54.69)	(1.09)%
46110	MEETING RM RENTAL	(135.00)	0.00	0.00%	50.00	50.00	100.00%
46200	PRINT/COPY REVENUE	653.70	6,674.05	166.85%	4,000.00	(2,674.05)	(66.85)%
46250	LICENSE PLATE RENEWAL INCOME	5,193.50	63,974.50	79.96%	80,000.00	16,025.50	20.03%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	45.35	368.58	368.58%	100.00	(268.58)	(268.58)%
46400	MISCELLANEOUS INCOME	51.11	1,437.02	287.40%	500.00	(937.02)	(187.40)%
46450	REIMBURSEMENTS	17,863.16	18,363.16	102.01%	18,000.00	(363.16)	(2.01)%
46500	CASH OVER	3.00	16.61	0.00%	0.00	(16.61)	0.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	1,034.00	86.16%	1,200.00	166.00	13.83%
49010	MONETARY GIFT	0.00	20.00	0.40%	5,000.00	4,980.00	99.60%
49020	MONETARY GIFTS -FRIENDS	0.00	1,000.00	0.00%	0.00	(1,000.00)	0.00%
	Total Revenues	<u>84,099.48</u>	<u>4,375,054.77</u>	<u>104.37%</u>	<u>4,191,872.55</u>	<u>(183,182.22)</u>	<u>(4.37)%</u>
	Net Increase(Decrease) in Fund Balance	<u>84,099.48</u>	<u>4,375,054.77</u>	<u>104.36%</u>	<u>4,191,872.55</u>	<u>(183,182.22)</u>	<u>(4.36)%</u>

**Fox River Valley Public Library District**  
Revenue Summary - All Funds Combined - Revenue by Period - Posted Transactions Only  
From 7/1/2022 Through 6/30/2023

	7/1/2022 - 7/31/2022	8/1/2022 - 8/31/2022	9/1/2022 - 9/30/2022	10/1/2022 - 10/31/2022	11/1/2022 - 11/30/2022	12/1/2022 - 12/31/2022	1/1/2023 - 1/31/2023	2/1/2023 - 2/28/2023	3/1/2023 - 3/31/2023	4/1/2023 - 4/30/2023	5/1/2023 - 5/31/2023	6/1/2023 - 6/30/2023	Total
Revenues													
TRANSFER IN	200,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00
TAX LEVY	2,003,737.84	41,532.33	1,255,111.37	416,417.48	34,135.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,750,934.26
PPRT	25,295.94	2,888.03	0.00	34,072.09	0.00	0.00	0.00	35,771.28	0.00	31,563.84	31,429.05	0.00	161,020.23
TAX INCREMENT	0.00	0.00	0.00	0.00	0.00	24,177.88	0.00	0.00	0.00	0.00	0.00	0.00	24,177.88
FINANCING (TIF) REVENUE													
IMPACT FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,042.00	0.00	0.00	0.00	4,042.00
INT & DIV INCOME	7,636.49	12,840.09	13,969.82	18,240.69	20,061.33	23,889.71	19,815.07	19,774.31	23,437.42	30,649.55	27,002.83	0.00	217,317.31
MARKET VALUE ADJUSTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(2,668.41)	7,423.15	409.30	(735.59)	0.00	4,428.45
PER CAPITA GRANT	0.00	0.00	105,506.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	105,506.75
OTHER GRANTS	0.00	0.00	2,334.87	300.00	2,334.87	0.00	0.00	2,334.87	0.00	0.00	2,334.87	0.00	9,639.48
SRC SPONSORSHIP	0.00	0.00	45.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.80
LOST & DAMAGED	634.67	265.58	614.23	256.50	304.43	263.06	417.15	403.51	1,169.02	427.04	299.50	0.00	5,054.69
MEETING RM RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	135.00	(135.00)	0.00	0.00
PRINT/COPY REVENUE	572.60	798.95	776.69	532.71	432.70	401.80	399.10	653.80	719.30	732.70	653.70	0.00	6,674.05
LICENSE PLATE RENEWAL INCOME	7,172.00	8,720.00	5,870.00	6,443.00	4,514.50	4,574.00	5,870.00	4,185.50	5,588.50	5,843.50	5,193.50	0.00	63,974.50
TAXABLE SALES (USB, DVD, EARBUDS)	1.50	15.00	1.50	0.00	41.10	59.80	49.35	8.98	129.30	16.70	45.35	0.00	368.58
MISCELLANEOUS INCOME	0.00	62.58	27.03	37.94	24.45	0.00	0.00	33.91	0.00	1,200.00	51.11	0.00	1,437.02
REIMBURSEMENTS	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	17,863.16	0.00	18,363.16
CASH OVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13.61	0.00	0.00	3.00	0.00	16.61
RETIRED EMPLOYEE REIMBURSEMENTS	94.00	94.00	94.00	94.00	350.38	350.38	94.00	(156.00)	(68.76)	(6.00)	94.00	0.00	1,034.00
MONETARY GIFT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00	0.00	0.00	0.00	0.00	20.00
MONETARY GIFTS -FRIENDS	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
Total Revenues	<u>2,245,145.04</u>	<u>67,216.56</u>	<u>1,384,352.06</u>	<u>476,394.41</u>	<u>63,699.00</u>	<u>53,716.63</u>	<u>26,644.67</u>	<u>60,375.36</u>	<u>42,439.93</u>	<u>70,971.63</u>	<u>84,099.48</u>	<u>0.00</u>	<u>4,575,054.77</u>
Net Increase(Decrease) in Fund Balance	<u>2,245,145.04</u>	<u>67,216.56</u>	<u>1,384,352.06</u>	<u>476,394.41</u>	<u>63,699.00</u>	<u>53,716.63</u>	<u>26,644.67</u>	<u>60,375.36</u>	<u>42,439.93</u>	<u>70,971.63</u>	<u>84,099.48</u>	<u>0.00</u>	<u>4,575,054.77</u>

**Fox River Valley Public Library District**  
Expenditure Summary - All Funds Combined - Budget V Actual Expenditures FY2223  
From 5/1/2023 Through 5/31/2023

	Month Activity	Year Activity	FY2223 Percent Used	Total Budget - FY2223 Working Budget	FY2223 \$ Remaining	FY2223 Percent Remaining	
Expenditures							
15	Personnel Expenses						
15	PERSONNEL SERVICES/BENEFITS	237,064.72	2,406,011.58	82.19%	2,927,105.00	521,093.42	17.80%
	Total Personnel Expenses	237,064.72	2,406,011.58	82.20%	2,927,105.00	521,093.42	17.80%
20	Library Materials						
20	LIBRARY MATERIALS	24,553.89	324,927.59	78.02%	416,428.00	91,500.41	21.97%
	Total Library Materials	24,553.89	324,927.59	78.03%	416,428.00	91,500.41	21.97%
50	Operating Expenses						
51	LIBRARY OPERATIONS	16,189.04	263,340.73	75.56%	348,489.50	85,148.77	24.43%
52	PUBLIC RELATIONS	145.98	36,387.04	79.62%	45,700.00	9,312.96	20.37%
53	GENERAL PROGRAMMING	9,199.41	43,117.79	76.38%	56,450.00	13,332.21	23.61%
54	COMPUTER	569.65	128,108.53	68.72%	186,400.00	58,291.47	31.27%
55	PROFESSIONAL FEES	2,963.20	24,795.95	70.04%	35,400.00	10,604.05	29.95%
	Total Operating Expenses	29,067.28	495,750.04	73.72%	672,439.50	176,689.46	26.28%
60	Building Expenses						
61	MAINTENANCE	85,370.48	384,350.01	57.12%	672,791.50	288,441.49	42.87%
65	UTILITIES	4,364.07	58,356.37	78.64%	74,200.00	15,843.63	21.35%
	Total Building Expenses	89,734.55	442,706.38	59.27%	746,991.50	304,285.12	40.73%
70	Capital Expense						
70	CAPITAL EXPENSE	2,977.37	38,502.85	10.89%	353,429.00	314,926.15	89.10%
	Total Capital Expense	2,977.37	38,502.85	10.89%	353,429.00	314,926.15	89.11%
	Total Expenditures	383,397.81	3,707,898.44	72.47%	5,116,393.00	1,408,494.56	27.53%
	Net Increase(Decrease) in Fund Balance	(383,397.81)	(3,707,898.44)	72.47%	(5,116,393.00)	(1,408,494.56)	27.52%

## Fox River Valley Public Library District

Expenditure Summary - All Funds Combined - Budget v Actual Expenses by Location FY2223  
From 5/1/2023 Through 5/31/2023

		Month Activity	Year Activity	FY2223 Percent Used	Total Budget - FY2223 Working Budget	FY2223 Budget \$ Remaining	FY2223 Percent Remaining
	Expenditures						
0	District Wide						
15	Personnel Expenses	126,344.40	1,313,464.00	79.37%	1,654,687.00	341,223.00	20.62%
20	Library Materials	4,524.29	156,875.56	85.06%	184,428.00	27,552.44	14.93%
50	Operating Expenses	20,843.22	383,791.94	72.34%	530,484.50	146,692.56	27.65%
60	Building Expenses	351.99	27,068.44	81.57%	33,182.50	6,114.06	18.42%
70	Capital Expense	<u>2,129.38</u>	<u>21,988.50</u>	<u>6.70%</u>	<u>328,154.00</u>	<u>306,165.50</u>	<u>93.29%</u>
	Total District Wide	<u>154,193.28</u>	<u>1,903,188.44</u>	<u>69.69%</u>	<u>2,730,936.00</u>	<u>827,747.56</u>	<u>30.31%</u>
1	Dundee Library						
15	Personnel Expenses	92,364.51	901,624.40	86.85%	1,038,088.00	136,463.60	13.14%
20	Library Materials	16,348.83	129,072.47	70.62%	182,750.00	53,677.53	29.37%
50	Operating Expenses	2,410.70	46,109.95	67.57%	68,240.00	22,130.05	32.42%
60	Building Expenses	87,633.55	384,095.16	55.16%	696,237.00	312,141.84	44.83%
70	Capital Expense	<u>847.99</u>	<u>16,514.35</u>	<u>65.33%</u>	<u>25,275.00</u>	<u>8,760.65</u>	<u>34.66%</u>
	Total Dundee Library	<u>199,605.58</u>	<u>1,477,416.33</u>	<u>73.48%</u>	<u>2,010,590.00</u>	<u>533,173.67</u>	<u>26.52%</u>
2	Randall Oaks						
15	Personnel Expenses	18,355.81	190,923.18	81.47%	234,330.00	43,406.82	18.52%
20	Library Materials	3,680.77	38,979.56	79.14%	49,250.00	10,270.44	20.85%
50	Operating Expenses	5,813.36	65,848.15	89.32%	73,715.00	7,866.85	10.67%
60	Building Expenses	<u>1,749.01</u>	<u>31,542.78</u>	<u>179.50%</u>	<u>17,572.00</u>	<u>(13,970.78)</u>	<u>(79.50)%</u>
	Total Randall Oaks	<u>29,598.95</u>	<u>327,293.67</u>	<u>87.31%</u>	<u>374,867.00</u>	<u>47,573.33</u>	<u>12.69%</u>
	Total Expenditures	<u>383,397.81</u>	<u>3,707,898.44</u>	<u>72.47%</u>	<u>5,116,393.00</u>	<u>1,408,494.56</u>	<u>27.53%</u>
	Net Increase(Decrease) in Fund Balance	<u>(383,397.81)</u>	<u>(3,707,898.44)</u>	<u>72.47%</u>	<u>(5,116,393.00)</u>	<u>(1,408,494.56)</u>	<u>27.52%</u>

**Fox River Valley Public Library District**  
Expenditure Summary - All Funds Combined - Expenditures by Period - Posted Transactions Only  
From 7/1/2022 Through 6/30/2023

	<u>7/1/2022 - 7/31/2022</u>	<u>8/1/2022 - 8/31/2022</u>	<u>9/1/2022 - 9/30/2022</u>	<u>10/1/2022 - 10/31/2022</u>	<u>11/1/2022 - 11/30/2022</u>	<u>12/1/2022 - 12/31/2022</u>	<u>1/1/2023 - 1/31/2023</u>	<u>2/1/2023 - 2/28/2023</u>	<u>3/1/2023 - 3/31/2023</u>	<u>4/1/2023 - 4/30/2023</u>	<u>5/1/2023 - 5/31/2023</u>	<u>6/1/2023 - 6/30/2023</u>	<u>Total</u>
Expenditures													
Personnel Expenses													
PERSONNEL SERVICES/BENEFITS	169,791.32	215,307.43	203,155.87	209,183.92	214,700.77	314,197.97	212,840.11	252,608.33	236,598.30	140,562.84	237,064.72	0.00	2,406,011.58
Library Materials													
LIBRARY MATERIALS	70,713.26	34,452.98	23,253.53	37,422.85	29,568.00	17,606.46	14,509.64	17,299.57	31,631.71	23,915.70	24,553.89	1,971.80	326,899.39
Operating Expenses													
LIBRARY OPERATIONS	31,430.23	23,810.60	17,843.76	32,218.59	24,652.23	19,463.02	32,414.73	17,529.66	17,413.90	30,374.97	16,189.04	0.00	263,340.73
PUBLIC RELATIONS	3,108.70	2,878.44	7,421.94	2,549.99	6,327.24	140.34	2,908.54	7,136.99	298.29	3,470.59	145.98	0.00	36,387.04
GENERAL PROGRAMMING	2,383.56	2,083.21	751.45	2,772.02	6,837.66	2,080.86	3,565.20	1,139.80	2,358.10	9,946.52	9,199.41	21.58	43,139.37
COMPUTER	25,160.02	9,792.37	15,625.31	20,448.58	1,237.78	7,327.08	20,217.77	2,084.53	4,926.23	20,719.21	569.65	0.00	128,108.53
PROFESSIONAL FEES	2,078.30	7,780.77	887.25	916.80	921.01	3,714.80	1,954.91	1,520.65	1,058.09	1,000.17	2,963.20	0.00	24,795.95
Building Expenses													
MAINTENANCE	8,651.66	83,663.32	23,545.58	16,390.05	74,918.73	7,468.92	18,633.00	36,286.32	17,419.09	12,002.86	85,370.48	0.00	384,350.01
UTILITIES	5,949.30	5,849.57	6,749.98	5,049.26	3,946.68	5,747.47	6,476.49	2,227.29	6,787.80	5,208.46	4,364.07	0.00	58,356.37
Capital Expense													
CAPITAL EXPENSE	0.00	0.00	895.00	0.00	649.98	59.98	949.66	27,313.25	697.61	4,960.00	2,977.37	0.00	38,502.85
Total Expenditures	<u>319,266.35</u>	<u>385,618.69</u>	<u>300,129.67</u>	<u>326,952.06</u>	<u>363,760.08</u>	<u>377,806.90</u>	<u>314,470.05</u>	<u>365,146.39</u>	<u>319,189.12</u>	<u>252,161.32</u>	<u>383,397.81</u>	<u>1,993.38</u>	<u>3,709,891.82</u>
Net Increase(Decrease) in Fund Balance	<u>(319,266.35)</u>	<u>(385,618.69)</u>	<u>(300,129.67)</u>	<u>(326,952.06)</u>	<u>(363,760.08)</u>	<u>(377,806.90)</u>	<u>(314,470.05)</u>	<u>(365,146.39)</u>	<u>(319,189.12)</u>	<u>(252,161.32)</u>	<u>(383,397.81)</u>	<u>(1,993.38)</u>	<u>(3,709,891.82)</u>

Fox River Valley Public Library District  
Balance Sheet  
As of 5/31/2023

Attachment to Exhibit A.1.j

Current Year		
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	3,301,709.86
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,297,721.75
90	DONATION / GIFT	5,370.00
	Total Checking Accounts	5,604,801.61
Other Cash		
10900	CASH ON HAND DUNDEE	
10	GENERAL/CORPORATE	248.15
10902	Kiosk Cash	
10	GENERAL/CORPORATE	93.50
	Total Other Cash	341.65
Investments		
10500	INVESTMENT ACCOUNTS	
70	CAPITAL PROJECTS/SPECIAL RESERVE	1,593,482.89
80	WORKING CASH	162,351.24
90	DONATION / GIFT	261,852.34
	Total Investments	2,017,686.47
	Total Cash and Investments	7,622,829.73
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	10,815.00
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	18,452.64
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	15,546.61
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	2,062.46
	Total Other Assets	46,876.71
	Total Assets	7,669,706.44
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	23,857.41
20002	AP license Plate	
10	GENERAL/CORPORATE	926.00
20003	AP Other	
10	GENERAL/CORPORATE	297.97
21000	ACCRUED PAYROLL	
10	GENERAL/CORPORATE	25,123.31
22070	CREDIT CARD PAYABLE LORENZETTI	
10	GENERAL/CORPORATE	(388.55)
70	CAPITAL PROJECTS/SPECIAL RESERVE	388.55
22500	STAFF REIMBURSEMENTS PAYABLE	
10	GENERAL/CORPORATE	229.20
27900	DEFERRED TAXES	
10	GENERAL/CORPORATE	199,150.43
	Total Liabilities	249,584.32
Fund Balance		
10	GENERAL/CORPORATE	3,099,732.45
70	CAPITAL PROJECTS/SPECIAL RESERVE	3,890,816.09
80	WORKING CASH	162,351.24
90	DONATION / GIFT	267,222.34
	Total Fund Balance	7,420,122.12
	Total Liabilities and Fund Balance	7,669,706.44



Fox River Valley Public Library District - General Fund

# Portfolio Holdings

US Dollar

5/31/2023

Quantity	Symbol	Security	Total Cost/ Unit Cost	Price	Market Value	% Assets	Unrealized Gain/Loss	Estimated Annual Income
	DTPXX	Dreyfus MMKT Sweep	4,118.82		4,118.82	0.2		176.70
61,000	912796ZG7	United States Treas Bills 0.000% Due 6/1/2023	59,652.34 97.79	100.00	61,000.00	3.0	1,347.66	0.00
250,000	90407LAB9	Umassfive College Fedl Credit Union 4.850% Due 6/9/2023	250,010.00 100.00	99.99	249,976.79	12.4	-33.21	12,125.00
71,000	912796ZR3	United States Treas Bills 0.000% Due 6/29/2023	69,411.45 97.76	99.61	70,721.27	3.5	1,309.82	0.00
445,000	912796XQ7	United States Treas Bills 0.000% Due 7/13/2023	439,398.19 98.74	99.41	442,359.33	21.9	2,961.14	0.00
367,000	912796XY0	United States Treas Bills 0.000% Due 8/10/2023	360,629.92 98.26	99.00	363,334.27	18.0	2,704.35	0.00
140,000	912796Z36	United States Treas Bills 0.000% Due 8/17/2023	136,574.36 97.55	98.91	138,479.20	6.9	1,904.84	0.00
105,000	9128285D8	United States Treasury Notes 2.875% Due 9/30/2023	106,344.55 101.28	99.20	104,163.28	5.2	-2,181.27	3,018.75
12,000	912797FA0	United States Treas Bills 0.000% Due 10/12/2023	11,709.10 97.58	98.05	11,766.51	0.6	57.41	0.00
190,000	942860QM2	Waukegan IL 3.543% Due 12/30/2023	197,433.69 103.91	98.86	187,841.60	9.3	-9,592.09	6,731.70
179,000	02589ABL5	American Express Natl Bank Brok 1.600% Due 3/4/2024	178,925.50 99.96	97.25	174,072.84	8.6	-4,852.66	2,864.00
220,000	91282CCC3	United States Treasury Notes 0.250% Due 5/15/2024	209,825.00 95.38	95.39	209,850.78	10.4	25.78	550.00
<b>Total Portfolio</b>			<b>2,024,032.92</b>		<b>2,017,684.68</b>	<b>100.0</b>	<b>-6,348.24</b>	<b>25,466.15</b>

**B.1 Working Budget Fiscal Year 2023 - 2024**

RECOMMENDED MOTION: I move to approve the Working Budget for Fiscal Year 2023-2024.

BACKGROUND INFORMATION:

The Working Budget is an internal “operating budget” developed by the Executive Director and staff taking into account planned and reasonably expected income and expenditures for the upcoming year. It includes projections of usual and necessary operating expenses as well as anticipated improvements or investments in technology, equipment, and facilities.

The budget included in this exhibit has been modified from the one presented last month. We removed the pending tentative grant funding of \$2.5 million because funding has not yet been confirmed. The maintenance costs in the operating budget were reduced by \$31,300 due to more accurate estimates from proposals received from companies. We were able to reallocate those funds to the categories that were previously reduced. Below is a summary of changes from the FY2324 operational working budget presented to the board in May:

Operating Budget			
Function	May	June	Difference
Revenues	\$ 6,917,853.00	\$ 4,417,853.00	\$ (2,500,000.00)
Personnel	\$ 3,098,193.00	\$ 3,109,193.00	\$ 11,000.00
Professional Fees	\$ 65,700.00	\$ 85,700.00	\$ 20,000.00
Transportation	\$ 3,700.00	\$ 4,000.00	\$ 300.00
Maintenance	\$ 212,515.00	\$ 181,215.00	\$ (31,300.00)
Total Expenses	\$ 6,917,853.00	\$ 4,417,853.00	\$ (2,500,000.00)

Computer expenses in the capital budget were increased from \$145,500 to \$155,500 due to more accurate estimates.

Capital Budget			
Unit	May	June	Difference
Computer	\$ 146,500.00	\$ 155,500.00	\$ 9,000.00
Total	\$ 2,967,572.00	\$ 2,976,572.00	\$ 9,000.00

EXHIBIT B.1. Page 1 is a summary of revenues and expenditures for the general fund.

EXHIBIT B.1. Page 2 is a summary of revenues and expenditures for capital projects. Additional board approval is required to use funds earmarked for capital projects.

EXHIBIT B.1. Page 3 through 4 is the Library Materials expenditure report.

EXHIBIT B.1. Pages 5 through 7 is the revenue and expenditure report by unit for all funds.

EXHIBIT B.1 Pages 8 through 20 is the Monthly Financial report the board is familiar with from the consent agenda each month.



**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Proposed FY2324 Operating Budget Summary - Unposted Transactions Included In Report  
From 7/1/2023 Through 6/30/2024

		<u>FY 2122 Actual</u>	<u>FY 2223 Actual until April</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>Total Budget - FY2324 Working Budget</u>
<b>Revenues</b>					
10	GENERAL/CORPORATE				
00	REVENUES	8,315,596.17	4,276,446.21	4,132,372.55	4,417,853.00
51	LIBRARY OPERATIONS	<u>13.61</u>	<u>13.61</u>	<u>0.00</u>	<u>0.00</u>
	Total Revenues	<u>8,315,609.78</u>	<u>4,276,459.82</u>	<u>4,132,372.55</u>	<u>4,417,853.00</u>
<b>Expenditures</b>					
10	GENERAL/CORPORATE				
01	TRANSFERS BETWEEN FUNDS	200,000.00	200,000.00	0.00	0.00
15	PERSONNEL SERVICES/BENEFITS	5,009,259.30	2,593,034.96	2,927,105.00	3,109,193.00
20	LIBRARY MATERIALS	709,996.09	334,210.80	416,428.00	399,587.00
51	LIBRARY OPERATIONS	535,886.55	266,297.47	348,489.50	300,075.00
52	PUBLIC RELATIONS	73,656.15	36,678.62	45,700.00	49,000.00
53	GENERAL PROGRAMMING	92,472.79	44,094.19	56,450.00	58,700.00
54	COMPUTER	185,159.69	95,644.02	128,400.00	115,493.00
55	PROFESSIONAL FEES	50,086.48	25,680.22	35,400.00	85,700.00
58	TRANSPORTATION	0.00	0.00	0.00	4,000.00
61	MAINTENANCE	311,027.35	183,683.06	152,791.50	181,215.00
65	UTILITIES	129,654.56	58,466.87	74,200.00	73,290.00
70	CAPITAL EXPENSE	<u>39,037.45</u>	<u>22,852.87</u>	<u>53,575.00</u>	<u>41,600.00</u>
	Total Expenditures	<u>7,336,236.41</u>	<u>3,860,643.08</u>	<u>4,238,539.00</u>	<u>4,417,853.00</u>
	Net Increase(Decrease) in Fund Balance	<u>979,373.37</u>	<u>415,816.74</u>	<u>(106,166.45)</u>	<u>0.00</u>

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Proposed FY2324 Capital Budget Summary - Unposted Transactions Included In Report  
From 7/1/2023 Through 6/30/2024

	<u>FY 2122 Actual</u>	<u>FY 2223 Actual until April</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>Total Budget - FY2324 Working Budget</u>
Revenues				
70				
00	73,683.19	86,768.20	45,000.00	45,000.00
01	200,000.00	200,000.00	0.00	0.00
	<u>273,683.19</u>	<u>286,768.20</u>	<u>45,000.00</u>	<u>45,000.00</u>
Total Revenues				
Expenditures				
70				
54	53,357.45	32,901.45	58,000.00	155,500.00
61	327,080.61	200,537.61	520,000.00	2,555,000.00
70	45,967.92	15,649.98	299,854.00	266,072.00
	<u>426,405.98</u>	<u>249,089.04</u>	<u>877,854.00</u>	<u>2,976,572.00</u>
Total Expenditures				
	<u>(152,722.79)</u>	<u>37,679.16</u>	<u>(832,854.00)</u>	<u>(2,931,572.00)</u>
Net Increase(Decrease) in Fund Balance				

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
Expenditures						
20	LIBRARY MATERIALS					
0	District Wide					
00	DEPARTMENT-WIDE					
60900	MATERIALS SUPPLIES	9,076.09	9,655.06	10,000.00	10,000.00	0.00%
61500	DATABASES	54,061.12	43,066.77	57,753.00	45,307.00	(21.55)%
61510	EBOOKS	48,290.39	58,716.47	57,700.00	58,750.00	1.81%
61520	DOWNLOADABLE MEDIA	27,415.15	23,894.65	33,275.00	34,000.00	2.17%
61540	HOTSPOTS	9,600.00	9,600.00	10,000.00	10,200.00	2.00%
64100	PROC FEES BOOKS	4,005.08	3,788.71	4,000.00	4,000.00	0.00%
64200	PROC FEES AV	7,314.20	6,267.42	8,000.00	8,000.00	0.00%
64500	ONLINE ORDERING FEE	683.19	738.34	700.00	750.00	7.14%
70900	SUPPLIES	0.00	12.74	0.00	0.00	0.00%
05	ADMINISTRATION					
61120	BOOKS NF	439.26	820.60	1,000.00	500.00	(50.00)%
61200	PERIODICALS	1,929.40	1,687.88	2,000.00	2,010.00	0.50%
1	Dundee Library					
00	DEPARTMENT-WIDE					
61200	PERIODICALS	4,012.82	3,187.32	4,500.00	2,410.00	(46.44)%
61600	VIDEOGAMES	16,806.32	8,255.80	17,000.00	15,000.00	(11.76)%
10	ADULT & TEEN SERVICES					
61110	BOOKS FICTION	27,971.73	29,759.69	32,000.00	32,000.00	0.00%
61111	BOOKS LARGE TYPE	4,101.77	3,428.00	4,000.00	4,000.00	0.00%
61120	BOOKS NF	15,193.67	10,654.55	16,000.00	16,000.00	0.00%
61130	BOOKS SPANISH	2,987.05	430.86	4,000.00	4,500.00	12.50%
61140	GRAPHIC NOVELS	0.00	2,661.37	2,500.00	4,000.00	60.00%
61330	AUDIOBOOKS	6,281.48	6,483.49	7,000.00	7,000.00	0.00%
61350	MUSIC	3,561.63	3,102.71	4,000.00	3,000.00	(25.00)%
61400	DVD	14,096.35	12,320.16	12,250.00	10,500.00	(14.28)%
61700	NONTRADITIONAL MATERIALS	1,658.18	1,611.31	5,000.00	5,000.00	0.00%
15	TEEN					
61100	BOOKS	6,562.60	7,628.05	8,000.00	8,000.00	0.00%
61130	BOOKS SPANISH	2,239.81	1,550.01	2,000.00	2,500.00	25.00%
61330	AUDIOBOOKS	1,439.76	647.89	1,000.00	1,000.00	0.00%
20	YOUTH SERVICES					
61100	BOOKS	39,010.05	33,467.58	45,000.00	45,000.00	0.00%
61130	BOOKS SPANISH	9,291.95	1,871.16	8,000.00	8,000.00	0.00%
61330	AUDIOBOOKS	1,492.69	1,439.73	1,500.00	1,500.00	0.00%
61350	MUSIC	105.06	0.00	500.00	0.00	(100.00)%
61400	DVD	3,514.68	3,816.12	5,000.00	2,500.00	(50.00)%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
61700	NONTRADITIONAL MATERIALS	3,611.08	2,550.70	3,500.00	4,000.00	14.28%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
61200	PERIODICALS	1,428.15	1,512.98	1,500.00	1,410.00	(6.00)%
61600	VIDEOGAMES	9,019.59	4,606.30	5,000.00	7,000.00	40.00%
10	ADULT & TEEN SERVICES					
61110	BOOKS FICTION	9,654.65	10,141.97	10,000.00	10,000.00	0.00%
61120	BOOKS NF	2,592.95	2,247.91	3,000.00	3,000.00	0.00%
61400	DVD	6,266.57	5,547.40	7,500.00	6,500.00	(13.33)%
15	TEEN					
61100	BOOKS	3,094.92	2,802.66	3,000.00	3,000.00	0.00%
61330	AUDIOBOOKS	344.91	187.97	250.00	250.00	0.00%
20	YOUTH SERVICES					
61100	BOOKS	12,617.46	11,133.25	14,000.00	14,000.00	0.00%
61130	BOOKS SPANISH	1,307.26	0.00	1,500.00	1,500.00	0.00%
61400	DVD	2,208.27	2,153.22	3,000.00	2,500.00	(16.66)%
61700	NONTRADITIONAL MATERIALS	498.00	762.00	500.00	1,000.00	100.00%
	Total LIBRARY MATERIALS	<u>375,785.29</u>	<u>334,210.80</u>	<u>416,428.00</u>	<u>399,587.00</u>	(4.04)%
	Total Expenditures	<u>375,785.29</u>	<u>334,210.80</u>	<u>416,428.00</u>	<u>399,587.00</u>	(4.04)%
	Net Increase(Decrease) in Fund Balance	<u>(375,785.29)</u>	<u>(334,210.80)</u>	<u>(416,428.00)</u>	<u>(399,587.00)</u>	(4.04)%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
From 7/1/2023 Through 6/30/2024

	FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference	
<b>Revenues</b>						
43010	TAX LEVY	3,636,042.99	3,750,934.26	3,828,249.00	3,951,428.00	3.21%
43020	PPRT	142,458.69	161,020.23	80,000.00	151,000.00	88.75%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	24,177.88	0.00	0.00	0.00%
43500	IMPACT FEES	40,937.31	4,042.00	0.00	15,000.00	0.00%
44010	INT & DIV INCOME	71,048.64	217,317.31	57,500.00	155,000.00	169.56%
44011	MARKET VALUE ADJUSTMENT	(75,174.00)	4,428.45	0.00	0.00	0.00%
45010	PER CAPITA GRANT	102,273.55	105,506.75	102,273.55	105,000.00	2.66%
45011	E-RATE GRANT	644.89	0.00	0.00	0.00	0.00%
45020	OTHER GRANTS	15,393.69	9,639.48	10,000.00	20,000.00	100.00%
45030	SRC SPONSORSHIP	0.00	45.80	0.00	0.00	0.00%
46020	FINES & FEES	8.00	0.00	0.00	0.00	0.00%
46030	LOST & DAMAGED	6,474.74	5,065.68	5,000.00	3,500.00	(30.00)%
46110	MEETING RM RENTAL	0.00	0.00	50.00	50.00	0.00%
46200	PRINT/COPY REVENUE	4,209.19	6,697.45	4,000.00	5,000.00	25.00%
46250	LICENSE PLATE RENEWAL INCOME	76,516.00	64,311.50	80,000.00	65,000.00	(18.75)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	33.00	370.08	100.00	125.00	25.00%
46400	MISCELLANEOUS INCOME	710.90	1,437.02	500.00	500.00	0.00%
46450	REIMBURSEMENTS	205.48	18,363.16	18,000.00	0.00	(100.00)%
46500	CASH OVER	0.88	16.61	0.00	50.00	0.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	3,471.00	1,034.00	1,200.00	1,200.00	0.00%
49010	MONETARY GIFT	4,350.00	20.00	5,000.00	1,000.00	(80.00)%
49020	MONETARY GIFTS -FRIENDS	0.00	1,000.00	0.00	0.00	0.00%
	Total Revenues	<u>4,029,604.95</u>	<u>4,375,427.66</u>	<u>4,191,872.55</u>	<u>4,473,853.00</u>	6.73%
<b>Expenditures</b>						
52100	SALARIES	1,948,280.81	2,118,081.04	2,306,905.00	2,471,000.00	7.11%
52120	EMPLOYEE INSURANCES	151,816.26	162,969.02	236,000.00	245,000.00	3.81%
52121	IMRF	166,624.97	150,534.54	205,000.00	170,000.00	(17.07)%
52122	REIMBURSED INS	3,471.00	1,546.76	1,200.00	1,200.00	0.00%
52123	WORKERS COMP	4,762.00	6,411.00	7,800.00	8,000.00	2.56%
52124	UNEMPLOYMENT INS	8,672.40	1,911.08	10,000.00	10,000.00	0.00%
52130	STAFF DEVELOPMENT	3,438.12	21,023.17	28,700.00	5,000.00	(82.57)%
52140	PROFESSIONAL EDUCATION	0.00	0.00	0.00	3,000.00	0.00%
52150	CONFERENCES	0.00	1,499.20	3,500.00	4,500.00	28.57%
52160	TUITION REIMB	0.00	0.00	10,000.00	10,000.00	0.00%
52170	ALLSTAFF SPEAKER	0.00	0.00	0.00	5,000.00	0.00%
52212	FICA/MEDICARE/SS-R	146,031.30	159,888.60	168,000.00	190,000.00	13.09%
60900	MATERIALS SUPPLIES	9,076.09	9,655.06	10,000.00	10,000.00	0.00%
61100	BOOKS	61,285.03	55,031.54	70,000.00	70,000.00	0.00%
61110	BOOKS FICTION	37,626.38	39,901.66	42,000.00	42,000.00	0.00%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
61111	BOOKS LARGE TYPE	4,101.77	3,428.00	4,000.00	4,000.00	0.00%
61120	BOOKS NF	18,225.88	13,723.06	20,000.00	19,500.00	(2.50)%
61130	BOOKS SPANISH	15,826.07	3,852.03	15,500.00	16,500.00	6.45%
61140	GRAPHIC NOVELS	0.00	2,661.37	2,500.00	4,000.00	60.00%
61200	PERIODICALS	7,370.37	6,388.18	8,000.00	5,830.00	(27.12)%
61330	AUDIOBOOKS	9,558.84	8,759.08	9,750.00	9,750.00	0.00%
61350	MUSIC	3,666.69	3,102.71	4,500.00	3,000.00	(33.33)%
61400	DVD	26,085.87	23,836.90	27,750.00	22,000.00	(20.72)%
61500	DATABASES	54,061.12	43,066.77	57,753.00	45,307.00	(21.55)%
61510	EBOOKS	48,290.39	58,716.47	57,700.00	58,750.00	1.81%
61520	DOWNLOADABLE MEDIA	27,415.15	23,894.65	33,275.00	34,000.00	2.17%
61540	HOTSPOTS	9,600.00	9,600.00	10,000.00	10,200.00	2.00%
61600	VIDEOGAMES	25,825.91	12,862.10	22,000.00	22,000.00	0.00%
61700	NONTRADITIONAL MATERIALS	5,767.26	4,924.01	9,000.00	10,000.00	11.11%
64100	PROC FEES BOOKS	4,005.08	3,788.71	4,000.00	4,000.00	0.00%
64200	PROC FEES AV	7,314.20	6,267.42	8,000.00	8,000.00	0.00%
64500	ONLINE ORDERING FEE	683.19	738.34	700.00	750.00	7.14%
70800	POSTAGE	10,112.86	12,475.31	14,000.00	14,500.00	3.57%
70900	SUPPLIES	53,838.69	50,027.86	64,750.00	89,100.00	37.60%
73010	NEWSLETTER	22,223.00	19,172.00	27,000.00	28,800.00	6.66%
73020	OUTSIDE PRINTING	611.20	241.59	1,500.00	1,500.00	0.00%
73150	PERFORMERS	3,240.00	4,688.00	9,000.00	10,000.00	11.11%
73151	SUMMER READING	18,665.77	15,632.68	16,000.00	17,000.00	6.25%
73152	WINTER READING	3,179.47	2,235.11	3,000.00	3,000.00	0.00%
73153	MISC READING CHALLENGES	0.00	687.83	2,500.00	1,500.00	(40.00)%
73155	LICENSING	500.00	1,420.00	1,700.00	1,700.00	0.00%
73200	TELEPHONE & FAX	13,738.38	12,361.31	17,200.00	16,290.00	(5.29)%
73215	COPIER/PRINT EXPENSE	7,166.49	8,428.31	8,000.00	15,400.00	92.50%
73225	PUBLIC LIABILITY INS	36,991.00	36,371.64	40,000.00	47,200.00	18.00%
73230	TRANSPORTATION REIMBURSEMENT	594.19	1,198.06	5,000.00	2,500.00	(50.00)%
73240	BOARD EXPENSES	10,975.00	450.00	2,500.00	1,500.00	(40.00)%
73241	LEGAL NOTICES FEES	780.00	1,285.15	2,000.00	2,000.00	0.00%
73242	MEMBERSHIPS	6,239.00	6,025.50	9,175.00	6,500.00	(29.15)%
73245	BACKGROUND CHECK FEES	87.00	72.00	400.00	200.00	(50.00)%
73246	PAYROLL SERVICE	10,721.26	12,323.97	15,000.00	15,000.00	0.00%
73250	BANK CHARGES	2,638.84	3,398.90	3,000.00	4,000.00	33.33%
73255	INVESTMENT FEES	4,116.44	3,983.09	6,000.00	6,000.00	0.00%
73260	LOST & PAID FORWARDING	7.49	17.50	500.00	500.00	0.00%
73270	FURNITURE & EQUIP	17,787.97	21,062.95	71,275.00	21,000.00	(70.53)%
73280	COST OF ITEMS SOLD	82.32	72.85	500.00	500.00	0.00%
73281	TAX EXPENSE	3.00	55.56	150.00	100.00	(33.33)%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Unposted Transactions Included In Report  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	74,342.25	60,962.25	75,000.00	64,000.00	(14.66)%
73283	LICENSE PLATE S&SLT FEES	0.00	516.25	625.00	600.00	(4.00)%
73285	REIMBURSED PURCHASES	0.00	12,376.57	18,000.00	0.00	(100.00)%
73290	HOSPITALITY	321.28	2,352.17	3,700.00	700.00	(81.08)%
73295	MEETING EXPENSE	2,310.60	1,520.85	1,000.00	0.00	(100.00)%
73300	COMPUTER EQUIPMENT	24,697.54	30,191.48	71,300.00	124,500.00	74.61%
73301	COMPUTER MAINT	55,495.38	51,612.94	57,759.00	43,715.00	(24.31)%
73310	CATALOGING - COMPUTER SERVICE	7,740.32	8,674.76	8,032.50	9,000.00	12.04%
73320	CCS SHARED COST	60,893.36	61,087.04	63,700.00	60,000.00	(5.80)%
73330	CONSULTING - COMPUTER SERVICES	0.00	0.00	15,000.00	0.00	(100.00)%
73340	SOFTWARE	12,889.75	19,028.66	36,500.00	66,905.00	83.30%
73350	INTERNET LINES	13,722.27	17,865.98	14,700.00	9,413.00	(35.96)%
73410	LEGAL FEES	4,500.00	3,996.25	10,000.00	10,000.00	0.00%
73420	AUDIT EXPENSE	9,185.00	9,360.00	10,400.00	10,700.00	2.88%
73430	OTHER PROF FEES	23,052.00	15,000.00	150,000.00	200,000.00	33.33%
73500	BUILDING REPAIRS AND MAINTENANCE	141,981.37	221,207.64	665,354.00	2,701,072.00	305.96%
73505	RENT EXPENSE	64,890.00	59,482.50	64,890.00	65,000.00	0.16%
73520	PLANT OPERATION	17,743.10	10,485.48	20,000.00	20,000.00	0.00%
73530	EQUIPMENT MAINT	1,287.00	1,239.14	3,500.00	3,000.00	(14.28)%
73540	CONTRACTS: BUILDING MAINTENANCE	45,751.49	100,090.33	50,000.00	92,500.00	85.00%
73610	ELECTRICITY	49,373.83	37,369.38	47,000.00	47,000.00	0.00%
73620	WATER AND SEWER	2,628.37	2,843.52	5,000.00	4,000.00	(20.00)%
73630	GAS	5,447.11	5,892.66	5,000.00	6,000.00	20.00%
73640	FUEL	1,476.73	1,403.86	2,000.00	2,000.00	0.00%
76500	CASH UNDER	0.00	89.01	249.50	250.00	0.20%
79990	CONTINGENT EXPENSES	0.00	3,333.76	4,000.00	25,993.00	549.82%
	Total Expenditures	<u>3,652,910.27</u>	<u>3,909,732.12</u>	<u>5,116,393.00</u>	<u>7,394,425.00</u>	44.52%
	Net Increase(Decrease) in Fund Balance	<u>376,694.68</u>	<u>465,695.54</u>	<u>(924,520.45)</u>	<u>(2,920,572.00)</u>	215.90%

**Fox River Valley Public Library District**  
 Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
 10 - GENERAL/CORPORATE  
 From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
Revenues						
00	REVENUES					
0	District Wide					
00	DEPARTMENT-WIDE					
43010	TAX LEVY	3,636,042.99	3,750,934.26	3,828,249.00	3,951,428.00	3.21%
43020	PPRT	142,458.69	161,020.23	80,000.00	151,000.00	88.75%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	24,177.88	0.00	0.00	0.00%
43500	IMPACT FEES	40,937.31	4,042.00	0.00	15,000.00	0.00%
44010	INT & DIV INCOME	9,769.65	127,386.19	3,000.00	100,000.00	3,233.33%
45010	PER CAPITA GRANT	102,273.55	105,506.75	102,273.55	105,000.00	2.66%
45011	E-RATE GRANT	644.89	0.00	0.00	0.00	0.00%
45020	OTHER GRANTS	15,393.69	10,039.48	10,000.00	20,000.00	100.00%
45030	SRC SPONSORSHIP	0.00	45.80	0.00	0.00	0.00%
46020	FINES & FEES	8.00	0.00	0.00	0.00	0.00%
46030	LOST & DAMAGED	6,474.74	5,440.84	5,000.00	3,500.00	(30.00)%
46200	PRINT/COPY REVENUE	151.80	384.30	0.00	5,000.00	0.00%
46250	LICENSE PLATE RENEWAL INCOME	76,516.00	68,868.50	80,000.00	65,000.00	(18.75)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	100.90	0.00	0.00	0.00%
46400	MISCELLANEOUS INCOME	710.90	1,437.02	500.00	500.00	0.00%
46450	REIMBURSEMENTS	205.48	18,563.16	18,000.00	0.00	(100.00)%
46500	CASH OVER	0.88	3.88	0.00	50.00	0.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	3,471.00	1,128.00	1,200.00	1,200.00	0.00%
1	Dundee Library					
00	DEPARTMENT-WIDE					
46110	MEETING RM RENTAL	0.00	0.00	50.00	50.00	0.00%
46200	PRINT/COPY REVENUE	3,713.29	6,034.90	3,500.00	0.00	(100.00)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	27.00	264.18	50.00	100.00	100.00%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
46200	PRINT/COPY REVENUE	344.10	777.85	500.00	0.00	(100.00)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	6.00	12.50	50.00	25.00	(50.00)%
Total REVENUES		4,039,149.96	4,286,168.62	4,132,372.55	4,417,853.00	6.91%



**Fox River Valley Public Library District**  
 Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
 10 - GENERAL/CORPORATE  
 From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
51	LIBRARY OPERATIONS					
0	District Wide					
00	DEPARTMENT-WIDE					
46500	CASH OVER	0.00	13.61	0.00	0.00	0.00%
	Total LIBRARY OPERATIONS	0.00	13.61	0.00	0.00	0.00%
	Total Revenues	<u>4,039,149.96</u>	<u>4,286,182.23</u>	<u>4,132,372.55</u>	<u>4,417,853.00</u>	6.91%
	Expenditures					
01	TRANSFERS BETWEEN FUNDS					
0	District Wide					
00	DEPARTMENT-WIDE					
70000	TRANSFER OUT	0.00	200,000.00	0.00	0.00	0.00%
	Total TRANSFERS BETWEEN FUNDS	0.00	200,000.00	0.00	0.00	0.00%
15	PERSONNEL SERVICES/BENEFITS					
0	District Wide					
00	DEPARTMENT-WIDE					
52120	EMPLOYEE INSURANCES	151,816.26	176,722.18	236,000.00	245,000.00	3.81%
52121	IMRF	166,624.97	162,186.89	205,000.00	170,000.00	(17.07)%
52122	REIMBURSED INS	3,471.00	1,640.76	1,200.00	1,200.00	0.00%
52160	TUITION REIMB	0.00	0.00	10,000.00	10,000.00	0.00%
52212	FICA/MEDICARE/SS-R	146,031.30	175,783.07	168,000.00	190,000.00	13.09%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00	21,993.00	0.00%
05	ADMINISTRATION					
52100	SALARIES	341,246.52	460,791.73	467,286.00	487,000.00	4.21%
40	PUBLIC RELATIONS					
52100	SALARIES	71,994.33	154,604.26	151,200.00	168,000.00	11.11%
50	IT / NETWORK					
52100	SALARIES	109,410.15	125,997.12	113,733.00	125,000.00	9.90%
52130	STAFF DEVELOPMENT	0.00	15.00	0.00	0.00	0.00%
60	PATS					
52100	SALARIES	129,023.35	133,530.47	135,271.00	146,000.00	7.93%
90	FACILITIES					
52100	SALARIES	116,458.75	142,468.01	166,997.00	149,000.00	(10.77)%
1	Dundee Library					
10	ADULT & TEEN SERVICES					
52100	SALARIES	368,496.13	489,972.27	445,240.00	0.00	(100.00)%
20	YOUTH SERVICES					

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
52100	SALARIES	290,504.36	288,354.81	283,144.00	0.00	(100.00)%
30	PUBLIC SERVICE					
52100	SALARIES	0.00	0.00	0.00	838,000.00	0.00%
70	ACCOUNT SERVICES					
52100	SALARIES	320,548.99	308,291.71	309,704.00	325,000.00	4.93%
75	SHELVERS					
52100	SALARIES	5,849.53	920.00	0.00	0.00	0.00%
2	Randall Oaks					
80	RANDALL OAKS					
52100	SALARIES	194,748.70	230,572.51	234,330.00	233,000.00	(0.56)%
	Total PERSONNEL SERVICES/BENEFITS	2,416,224.34	2,851,850.79	2,927,105.00	3,109,193.00	6.22%
20	LIBRARY MATERIALS					
0	District Wide					
00	DEPARTMENT-WIDE					
60900	MATERIALS SUPPLIES	9,076.09	9,926.63	10,000.00	10,000.00	0.00%
61500	DATABASES	54,061.12	43,066.77	57,753.00	45,307.00	(21.55)%
61510	EBOOKS	48,290.39	59,845.31	57,700.00	58,750.00	1.81%
61520	DOWNLOADABLE MEDIA	27,415.15	25,685.58	33,275.00	34,000.00	2.17%
61540	HOTSPOTS	9,600.00	9,600.00	10,000.00	10,200.00	2.00%
64100	PROC FEES BOOKS	4,005.08	4,140.81	4,000.00	4,000.00	0.00%
64200	PROC FEES AV	7,314.20	7,517.97	8,000.00	8,000.00	0.00%
64500	ONLINE ORDERING FEE	683.19	738.34	700.00	750.00	7.14%
70900	SUPPLIES	0.00	12.74	0.00	0.00	0.00%
05	ADMINISTRATION					
61120	BOOKS NF	439.26	937.96	1,000.00	500.00	(50.00)%
61200	PERIODICALS	1,929.40	1,687.88	2,000.00	2,010.00	0.50%
1	Dundee Library					
00	DEPARTMENT-WIDE					
61200	PERIODICALS	4,012.82	3,187.32	4,500.00	2,410.00	(46.44)%
61600	VIDEOGAMES	16,806.32	11,745.21	17,000.00	15,000.00	(11.76)%
10	ADULT & TEEN SERVICES					
61110	BOOKS FICTION	27,971.73	32,551.47	32,000.00	32,000.00	0.00%
61111	BOOKS LARGE TYPE	4,101.77	3,712.40	4,000.00	4,000.00	0.00%
61120	BOOKS NF	15,193.67	11,359.94	16,000.00	16,000.00	0.00%
61130	BOOKS SPANISH	2,987.05	1,125.29	4,000.00	4,500.00	12.50%
61140	GRAPHIC NOVELS	0.00	2,661.37	2,500.00	4,000.00	60.00%
61330	AUDIOBOOKS	6,281.48	7,015.36	7,000.00	7,000.00	0.00%
61350	MUSIC	3,561.63	3,528.54	4,000.00	3,000.00	(25.00)%
61400	DVD	14,096.35	15,370.59	12,250.00	10,500.00	(14.28)%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
61700	NONTRADITIONAL MATERIALS	1,658.18	1,768.06	5,000.00	5,000.00	0.00%
15	TEEN					
61100	BOOKS	6,562.60	7,995.36	8,000.00	8,000.00	0.00%
61130	BOOKS SPANISH	2,239.81	1,972.39	2,000.00	2,500.00	25.00%
61330	AUDIOBOOKS	1,439.76	775.87	1,000.00	1,000.00	0.00%
20	YOUTH SERVICES					
61100	BOOKS	39,010.05	36,191.01	45,000.00	45,000.00	0.00%
61130	BOOKS SPANISH	9,291.95	3,415.47	8,000.00	8,000.00	0.00%
61330	AUDIOBOOKS	1,492.69	1,839.65	1,500.00	1,500.00	0.00%
61350	MUSIC	105.06	0.00	500.00	0.00	(100.00)%
61400	DVD	3,514.68	4,099.44	5,000.00	2,500.00	(50.00)%
61700	NONTRADITIONAL MATERIALS	3,611.08	3,676.24	3,500.00	4,000.00	14.28%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
61200	PERIODICALS	1,428.15	1,512.98	1,500.00	1,410.00	(6.00)%
61600	VIDEOGAMES	9,019.59	4,831.65	5,000.00	7,000.00	40.00%
10	ADULT & TEEN SERVICES					
61110	BOOKS FICTION	9,654.65	11,111.30	10,000.00	10,000.00	0.00%
61120	BOOKS NF	2,592.95	2,317.82	3,000.00	3,000.00	0.00%
61400	DVD	6,266.57	6,746.55	7,500.00	6,500.00	(13.33)%
15	TEEN					
61100	BOOKS	3,094.92	3,279.53	3,000.00	3,000.00	0.00%
61330	AUDIOBOOKS	344.91	187.97	250.00	250.00	0.00%
20	YOUTH SERVICES					
61100	BOOKS	12,617.46	12,874.59	14,000.00	14,000.00	0.00%
61130	BOOKS SPANISH	1,307.26	0.00	1,500.00	1,500.00	0.00%
61400	DVD	2,208.27	2,354.85	3,000.00	2,500.00	(16.66)%
61700	NONTRADITIONAL MATERIALS	498.00	762.00	500.00	1,000.00	100.00%
	Total LIBRARY MATERIALS	375,785.29	363,130.21	416,428.00	399,587.00	(4.04)%
51	LIBRARY OPERATIONS					
0	District Wide					
00	DEPARTMENT-WIDE					
52123	WORKERS COMP	4,762.00	6,411.00	7,800.00	8,000.00	2.56%
52124	UNEMPLOYMENT INS	8,672.40	1,911.08	10,000.00	10,000.00	0.00%
52130	STAFF DEVELOPMENT	1,699.12	10,442.58	6,700.00	5,000.00	(25.37)%
52140	PROFESSIONAL EDUCATION	0.00	0.00	0.00	3,000.00	0.00%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
52150	CONFERENCES	0.00	0.00	0.00	3,000.00	0.00%
52170	ALLSTAFF SPEAKER	0.00	0.00	0.00	5,000.00	0.00%
70800	POSTAGE	1,847.86	2,185.31	3,000.00	3,000.00	0.00%
70900	SUPPLIES	9,361.63	10,268.54	13,000.00	13,000.00	0.00%
73215	COPIER/PRINT EXPENSE	0.00	0.00	0.00	8,800.00	0.00%
73225	PUBLIC LIABILITY INS	36,991.00	53,034.64	40,000.00	47,200.00	18.00%
73230	TRANSPORTATION REIMBURSEMENT	594.19	1,277.91	5,000.00	0.00	(100.00)%
73240	BOARD EXPENSES	10,975.00	450.00	2,500.00	1,500.00	(40.00)%
73241	LEGAL NOTICES FEES	780.00	1,285.15	2,000.00	2,000.00	0.00%
73242	MEMBERSHIPS	3,575.00	4,205.00	2,900.00	6,500.00	124.13%
73245	BACKGROUND CHECK FEES	87.00	81.00	400.00	200.00	(50.00)%
73250	BANK CHARGES	2,638.84	3,736.36	3,000.00	4,000.00	33.33%
73255	INVESTMENT FEES	4,116.44	4,324.73	6,000.00	6,000.00	0.00%
73260	LOST & PAID FORWARDING	7.49	24.99	500.00	500.00	0.00%
73280	COST OF ITEMS SOLD	82.32	106.45	500.00	500.00	0.00%
73281	TAX EXPENSE	3.00	55.56	150.00	100.00	(33.33)%
73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	74,342.25	68,133.50	75,000.00	64,000.00	(14.66)%
73283	LICENSE PLATE S&SLT FEES	0.00	516.25	625.00	600.00	(4.00)%
73285	REIMBURSED PURCHASES	0.00	12,376.57	18,000.00	0.00	(100.00)%
73290	HOSPITALITY	221.28	2,244.42	3,500.00	500.00	(85.71)%
73295	MEETING EXPENSE	2,310.60	1,592.68	1,000.00	0.00	(100.00)%
76500	CASH UNDER	0.00	89.01	249.50	250.00	0.20%
79990	CONTINGENT EXPENSES	0.00	3,333.76	3,000.00	3,000.00	0.00%
05	ADMINISTRATION					
52130	STAFF DEVELOPMENT	210.00	3,431.86	5,500.00	0.00	(100.00)%
52150	CONFERENCES	0.00	1,499.20	3,500.00	0.00	(100.00)%
73242	MEMBERSHIPS	1,391.00	1,779.50	2,670.00	0.00	(100.00)%
10	ADULT & TEEN SERVICES					
70900	SUPPLIES	1,100.84	1,945.61	2,000.00	2,000.00	0.00%
30	PUBLIC SERVICE					
70900	SUPPLIES	2,408.68	4,345.39	7,000.00	7,425.00	6.07%
40	PUBLIC RELATIONS					
52130	STAFF DEVELOPMENT	0.00	864.50	1,000.00	0.00	(100.00)%
73242	MEMBERSHIPS	100.00	100.00	150.00	0.00	(100.00)%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
50	IT / NETWORK					
52130	STAFF DEVELOPMENT	79.00	80.00	1,000.00	0.00	(100.00)%
73242	MEMBERSHIPS	0.00	0.00	290.00	0.00	(100.00)%
60	PATS					
73242	MEMBERSHIPS	150.00	150.00	150.00	0.00	(100.00)%
90	FACILITIES					
70900	SUPPLIES	8,964.55	8,085.14	10,000.00	10,000.00	0.00%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73215	COPIER/PRINT EXPENSE	6,503.15	7,829.54	7,000.00	0.00	(100.00)%
73520	PLANT OPERATION	17,588.10	18,528.86	20,000.00	20,000.00	0.00%
10	ADULT & TEEN SERVICES					
52130	STAFF DEVELOPMENT	0.00	275.00	5,000.00	0.00	(100.00)%
73242	MEMBERSHIPS	381.00	540.00	1,290.00	0.00	(100.00)%
20	YOUTH SERVICES					
52130	STAFF DEVELOPMENT	479.00	623.97	5,000.00	0.00	(100.00)%
73242	MEMBERSHIPS	489.00	205.00	1,000.00	0.00	(100.00)%
30	PUBLIC SERVICE					
52130	STAFF DEVELOPMENT	0.00	2,365.00	0.00	0.00	0.00%
73242	MEMBERSHIPS	0.00	312.00	0.00	0.00	0.00%
70	ACCOUNT SERVICES					
52130	STAFF DEVELOPMENT	971.00	2,190.08	1,500.00	0.00	(100.00)%
73242	MEMBERSHIPS	153.00	199.00	300.00	0.00	(100.00)%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
73215	COPIER/PRINT EXPENSE	663.34	1,457.07	1,000.00	0.00	(100.00)%
73505	RENT EXPENSE	64,890.00	64,890.00	64,890.00	65,000.00	0.16%
80	RANDALL OAKS					
52130	STAFF DEVELOPMENT	0.00	735.18	3,000.00	0.00	(100.00)%
73242	MEMBERSHIPS	0.00	0.00	425.00	0.00	(100.00)%
	Total LIBRARY OPERATIONS	269,589.08	310,518.39	348,489.50	300,075.00	(13.89)%
52	PUBLIC RELATIONS					
0	District Wide					
00	DEPARTMENT-WIDE					
70800	POSTAGE	8,265.00	10,290.00	11,000.00	11,500.00	4.54%
70900	SUPPLIES	5,778.33	6,822.84	6,000.00	7,000.00	16.66%
73010	NEWSLETTER	22,223.00	25,446.00	27,000.00	28,800.00	6.66%
73020	OUTSIDE PRINTING	611.20	329.15	1,500.00	1,500.00	0.00%
73290	HOSPITALITY	100.00	114.25	200.00	200.00	0.00%

**Fox River Valley Public Library District**  
 Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
 10 - GENERAL/CORPORATE  
 From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
	Total PUBLIC RELATIONS	36,977.53	43,002.24	45,700.00	49,000.00	7.22%
53	GENERAL PROGRAMMING					
0	District Wide					
00	DEPARTMENT-WIDE					
70900	SUPPLIES	200.00	78.90	2,000.00	2,000.00	0.00%
73150	PERFORMERS	750.00	2,000.00	4,500.00	4,000.00	(11.11)%
73151	SUMMER READING	18,665.77	22,797.90	16,000.00	17,000.00	6.25%
73152	WINTER READING	3,179.47	2,235.11	3,000.00	3,000.00	0.00%
73153	MISC READING CHALLENGES	0.00	687.83	2,500.00	1,500.00	(40.00)%
73155	LICENSING	500.00	1,420.00	1,700.00	1,700.00	0.00%
1	Dundee Library					
10	ADULT & TEEN SERVICES					
70900	SUPPLIES	6,164.70	6,239.86	5,250.00	6,000.00	14.28%
73150	PERFORMERS	650.00	0.00	0.00	2,000.00	0.00%
15	TEEN					
70900	SUPPLIES	1,663.87	1,496.64	2,000.00	2,500.00	25.00%
73150	PERFORMERS	0.00	0.00	500.00	0.00	(100.00)%
20	YOUTH SERVICES					
70900	SUPPLIES	13,252.40	15,034.87	13,000.00	13,000.00	0.00%
73150	PERFORMERS	1,840.00	2,988.00	4,000.00	4,000.00	0.00%
2	Randall Oaks					
80	RANDALL OAKS					
70900	SUPPLIES	1,512.39	2,100.65	2,000.00	2,000.00	0.00%
	Total GENERAL PROGRAMMING	48,378.60	57,079.76	56,450.00	58,700.00	3.99%
54	COMPUTER					
0	District Wide					
00	DEPARTMENT-WIDE					
70900	SUPPLIES	3,431.30	4,341.81	2,500.00	24,175.00	867.00%
73300	COMPUTER EQUIPMENT	269.99	0.00	0.00	0.00	0.00%
73320	CCS SHARED COST	60,893.36	61,087.04	63,700.00	60,000.00	(5.80)%
73330	CONSULTING - COMPUTER SERVICES	0.00	0.00	15,000.00	0.00	(100.00)%
73340	SOFTWARE	11,198.75	13,968.79	32,500.00	21,905.00	(32.60)%
73350	INTERNET LINES	9,078.53	14,129.83	9,900.00	2,517.00	(74.57)%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73350	INTERNET LINES	2,283.07	2,696.72	2,400.00	4,064.00	69.33%
2	Randall Oaks					

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
00	DEPARTMENT-WIDE					
73350	INTERNET LINES	2,360.67	2,509.31	2,400.00	2,832.00	18.00%
	Total COMPUTER	89,515.67	98,733.50	128,400.00	115,493.00	(10.05)%
55	PROFESSIONAL FEES					
0	District Wide					
00	DEPARTMENT-WIDE					
73246	PAYROLL SERVICE	10,721.26	13,223.87	15,000.00	15,000.00	0.00%
73410	LEGAL FEES	4,500.00	3,996.25	10,000.00	10,000.00	0.00%
73420	AUDIT EXPENSE	9,185.00	9,360.00	10,400.00	10,700.00	2.88%
73430	OTHER PROF FEES	0.00	0.00	0.00	50,000.00	0.00%
	Total PROFESSIONAL FEES	24,406.26	26,580.12	35,400.00	85,700.00	142.09%
58	TRANSPORTATION					
0	District Wide					
00	DEPARTMENT-WIDE					
52150	CONFERENCES	0.00	0.00	0.00	1,500.00	0.00%
73230	TRANSPORTATION REIMBURSEMENT	0.00	0.00	0.00	2,500.00	0.00%
	Total TRANSPORTATION	0.00	0.00	0.00	4,000.00	0.00%
61	MAINTENANCE					
0	District Wide					
00	DEPARTMENT-WIDE					
73301	COMPUTER MAINT	15,189.38	14,853.94	21,000.00	10,035.00	(52.21)%
73310	CATALOGING - COMPUTER SERVICE	7,740.32	8,674.76	8,032.50	9,000.00	12.04%
73530	EQUIPMENT MAINT	520.00	588.44	1,000.00	1,000.00	0.00%
73640	FUEL	1,476.73	1,592.06	2,000.00	2,000.00	0.00%
79990	CONTINGENT EXPENSES	0.00	0.00	1,000.00	1,000.00	0.00%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73301	COMPUTER MAINT	24,735.00	22,687.00	22,687.00	21,405.00	(5.65)%
73500	BUILDING REPAIRS AND MAINTENANCE	15,438.37	24,874.49	30,000.00	30,000.00	0.00%
73520	PLANT OPERATION	155.00	(8.00)	0.00	0.00	0.00%
73530	EQUIPMENT MAINT	767.00	650.70	2,000.00	2,000.00	0.00%
73540	CONTRACTS: BUILDING MAINTENANCE	45,751.49	86,714.25	50,000.00	84,000.00	68.00%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
73301	COMPUTER MAINT	15,571.00	14,072.00	14,072.00	12,275.00	(12.77)%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	1,550.54	500.00	0.00	(100.00)%
73530	EQUIPMENT MAINT	0.00	0.00	500.00	0.00	(100.00)%
73540	CONTRACTS: BUILDING MAINTENANCE	0.00	14,940.00	0.00	8,500.00	0.00%
	Total MAINTENANCE	<u>127,344.29</u>	<u>191,190.18</u>	<u>152,791.50</u>	<u>181,215.00</u>	18.60%
65	UTILITIES					
0	District Wide					
00	DEPARTMENT-WIDE					
73200	TELEPHONE & FAX	1,599.82	1,476.38	150.00	1,570.00	946.66%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73200	TELEPHONE & FAX	11,072.28	11,090.06	14,550.00	13,360.00	(8.17)%
73610	ELECTRICITY	49,373.83	46,626.22	47,000.00	47,000.00	0.00%
73620	WATER AND SEWER	2,628.37	3,311.52	5,000.00	4,000.00	(20.00)%
73630	GAS	5,447.11	6,127.72	5,000.00	6,000.00	20.00%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
73200	TELEPHONE & FAX	<u>1,066.28</u>	<u>1,068.46</u>	<u>2,500.00</u>	<u>1,360.00</u>	(45.60)%
	Total UTILITIES	<u>71,187.69</u>	<u>69,700.36</u>	<u>74,200.00</u>	<u>73,290.00</u>	(1.23)%
70	CAPITAL EXPENSE					
0	District Wide					
00	DEPARTMENT-WIDE					
73215	COPIER/PRINT EXPENSE	0.00	0.00	0.00	6,600.00	0.00%
73270	FURNITURE & EQUIP	9,679.06	4,222.33	11,000.00	6,000.00	(45.45)%
73300	COMPUTER EQUIPMENT	5,662.55	2,439.90	17,300.00	14,000.00	(19.07)%
1	Dundee Library					
10	ADULT & TEEN SERVICES					
73270	FURNITURE & EQUIP	842.97	15,836.35	17,000.00	8,000.00	(52.94)%
20	YOUTH SERVICES					
73270	FURNITURE & EQUIP	0.00	678.00	8,275.00	7,000.00	(15.40)%
	Total CAPITAL EXPENSE	<u>16,184.58</u>	<u>23,176.58</u>	<u>53,575.00</u>	<u>41,600.00</u>	(22.35)%
	Total Expenditures	<u>3,475,593.33</u>	<u>4,234,962.13</u>	<u>4,238,539.00</u>	<u>4,417,853.00</u>	4.23%
	Net Increase(Decrease) in Fund Balance	<u>563,556.63</u>	<u>51,220.10</u>	<u>(106,166.45)</u>	<u>0.00</u>	(100.00)%



**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
70 - CAPITAL PROJECTS/SPECIAL RESERVE  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
	Revenues					
00	REVENUES					
0	District Wide					
00	DEPARTMENT-WIDE					
44010	INT & DIV INCOME	50,186.99	89,172.34	45,000.00	45,000.00	0.00%
44011	MARKET VALUE ADJUSTMENT	(63,272.00)	(59,774.60)	0.00	0.00	0.00%
	Total REVENUES	(13,085.01)	29,397.74	45,000.00	45,000.00	0.00%
01	TRANSFERS BETWEEN FUNDS					
0	District Wide					
00	DEPARTMENT-WIDE					
40000	TRANSFER IN	0.00	200,000.00	0.00	0.00	0.00%
	Total TRANSFERS BETWEEN FUNDS	0.00	200,000.00	0.00	0.00	0.00%
	Total Revenues	(13,085.01)	229,397.74	45,000.00	45,000.00	0.00%
	Expenditures					
54	COMPUTER					
0	District Wide					
00	DEPARTMENT-WIDE					
73300	COMPUTER EQUIPMENT	18,765.00	27,751.58	54,000.00	110,500.00	104.62%
73340	SOFTWARE	1,691.00	5,149.87	4,000.00	45,000.00	1,025.00%
	Total COMPUTER	20,456.00	32,901.45	58,000.00	155,500.00	168.10%
61	MAINTENANCE					
1	Dundee Library					
00	DEPARTMENT-WIDE					
73500	BUILDING REPAIRS AND MAINTENANCE	126,543.00	244,437.61	520,000.00	2,555,000.00	391.34%
	Total MAINTENANCE	126,543.00	244,437.61	520,000.00	2,555,000.00	391.35%
70	CAPITAL EXPENSE					
0	District Wide					
00	DEPARTMENT-WIDE					
73270	FURNITURE & EQUIP	7,265.94	7,250.78	35,000.00	0.00	(100.00)%
73430	OTHER PROF FEES	23,052.00	24,740.00	150,000.00	150,000.00	0.00%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	114,854.00	116,072.00	1.06%
	Total CAPITAL EXPENSE	30,317.94	31,990.78	299,854.00	266,072.00	(11.27)%
	Total Expenditures	177,316.94	309,329.84	877,854.00	2,976,572.00	239.07%

**Fox River Valley Public Library District**  
 Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
 70 - CAPITAL PROJECTS/SPECIAL RESERVE  
 From 7/1/2023 Through 6/30/2024

	<u>FY2122 Actual</u>	<u>FY2223 Actual</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>Total Budget - FY2324 Working Budget</u>	Yr over Yr Budget Difference
Net Increase(Decrease) in Fund Balance	<u><del>(190,401.95)</del></u>	<u><del>(79,932.10)</del></u>	<u><del>(832,854.00)</del></u>	<u><del>(2,931,572.00)</del></u>	251.99%

**Fox River Valley Public Library District**  
 Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
 80 - WORKING CASH  
 From 7/1/2023 Through 6/30/2024

		<u>FY2122 Actual</u>	<u>FY2223 Actual</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>Total Budget - FY2324 Working Budget</u>	Yr over Yr Budget Difference
Revenues						
00	REVENUES					
0	District Wide					
00	DEPARTMENT-WIDE					
44010	INT & DIV INCOME	4,245.13	4,462.69	3,500.00	4,000.00	14.28%
44011	MARKET VALUE ADJUSTMENT	(4,555.00)	(4,198.67)	0.00	0.00	0.00%
	Total REVENUES	<u>(309.87)</u>	<u>264.02</u>	<u>3,500.00</u>	<u>4,000.00</u>	14.29%
	Total Revenues	<u>(309.87)</u>	<u>264.02</u>	<u>3,500.00</u>	<u>4,000.00</u>	14.29%
	Net Increase(Decrease) in Fund Balance	<u><u>(309.87)</u></u>	<u><u>264.02</u></u>	<u><u>3,500.00</u></u>	<u><u>4,000.00</u></u>	14.28%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Proposed FY2324 Budget - MonFin - Unposted Transactions Included In Report  
90 - DONATION / GIFT  
From 7/1/2023 Through 6/30/2024

		FY2122 Actual	FY2223 Actual	Total Budget - FY2223 Working Budget	Total Budget - FY2324 Working Budget	Yr over Yr Budget Difference
Revenues						
00	REVENUES					
0	District Wide					
00	DEPARTMENT-WIDE					
44010	INT & DIV INCOME	6,846.87	7,197.74	6,000.00	6,000.00	0.00%
44011	MARKET VALUE ADJUSTMENT	(7,347.00)	(6,772.28)	0.00	0.00	0.00%
49010	MONETARY GIFT	4,350.00	4,120.00	5,000.00	1,000.00	(80.00)%
49020	MONETARY GIFTS -FRIENDS	0.00	1,000.00	0.00	0.00	0.00%
	Total REVENUES	<u>3,849.87</u>	<u>5,545.46</u>	<u>11,000.00</u>	<u>7,000.00</u>	(36.36)%
	Total Revenues	<u>3,849.87</u>	<u>5,545.46</u>	<u>11,000.00</u>	<u>7,000.00</u>	(36.36)%
	Net Increase(Decrease) in Fund Balance	<u><u>3,849.87</u></u>	<u><u>5,545.46</u></u>	<u><u>11,000.00</u></u>	<u><u>7,000.00</u></u>	(36.36)%

**B.2 Strategic Plan Consultant - ReThinking Libraries Contract**

RECOMMENDED **MOTION**: I move to authorize the Director to enter into a contract with ReThinking Libraries for consulting services for Library District's Strategic Plan in an amount to be determined; not to exceed \$30,000.

**BACKGROUND INFORMATION:**

Trustees have received proposals from three consulting services to assist in formulating the Strategic Plan for Fox River Valley Public Library District. Presentations were made in May and Administration recommends the selection of ReThinking Libraries. Trustees will discuss and select from available options for services.

**B.3 Future Planning Update**

There is no motion to be made.

**BACKGROUND INFORMATION:**

Director Dodson will update the Board on developments from a recent meeting with Board Trustee and Facilities Liaison Matt Goyke and Ian Lamp of Lamp, Inc. Lamp will provide a rough assessment of costs for necessary updates at Dundee Library.

**C.1 Ordinance 2023-05 Board Meeting Dates for FY2324**

RECOMMENDED **MOTION**: I move to adopt Ordinance 2023-05 Board Meeting Dates for Fiscal Year 2023 – 2024.

**BACKGROUND INFORMATION:**

In accordance with 5 ILCS 120/2.02 (a), every public body shall give public notice of the schedule of regular meetings at the beginning of each calendar or fiscal year and shall state the regular dates, times, and places of such meetings. In the event there is a change in a regularly scheduled meeting date, time, and/or place, the public will be notified in accordance with 5 ILCS 120/2.03.

The Board generally meets the third Tuesday of each month. For FY2324, there are two exceptions. The Board will not meet in July, 2023 and the November, 2023 meeting will occur on the second Tuesday.

FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT

**ORDINANCE 2023-05**

**ORDINANCE SETTING FORTH THE DATES OF REGULAR MEETINGS OF THE  
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES**

Meetings are held in the Meeting Room of the Dundee Library, 555 Barrington Avenue, East Dundee, Illinois, generally on the third Tuesday of the month, starting at 7:00 p.m. An exception is the November 2023 meeting held on the second Tuesday. The dates for the fiscal year 2023 – 2024 are:

August 15, 2023	January 16, 2024
September 19, 2023	February 20, 2024
October 17, 2023	March 19, 2024
November 14, 2023	April 16, 2024
December 19, 2023	May 21, 2024
	June 18, 2024

The Board of Trustees will not meet in July, 2023.

Passed by the Board of Trustees of the Fox River Valley Public Library District this 20<sup>th</sup> day of June, 2023.

Approved:

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Kristina Weber, Ph.D., President  
Fox River Valley Public Library District

Attest:

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Christine L. Evans, Secretary  
Fox River Valley Public Library District



**C.2 North Suburban Digital Consortium - OverDrive Contract Renewal**

**RECOMMENDED MOTION:** I move to authorize the Director to renew the contract with the North Suburban Digital Consortium, for annual collection assessment to purchase digital content and hosting, at a cost not to exceed \$25,000.

**BACKGROUND INFORMATION:**

Fox River Valley Public Library District is one of eight libraries in the eBook / eAudiobook consortium North Suburban Digital Consortium (NSDC). We organize and share the costs to develop an eBook and eAudiobook collection to give our patrons a wide variety of popular digital titles. We have been a participating member since Fall of 2005.

In April of 2022 the consortium added an eMagazines collection, and our annual assessment will continue to be \$3,750.00. As of the end of May 2023 there was access to over 4,700 titles in over 23 languages. Each issue can either be checked out for 7 or 14 days.

At the conclusion of FY2223, Fox River Valley Public Library District estimates patrons will have checked out over 47,000 digital titles.

Below are figures that capture the average of checkouts and cost per checkout from pre-pandemic levels to current:

FY1920

Checkouts:	43,687 (yr) / 3,641 (mo)	Cost per checkout:	.34
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FY2021

Checkouts:	43,525 (yr) / 3,627 (mo)	Cost per checkout:	.36
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FY2122

Checkouts:	46,075 (yr) / 3,839 (mo)	Cost per checkout:	.35
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FY2223

Checkouts:	46,329 (yr)* / 4,211 (mo)*	Cost per checkout:	.33*
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\*data for 11 months (this figure includes over 2,100 eMagazines)

**C.3 Electronic Resource – LinkedIn Learning Contract**

**RECOMMENDED MOTION:** I move to authorize the director to contract with LinkedIn for LinkedIn Learning, an electronic resource for online learning, at a cost not to exceed \$13,125.

**BACKGROUND INFORMATION:**

LinkedIn Learning has over 16,000 courses in 7 different languages on hundreds of topics with over 50 new courses added per week. The platform offers staff and patrons access to courses on computer software, leadership/management, business skills and more. The video-based content speaks to those that are under-employed and unemployed looking to boost their competencies, offering courses that support the present work skills or learn new proficiencies.

Our library managers often assign goals to staff who need to learn more about a certain topic or skill. LinkedIn Learning is a convenient way to obtain that knowledge. Additionally, our IT department use the videos in order to get a quick understanding for technology topics to assist others.

A similar type of database (with less name recognition) was also tested but its user interface was unimpressive, and at this time we believe LinkedIn Learning is a much better product and our renewal price stayed the same. Our PR Manager has a plan to greatly increase promotion of this important resource so that patrons are more aware of the breadth of courses they can access.

LinkedIn Learning does not require patrons to create a LinkedIn profile to use the product, only a library card number and PIN are needed.

Below are figures that capture the average of monthly views and the cost per view from pre-pandemic to current:

FY1920

Views:	4,840 (yr) / 403 (mo)	Cost per view:	2.71
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FY2021

Views:	4,768 (yr) / 397 (mo)	Cost per view:	2.76
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FY2122

Views:	3,868 (yr) / 322 (mo)	Cost per view:	3.40
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FY2223

Views:	2,744 (yr*) / 249 (mo)*	Cost per view:	5.20*
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\*data for 11 months

FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT

EXHIBIT C.4  
June 20, 2023

**C.4 Janitorial Service – Multisystems Management Company Contract**

RECOMMENDED **MOTION**: I move to authorize the Director to enter into a one year contract with Multisystems Management Company for janitorial services for Dundee and Randall Oaks Libraries in an amount not to exceed \$41,760.

BACKGROUND INFORMATION:

Notice was given the Fox River Valley Public Library District, Kane County, IL., was seeking proposals from qualified contractors for janitorial services for the following facilities: Dundee Library, 555 Barrington Ave., East Dundee, IL (30,000 sq.ft.) and the Randall Oaks Library, 500 Randall Rd., West Dundee, IL (5,000 sq.ft.). The scope of work is inclusive of 7 days per week. The Facility Manager received 11 proposals:

Company	Year	Monthly DL	Monthly RO	Monthly Total	Annually 1 Yr Total	3Yr Total
SW Cleaning	2023	\$ 2,406.50	\$ 1,000.00	\$ 3,406.50	\$ 40,878.00	
	2024	\$ 2,406.50	\$ 1,000.00	\$ 3,406.50	\$ 40,878.00	
	2025	\$ 2,406.50	\$ 1,000.00	\$ 3,406.50	\$ 40,878.00	\$ 122,634.00
Multisystems Management Company	2023	\$ 2,800.00	\$ 680.00	\$ 3,480.00	\$ 41,760.00	
	2024	\$ 2,800.00	\$ 680.00	\$ 3,480.00	\$ 41,760.00	
	2025	\$ 2,800.00	\$ 680.00	\$ 3,480.00	\$ 41,760.00	\$ 125,280.00
Bravo Services Management Company	2023			\$ 3,500.00	\$ 42,000.00	
	2024			\$ 3,500.00	\$ 42,000.00	
	2025			\$ 3,500.00	\$ 42,000.00	\$ 126,000.00
UniMax Management Company	2023			\$ 3,650.00	\$ 43,800.00	
	2024			\$ 3,650.00	\$ 43,800.00	
	2025			\$ 3,650.00	\$ 43,800.00	\$ 131,400.00
Vanguard Cleaning Systems	2023	\$ 2,640.00	\$ 1,150.00	\$ 3,790.00	\$ 45,480.00	
	2024	\$ 2,640.00	\$ 1,150.00	\$ 3,790.00	\$ 45,480.00	
	2025	\$ 2,640.00	\$ 1,150.00	\$ 3,790.00	\$ 45,480.00	\$ 136,440.00
ECO Clean Maintenance	2023	\$ 3,511.00	\$ 909.00	\$ 4,420.00	\$ 53,040.00	
	2024	\$ 3,511.00	\$ 909.00	\$ 4,420.00	\$ 53,040.00	
	2025	\$ 3,511.00	\$ 909.00	\$ 4,420.00	\$ 53,040.00	\$ 159,120.00
Jani King (only 1 Yr)	2023	\$ 3,185.00	\$ 1,395.00	\$ 4,580.00	\$ 54,960.00	n/a
	2024	n/a	n/a	n/a	n/a	n/a
	2025	n/a	n/a	n/a	n/a	n/a
Imperial Services (current provider) (cost increase)	2023	\$ 3,651.00	\$ 1,660.00	\$ 5,311.00	\$ 63,732.00	
	2024	\$ 3,651.00	\$ 1,660.00	\$ 5,311.00	\$ 63,732.00	
	2025	\$ 3,870.00	\$ 1,760.00	\$ 5,630.00	\$ 67,560.00	\$ 195,024.00
Best Quality Cleaning	2023			\$ 6,720.00	\$ 80,640.00	
	2024			\$ 6,720.00	\$ 80,640.00	
	2025			\$ 6,720.00	\$ 80,640.00	\$ 241,920.00

FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT

EBM	2023	\$ 9,468.81	\$ 113,625.72	
Executive Building	2024	\$ 9,468.81	\$ 113,625.72	
Maintenance	2025	\$ 9,468.81	\$ 113,625.72	\$ 340,877.16
Redline	2023	\$ 12,120.00	\$ 145,440.00	
Commercial	2024	\$ 12,120.00	\$ 145,440.00	
Cleaning	2025	\$ 12,120.00	\$ 145,440.00	\$ 436,320.00

The Facilities Manager has conducted reference checks and facility size comparisons for the lowest three, and although SW Cleaning is the lowest proposal received, the Facilities Manager recommends Multisystems Management Co. for a one year service agreement for janitorial services. Multisystems Management Company services the Village of Mount Prospect (library included), City of Lake Forest, and two high schools.

**C.5 Website Transition Services - LibraryMarket**

RECOMMENDED **MOTION**: I move to authorize the Director to purchase website transition services from LibraryMarket in an amount not to exceed \$15,000.

**BACKGROUND INFORMATION:**

FRVPLD currently uses Drupal 7.0 for its website Content Management System. This system will become obsolete in November, 2023. Transitioning to Drupal 9.0 will extend the website’s viability. More than an upgrade, the transition involves a rewrite of existing code; hence the need to purchase service at this time.

Proposals were sought and the IT Manager recommends selection of LibraryMarket to facilitate the transition based on FRVPLDs experience with this vendor, lowest cost of development, and shorter lead time prior to completion. LibraryMarket has designed, hosted, and maintained FRVPLDs website since December 2015. Support has always been top-notch with all issues, and normally resolved within a day. Remaining with LibraryMarket will reduce staff training, and patrons are currently familiar with the site. An improved user experience is expected.

The following quotes were received:

<b>Company</b>	<b>Customers</b>	<b>Quote Type</b>	<b>Estimated Website Design &amp; Development</b>	<b>Calendar and Annual Maintenance</b>	<b>1st year Total</b>
Bibliocommons	Chicago, Glenview	Verbal	\$30,000.00	\$14,000.00	\$44,000.00
LibraryMarket	Des Moines, Morton Grove, Madison County, Fox River Valley Public Library District	Formal	\$8,000.00	\$3,700.00	\$11,700.00
WEBLinx	Crystal Lake, Oswego, Waukegan, Sugar Grove, Plainfield	Email	\$16,875.00	\$3,455.00	\$20,330.00

**C.6 Library Sign Landscape Project – Invoice Approval**

RECOMMENDED **MOTION**: I move to authorize the Director to approve the invoice for landscape improvements around the new Library sign.

**BACKGROUND INFORMATION:**

Installation of the new electronic library sign required replacement of surrounding landscaping. Cost for these improvements were slightly over the Director's authority to spend. Administration recommends the Board authorize this expense in the amount of \$10,312.00.