

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

**February 20, 2024
7:00 PM**

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

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

Director’s Report—Executive Director Amy Dodson

- Winter Reading Challenge Wrap-up Presentation – Randall Oaks Manager Brittany Berger
- Department Head Reports
- Dashboard

A. Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from the January 16, 2024 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for January, 2024**
- A.1.c Monthly Financial Report for January 2024**
- 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 January 2024**
- A.1.j Ehlers Account Statement for January 2024**

B. Unfinished Business – none

C. New Business

Exhibit C.1 2-Year Contract for Internet & Phone Service – Comcast

Exhibit C.2 Strategic Plan Update

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

Executive Session 5 ILCS 120/2(c)

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
February 20, 2024 Regular Meeting

Our library district, as part of the CCS consortium, will soon be a participating library of the Find More Illinois (FMI) initiative. Find More Illinois is a statewide interlibrary loan platform managed by RAILS. Patrons of participating FMI libraries can locate and request materials from other members to be delivered to their home library. Illinois libraries of all sizes and types are eligible to participate in Find More Illinois. Find More Illinois membership allows CCS libraries to support resource sharing outside of CCS borders. In addition to promoting resource sharing, Find More Illinois provides a streamlined borrowing experience for patrons. There is a cost to share materials through the Find More Illinois platform. (The current interlibrary loan service through OCLC Worldshare will not be replaced by FMI.) The good news is that RAILS has grant funds to support resource sharing, allowing for a trial period of two years. The CCS Governing Board voted in favor of joining Find More Illinois as a full consortium through FY25-26, utilizing the support grant funds to cover the associated costs. FRVPLD will begin the onboarding process in August 2024.

The managers of Randall Oaks, Account Services, and IT have been working on plans related to our AMH (Automated Material Handling) System – also known as a materials sorter or bin sorter. Both libraries have an AMH sorter, and they have been problematic for quite a while, often out of service for weeks at a time. We will continue to use the equipment for as long as it is practical, but we will no longer pursue repairs or new parts. If the equipment stops working before a replacement system is in place, the staff will manually check in materials. Meanwhile, the team will continue to research alternatives that could provide cost-efficient solutions. More details can be found in this month's IT Department report.

Executive Assistant Karen Werle retired on February 2. The last part of January was spent recruiting a new Executive Assistant and making the most of our remaining time with Karen, who worked for the library district for more than 20 years. She has a wealth of institutional knowledge, and (thankfully) left us with abundant documentation. We are delighted that Youth Services Librarian Amanda Keen has joined the Administration team as the new Executive Assistant. While we will greatly miss Karen, we are confident that Amanda will excel in her new position. We are actively recruiting a full-time Youth Services Librarian.

I attended the January 17 board meeting of WIN (Wellness Insurance Network). We reviewed document updates, discussed changes to 2024 coverage and costs, and heard updates on 2023 claims. On February 14 I attended the CCS Governing Board meeting, where we discussed ILS updates, new consortium members, and the Find More Illinois program. I also completed Sexual Harassment Awareness training this month, using our new KnowBe4 software program. (More information about this can be found in the Deputy Director's report.) The entire staff is completing the mandatory Sexual Harassment Awareness training throughout February.

Respectfully submitted,

Amy Dodson

Fox River Valley Public Library District January 2024 Department Reports

Deputy Director: Heather Zabski

January is an important month for governmental deadlines. 1099 forms were created and issued to relevant performers and contractors that the library did business with over the prior calendar year. The finance department calculated and filed our annual sales tax receipts with the Illinois Department of Revenue. This year, our annual ACA (Affordable Care Act) required reporting was handled by our payroll provider, Paylocity. Additionally, I completed our annual Worker's Compensation audit.

Finance Manager Sumitra Potharazu continues to expand her financial knowledge and add prestige to our organization's finances. She recently became a Certified Government Financial Manager. The certification of her achievement will arrive in August.

This year we are utilizing our KnowBe4 software to meet the annual state requirement for harassment training. KnowBe4 is an integrated platform for security awareness training, and we have been using their security awareness training program to make staff more aware of technology-related threats, such as phishing. In January, managers completed the required manager harassment training. We will promote the staff harassment training campaign starting in February, giving staff the remainder of the month to complete their requirements. Using KnowBe4 training is an efficient and practical way to meet this annual requirement.

In addition to annual state requirements, we are also adding more online training options for staff. After having a public services staff member preview the Ryan Dowd homelessness training, we decided to go ahead and purchase the software for staff to use. This training gives staff access to dozens of tutorials on topics as diverse as "Ornery Teenagers," "Substance Abuse 101," and "Service Animals." The basic "Homelessness De-Escalation Training" clocks in at around five hours. This is a great way to provide our staff with access to in-depth customer service training that they can view at their own pace.

Randall Oaks: Brittany Berger

Much like December, January was another busy month at Randall Oaks. We saw increased foot traffic due to the Recreation Center's basketball games and new pickleball leagues. That combined with an increase in programming at Randall Oaks made for busy mornings and evenings. Keeping in tune with the chilly season, this month's interactive board was aptly titled "Sweater Weather" and kids colored a total of 266 cozy sweaters to decorate the wall near the children's area. The scavenger hunt for this month was a big hit, and we awarded prizes to 285 kids who found all eight winter animals hidden around the library. Our voting station continues to grow in popularity, with an incredible 152 votes cast in this month's "walrus vs. narwhal" theme (narwhals won!).



The Randall Oaks' materials sorter, which broke on December 4, was briefly back in operation on January 18 after being fitted with a new belt. After a few days of use it unfortunately jammed up again on January 23 and the newly replaced parts would no longer turn. A technician from Bibliotheca was able to solve the problem on January 29 and thankfully it has been running well since then.



There were 10 programs at Randall Oaks in January with a total attendance of 197 patrons. Librarian Rachel Dunne and Library Assistant Lisa Knapp continued their adult craft series, Artful Adventures, this time with a snowman theme. Lisa's version on January 10 went very well. But unfortunately, due to the extreme weather and library closures, the program scheduled for January 9 got bumped to January 16... and then got bumped again to January 30! Program attendance dwindled significantly due to the changing dates, and the next Artful Adventures will be in springtime. Lisa also hosted Marble Run Mania on January 17, where she encouraged 25 participants to work together in groups to invent obstacle courses for their marbles. In the pictures below you can see the large scale table mazes and the individual poster mazes that patrons created during the program. Rachel offered another needle felting program on January 23 and published a great blog post on our website for patrons who would like to try out these techniques at home.



January 30, 2024

Needle Felt Fun

In case you missed Randall Oaks' Needle Felt Cozy Creatures program last week, here is a little recap and some instructions in case you would like to attempt this craft at home.

[Read More](#)

The 2024 Winter Reading Challenge, "Reading Wrap-Up", concluded on January 20 though finishers could still come to collect their prizes until January 31. We had a truly overwhelming turnout for this year's challenge with a 21% increase in registrations over last year, and a staggering 58% finisher increase. We also saw a 58% completion rate which is a

record high for any past winter reading challenge. Due to the unexpected increase in participants, after we ran out of the limited edition library brand blankets in early January, patrons could choose from a variety of colorful plaid scarves. We ended up handing out 200 blankets and 48 scarves. Check out all the stats below:

	2024	2023
Youth Registrations	202	169
Youth Finishers	109	75
Adult/Teen Registrations	272	224
Adult/Teen Finishers	163	97
Total Registrations	474	393
Total Finishers	272	172
Completion Rate	58%	45%

The Summer Reading Committee is also hard at work planning our 2024 challenge. The theme we've chosen is "Adventure Begins at Your Library" from the Collaborative Summer Library Program. More information will be coming soon!

Adult and Teen Services: Sam Bunte

Due to the inclement weather throughout January, ATS had to cancel a number of programs and we also saw more no-shows from people registered for programs than we usually do. We are confident it is because people simply didn't want to venture out even when we were open with bad weather and we don't blame them one bit! Between our closures and some patrons just not wanting to drive over, we also canceled/rescheduled a number of our one-on-one appointments, but even so, we ended up providing 67 of these during January. Between these individualized appointments and assisting with 843 reference queries, ATS staff were kept incredibly busy while things were quiet in many other respects.

After a successful launch with a Punch Needle Craft program a few months ago, Librarian Marisol Bribiescas and Library Assistant Kayla Lawrence hosted another Punch Needle event and patrons got to work on new creations. Again, fun was had by all and requests were made to attend another event in the future.



Library Assistant Katie Redding hosted an Intermediate Crochet class and was pleased to receive a couple of emails from attendees later that week thanking her for the program and expressing how much fun they had. We always love hearing

from patrons and gauging their thoughts on the programs we're presenting, so it's appreciated these two took the time to get in touch.

Shrink charms are always a hit with various age groups and Teen Librarian Danielle Pacini hosted a themed shrink charms program. The Studio Ghibli-Inspired evening gave teens the opportunity to make charms using artwork from their favorite Hayao Miyazaki films. Our talented and artistic teens created wonderful pieces.



January also saw the launch of an ambitious multi-month program of Harry Potter trivia, with each event focusing on a single book. We naturally started with book 1 and books 2-7 are coming later in the year! Library Specialist Erica Acevedo worked with Youth Services Librarian Amanda Keen to create a magical evening for attendees of all ages. Erica utilized our 3D printer to create all kinds of themed items for patrons to take home, including wax seals after using a candle melter to work in conjunction with 3D printed creations.



Account Services: Keri Carroll

January did surprisingly well for circulation numbers and visits despite the multiple weather-related closures both locations had. The libraries were closed almost 50 hours more than January 2023; Dundee managed to have more average visitors and both locations were on track to surpass January 2023 visitor numbers. It's endearing to know that, even in the face of bad weather, patrons still prioritize the library.

Home deliveries picked back up from the December dip, with new patrons regularly signing up for this service. Delivery driver Jack Gallaway frequently comments on the new houses he sees on the routes, complimenting the library's means of reaching patrons to inform them of this service. We currently deliver twice a week – Monday and Friday – but after much consideration will be making the switch to Tuesday and Friday in February after President's Day.

Part of this decision was made in response to the number of Monday closures we had in December and January, some due to the weather and others due to the holidays. Federal holidays prefer Mondays (see February's President's Day) and Shelver Supervisor Dee Hughes—who creates the bi-weekly routes and packs the bags—and I were brainstorming options to ensure patrons don't miss out on delivery days. Additionally, we wanted to ease the burden off of Jack when a whole week's worth of deliveries fall on a single day.

After considering the holiday closure schedule, we also considered how holds come via RAILS deliveries. We don't receive deliveries on the weekends, and many libraries don't pull holds at the same frequency on the weekends that they do during the week. By giving patrons one "extra" day to get their weekend holds in and processed, we can deliver more items on Tuesday than we can on Monday. As we roll out this new day and evaluate its effectiveness, we'll also continue to consider the need for additional delivery days as more new patrons use this service. At the moment, both Jack and Dee continue to efficiently manage the current delivery workload.

Public Relations & Outreach: Kirstin Finneran

Community Outreach. We will be partnering with the Kane County Law Library & Self Help Legal Center to offer "Lawyer in the Library" every third Tuesday of the month from 6 to 7:30 p.m. at the Dundee Library. Volunteer attorneys from the Kane County Law Library & Self Help Legal Center will be available in-person for 15-minute meetings to assist with legal coaching, document review, referrals to other services, eFiling court documents and legal questions. No registration is necessary. Spanish interpreters will be available for these programs. The first session is scheduled for March 19.

We welcomed staff from the offices of IL Representatives Suzanne Ness and Anna Moeller to once again set up a "Valentines for Healthcare Heroes" card making station at the Dundee Library. Kids visiting the library made cards for healthcare workers at Advocate Sherman Hospital.

IPLAR Palm Card Updated. Updated with data for 2023. Added "Population Served" line to the section about property taxes. This will provide an important perspective on the imbalance of taxes paid and the number of people to serve within the districts. We also printed a poster version of this information and posted it at the front door of the Dundee and Randall Oaks Libraries so patrons were aware of our statistics.

Promotion of eResources. We are encouraged by some of the usage numbers coming in for our eResources. We've made an effort in the past six months to focus our attention on the promotion of digital products. Comparing usage numbers of July 2023 to January 2024, notable increases include Axis 360/Boundless (up 47%), hoopla (up 13%), Newsbank (up 3874% - that is not a typo), Heritage Quest (up 497%), LinkedIn Learning (up 67%), Overdrive (up 13%), and World Book Online (up 3500%).

eNews

Subject	Date Sent	Emails Sent	Unique Opens	Unique Opens %	Total Clicks
Library Card Tune-Up, Apple Mac Minis, Winter Storytimes	1/3/2024	12660	5949	47.06%	586
Winter Reading Wrap-Up, New Hobbies, Football Fiction	1/17/2024	13020	4273	32.88%	311
3D Printing, Youth Book Award Winners	1/24/2024	13002	4428	34.09%	429
eNews en Español	1/25/2024	139	89	64.03%	14
Tax Forms & Prep Resources, Crafty Teen Programs, Job Opening	1/31/2024	12985	5902	45.50%	290

Social Media Insights - January 2024

Facebook

Reach: 15.4K

Engagement: 1,856

Followers: 2,829 (34+)

Instagram

Followers: 817 (13+)

Accounts reached: 686

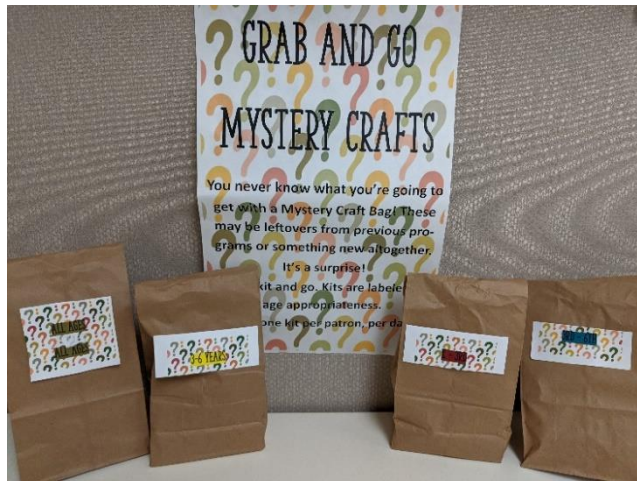
Accounts engaged: 112

Threads

101 followers (+9)

Youth Services: Heather Ji

The weather was definitely against us in January, but we still had 704 children attend our programs and outreach storytimes at local preschools. Additionally, 220 participated in passive activities such as this cute winter clothing themed scavenger hunt created by Library Clerk Kate Shepherd and 267 received our take home Mystery Craft Kits created by Library Assistant Erin Sikorski using leftover program supplies!



The schools were still on break for the first week of January, so we provided extra programming to keep kids busy. Library Assistant Lizbeth Hernandez held a movie night and showed *Cars*, and Library Assistant Amairani Lopez hosted Noche de Juegos, a family game night that included games popular with our Spanish speaking patrons such as Serpientes y Escaleras, Pirinola, and Loteria.



Librarian Amanda Keen and ATS Library Specialist Erica Acevedo successfully presented the first in a series of Harry Potter trivia programs, challenging patrons with questions from *Harry Potter and the Sorcerer's Stone* and using impressive props and lighting to give our meeting room an authentic Hogwarts atmosphere.



While we don't want to encourage kids to play with their food, they do have a lot of fun in Lizbeth's Foodie Kids and Erin's Foodie Kids Jr. every month! The older kids made doughnut snowmen and the preschoolers made Pete the Cat's face on an English muffin and a library card out of a graham cracker.



Amanda's In My Neighborhood program followed the winter treats theme and hosted Mockingbird owner Kathleen Bergeron for a discussion of what it's like to own a restaurant followed by a hot chocolate bar featuring unique flavors such as cake batter and Mexican vanilla.



Our Homeschool programs run by Amanda have been rebranded and expanded to reach more kids, with Homeschool Studio for grades 4-6 and Homeschool Hangout for all ages. January's Homeschool Studio taught the technique of Coptic bookbinding using waxed thread, cardstock folios, and black book board covers.



We kept the little ones moving with our monthly programs Good Vibes Yoga, presented by Elizabeth Flores, and Tot's Town, presented by Amairani and Jessica Nelson. Tot's Town included a tunnel, ball pit, sock matching on a clothesline, a pom-pom matching snowman, along with other games.





Facilities: Michael Lorenzetti

Roof – The large patch was completed over the summer and to date there has been no water leakage into the facility. The heavy snowfall in January has melted and during that time it was important to keep all drains free of debris on the roof as well as the outlets at ground level.

Weather events – Cold and ice events occurred in January with the library having emergency closing days as well as opening late. The safety of our library team members as well as patrons are of utmost importance. These dates included: 1/09 closed at 4pm, 1/12 closed all day, 1/13 delayed open at 12pm, 1/16 closed all day, and 1/23 delayed open at 12pm.

Then, as the weather warmed after the sub-freezing temps, black ice formed in certain areas of the parking lot. Facilities planned with Winter Services to swing through with a salt truck in the morning hours before team members arrived. This proved to be successful.

EGSL – In a continued effort for air quality at the Dundee Library, Environmental Group Services Ltd., tested the air in areas of the library on 1/15. The report revealed all levels were below a common threshold. This typically means that the air quality inside the library is better than outside.

Our HVAC provider Elgin Sheet Metal was onsite (2/06) to replace a belt on RTU #1 that was squealing.

The Dundee Library quarterly cleaning of the carpet was accomplished on 2/03.

Fire alarm testing by Fox Valley Fire and Safety was completed on 2/05. No issues found.

Facilities has returned to making weekly pick ups at the Fish Food Pantry to supply our Little Free Pantry (Take What You Need, Leave What You Can) in the east entry foyer.

PATS (Purchasing, Acquisitions and Technical Services): Karin Nelson

Savings: Slightly over \$500 in January.

Library of Things: We recently added a karaoke machine which can also be a portable PA speaker system and Blu-Ray/DVD players.

IT / Network: John Sabala

Bibliotheca – Maintenance Contract Update



A team comprised of John Sabala, Keri Carroll & Brittany Berger analyzed the usage of the Automated Material Handlers (AMH). It was determined that there is no need for these devices for the following reasons:

- Breakdowns appear to be happening more frequently and outages lasting weeks instead of days.
- Accuracy of sorting the items is declining. Estimated Accuracy is roughly 93%. (1 out of 15 sorted incorrectly)
- Cost of Maintenance is high. (\$14,221.43 – 6 Month Agreement)
- Additional Concerns
 - 15%-20% of items sorted are exceptions, requiring a manual Recheck-in and duplication of work.
 - Space is needed for staff and carts in Check-In areas and potential Hold Shelf area.

It is our recommendation not to renew the Bibliotheca Maintenance Contract in March. This will save \$14,221.43 in expected costs for the remaining 6 months. We will continue to use the AMH hardware until a major failure occurs. Both Randall Oaks and Dundee Library realize that there are labor savings and accuracy gained by having an automated check-in system, and in the coming FY24-25 Budget process we will investigate the purchase of replacement alternatives to the AMH, i.e., a Smart Bin (check-in system).

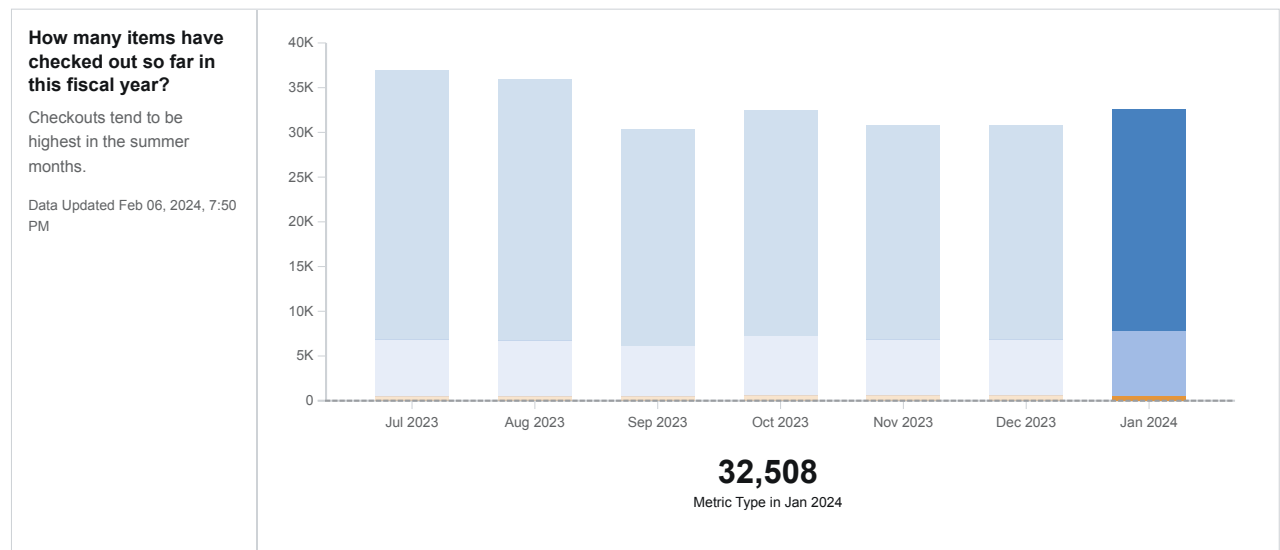
If a replacement system is not found prior to the demise of AMH systems, the staff will perform the check-in and sort process manually. Material Check-ins for 2023 was 127,738 items and that is very manageable for the number of staff.

How are we doing?

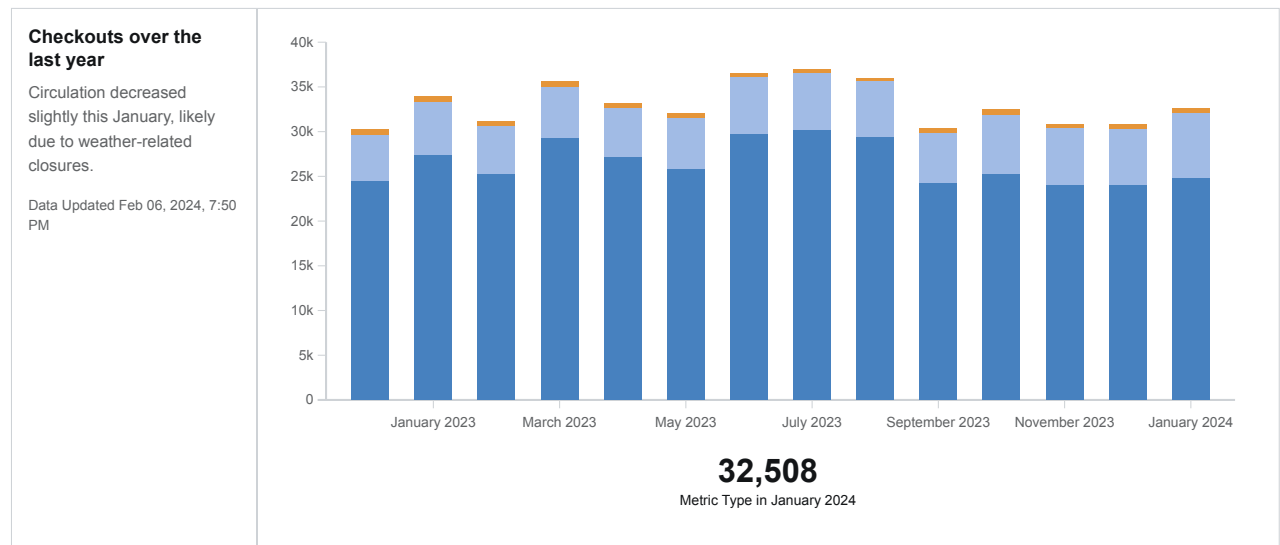
The monthly Dashboard tells our story

Click the graphs to see more details

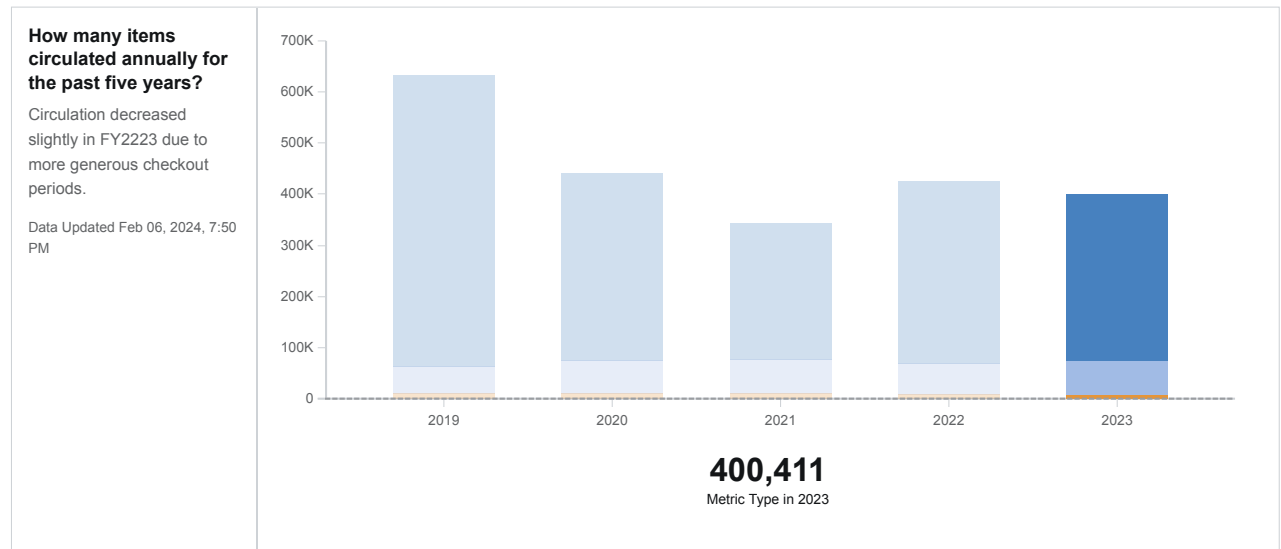
Checkouts - This Fiscal Year



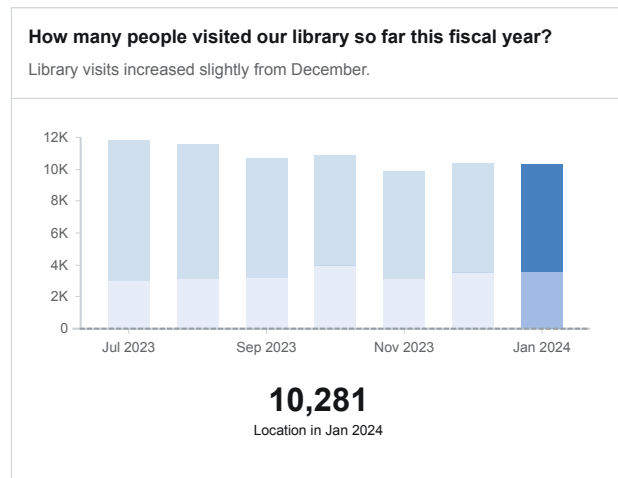
Checkouts - 13 Month Trends



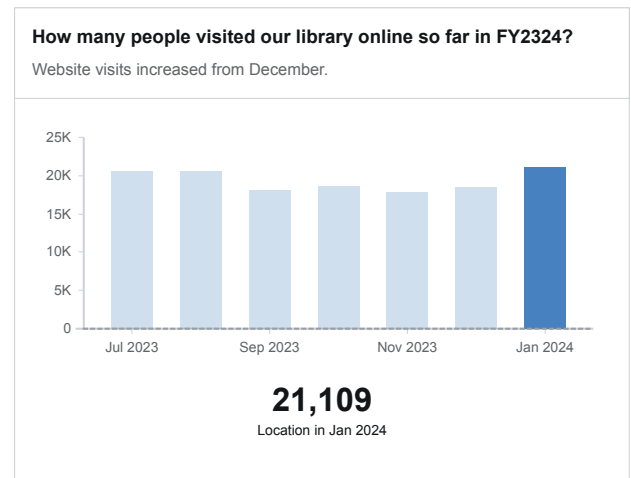
Checkout Trend



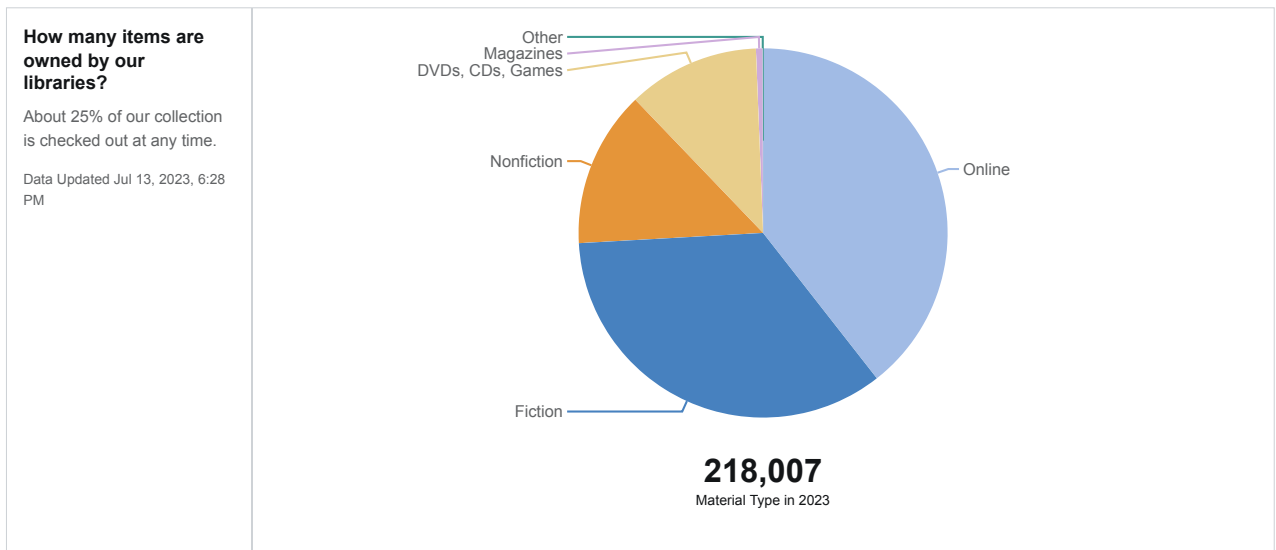
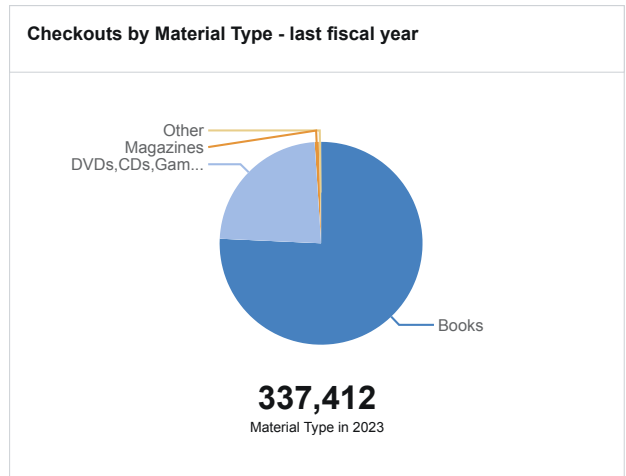
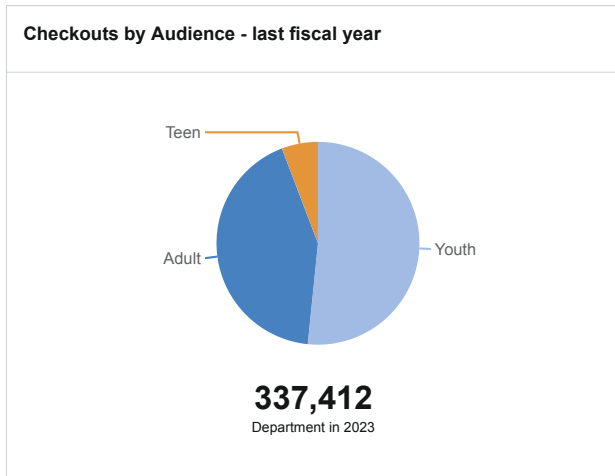
Library Visits - This Fiscal Year



Website Visits - This Fiscal Year



Physical item checkouts

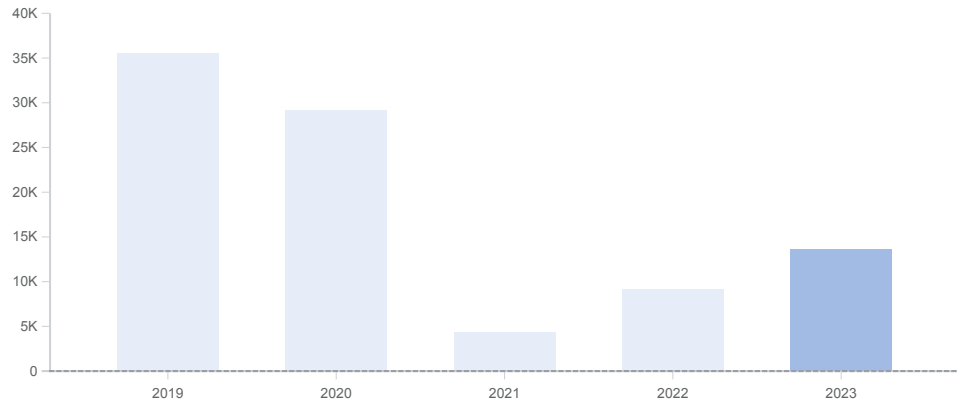


Program Attendance Trend

Program Attendance Trend

Program attendance is increasing from a low in 2021 caused by the COVID-19 pandemic.

Data Updated Feb 06, 2024, 7:50 PM

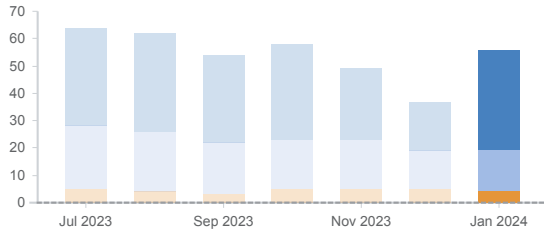


13,558

Metric Type in 2023

How many programs have been held so far this FY?

We hosted more programs in January than in February.

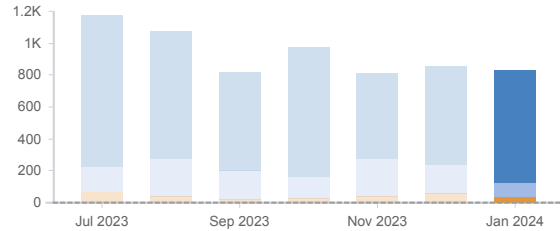


56

Metric Type in Jan 2024

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

We saw a slight decrease in program attendance from December.

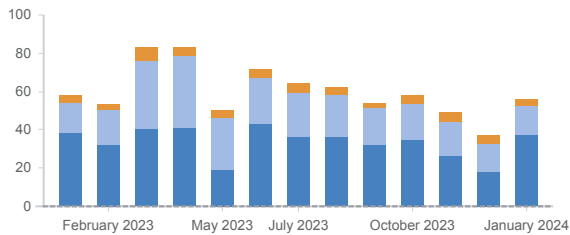


831

Metric Type in Jan 2024

Library Programs Held- Past 13 Months

We offered slightly fewer programs this January.

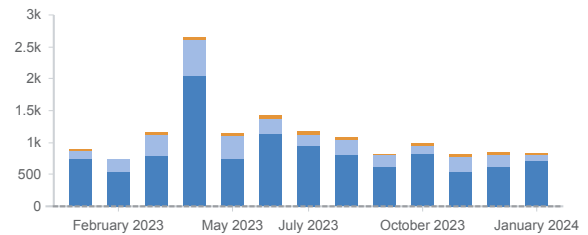


56

Metric Type in January 2024

Library Program Attendance - Past 13 Months

We saw a slight decrease in program attendance this January.



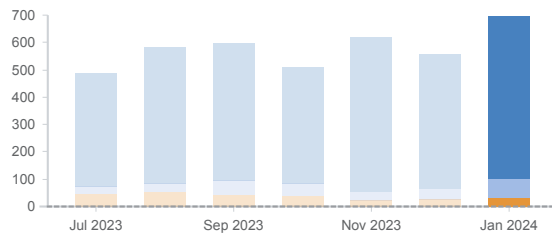
831

Metric Type in January 2024

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

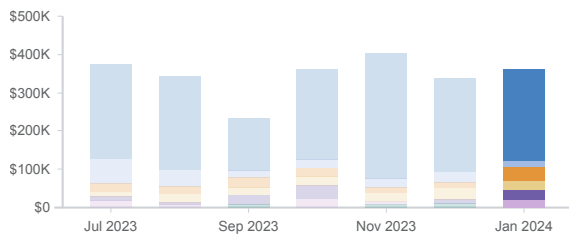


695

Metric Type in Jan 2024

Monthly Spending- this year

How much does the Library spend each month this FY?



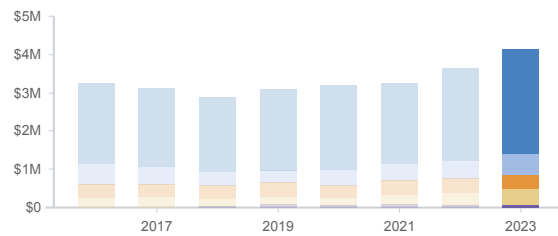
\$360,094.38

Expenses in Jan 2024

Past years' spending

How much does the Library spend each year?

Inflation and building improvement projects increased expenses in FY2223.



\$4,121,962.47

Expenses in 2023



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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 January 16, 2024 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for January 2024 Board of Trustees Meeting**
- A.1.c Monthly Financial Report for January 2024**
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- A.1.i Balance Sheet for January 2024**
- A.1.j Ehlers Investment Inventory for January 2024**

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

This meeting of the Fox River Valley Public Library District Board of Trustees will be held without a quorum of Trustees physically present as the library building was closed due to dangerous wind chill temperatures.

PUBLIC NOTICE

Due to dangerous wind chill temperatures on **January 16, 2024**, the Board President has concluded it would not be prudent to open the library building and conduct an in-person meeting. Anyone interested in attending may do so at this link <https://us06web.zoom.us/j/83761118908>. If anyone would like a comment read in the Public Comment portion of the meeting they may do so by leaving a message for Dundee staff at 847-428-3661 no later than 5:00 pm on Tuesday, January 16, 2024.

Fox River Valley Public Library District Board of Trustees Meeting January 16, 2024

MINUTES

The meeting was called to order by President Kristina Weber at 7:03 PM. Weber noted the meeting was held without a quorum of trustees physically present due to closure of the library building because of dangerous wind chill temperatures. She then polled all trustees to ensure they can see and be heard. All present rose to recite the Pledge of Allegiance.

Roll Call

Members present:	President	Kristina Weber
	Vice Pres	Maryann Dellamaria
	Treasurer	Tara Finn
	Secretary	Christine Evans
	Trustee	Matt Goyke (arrived 7:19 PM)
	Trustee	Paula Lauer
	Trustee	Dan Wisniewski

Members absent: none

Others present: Executive Director Amy Dodson, Deputy Director Heather Zabski, Sam Bunte, Heather Ji, Keri Carroll, Karin Nelson, Michael Lorenzetti, Sumitra Potharazu, John Sabala, Brittany Berger, Tami Olszewski

Public Comment

There were no comments.

President's Report

There was no report.

Director's Report

Ehlers Investment Portfolio Review

Tami Olszewski, of Ehlers, Inc. presented an overview of the current and projected status of library investments in the coming year. She reviewed the ways in which Ehlers monitors the account to ensure maximum return on investment and compliance with Federal guidelines.

Strategic Plan Update

Deputy Director Zabski reviewed the progress made in reaching the goals of the expiring Strategic Plan. Trustees commented on the volume of work and scope of the plan.

Department Reports and Dashboard

There will be a Facilities report included in future Department Reports.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the November 14, 2023 Truth in Taxation Hearing
- A.1.b Minutes from the November 14, 2023 Board of Trustees Meeting
- A.1.c Minutes from the December 2, 2023 Strategic Planning Retreat
- A.1.d Check/Voucher Register for November 2023
- A.1.e Check/Voucher Register for December 2023
- A.1.f Monthly Financial Report for November 2023
- A.1.g Monthly Financial Report for December 2023
- A.1.h Revenue Summary – All Funds Combined – Budget v Actual Revenues for November 2023
- A.1.i Revenue Summary – All Funds Combined – Budget v Actual Revenues for December 2023
- A.1.j Revenue Summary – All Funds Combined by Period for November and December 2023
- A.1.k Expenditure Summary – All Funds Combined – Budget v Actual Expenses for November 2023
- A.1.l Expenditure Summary – All Funds Combined – Budget v Actual Expenses for December 2023
- A.1.m Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for November 2023
- A.1.n Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for December 2023
- A.1.o Expenditure Summary – All Funds Combined by Period for November and December 2023
- A.1.p Balance Sheet for November 2023
- A.1.q Balance Sheet for December 2023
- A.1.r Ehlers Investment Inventory for November and December 2023

Weber inquired whether there were any items trustees would like withheld prior to discussion. Hearing none, she called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.K AS PRESENTED*; moved by Finn and seconded by Goyke. There were no questions; Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Unfinished Business

There was no Unfinished Business.

New Business

Exhibit C.1 Ordinance 2024-01 Nonresident Cards

Weber called for a motion to *ADOPT ORDINANCE 2024-01 NONRESIDENT CARDS AS PRESENTED*. Moved by Finn and seconded by Wisniewski, item opened for discussion. This ordinance is adopted annually as a requirement for state certification. There are no unserved areas adjacent to the District. There being no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.2 Public Comment Bylaws Update

Weber called for a motion to *APPROVE THE PUBLIC COMMENT BYLAWS UPDATE AS PRESENTED*. Moved by Dellamaria and seconded by Finn, item opened for discussion. Executive Director Dodson explained citizenship is not a requirement to make a public comment, therefore the word “Citizens” has been changed to “Meeting Attendees”. There was no further discussion; Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.3 Security Cameras Policy Update

Weber called for a motion to *APPROVE THE SECURITY CAMERAS POLICY UPDATE AS PRESENTED*. Moved by Lauer and seconded by Wisniewski, item opened for discussion. Executive Director Dodson explained the existing policy lacked important detail, and the update has been approved by the library’s attorney. There was no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.4 Minimum Wage Requirement – Update Salary Scale

Weber called for a motion to *APPROVE THE UPDATED SALARY SCALE AS PRESENTED*. Moved by Wisniewski and seconded by Finn, item opened for discussion. Dodson explained the update keeps the Library District on target to meet the statutory minimum wage requirement by January, 2025. There was no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.5 Landscape Maintenance Contract – Sebert Landscape Management

Weber called for a motion to *AUTHORIZE THE DIRECTOR TO ENTER INTO A THREE YEAR CONTRACT FOR BASIC LAWN MAINTENANCE WITH SEBERT LANDSCAPE MANAGEMENT AT A THREE YEAR COST NOT TO EXCEED \$14,016.00*. Moved by Finn and seconded by Wisniewski, item opened for discussion. Facilities Manager Michael Lorenzetti presented proposals for basic lawn maintenance; Sebert Landscape Management, the current provider, was the lowest bid. He explained other services, if any, would be billed on an ‘as-needed’ basis. There was no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Weber inquired if there were any questions or comments regarding future agenda items; Director Dodson noted there was an error in the motion approving the consent agenda. Weber then called for a motion to *APPROVE ITEMS A.1.A THROUGH A.1.R ON THE CONSENT AGENDA AS PRESENTED*. Moved by Goyke and seconded by Wisniewski, item opened for discussion. There being none, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

There being no further business, Weber called for a motion to *ADJOURN*. Moved by Wisniewski and seconded by Finn, she called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Meeting adjourned at 8:04 PM.

Fox River Valley Public Library District
Check/Voucher Register - Check Voucher Register
10100 - BANK ACCOUNTS
From 1/1/2024 Through 1/31/2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amo...</u>
Groot, Inc	11762066T107	1/17/2024	124.59
A & T Plumbing, Inc. and Son	44786	1/17/2024	375.00
Accurate Office Supply Co.	44787	1/17/2024	277.06
Ziegler's Ace Hardware	44788	1/17/2024	121.97
Alarm Detection Systems	44789	1/17/2024	214.11
Alliance Entertainment	44790	1/17/2024	504.15
AT&T	44791	1/17/2024	209.40
AT & T Mobility	44792	1/17/2024	111.91
Brodart Co.	44793	1/17/2024	73.98
Cooperative Computer Services	44794	1/17/2024	17,011.52
CDS Office Technologies	44795	1/17/2024	694.08
ComEd	44796	1/17/2024	3,104.68
Demco, Inc.	44797	1/17/2024	154.17
Dundee Township Park District	44798	1/17/2024	32,445.00
Environmental Group Services, Ltd.	44799	1/17/2024	880.00
Elgin Sheet Metal Company	44800	1/17/2024	685.00
Faronics Technology USA Inc	44801	1/17/2024	113.40
Garveys Office Products	44802	1/17/2024	903.52
INGRAM Library Services	44804	1/17/2024	6,505.63
KONE, INC	44805	1/17/2024	322.40
Libraries of Illinois Risk Agency	44806	1/17/2024	42,065.11
Library Market	44807	1/17/2024	7,700.00
LIMRiCC Unemployment Compensatio...	44808	1/17/2024	408.12
Midwest Tape Exchange, Inc.	44809	1/17/2024	803.79
Multisystem Management Company	44810	1/17/2024	3,480.00
Nicor Gas	44811	1/17/2024	558.36
OpenGov, Inc.	44812	1/17/2024	2,587.20
Paddock Publications, Inc.	44813	1/17/2024	73.60
Postmaster -Algonquin	44814	1/17/2024	3,000.00
ReThinking Libraries	44815	1/17/2024	5,033.37
Risk Program Administrators	44816	1/17/2024	4,459.00
Village Of Gilberts	44817	1/17/2024	100.00
Wellness Insurance Network	44818	1/17/2024	19,789.93
Winter Services LLC	44819	1/17/2024	816.00
Cardmember Service	44820	1/22/2024	3,373.02
SYNCB/AMAZON	Amazon ACH 01/...	1/2/2024	3,221.00
SYNCB/AMAZON	Amazon ACH 01/...	1/18/2024	232.09
Paylocity Payroll	DD01/2024 Paylo...	1/12/2024	303.04
Paylocity Payroll	DD01/2024 Paylo...	1/26/2024	738.89
Illinois Municipal Retirement	DD01/29/2024-I...	1/29/2024	19,969.87
Illinois Dept. of Revenue	DD20240124 IL ...	1/24/2024	34.00
ePay	Epap Fees Dec In...	1/1/2024	80.51
Illinois National Bank	INB Fees Dec in ...	1/31/2024	22.30
Office of the Secretary of State of Illi...	LP Withdrawal D...	1/1/2024	453.00
Office of the Secretary of State of Illi...	LP Withdrawals I...	1/31/2024	4,211.00
Office of the Secretary of State of Illi...	SSLT Fee Dec In ...	1/1/2024	32.50
Comcast	STMT202401DL-...	1/25/2024	342.13
Comcast	STMT202401RO-...	1/25/2024	230.54
	Total 10100 - BANK ACCOUNTS		188,949.94
Report Total			188,949.94

Fox River Valley Public Library District

Attachment to Exhibit A.1.c

Statement of Revenues and Expenditures - MonFin FY2324 - Unposted Transactions Included In Report

10 - GENERAL/CORPORATE

From 1/1/2024 Through 1/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	0.00	3,948,870.01	99.93%	3,951,428.00	2,557.99	0.06%
43020	PPRT	14,453.42	71,555.69	47.38%	151,000.00	79,444.31	52.61%
43500	IMPACT FEES	0.00	0.00	0.00%	15,000.00	15,000.00	100.00%
44010	INT & DIV INCOME	20,903.36	128,911.13	128.91%	100,000.00	(28,911.13)	(28.91)%
44011	MARKET VALUE ADJUSTMENT	1,145.95	4,544.56	0.00%	0.00	(4,544.56)	0.00%
45010	PER CAPITA GRANT	0.00	105,506.75	100.48%	105,000.00	(506.75)	(0.48)%
45020	OTHER GRANTS	0.00	4,468.38	22.34%	20,000.00	15,531.62	77.65%
46030	LOST & DAMAGED	359.14	2,480.31	70.86%	3,500.00	1,019.69	29.13%
46200	PRINT/COPY REVENUE	602.50	4,617.10	92.34%	5,000.00	382.90	7.65%
46250	LICENSE PLATE RENEWAL INCOME	5,060.50	39,742.50	61.14%	65,000.00	25,257.50	38.85%
46400	MISCELLANEOUS INCOME	0.00	0.00	0.00%	500.00	500.00	100.00%
46500	CASH OVER	0.25	74.65	149.30%	50.00	(24.65)	(49.30)%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	658.00	54.83%	1,200.00	542.00	45.16%
49010	MONETARY GIFT	0.00	14,841.76	0.00%	0.00	(14,841.76)	0.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
46110	MEETING RM RENTAL	0.00	60.00	120.00%	50.00	(10.00)	(20.00)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	24.70	110.05	110.05%	100.00	(10.05)	(10.05)%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	0.00	0.00%	25.00	25.00	100.00%
	Total REVENUES	<u>42,643.82</u>	<u>4,326,440.89</u>	<u>97.93%</u>	<u>4,417,853.00</u>	<u>91,412.11</u>	<u>2.07%</u>
	Total Revenues	<u>42,643.82</u>	<u>4,326,440.89</u>	<u>97.93%</u>	<u>4,417,853.00</u>	<u>91,412.11</u>	<u>2.07%</u>
Expenditures							
15	PERSONNEL SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	17,385.15	115,702.51	47.22%	245,000.00	129,297.49	52.77%

Fox River Valley Public Library District

Attachment to Exhibit A.1.c

Statement of Revenues and Expenditures - MonFin FY2324 - Unposted Transactions Included In Report

10 - GENERAL/CORPORATE

From 1/1/2024 Through 1/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
52121	IMRF	11,453.31	84,393.60	49.64%	170,000.00	85,606.40	50.35%
52122	REIMBURSED INS	94.00	658.00	54.83%	1,200.00	542.00	45.16%
52160	TUITION REIMB	0.00	957.59	9.57%	10,000.00	9,042.41	90.42%
52212	FICA/MEDICARE/SS-R	13,227.35	101,835.56	53.59%	190,000.00	88,164.44	46.40%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	21,993.00	21,993.00	100.00%
05	ADMINISTRATION						
52100	SALARIES	40,690.93	280,758.75	57.65%	487,000.00	206,241.25	42.34%
40	PUBLIC RELATIONS						
52100	SALARIES	14,096.48	97,588.30	58.08%	168,000.00	70,411.70	41.91%
50	IT / NETWORK						
52100	SALARIES	10,638.33	73,718.18	58.97%	125,000.00	51,281.82	41.02%
60	PATS						
52100	SALARIES	11,089.42	79,837.46	54.68%	146,000.00	66,162.54	45.31%
90	FACILITIES						
52100	SALARIES	10,055.72	65,246.37	43.78%	149,000.00	83,753.63	56.21%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	38,311.69	284,247.63	58.34%	487,185.43	202,937.80	41.65%
20	YOUTH SERVICES						
52100	SALARIES	27,336.51	184,852.53	52.73%	350,554.38	165,701.85	47.26%
70	ACCOUNT SERVICES						
52100	SALARIES	22,890.01	183,026.08	56.31%	325,000.00	141,973.92	43.68%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	18,898.04	130,459.40	55.99%	233,000.00	102,540.60	44.00%
	Total PERSONNEL SERVICES/BENEFITS	236,166.94	1,683,281.96	54.14%	3,108,932.81	1,425,650.85	45.86%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	122.25	5,176.98	51.76%	10,000.00	4,823.02	48.23%
61500	DATABASES	0.00	38,128.78	84.15%	45,307.00	7,178.22	15.84%
61510	EBOOKS	1,133.74	43,614.52	74.23%	58,750.00	15,135.48	25.76%
61520	DOWNLOADABLE MEDIA	2,935.48	18,378.13	54.05%	34,000.00	15,621.87	45.94%
61540	HOTSPOTS	0.00	6,000.00	58.82%	10,200.00	4,200.00	41.17%
64100	PROC FEES BOOKS	278.19	2,792.06	69.80%	4,000.00	1,207.94	30.19%
64200	PROC FEES AV	241.56	2,500.68	31.25%	8,000.00	5,499.32	68.74%
64500	ONLINE ORDERING FEE	0.00	738.34	98.44%	750.00	11.66	1.55%
05	ADMINISTRATION						
61120	BOOKS NF	0.00	40.50	8.10%	500.00	459.50	91.90%

Fox River Valley Public Library District

Attachment to Exhibit A.1.c

Statement of Revenues and Expenditures - MonFin FY2324 - Unposted Transactions Included In Report

10 - GENERAL/CORPORATE

From 1/1/2024 Through 1/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining	
1	61200	PERIODICALS	0.00	954.95	47.50%	2,010.00	1,055.05	52.49%
		Dundee Library						
	00	DEPARTMENT-WIDE						
	61200	PERIODICALS	0.00	2,156.24	89.47%	2,410.00	253.76	10.52%
	61600	VIDEOGAMES	211.45	4,127.38	27.51%	15,000.00	10,872.62	72.48%
	10	ADULT & TEEN SERVICES						
	61110	BOOKS FICTION	2,271.11	16,543.52	51.69%	32,000.00	15,456.48	48.30%
	61111	BOOKS LARGE TYPE	308.33	2,266.45	56.66%	4,000.00	1,733.55	43.33%
	61120	BOOKS NF	695.44	5,259.68	32.87%	16,000.00	10,740.32	67.12%
	61130	BOOKS SPANISH	0.00	0.00	0.00%	4,500.00	4,500.00	100.00%
	61140	GRAPHIC NOVELS	260.92	1,845.76	46.14%	4,000.00	2,154.24	53.85%
	61330	AUDIOBOOKS	390.92	3,766.19	53.80%	7,000.00	3,233.81	46.19%
	61350	MUSIC	171.76	1,275.38	42.51%	3,000.00	1,724.62	57.48%
	61400	DVD	517.09	5,222.62	49.73%	10,500.00	5,277.38	50.26%
	61700	NONTRADITIONAL MATERIALS	943.86	1,271.50	25.43%	5,000.00	3,728.50	74.57%
	15	TEEN						
	61100	BOOKS	376.34	3,908.34	48.85%	8,000.00	4,091.66	51.14%
	61130	BOOKS SPANISH	132.05	529.28	21.17%	2,500.00	1,970.72	78.82%
	61330	AUDIOBOOKS	0.00	390.93	39.09%	1,000.00	609.07	60.90%
	20	YOUTH SERVICES						
	61100	BOOKS	1,169.28	19,873.54	44.16%	45,000.00	25,126.46	55.83%
	61130	BOOKS SPANISH	93.46	4,187.23	52.34%	8,000.00	3,812.77	47.65%
	61330	AUDIOBOOKS	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
	61400	DVD	42.71	1,634.97	65.39%	2,500.00	865.03	34.60%
	61700	NONTRADITIONAL MATERIALS	0.00	810.80	20.27%	4,000.00	3,189.20	79.73%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	61200	PERIODICALS	0.00	1,452.55	103.01%	1,410.00	(42.55)	(3.01)%
	61600	VIDEOGAMES	564.72	4,066.37	58.09%	7,000.00	2,933.63	41.90%
	10	ADULT & TEEN SERVICES						
	61110	BOOKS FICTION	757.60	5,410.34	54.10%	10,000.00	4,589.66	45.89%
	61120	BOOKS NF	137.74	1,253.10	41.77%	3,000.00	1,746.90	58.23%
	61400	DVD	140.19	2,475.55	38.08%	6,500.00	4,024.45	61.91%
	15	TEEN						
	61100	BOOKS	177.97	1,399.31	46.64%	3,000.00	1,600.69	53.35%
	61330	AUDIOBOOKS	0.00	0.00	0.00%	250.00	250.00	100.00%
	20	YOUTH SERVICES						
	61100	BOOKS	424.16	7,197.42	51.41%	14,000.00	6,802.58	48.58%

Fox River Valley Public Library District

Statement of Revenues and Expenditures - MonFin FY2324 - Unposted Transactions Included In Report

10 - GENERAL/CORPORATE

From 1/1/2024 Through 1/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
61130	BOOKS SPANISH	17.06	311.23	20.74%	1,500.00	1,188.77	79.25%
61400	DVD	0.00	718.90	28.75%	2,500.00	1,781.10	71.24%
61700	NONTRADITIONAL MATERIALS	0.00	265.00	26.50%	1,000.00	735.00	73.50%
	Total LIBRARY MATERIALS	14,515.38	217,944.52	54.54%	399,587.00	181,642.48	45.46%
51	LIBRARY OPERATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
52123	WORKERS COMP	4,459.00	4,459.00	55.73%	8,000.00	3,541.00	44.26%
52124	UNEMPLOYMENT INS	408.12	(7,982.06)	(79.82)%	10,000.00	17,982.06	179.82%
52130	STAFF DEVELOPMENT	15.15	1,012.71	20.25%	5,000.00	3,987.29	79.74%
52140	PROFESSIONAL EDUCATION	39.00	1,109.70	36.99%	3,000.00	1,890.30	63.01%
52150	CONFERENCES	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
52170	ALLSTAFF SPEAKER	1,599.00	2,789.00	55.78%	5,000.00	2,211.00	44.22%
70800	POSTAGE	419.20	1,415.69	47.18%	3,000.00	1,584.31	52.81%
70900	SUPPLIES	784.86	5,421.48	41.70%	13,000.00	7,578.52	58.29%
73215	COPIER/PRINT EXPENSE	599.00	4,816.33	54.73%	8,800.00	3,983.67	45.26%
73225	PUBLIC LIABILITY INS	21,032.56	41,539.20	88.00%	47,200.00	5,660.80	11.99%
73240	BOARD EXPENSES	0.00	375.00	25.00%	1,500.00	1,125.00	75.00%
73241	LEGAL NOTICES FEES	0.00	849.00	42.45%	2,000.00	1,151.00	57.55%
73242	MEMBERSHIPS	729.00	2,811.75	43.25%	6,500.00	3,688.25	56.74%
73245	BACKGROUND CHECK FEES	0.00	30.00	15.00%	200.00	170.00	85.00%
73250	BANK CHARGES	124.29	1,634.05	40.85%	4,000.00	2,365.95	59.14%
73255	INVESTMENT FEES	410.29	1,771.25	29.52%	6,000.00	4,228.75	70.47%
73260	LOST & PAID FORWARDING	0.00	19.99	3.99%	500.00	480.01	96.00%
73280	COST OF ITEMS SOLD	0.00	101.72	20.34%	500.00	398.28	79.65%
73281	TAX EXPENSE	77.03	77.03	77.03%	100.00	22.97	22.97%
73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	4,828.00	37,986.00	59.35%	64,000.00	26,014.00	40.64%
73283	LICENSE PLATE S&SLT FEES	38.75	322.50	53.75%	600.00	277.50	46.25%
73290	HOSPITALITY	0.00	599.06	119.81%	500.00	(99.06)	(19.81)%
76500	CASH UNDER	0.00	174.85	69.94%	250.00	75.15	30.06%
79990	CONTINGENT EXPENSES	0.00	177.80	5.92%	3,000.00	2,822.20	94.07%
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	246.89	442.53	22.12%	2,000.00	1,557.47	77.87%
30	PUBLIC SERVICE						

Fox River Valley Public Library District

Attachment to Exhibit A.1.c

Statement of Revenues and Expenditures - MonFin FY2324 - Unposted Transactions Included In Report

10 - GENERAL/CORPORATE

From 1/1/2024 Through 1/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
70900	SUPPLIES	0.00	1,630.67	21.96%	7,425.00	5,794.33	78.03%
90	FACILITIES						
70900	SUPPLIES	521.68	4,277.92	42.77%	10,000.00	5,722.08	57.22%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73520	PLANT OPERATION	602.58	4,147.04	20.73%	20,000.00	15,852.96	79.26%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73505	RENT EXPENSE	5,407.50	37,852.50	58.23%	65,000.00	27,147.50	41.76%
	Total LIBRARY OPERATIONS	42,341.90	149,861.71	49.94%	300,075.00	150,213.29	50.06%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	3,000.00	8,700.00	75.65%	11,500.00	2,800.00	24.34%
70900	SUPPLIES	174.99	4,525.70	64.65%	7,000.00	2,474.30	35.34%
73010	NEWSLETTER	0.00	13,936.00	48.38%	28,800.00	14,864.00	51.61%
73020	OUTSIDE PRINTING	0.00	500.44	33.36%	1,500.00	999.56	66.63%
73290	HOSPITALITY	0.00	0.00	0.00%	200.00	200.00	100.00%
	Total PUBLIC RELATIONS	3,174.99	27,662.14	56.45%	49,000.00	21,337.86	43.55%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	794.99	39.74%	2,000.00	1,205.01	60.25%
73150	PERFORMERS	0.00	685.00	17.12%	4,000.00	3,315.00	82.87%
73151	SUMMER READING	0.00	985.37	5.79%	17,000.00	16,014.63	94.20%
73152	WINTER READING	0.00	2,983.74	99.45%	3,000.00	16.26	0.54%
73153	MISC READING CHALLENGES	0.00	182.99	12.19%	1,500.00	1,317.01	87.80%
73155	LICENSING	795.00	1,445.00	85.00%	1,700.00	255.00	15.00%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	486.08	3,513.94	58.56%	6,000.00	2,486.06	41.43%
73150	PERFORMERS	0.00	1,125.00	56.25%	2,000.00	875.00	43.75%
15	TEEN						
70900	SUPPLIES	83.82	523.66	20.94%	2,500.00	1,976.34	79.05%
20	YOUTH SERVICES						
70900	SUPPLIES	2,493.04	7,314.31	56.26%	13,000.00	5,685.69	43.73%
73150	PERFORMERS	0.00	400.00	10.00%	4,000.00	3,600.00	90.00%
2	Randall Oaks						

Fox River Valley Public Library District

Attachment to Exhibit A.1.c

Statement of Revenues and Expenditures - MonFin FY2324 - Unposted Transactions Included In Report

10 - GENERAL/CORPORATE

From 1/1/2024 Through 1/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
80	RANDALL OAKS						
70900	SUPPLIES	119.15	1,633.70	81.68%	2,000.00	366.30	18.31%
	Total GENERAL PROGRAMMING	3,977.09	21,587.70	36.78%	58,700.00	37,112.30	63.22%
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	208.79	1,433.73	5.93%	24,175.00	22,741.27	94.06%
73320	CCS SHARED COST	14,818.73	44,456.19	74.09%	60,000.00	15,543.81	25.90%
73340	SOFTWARE	3,893.59	7,173.91	32.75%	21,905.00	14,731.09	67.24%
73350	INTERNET LINES	209.40	1,465.80	58.23%	2,517.00	1,051.20	41.76%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	267.13	1,828.12	44.98%	4,064.00	2,235.88	55.01%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	230.54	1,594.04	56.28%	2,832.00	1,237.96	43.71%
	Total COMPUTER	19,628.18	57,951.79	50.18%	115,493.00	57,541.21	49.82%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73246	PAYROLL SERVICE	1,041.93	8,099.98	53.99%	15,000.00	6,900.02	46.00%
73410	LEGAL FEES	0.00	4,350.00	43.50%	10,000.00	5,650.00	56.50%
73420	AUDIT EXPENSE	0.00	9,340.00	87.28%	10,700.00	1,360.00	12.71%
73430	OTHER PROF FEES	5,033.37	27,247.74	54.49%	50,000.00	22,752.26	45.50%
	Total PROFESSIONAL FEES	6,075.30	49,037.72	57.22%	85,700.00	36,662.28	42.78%
58	TRANSPORTATION						
0	District Wide						
00	DEPARTMENT-WIDE						
52150	CONFERENCES	0.00	1,308.53	87.23%	1,500.00	191.47	12.76%
73230	TRANSPORTATION REIMBURSEMENT	140.86	935.67	37.42%	2,500.00	1,564.33	62.57%
	Total TRANSPORTATION	140.86	2,244.20	56.11%	4,000.00	1,755.80	43.90%
61	MAINTENANCE						
0	District Wide						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	1,585.57	11,043.32	110.04%	10,035.00	(1,008.32)	(10.04)%
73310	CATALOGING - COMPUTER SERVICE	2,192.79	6,578.37	73.09%	9,000.00	2,421.63	26.90%
73530	EQUIPMENT MAINT	0.00	596.43	59.64%	1,000.00	403.57	40.35%

Fox River Valley Public Library District

Attachment to Exhibit A.1.c

Statement of Revenues and Expenditures - MonFin FY2324 - Unposted Transactions Included In Report

10 - GENERAL/CORPORATE

From 1/1/2024 Through 1/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
73640	FUEL	68.56	689.78	34.48%	2,000.00	1,310.22	65.51%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	1,498.44	9,465.75	44.22%	21,405.00	11,939.25	55.77%
73500	BUILDING REPAIRS AND MAINTENANCE	2,731.89	17,961.11	59.87%	30,000.00	12,038.89	40.12%
73530	EQUIPMENT MAINT	0.00	130.05	6.50%	2,000.00	1,869.95	93.49%
73540	CONTRACTS: BUILDING MAINTENANCE	21,441.10	55,495.46	66.06%	84,000.00	28,504.54	33.93%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	0.00	5,351.65	43.59%	12,275.00	6,923.35	56.40%
73540	CONTRACTS: BUILDING MAINTENANCE	680.00	6,720.00	79.05%	8,500.00	1,780.00	20.94%
	Total MAINTENANCE	30,198.35	114,031.92	62.93%	181,215.00	67,183.08	37.07%
65	UTILITIES						
0	District Wide						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	111.91	777.92	49.54%	1,570.00	792.08	50.45%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	967.27	6,520.53	48.80%	13,360.00	6,839.47	51.19%
73610	ELECTRICITY	3,878.78	27,466.84	58.44%	47,000.00	19,533.16	41.55%
73620	WATER AND SEWER	0.00	1,978.48	49.46%	4,000.00	2,021.52	50.53%
73630	GAS	558.36	1,606.18	26.76%	6,000.00	4,393.82	73.23%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	90.73	632.40	46.50%	1,360.00	727.60	53.50%
	Total UTILITIES	5,607.05	38,982.35	53.19%	73,290.00	34,307.65	46.81%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	0.00	6,243.00	94.59%	6,600.00	357.00	5.40%
73270	FURNITURE & EQUIP	0.00	1,592.33	26.53%	6,000.00	4,407.67	73.46%
73300	COMPUTER EQUIPMENT	104.49	15,644.47	111.74%	14,000.00	(1,644.47)	(11.74)%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
73270	FURNITURE & EQUIP	0.00	7,342.61	91.78%	8,000.00	657.39	8.21%
20	YOUTH SERVICES						

Fox River Valley Public Library District

Attachment to Exhibit A.1.c

Statement of Revenues and Expenditures - MonFin FY2324 - Unposted Transactions Included In Report

10 - GENERAL/CORPORATE

From 1/1/2024 Through 1/31/2024

	Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
73270 FURNITURE & EQUIP	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>7,000.00</u>	<u>7,000.00</u>	<u>100.00%</u>
Total CAPITAL EXPENSE	<u>104.49</u>	<u>30,822.41</u>	<u>74.09%</u>	<u>41,600.00</u>	<u>10,777.59</u>	<u>25.91%</u>
Total Expenditures	<u>361,930.53</u>	<u>2,393,408.42</u>	<u>54.18%</u>	<u>4,417,592.81</u>	<u>2,024,184.39</u>	<u>45.82%</u>
Net Increase(Decrease) in Fund Balance	<u><u>(319,286.71)</u></u>	<u><u>1,933,032.47</u></u>	<u><u>742,931.10%</u></u>	<u><u>260.19</u></u>	<u><u>(1,932,772.28)</u></u>	<u><u>(742,831.10)%</u></u>

Fox River Valley Public Library District

Attachment to Exhibit A.1.c

Statement of Revenues and Expenditures - MonFin FY2324 - Unposted Transactions Included In Report
 70 - CAPITAL PROJECTS/SPECIAL RESERVE
 From 1/1/2024 Through 1/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	16,820.89	100,605.96	223.56%	45,000.00	(55,605.96)	(123.56)%
44011	MARKET VALUE ADJUSTMENT	3,759.56	12,480.06	0.00%	0.00	(12,480.06)	0.00%
	Total REVENUES	<u>20,580.45</u>	<u>113,086.02</u>	<u>251.30%</u>	<u>45,000.00</u>	<u>(68,086.02)</u>	<u>(151.30)%</u>
	Total Revenues	<u>20,580.45</u>	<u>113,086.02</u>	<u>251.30%</u>	<u>45,000.00</u>	<u>(68,086.02)</u>	<u>(151.30)%</u>
	Expenditures						
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	0.00	5,200.50	4.70%	110,500.00	105,299.50	95.29%
73340	SOFTWARE	0.00	11,700.00	26.00%	45,000.00	33,300.00	74.00%
	Total COMPUTER	<u>0.00</u>	<u>16,900.50</u>	<u>10.87%</u>	<u>155,500.00</u>	<u>138,599.50</u>	<u>89.13%</u>
61	MAINTENANCE						
1	Dundee Library						
00	DEPARTMENT-WIDE						
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	17,172.00	0.92%	1,855,000.00	1,837,828.00	99.07%
	Total MAINTENANCE	<u>0.00</u>	<u>17,172.00</u>	<u>0.93%</u>	<u>1,855,000.00</u>	<u>1,837,828.00</u>	<u>99.07%</u>
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73430	OTHER PROF FEES	0.00	0.00	0.00%	150,000.00	150,000.00	100.00%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	116,072.00	116,072.00	100.00%
	Total CAPITAL EXPENSE	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>266,072.00</u>	<u>266,072.00</u>	<u>100.00%</u>
	Total Expenditures	<u>0.00</u>	<u>34,072.50</u>	<u>1.50%</u>	<u>2,276,572.00</u>	<u>2,242,499.50</u>	<u>98.50%</u>
	Net Increase(Decrease) in Fund Balance	<u>20,580.45</u>	<u>79,013.52</u>	<u>(3.54)%</u>	<u>(2,231,572.00)</u>	<u>(2,310,585.52)</u>	<u>103.54%</u>

Fox River Valley Public Library District

Attachment to Exhibit A.1.c

Statement of Revenues and Expenditures - MonFin FY2324 - Unposted Transactions Included In Report

80 - WORKING CASH

From 1/1/2024 Through 1/31/2024

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2324 Percent Used</u>	<u>Total Budget - FY2324 Working Budget</u>	<u>FY2324 \$ Remaining</u>	<u>FY2324 Percent Remaining</u>
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	730.79	4,179.21	104.48%	4,000.00	(179.21)	(4.48)%
44011	MARKET VALUE ADJUSTMENT	383.04	1,271.52	0.00%	0.00	(1,271.52)	0.00%
	Total REVENUES	<u>1,113.83</u>	<u>5,450.73</u>	<u>136.27%</u>	<u>4,000.00</u>	<u>(1,450.73)</u>	<u>(36.27)%</u>
	Total Revenues	<u>1,113.83</u>	<u>5,450.73</u>	<u>136.27%</u>	<u>4,000.00</u>	<u>(1,450.73)</u>	<u>(36.27)%</u>
	Net Increase(Decrease) in Fund Balance	<u>1,113.83</u>	<u>5,450.73</u>	<u>136.26%</u>	<u>4,000.00</u>	<u>(1,450.73)</u>	<u>(36.26)%</u>

Fox River Valley Public Library District

Attachment to Exhibit A.1.c

Statement of Revenues and Expenditures - MonFin FY2324 - Unposted Transactions Included In Report

90 - DONATION / GIFT

From 1/1/2024 Through 1/31/2024

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2324 Percent Used</u>	<u>Total Budget - FY2324 Working Budget</u>	<u>FY2324 \$ Remaining</u>	<u>FY2324 Percent Remaining</u>
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	1,202.70	6,877.90	114.63%	6,000.00	(877.90)	(14.63)%
44011	MARKET VALUE ADJUSTMENT	630.39	2,092.61	0.00%	0.00	(2,092.61)	0.00%
49010	MONETARY GIFT	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>100.00%</u>
	Total REVENUES	<u>1,833.09</u>	<u>8,970.51</u>	<u>128.15%</u>	<u>7,000.00</u>	<u>(1,970.51)</u>	<u>(28.15)%</u>
	Total Revenues	<u>1,833.09</u>	<u>8,970.51</u>	<u>128.15%</u>	<u>7,000.00</u>	<u>(1,970.51)</u>	<u>(28.15)%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>1,833.09</u></u>	<u><u>8,970.51</u></u>	<u><u>128.15%</u></u>	<u><u>7,000.00</u></u>	<u><u>(1,970.51)</u></u>	<u><u>(28.15)%</u></u>

Fox River Valley Public Library District
 Revenue Summary - All Funds Combined - Budget v Actual Revenues FY2324
 From 1/1/2024 Through 1/31/2024

Attachment to Exhibit A.1.d

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2324 Percent Used</u>	<u>Total Budget - FY2324 Working Budget</u>	<u>FY2324 \$ Remaining</u>	<u>FY2324 Percent Remaining</u>	
Revenues							
43010	TAX LEVY	0.00	3,948,870.01	1.00	3,951,428.00	2,557.99	0.00
43020	PPRT	14,453.42	71,555.69	0.47	151,000.00	79,444.31	0.90
43500	IMPACT FEES	0.00	0.00	0.00	15,000.00	15,000.00	1.71
44010	INT & DIV INCOME	39,657.74	240,574.20	1.55	155,000.00	(85,574.20)	(0.95)
44011	MARKET VALUE ADJUSTMENT	5,918.94	20,388.75	0.00	0.00	(20,388.75)	0.00
45010	PER CAPITA GRANT	0.00	105,506.75	1.00	105,000.00	(506.75)	(0.00)
45020	OTHER GRANTS	0.00	4,468.38	0.22	20,000.00	15,531.62	1.33
46030	LOST & DAMAGED	359.14	2,480.31	0.71	3,500.00	1,019.69	0.50
46110	MEETING RM RENTAL	0.00	60.00	1.20	50.00	(10.00)	(0.34)
46200	PRINT/COPY REVENUE	602.50	4,617.10	0.92	5,000.00	382.90	0.13
46250	LICENSE PLATE RENEWAL INCOME	5,060.50	39,742.50	0.61	65,000.00	25,257.50	0.67
46300	TAXABLE SALES (USB, DVD, EARBUDS)	24.70	110.05	0.88	125.00	14.95	0.21
46400	MISCELLANEOUS INCOME	0.00	0.00	0.00	500.00	500.00	1.71
46500	CASH OVER	0.25	74.65	1.49	50.00	(24.65)	(0.84)
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	658.00	0.55	1,200.00	542.00	0.77
49010	MONETARY GIFT	0.00	14,841.76	14.84	1,000.00	(13,841.76)	(23.73)
	Total Revenues	<u>66,171.19</u>	<u>4,453,948.15</u>	<u>1.00</u>	<u>4,473,853.00</u>	<u>19,904.85</u>	<u>0.00</u>
	Net Increase(Decrease) in Fund Balance	<u><u>66,171.19</u></u>	<u><u>4,453,948.15</u></u>	<u><u>1.00</u></u>	<u><u>4,473,853.00</u></u>	<u><u>19,904.85</u></u>	<u><u>0.00</u></u>

Fox River Valley Public Library District
 Revenue Summary - All Funds Combined - Revenue by Period - Posted Transactions Only
 From 7/1/2023 Through 6/30/2024

	7/1/2023 - 7/31/2023	8/1/2023 - 8/31/2023	9/1/2023 - 9/30/2023	10/1/2023 - 10/31/2023	11/1/2023 - 11/30/2023	12/1/2023 - 12/31/2023	1/1/2024 - 1/31/2024	2/1/2024 - 2/29/2024	3/1/2024 - 3/31/2024	4/1/2024 - 4/30/2024	5/1/2024 - 5/31/2024	6/1/2024 - 6/30/2024	Total
Revenues													
TAX LEVY	3,951,428...	0.00	0.00	0.00	(2,558.17)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,948,870...
PPRT	25,408.99	0.00	4,096.61	21,060.52	0.00	6,536.15	14,453.42	0.00	0.00	0.00	0.00	0.00	71,555.69
INT & DIV INCOME	29,231.59	35,321.22	33,799.72	33,180.53	33,077.99	36,305.41	39,657.74	0.00	0.00	0.00	0.00	0.00	240,574.20
MARKET VALUE ADJUSTMENT	830.66	(5,460.15)	(952.78)	2,497.93	6,945.47	10,608.68	5,918.94	0.00	0.00	0.00	0.00	0.00	20,388.75
PER CAPITA GRANT	105,506.75	0.00	0.00	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	2,234.19	0.00	0.00	2,234.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,468.38
LOST & DAMAGED	451.03	393.67	93.96	434.12	384.98	363.41	359.14	0.00	0.00	0.00	0.00	0.00	2,480.31
MEETING RM RENTAL	0.00	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00
PRINT/COPY REVENUE	600.90	954.60	631.60	738.20	533.70	555.60	602.50	0.00	0.00	0.00	0.00	0.00	4,617.10
LICENSE PLATE RENEWAL INCOME	6,873.00	8,009.50	6,347.00	5,783.50	3,756.00	3,913.00	5,060.50	0.00	0.00	0.00	0.00	0.00	39,742.50
TAXABLE SALES (USB, DVD, EARBUDS)	24.50	14.00	9.00	14.80	14.05	9.00	24.70	0.00	0.00	0.00	0.00	0.00	110.05
CASH OVER	4.10	66.50	2.00	1.45	0.31	0.04	0.25	0.00	0.00	0.00	0.00	0.00	74.65
RETIRED EMPLOYEE REIMBURSEMENTS	94.00	94.00	94.00	94.00	94.00	94.00	94.00	0.00	0.00	0.00	0.00	0.00	658.00
MONETARY GIFT	0.00	150.00	0.00	130.00	1,261.63	13,300.13	0.00	0.00	0.00	0.00	0.00	0.00	14,841.76
Total Revenues	<u>4,120,453...</u>	<u>41,777.53</u>	<u>44,121.11</u>	<u>63,935.05</u>	<u>45,744.15</u>	<u>71,745.42</u>	<u>66,171.19</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,453,948...</u>
Net Increase(Decrease) in Fund Balance	<u><u>4,120,453.70</u></u>	<u><u>41,777.53</u></u>	<u><u>44,121.11</u></u>	<u><u>63,935.05</u></u>	<u><u>45,744.15</u></u>	<u><u>71,745.42</u></u>	<u><u>66,171.19</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>4,453,948.15</u></u>

Fox River Valley Public Library District

Attachment to Exhibit A.1.f

Expenditure Summary - All Funds Combined - Budget V Actual Expenditures FY2324
From 1/1/2024 Through 1/31/2024

	Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining	
Expenditures							
15	Personnel Expenses						
15	PERSONNEL SERVICES/BENEFITS	236,166.94	1,683,281.96	54.14%	3,108,932.81	1,425,650.85	45.85%
	Total Personnel Expenses	236,166.94	1,683,281.96	54.14%	3,108,932.81	1,425,650.85	45.86%
20	Library Materials						
20	LIBRARY MATERIALS	14,515.38	217,944.52	54.54%	399,587.00	181,642.48	45.45%
	Total Library Materials	14,515.38	217,944.52	54.54%	399,587.00	181,642.48	45.46%
50	Operating Expenses						
51	LIBRARY OPERATIONS	40,603.90	145,863.01	49.94%	292,075.00	146,211.99	50.05%
52	PUBLIC RELATIONS	3,174.99	27,662.14	56.45%	49,000.00	21,337.86	43.54%
53	GENERAL PROGRAMMING	3,977.09	21,587.70	36.77%	58,700.00	37,112.30	63.22%
54	COMPUTER	19,628.18	74,852.29	27.62%	270,993.00	196,140.71	72.37%
55	PROFESSIONAL FEES	6,075.30	49,037.72	57.22%	85,700.00	36,662.28	42.77%
	Total Operating Expenses	73,459.46	319,002.86	42.17%	756,468.00	437,465.14	57.83%
60	Building Expenses						
61	MAINTENANCE	30,198.35	131,203.92	6.44%	2,036,215.00	1,905,011.08	93.55%
65	UTILITIES	5,607.05	38,982.35	53.18%	73,290.00	34,307.65	46.81%
	Total Building Expenses	35,805.40	170,186.27	8.07%	2,109,505.00	1,939,318.73	91.93%
70	Capital Expense						
70	CAPITAL EXPENSE	104.49	30,822.41	10.01%	307,672.00	276,849.59	89.98%
	Total Capital Expense	104.49	30,822.41	10.02%	307,672.00	276,849.59	89.98%
	Total Expenditures	360,051.67	2,421,238.02	36.23%	6,682,164.81	4,260,926.79	63.77%
	Net Increase(Decrease) in Fund Balance	(360,051.67)	(2,421,238.02)	36.23%	(6,682,164.81)	(4,260,926.79)	63.76%

Fox River Valley Public Library District

Attachment to Exhibit A.1.g

Expenditure Summary - All Funds Combined - Budget v Actual Expenses by Location FY2324
From 1/1/2024 Through 1/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 Budget \$ Remaining	FY2324 Percent Remaining
	Expenditures						
0	District Wide						
15	Personnel Expenses	128,730.69	900,696.32	52.57%	1,713,193.00	812,496.68	47.42%
20	Library Materials	4,711.22	118,324.94	68.19%	173,517.00	55,192.06	31.80%
50	Operating Expenses	63,769.62	259,070.55	40.79%	635,072.00	376,001.45	59.20%
60	Building Expenses	3,958.83	19,685.82	80.00%	24,605.00	4,919.18	19.99%
70	Capital Expense	104.49	23,479.80	8.02%	292,672.00	269,192.20	91.97%
	Total District Wide	201,274.85	1,321,257.43	46.54%	2,839,059.00	1,517,801.57	53.46%
1	Dundee Library						
15	Personnel Expenses	88,538.21	652,126.24	56.08%	1,162,739.81	510,613.57	43.91%
20	Library Materials	7,584.72	75,069.81	42.67%	175,910.00	100,840.19	57.32%
50	Operating Expenses	3,932.65	18,852.07	36.56%	51,564.00	32,711.93	63.43%
60	Building Expenses	31,075.84	137,796.40	6.68%	2,062,765.00	1,924,968.60	93.31%
70	Capital Expense	0.00	7,342.61	48.95%	15,000.00	7,657.39	51.04%
	Total Dundee Library	131,131.42	891,187.13	25.70%	3,467,978.81	2,576,791.68	74.30%
2	Randall Oaks						
15	Personnel Expenses	18,898.04	130,459.40	55.99%	233,000.00	102,540.60	44.00%
20	Library Materials	2,219.44	24,549.77	48.94%	50,160.00	25,610.23	51.05%
50	Operating Expenses	5,757.19	41,080.24	58.82%	69,832.00	28,751.76	41.17%
60	Building Expenses	770.73	12,704.05	57.39%	22,135.00	9,430.95	42.60%
	Total Randall Oaks	27,645.40	208,793.46	55.66%	375,127.00	166,333.54	44.34%
	Total Expenditures	360,051.67	2,421,238.02	36.23%	6,682,164.81	4,260,926.79	63.77%
	Net Increase(Decrease) in Fund Balance	(360,051.67)	(2,421,238.02)	36.23%	(6,682,164.81)	(4,260,926.79)	63.76%

Fox River Valley Public Library District
 Expenditure Summary - All Funds Combined - Expenditures by Period - Posted Transactions Only
 From 7/1/2023 Through 6/30/2024

	<u>7/1/2023 - 7/31/2023</u>	<u>8/1/2023 - 8/31/2023</u>	<u>9/1/2023 - 9/30/2023</u>	<u>10/1/2023 - 10/31/2023</u>	<u>11/1/2023 - 11/30/2023</u>	<u>12/1/2023 - 12/31/2023</u>	<u>1/1/2024 - 1/31/2024</u>	<u>2/1/2024 - 2/29/2024</u>	<u>3/1/2024 - 3/31/2024</u>	<u>4/1/2024 - 4/30/2024</u>	<u>5/1/2024 - 5/31/2024</u>	<u>6/1/2024 - 6/30/2024</u>	<u>Total</u>
Expenditures													
Personnel Expenses													
PERSONNEL SERVICES/BENEFITS	245,249.73	244,688.51	146,905.29	236,964.44	328,273.22	245,033.83	236,166.94	0.00	0.00	0.00	0.00	0.00	1,683,281...
Library Materials													
LIBRARY MATERIALS	67,197.27	43,295.58	18,245.24	23,579.47	23,517.84	27,593.74	14,515.38	580.30	0.00	0.00	0.00	0.00	218,524.82
Operating Expenses													
LIBRARY OPERATIONS	19,571.52	21,387.27	12,397.10	19,778.69	17,329.58	14,794.95	40,603.90	0.00	0.00	0.00	0.00	0.00	145,863.01
PUBLIC RELATIONS	3,006.65	889.38	8,216.86	3,335.57	1,914.10	7,124.59	3,174.99	0.00	0.00	0.00	0.00	0.00	27,662.14
GENERAL PROGRAMMING	470.27	3,351.84	2,906.17	5,954.41	2,408.44	2,519.48	3,977.09	6.50	0.00	0.00	0.00	0.00	21,594.20
COMPUTER	19,721.55	3,227.09	1,662.91	17,107.77	4,619.96	8,884.83	19,628.18	52.00	0.00	0.00	0.00	0.00	74,904.29
PROFESSIONAL FEES	945.65	3,444.21	8,138.28	10,685.22	9,296.03	10,453.03	6,075.30	0.00	0.00	0.00	0.00	0.00	49,037.72
Building Expenses													
MAINTENANCE	15,053.11	7,356.25	23,151.07	38,954.38	4,697.36	11,793.40	30,198.35	0.00	0.00	0.00	0.00	0.00	131,203.92
UTILITIES	4,704.93	6,816.20	5,801.21	5,741.39	5,073.76	5,237.81	5,607.05	0.00	0.00	0.00	0.00	0.00	38,982.35
Capital Expense													
CAPITAL EXPENSE	678.00	8,499.23	6,307.56	3,701.92	7,061.65	4,469.56	104.49	0.00	0.00	0.00	0.00	0.00	30,822.41
Total Expenditures	<u>376,598.68</u>	<u>342,955.56</u>	<u>233,731.69</u>	<u>365,803.26</u>	<u>404,191.94</u>	<u>337,905.22</u>	<u>360,051.67</u>	<u>638.80</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,421,876...</u>
Net Increase(Decrease) in Fund Balance	<u>(376,598.68)</u>	<u>(342,955.56)</u>	<u>(233,731.69)</u>	<u>(365,803.26)</u>	<u>(404,191.94)</u>	<u>(337,905.22)</u>	<u>(360,051.67)</u>	<u>(638.80)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(2,421,876.82)</u>

Fox River Valley Public Library District
Balance Sheet - Unposted Transactions Included In Report
As of 1/31/2024

Attachment to Exhibit A.1.i

Current Year		
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	4,179,825.91
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,321,300.08
	Total Checking Accounts	6,501,125.99
Other Cash		
10900	CASH ON HAND DUNDEE	
10	GENERAL/CORPORATE	251.15
10902	Kiosk Cash	
10	GENERAL/CORPORATE	119.65
	Total Other Cash	370.80
Investments		
10500	INVESTMENT ACCOUNTS	
10	GENERAL/CORPORATE	504,669.40
70	CAPITAL PROJECTS/SPECIAL RESERVE	1,657,031.51
80	WORKING CASH	168,825.86
90	DONATION / GIFT	277,844.25
	Total Investments	2,608,371.02
	Total Cash and Investments	9,109,867.81
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	32,445.00
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	21,032.55
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	22,274.13
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	2,372.94
	Total Other Assets	78,124.62
	Total Assets	9,187,992.43
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	32,003.64
20002	AP license Plate	
10	GENERAL/CORPORATE	617.00
20003	AP Other	
10	GENERAL/CORPORATE	1,123.74
21000	ACCRUED PAYROLL	
10	GENERAL/CORPORATE	69,700.44
22052	CREDIT CARD PAYABLE FINNERAN	
10	GENERAL/CORPORATE	100.00
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	942.78
22068	CREDIT CARD PAYABLE ZABSKI	
10	GENERAL/CORPORATE	1,889.03
22070	CREDIT CARD PAYABLE LORENZETTI	
10	GENERAL/CORPORATE	33.35
22077	CREDIT CARD PAYABLE CARROLL	
10	GENERAL/CORPORATE	44.72
22079	CREDIT CARD PAYABLE REDDING	
10	GENERAL/CORPORATE	93.83
22080	CREDIT CARD PAYABLE POWESIAK	
10	GENERAL/CORPORATE	176.98
22081	CREDIT CARD PAYABLE BUNTE	
10	GENERAL/CORPORATE	382.00
22084	CREDIT CARD PAYABLE SABALA	

Fox River Valley Public Library District
 Balance Sheet - Unposted Transactions Included In Report
 As of 1/31/2024

Attachment to Exhibit A.1.i

Current Year		
10	GENERAL/CORPORATE	192.99
22085	CREDIT CARD PAYABLE JI	
10	GENERAL/CORPORATE	548.13
22089	CREDIT CARD PAYABLE AMY DODSON	
10	GENERAL/CORPORATE	1,671.89
22094	CREDIT CARD PAYABLE HERNANDEZ	
10	GENERAL/CORPORATE	183.73
22095	CREDIT CARD PAYABLE PEREZ	
10	GENERAL/CORPORATE	64.00
22500	STAFF REIMBURSEMENTS PAYABLE	
10	GENERAL/CORPORATE	137.15
	Total Liabilities	109,905.40
	Fund Balance	
10	GENERAL/CORPORATE	4,652,885.08
70	CAPITAL PROJECTS/SPECIAL RESERVE	3,978,331.59
80	WORKING CASH	168,825.86
90	DONATION / GIFT	277,844.25
	Total Fund Balance	9,077,886.78
	Total Liabilities and Fund Balance	9,187,792.18

Month End Holdings - Settled Trades

Fox River Valley Public Library District - General Fund
 Portfolio Maturity Snapshot
 1/31/2024

Maturity Date	Cusip	Security	Security Type	Quantity	Coupon/ Int Rate	Total Cost	Market Value	YTM
	261908404	Dreyfus Tsy Obligations (Sweep)	CASH AND EQUIVALEN		4.81	\$ 218,661.73	\$ 218,661.73	4.81
2/15/2024	912797GN1	United States Treas Bills	TREASURY	260000	0	\$ 253,046.59	\$ 259,470.39	5.44
3/4/2024	02589ABL5	American Express Natl Bank Brok	CERTIFICAT	179000	1.6	\$ 178,925.50	\$ 178,434.01	1.62
5/15/2024	91282CCC3	United States Treasury Notes	GOVERNMENT	220000	0.25	\$ 209,825.00	\$ 216,871.87	2.62
7/19/2024	39573LED6	Greenstate Cr Un North Liberty	CERTIFICAT	247000	5.5	\$ 246,985.30	\$ 247,380.42	5.57
9/26/2024	00832KBL2	Affinity Fedl Credit Union	CERTIFICAT	200000	5.8	\$ 199,990.00	\$ 200,966.75	5.88
11/29/2024	01664MAJ5	All In Fedl Credit Union Daleville Al	CERTIFICAT	248000	5.6	\$ 248,010.00	\$ 249,329.21	5.66
2/18/2025	70087TAC9	Park View Fcu Harrisonburg VA	CERTIFICAT	248000	5.35	\$ 247,948.00	\$ 249,322.79	5.42
3/11/2025	59161YBH8	Metro Cr Un Chelsea MA	CERTIFICAT	248000	5.65	\$ 247,972.80	\$ 250,259.40	5.73
4/4/2025	749622BL9	Ria Fedl Credit Union	CERTIFICAT	200000	5.65	\$ 199,960.00	\$ 201,977.07	5.72
9/29/2025	92838DAD8	Visions Fedl Credit Union Endwell NY	CERTIFICAT	105000	5.65	\$ 104,957.50	\$ 106,736.79	5.74
10/27/2025	130162BB5	California Cr Un Glendale Cali	CERTIFICAT	225000	5.65	\$ 224,897.50	\$ 228,962.28	5.67
TOTAL PORTFOLIO						\$ 2,581,179.92	\$ 2,608,372.71	5.04

C.1 2-Year Contract for Internet & Phone Service - Comcast

RECOMMENDED MOTION: Authorize the Director to enter into new two-year service agreements with Comcast Business to provide Internet, Telephone lines, and Network and Telephone equipment for the Dundee and Randall Oaks Libraries with a maximum value of \$40,000 or \$20,000 on an annual basis.

BACKGROUND INFORMATION:

The Dundee and Randall Oaks Libraries are currently under contract service agreements with Comcast Business to provide Internet and Telephone services and equipment. The existing contracts have not yet expired. However, a special promotion is currently available. The library will be allowed to cancel the current agreements and enter into new 2-year agreements. The new agreements will allow the Fox River Valley Library District to decrease the cost of service by 2.4% in total. As an added bonus, the internet service speed will increase (download 2.5 times and upload 1.75 times).

Service Description	Monthly Service Costs		
	Current	New Proposed	Difference
DL Internet & Phone Service	\$366.07	\$335.00	\$31.07
DL Telephone Service (Equipment and Licenses)	\$892.27	\$904.08	-\$11.81
RO Internet & Phone Service	\$254.69	\$225.76	\$28.93
RO Telephone Service (Equipment and Licenses)	\$90.73	\$100.82	-\$10.09
Subtotal	\$1,603.76	\$1,565.66	\$38.10

			Decrease
Annual value of contract	\$ 19,245.12	\$ 18,787.89	2.4%
Total value of contract	\$ 38,490.24	\$ 37,575.78	

We are very happy with Comcast Business service, and they have met our business needs. Our library infrastructure is key to providing a great deal of content to the patrons of the district.