

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

**June 18, 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**

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

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

- **Strategic Plan Marketing Update – PR & Outreach Manager Corinne Vargas**
- **Department Head Reports**
- **Dashboard**

**A. Consent Agenda**

**Exhibit A.1 Items to be included in Consent Agenda**

- A.1.a Minutes from the May 21, 2024 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for May 2024**
- A.1.c Monthly Financial Report for May 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 May 2024**
- A.1.j Ehlers Investment Inventory for May 2024**

**B. Unfinished Business**

**Exhibit B.1      Working Budget FY2425**

**C.      New Business**

**Exhibit C.1      Ordinance 2024-03 Board Meeting Dates FY2425**

**Exhibit C.2      Ordinance 2024-04 Transferring Funds to Special Reserve**

**Exhibit C.3      Award Contract for Quarterly Newsletter Printing, Postage and Mailing**

**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 18, 2024 Regular Meeting**

We are working with the consultants from ReThinking Libraries to create our first work plan based on the new Strategic Plan and new Mission and Vision. An annual work plan will be developed at the start of each fiscal year to help the district reach goals and objectives.

Plans for future capital projects are underway. Deputy Director Zabski, Finance Manager Sumitra Potharazu, Facilities Manager Michael Lorenzetti, and I have formed a team to begin the process of planning and prioritizing building improvements for the Dundee Library. We look forward to presenting proposals to the board in the coming fiscal year.

Performance reviews are among the top priority projects every year in May and June. Evaluations have been drafted, and I am currently in the process of reviewing each evaluation with managers. Once final drafts are complete, managers meet with their employees to discuss performance factors, accomplishments, and goals.

PR & Outreach Manager Corinne Vargas and I are working with staff at the Office of Congressman Raja Krishnamoorthi to plan the grant presentation event that will take place at the Dundee Library on July 16. Congressman Krishnamoorthi will present the "giant check" that represents the \$1 million Community Project Fund grant awarded to FRVPLD this year.

On May 22, I attended the Mayor's Breakfast with Deputy Director Zabski and PR & Outreach Manager Corinne Vargas. This event at the Randall Oaks Golf Club is hosted by the Northern Kane County Chamber of Commerce. Village managers of Carpentersville, East Dundee, Gilberts, Sleepy Hollow and West Dundee spoke about upcoming projects and events in their communities. This annual gathering is a great opportunity for networking with village officials and promoting the library.

On May 29 I attended the D300 Leadership Council meeting. After the meeting, I joined the Algonquin Library Director and Ella Johnson Library Assistant Director in a meeting with retiring Superintendent Susan Harkin. We discussed ways we can connect and partner with D300 to support students and help them achieve academic success. We hope to meet with incoming Superintendent Martina Smith in the near future.

At All Staff Day on May 17, I presented highlights of the strategic plan to the staff and answered questions about the plan and future projects. Guest speaker Martina Mathisen spoke about customer service and best practices in working with the public effectively and professionally. Security consultant Joe Crimmins presented training on security strategies and techniques, including safety and communication in working with disruptive patrons.

On June 12, IT Manager John Sabala and I attended a RAILS webinar about website accessibility, "The Modern eAccessibility Landscape". Website accessibility is a very current subject of

discussion in the library world. The US Department of Justice (Civil Rights Division) recently revised the regulations of Title II of the Americans with Disabilities Act ("ADA"). The new rules, effective June 24, require units of local government to ensure website accessibility to people with disabilities. "Title II of the ADA provides that no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or denied the benefits of the services, programs, or activities of a public entity". The ADA revisions "establish specific requirements, including the adoption of specific technical standards" for making websites and mobile applications accessible. Our compliance work has already begun with resource sharing, attending training, and working on an accessibility policy. We must begin complying with the new rules by April 2027 (other public entities must comply by April 2026).

Respectfully submitted,

*Amy Dodson*

## Fox River Valley Public Library District May 2024 Department Reports

### Deputy Director: Heather Zabski

In early May, I worked with Finance Manager Sumitra Pothrazu and Executive Director Amy Dodson to put together the working budget for fiscal year 2024-2025, which I presented at the May meeting. Since that meeting, minor changes have been made to the operating budget due to the board's decision to go with the lowest cost vendor for janitorial service. Some of the funds originally allocated for maintenance costs have been reallocated to other categories including increasing the amount we are budgeting to transfer to the Special Reserve Fund. The updated working budget is included in the board packet. Trustees will vote on the working budget at the June meeting.

On May 22, I attended the Mayor's Breakfast with Executive Director Dodson and our PR & Outreach Manager Corinne Vargas. This is an annual event hosted by Northern Kane County Chamber of Commerce where the village managers of Carpentersville, East Dundee, Gilberts, Sleepy Hollow and West Dundee present a variety of topics regarding new developments, events and other happenings in their communities. With numerous community leaders in attendance, I was able to introduce Vargas to many of our connections.

I also attended a webinar from the library's pension plan Illinois Mutual Retirement Fund (IMRF) on their annual employer rate. For 2025, the employer rate will be decreasing slightly from the current year rate of 7.42% to 7.15%. The webinar covers all the factors IMRF considers calculating the annual employer rate and making sure the pension remains fully funded and sustainable going forward.

### Randall Oaks: Brittany Berger

It's always a quiet month at Randall Oaks in May. With families busy with the end of the school year, they don't seem to make it into the library as often. We strategically schedule less youth programs for this month since attendance dips so low. I did notice an uptick in adults coming in to use our wireless printing option, and I heard from many of my staff members that they were helping patrons with this service daily. The kids who did make it into the library still participated enthusiastically in our passive programs: adding 218 balloons to our flying house, completing 210 scavenger hunts, and casting 88 votes at the beach vs. mountain poll station! Near the very end of the month, I began to notice an increase in foot traffic, which coincided with the start of Summer Camp at the park district.



There were just 3 programs at RO this month, due largely to storytimes going on break until June. Librarian Rachel Dunne led the evening session of Artful Adventures: Button Tree Painting on May 1, and wrapped up her final spring storytime on the 4th. Library Assistant Lisa Knapp brought back the ever popular Tape Town on May 6 for preschool aged children, and 23 attendees had a fun time designing their own town map. With a small break from programming, Rachel and Lisa turned their attention to Summer Reading and decorating our library to fit the theme of "Adventure Begins at Your Library". RO Clerk Usrah Hussain also put her artistic skills on display by crafting an eye-catching waterfall, which you can see pictured below!



This year's Summer Reading Challenge has gotten off to a very strong start! Early registration concluded on May 31, and in total we had 1,235 sign-ups. Compared to last year's 800 early registration stats this is quite impressive! Our numbers have undoubtedly been helped along by the new District 300 program Summer READ300, which encourages students to complete a reading program at a local public library and rewards them with a t-shirt and certificate. Everyone who registers for our challenge receives a cool water bottle sticker made by our Graphic Designer Dan Mitchell, in addition to a free garlic knots coupon from Papa Johns and vouchers to the Kane County Cougars.

There have been some strategic changes to the challenge format and requirements this year. Taking inspiration from the success of the Winter Reading Challenge where reading and additional activities are intermixed, we've created something similar with a BINGO board. Patrons can customize their SRC experience by choosing any row of five activities including reading, attending programs, borrowing library materials and using library resources. The emphasis is still on reading, so each path has at least a couple of Reading tiles, and there are paths solely dedicated to Reading without having to branch out into other categories. The Challenge officially begins June 1st and patrons can continue to complete activity badges until the end of July.

This year's kick-off will be on Monday June 3rd from 6 to 8pm. We're welcoming back local band The Throwbacks for some live music and there will be free popcorn and sweet treats from Elder + Oat. We've increased the amount of craft stations this year due to their popularity, in addition to a button-making station, attendees can also design their own wooden ornament or keychain and make their own sticker at the DIY sticker station.



**Adult and Teen Services: Sam Bunte**

May always goes by in a flash because everyone is so busy preparing for the Summer Reading Challenge in June. This year was no different, with a large amount of the work done by ATS being behind the scenes for the time being.

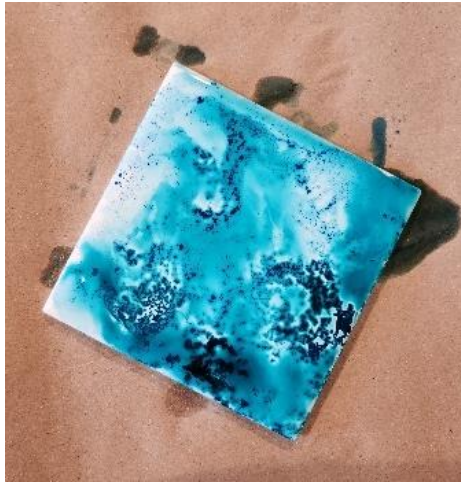
Everyone will soon see the fruits of our labor once June hits. The team has created amazing decor, music playlists, book lists, and more to get everyone in the spirit for our “Adventure Begins at Your Library” reading challenge.



By the end of the month, our seed library only had 48 seed packets remaining out of the close to 6,800 we started with a few months ago. I’m sure we will run out shortly and the seed library will close up shop well before the end of June. Library Specialist Cari Poweziak can count her second year as a seed librarian an extremely successful one.

In honor of Mother’s Day, Library Assistant Kayla Lawrence created a grab and go craft kit for our patrons and their mothers. She put together mystery bags using materials that were left over from past crafting programs. Each bag contained materials for two matching crafts, one for the participant and one for their mother. The materials on hand allowed for the creation of seven different projects including painted wine glasses, tile coasters and plant boxes.





Library Assistant Dian Martinez also created a program to honor mothers. On May 9, she hosted Serenade for Mom, a bilingual gathering with food and live music and poetry. The Meeting Room was transformed with lights and balloons, with the smell of churros drawing in at least one unexpected patron who wanted to check out what was going on.



On May 10, Kayla and fellow Library Assistant Stephanie Carreno attended the Reaching Forward conference. This conference is an annual event and one of very few specifically geared towards library support staff rather than librarians. They attended presentations on expanding Library of Things collections, garnering ideas for programming, and creating a more inclusive library for Latinx patrons. The best part, by far, was making friends with a baby sloth.





Teen Librarian Danielle Pacini hosted a Finals Week Study Space, opening up Corner 68 for four consecutive afternoons and evenings. Snacks and drinks were provided for any teens who wished for a quiet, out of the way place to study for their upcoming exams.

Danielle also had a busy month attending all of the district's middle and high schools to talk to kids about the library's resources and sign them up for the Summer Reading Challenge before their academic year ended. In addition to the regular SRC visits, she also attended the Mental Health Fair at Dundee Crown and Freshman Orientation Day at Jacobs.



Library Assistant Jasmin Munoz hosted a Bridgerton High Tea event on May 18. Attendees enjoyed various tea flavors, scones and cucumber sandwiches, and all were encouraged to dress in their finest attire. A Diamond of the Season was crowned and awarded a prize. However, no attendees went home empty-handed. Everyone received a heart-shaped tea diffuser with tea inside, to keep the idea of romance alive while they watched the show at home.



### **Account Services: Keri Carroll**

May attendance for both locations dipped slightly from April, following trends from 2023. However, Dundee and Randall Oaks saw a significant spike in the number of visitors, with Dundee seeing over 1,000 more patron visits that May 2023. In addition to our program offerings, we are finding more and more students spending time in the library during finals to study. One of our most frequent requests from the public is for dedicated study spaces, so it's nice that folks still think to visit us even though we're currently unable to offer study spaces.

Total items circulated were lower than 2023, but May 2023 was when loan periods were updated to be more generous for patrons. This will allow for clearer comparisons of these statistics going forward. Home deliveries took a small dip when compared to previous years, but license plate renewals continue to soar with a new high of 56 renewals for 2024.

IT Manager John Sabala and I met with several vendors to determine which self-checks would be suitable replacements for our older models. Our current self-checks, while serviceable, show definite signs of aging and can be difficult to troubleshoot as they're no longer on a maintenance contract. While a few of our regular customer service interactions would be improved by moving the holds behind the desk at Account Services, having updated machines that are easier to navigate would be a boon to patrons navigating them for the first time✓. John is continuing to shop and compare, and he does a great job looping me in regarding feedback as we work toward purchasing a model that both staff and patrons will appreciate.

On May 16, I attended the CCS Interlibrary Loan Technical Group at the CCS headquarters in Lincolnshire and was elected the Vice Chair / Chair Elect for the upcoming fiscal year. I've chaired the Circulation Technical Group previously and have acted as secretary for the ILL Tech Group, but this will be my first foray into chairing my interlibrary loan peers. While there is some overlap with the Circulation Group members, several libraries have dedicated ILL staff beyond their Circulation Managers, so I look forward to getting to know these folks better as we move into exciting new enterprises, such as the implementation of Find More Illinois and the additions of both Mount Prospect and Waukegan to CCS later this year.

### **Youth Services: Heather Ji**

Early Registration for the Summer Reading Challenge began on May 1 and we have started decorating the department. Librarian Eilis Corcoran, and Library Assistants Erin Sikorski, Lizbeth Hernandez, Elizabeth Flores and Amairani Lopez participated in our last four school visits, which had an attendance of close to 1,200 students and almost 600 kids have already signed up for the challenge either online or in the library, so the adventure has begun!



May is Mental Health Awareness Month, and this year we decided to increase awareness by providing kits to tweens, teens and adults. Library Assistants Lizbeth Hernandez worked with Jessica Nelson, Amairani Lopez, and our PR Department to create 150 kits that included reading suggestions, self-care tools and sensory items including lotion, earbuds and fidget toys. Lizbeth also secured a sponsorship with The Kane County Health Department, which donated over \$900 to fund the kits, along with Luna Behavioral Health Center and Greater Family Health, each donating items for the kits and providing informational flyers.



May is also Asian American and Pacific Islander Heritage Month, and Chicago-based Filipina American musician Little Miss Ann, also known as Ann Torralba, joined us to celebrate, performing music from seven of her award-winning albums.



We spread some Mother's Day joy during Amairani's Momma's Day Paint and Sip program, where moms sipped sparkling juice and kids had juice boxes while completing painted canvases!



Our two monthly toddler programs were also full of smiling faces. In Lizbeth's Little Artists program, the kids made Mother's Day succulents, and in Amairani and Jessica's Tot's Town, they stayed busy with a variety of gross motor activities.



Erin created a dinosaur program for preschoolers. Stations included Dinosaur Rescue, where kids rescued mini dinosaurs that were buried in rice and or tangled in rubber bands, Magnet Tile Dinosaurs, Make a Dino Fossil, and Follow the Dino Tracks.



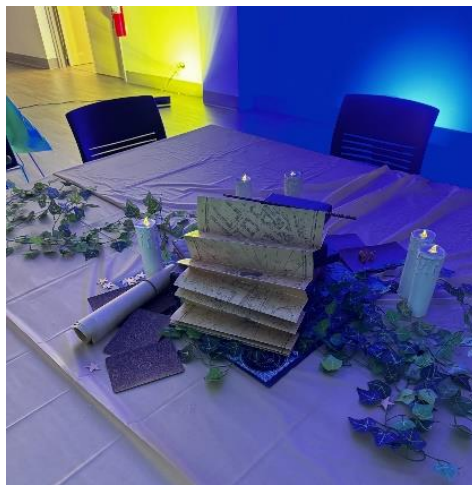
Both of our Foodie Kids programs featured colorful seasonal fruit. In Foodie Kids Jr. the kids made different types of flowers using fruit, veggies, string cheese, yogurt, and M&M's based on pictures from the book *Have You Ever Seen a Flower*. In Foodie Kids participants created healthy and tasty fruit wraps.



Eilis and Jessica hosted Homeschool Studio and the Homeschool Hangout drop-in program, where this month's activity was printmaking using items such as stamps, corks, tulle and foam shapes to make colorful and creative art.



Amairani and Erica Acevedo from ATS hosted the third Harry Potter Trivia Night using Crowdprur, and tested families on their knowledge of Harry Potter and the Prisoner of Azkaban.



Elizabeth collaborated with Jasmin and Stephanie in the ATS department on a Bridgerton High Tea, to kick off the new season of the Bridgerton television show. Participants dressed in their best to play trivia, enjoy tea and cucumber sandwiches, and take-home book-themed goodie bags.



Outreach storytimes continued and Amairani, Elizabeth, and Jessica attended Reaching Forward, an annual professional development conference for library staff. They attended panels on tween crafting and performer showcases, stopped by publisher booths, and became friends with one very adorable sloth!



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

Savings: over \$1,400+.

**IT/ Network: John Sabala**  
**Introduction to Artificial Intelligence in Libraries**

Recent advancements in Large Language Models are driving innovation and accelerating progress in the fourth industrial revolution. In response, our library is initiating the exploration of artificial intelligence (AI) to enhance our services and improve user experiences. We aim to research various AI technologies and assess their potential applications in both staff operations and public services. AI has already become integral to many productivity tools we use, such as spell checkers and grammar checkers, and it is here to stay.

As we embark on this journey, there are several critical factors to consider: identifying use cases, engaging stakeholders, launching pilot projects, evaluating vendors, addressing ethics and privacy concerns, and providing staff training. We are in the early stages of our research, and our ultimate goal is to develop a strategic roadmap for AI integration that aligns with our library's mission and enhances our service delivery.



*AI Generated Image*

**Facilities: Michael Lorenzetti**

Roof Update – The roof has had no leakage from the rainstorms that have passed through our area. Weekly cleaning of the drains and checking them prior to anticipated storms is part of routine preventive maintenance.

Sebert Landscaping planted spring flowers around our electronic sign and facilities staff will water them as needed. The elevator passed the annual pressure test, and the postcard has been placed in the elevator car. Kone elevator service was also onsite in May to replenish the hydraulic fluid.

Our HVAC service company was onsite for repair to roof top (RTU) unit #4. Due to constant vibrations from the compressor, wires had worn through and created a short that shut the unit off which in turn put the fire panel in trouble mode. The Fire Department contacted the Facility Manager regarding the trouble and put the panel out for service until repairs were completed. RTU #4 is operating normally.

The Facilities team has also welcomed a new member, Richard Diaz.

### Public Relations & Outreach: Corinne Vargas

PR & Outreach Manager Corinne Vargas, Deputy Director Heather Zabski, and Librarian Rachel Dunne represented the library at Gilbert's Days on June 1-2.



The PR & Outreach Manager reviewed the seasonal newsletter's current printing, design and mailing processes and recommends that the library initiate a formal public bid to secure a 3-year print and delivery contract. This would improve budget management, lock in production pricing and transfer the responsibility of brochure delivery to the U.S. Postal Service to the printer. Additionally, an alternative newsletter design in a smaller, fresher format that still includes essential program and event information is suggested. The public bid for printing, design and delivery of the seasonal newsletter took place on May 28. Two businesses submitted bids: Hagg Press and John S. Swift Co., Inc., a third company, Titan Image Group, submitted after the posted deadline. After reviewing the provided pricing, the PR Manager recommends Hagg Press for the next three years of printing and delivering the seasonal newsletter. Hagg Press is the current newsletter printer.

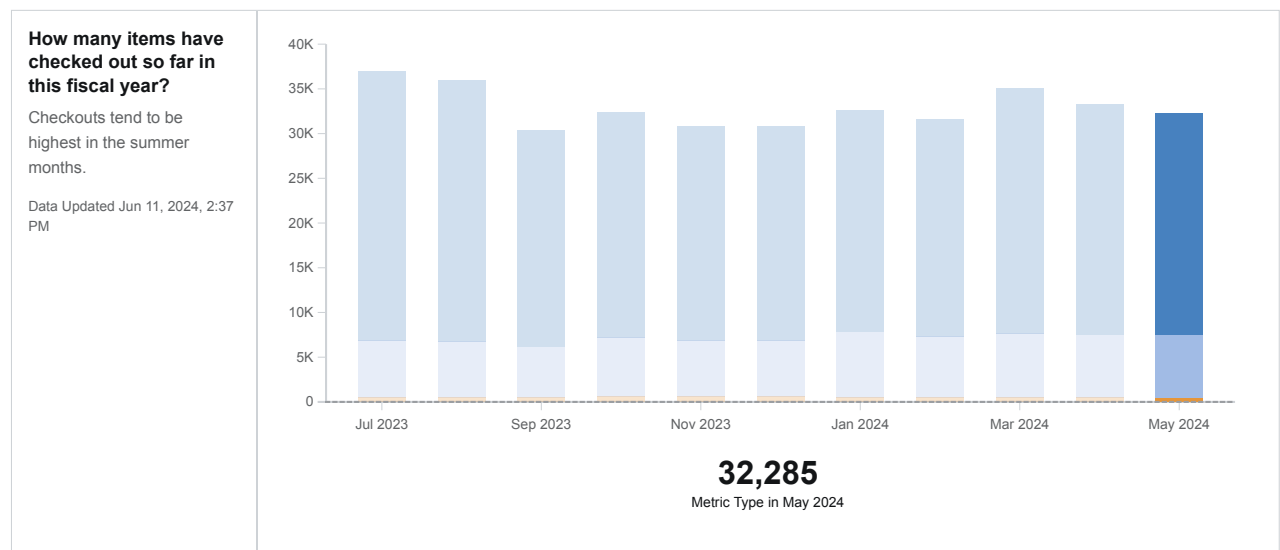


# How are we doing?

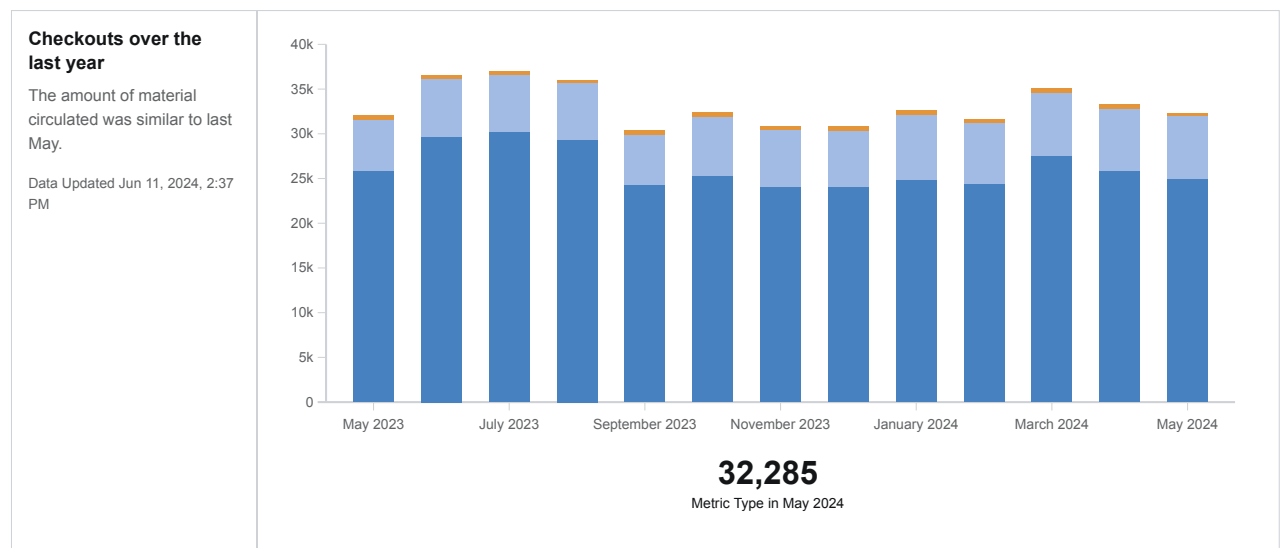
The monthly Dashboard tells our story

Click the graphs to see more details

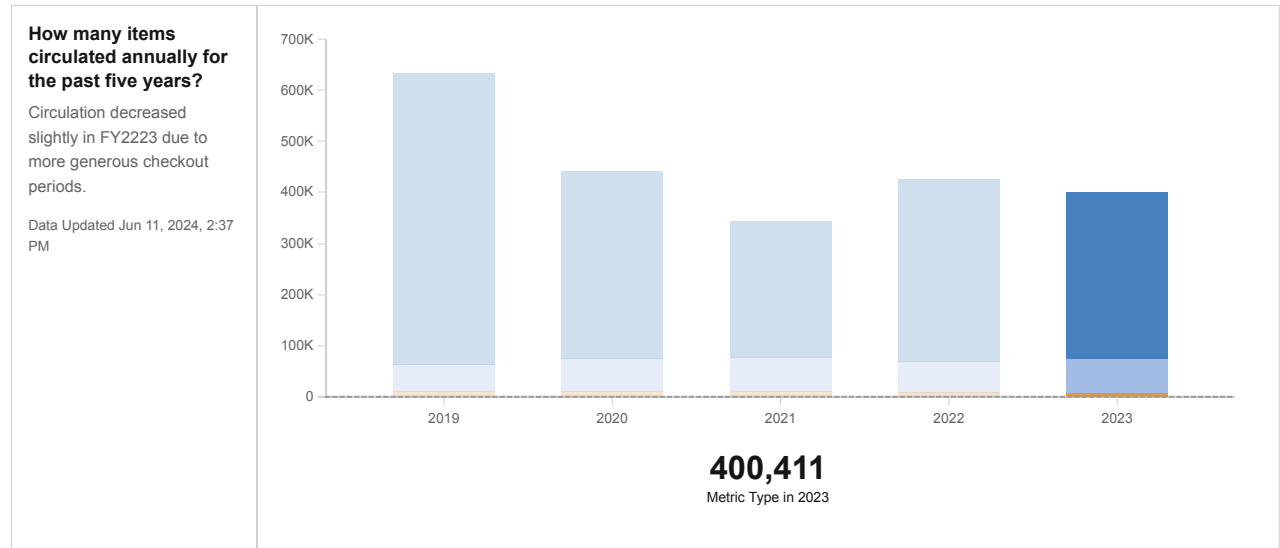
## Checkouts - This Fiscal Year



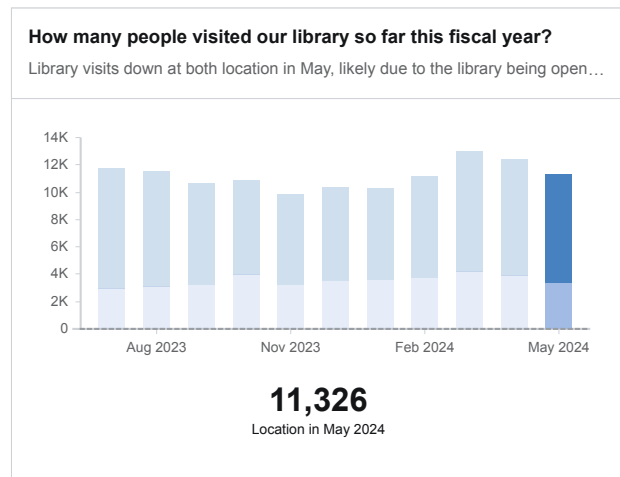
## Checkouts - 13 Month Trends



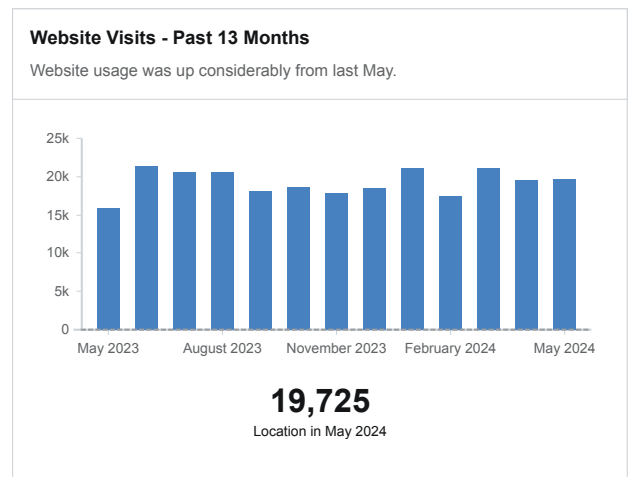
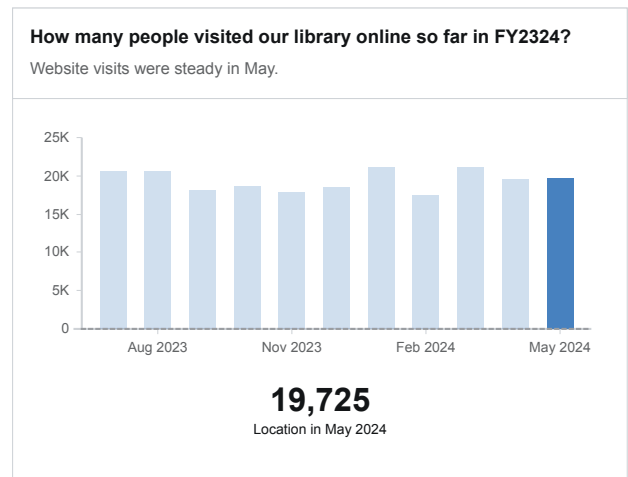
# Checkout Trend



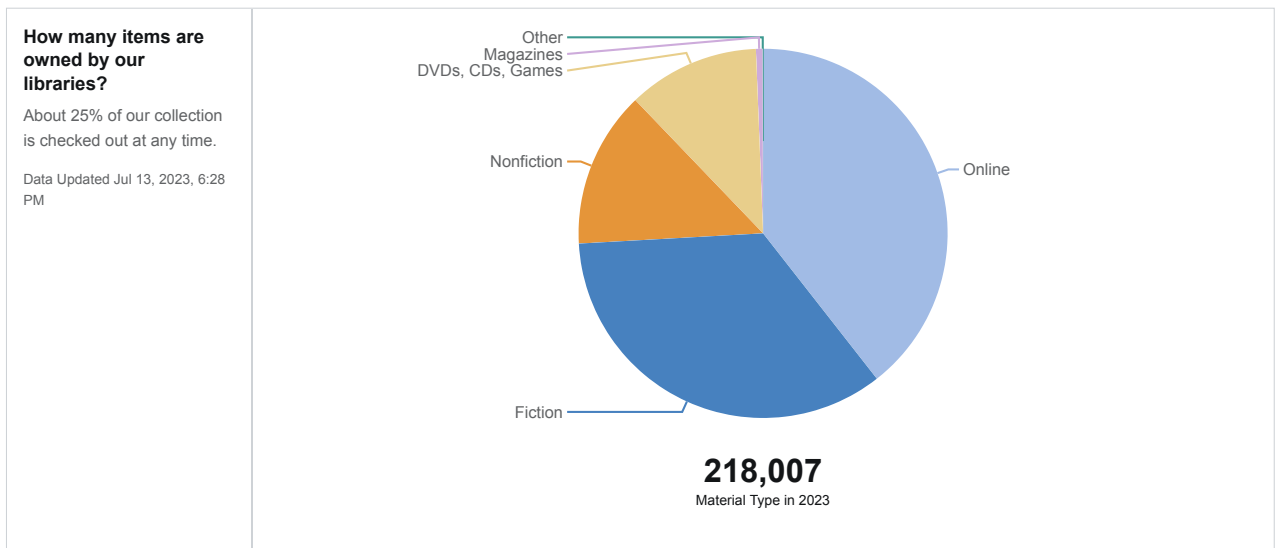
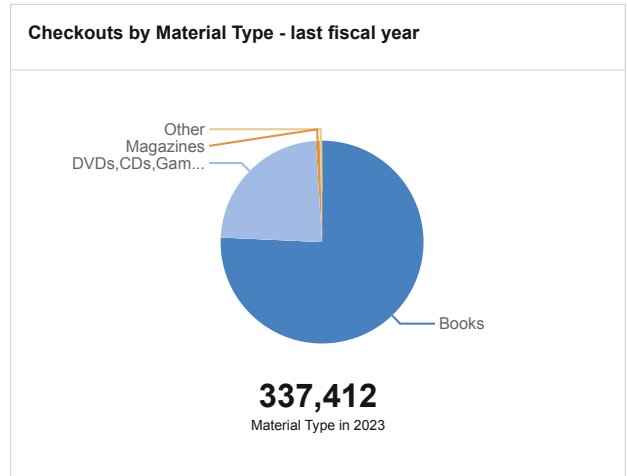
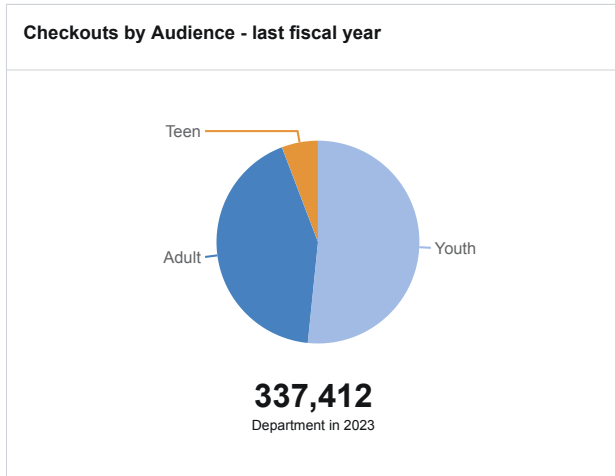
## Library Visits - This Fiscal Year



## Website Visits - This Fiscal Year



# Physical item checkouts

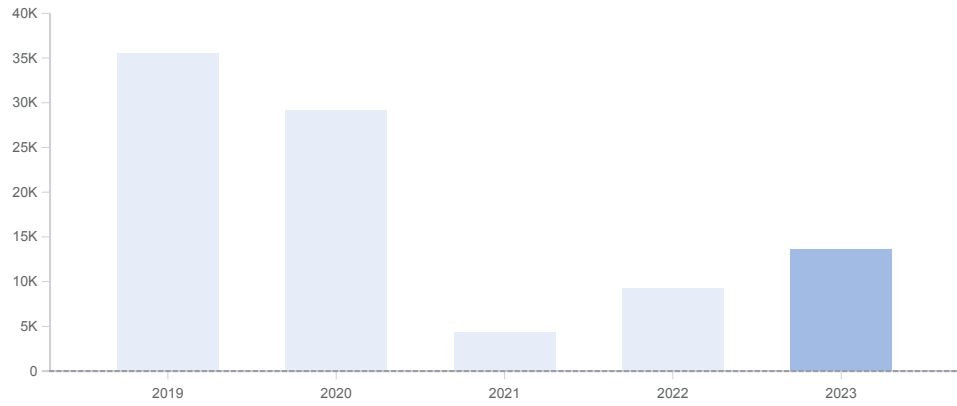


# Program Attendance Trend

### Program Attendance Trend

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

Data Updated Jun 11, 2024, 2:37 PM

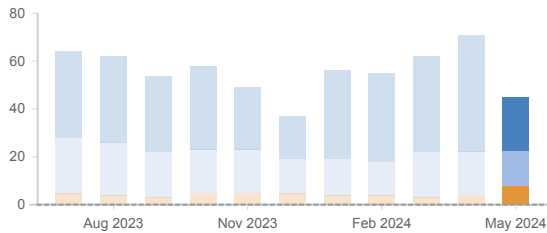


**13,558**

Metric Type in 2023

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

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

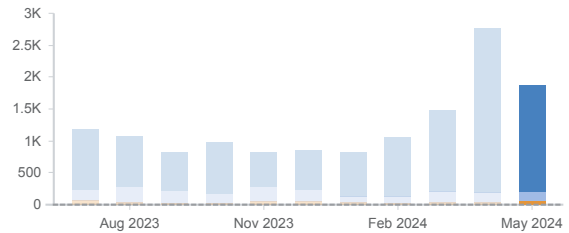


**45**

Metric Type in May 2024

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

April had our largest program attendance figures due to several school visits.

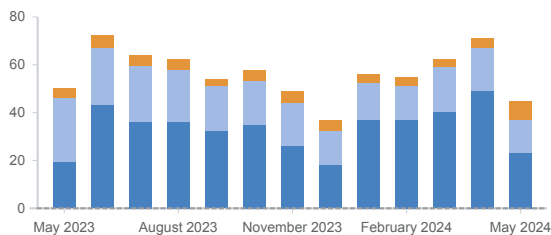


**1,871**

Metric Type in May 2024

### Library Programs Held- Past 13 Months

We hosted fewer programs this May than last year.

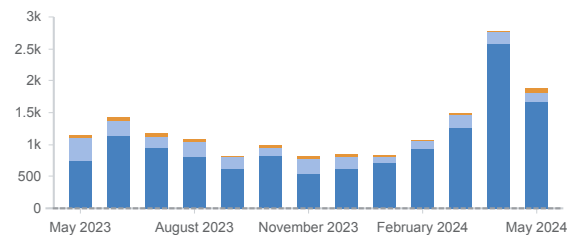


**45**

Metric Type in May 2024

### Library Program Attendance - Past 13 Months

We saw an increase in program attendance from last May.



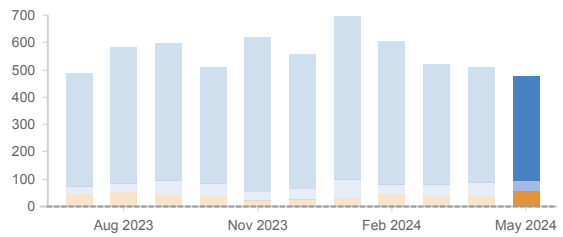
**1,871**

Metric Type in May 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

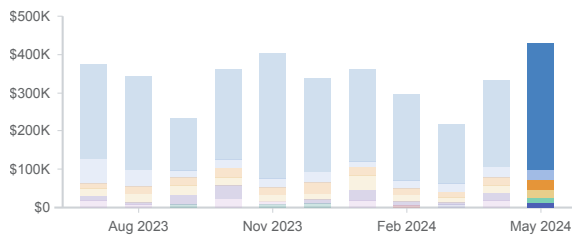


**475**

Metric Type in May 2024

# Monthly Spending- this year

How much does the Library spend each month this FY?



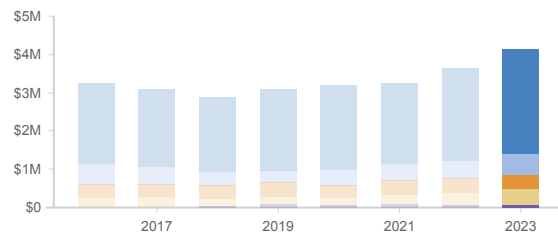
**\$430,110.89**

Expenses in May 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



[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 21, 2024 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for May 2024**
- A.1.c Monthly Financial Report for May 2024**
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues**
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- A.1.i Balance Sheet for May 2024**
- A.1.j Ehlers Investment Inventory for May 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

**Fox River Valley Public Library District  
Board of Trustees Meeting  
May 21, 2024**

**MINUTES**

**Call to Order**

The meeting was called to order by Vice President Maryann Dellamaria at 7:01 PM. All present rose to recite the Pledge of Allegiance.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 5 ayes, 0 nays, 2 absent. Motion carried.

**Roll Call**

Members present:	Vice Pres	Maryann Dellamaria
	Secretary	Chris Evans
	Treasurer	Tara Finn
	Trustee	Paula Lauer
	Trustee	Dan Wisniewski

Members absent:	President	Kristina Weber
	Trustee	Matt Goyke

Others present: Executive Director Amy Dodson, Deputy Director Heather Zabski, Keri Carroll, Heather Ji, Amanda Keen, Sherry Kenney, Michael Lorenzetti, Karin Nelson, Sumitra Potharazu, John Sabala, Corinne Vargas

**Public Comment**

There was none.

**President’s Report**

Budget and Levy Calendar 2024-2025

Vice President Maryann Dellamaria remarked that the Budget and Levy Calendar is informational in nature and notes the timetable for board action in order to be compliant with statutes governing financial issues.

**Director’s Report**

Summer Reading Challenge Presentation

Randall Oaks Manager Brittany Berger presented an overview of this year’s Summer Reading Challenge, “Adventure Begins At Your Library”. The Challenge runs from June 1 to July 31, with early registration from May 1 to May 31. Inspired by past Winter Reading Challenges by combining activities and reading in a bingo card format, patrons may register for the Challenge on the Beanstack app or at any public service desk. A kickoff event will be held on June 3 with refreshments provided by Elder+Oat, entertainment by The Throwbacks and craft activity stations. A total of 570 patrons have already registered, with a significant increase in youth registrations due to a partnership with School District 300. The school district’s “Summer READ300” offers K-12 students additional prizes and certificates of completion to encourage participation in their public library’s summer reading program.

Department Reports and Dashboard

Executive Director Amy Dodson welcomed PR & Outreach Manager Corinne Vargas to the library team. Secretary Chris Evans complimented the recent increase in effective social media content and thanked Vargas for her work with Library Assistant Cari Poweziak. Dodson remarked that the past month has been filled with finalizing the strategic plan and drafting working budget, along with coordinating with Congressman Raja Krishnamoorthi's office for the grant presentation on June 17, and preparations for the plaque honoring Gemma Winger in the library's butterfly garden.

## **Consent Agenda**

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

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

Dellamaria 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 Wisniewski and seconded by Finn, Dellamaria called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 5 ayes, 0 nays, 2 absent. Motion carried.

### **Unfinished Business – none**

## **New Business**

### **Exhibit C.1 Working Budget FY2425 – Discussion Only**

Dodson remarked that the draft of the Working Budget will be presented and open for discussion. The final draft will be voted upon at the next meeting. Deputy Director Heather Zabski presented the drafted Working Budget, highlighting a focus on maintaining a balanced budget, while increasing staff development funds and dedicating funding to the Special Reserves for use in future capital improvement projects. Zabski recommended funding be allocated for a Capital Assessment by Engberg Anderson Architects and Trustee Lauer inquired about the anticipated costs. Dellamaria highlighted the grants as potential revenue and Dodson noted that grant funding is not included, as the upcoming grants will be used as reimbursement after building projects have been completed.

### **Exhibit C.2 Janitorial Service Contract**

Dellamaria called for a motion to AUTHORIZE THE DIRECTOR TO ENTER INTO A TWO-YEAR CONTRACT WITH MULTISYSTEM MANAGEMENT COMPANY FOR JANITORIAL SERVICES AT THE DUNDEE AND RANDALL OAKS LIBRARIES IN AN AMOUNT NOT TO EXCEED \$101,520.00. Moved by Finn and seconded by Wisniewski. Dodson provided background that prior companies had not met expectations and recommended the current company. Facilities Manager Michael Lorenzetti recommended the lowest bid which came with positive references. Lauer, Evans, Wisniewski and Dellamaria discussed the level of public traffic, ability to cancel the contract and the difference between the bids for carpet cleaning. The trustees recommended an amended motion. Dellamaria called for a roll call vote.



Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 0 ayes, 5 nays, 2 absent. Motion did not carry.

Dellamaria called for an amended motion to AUTHORIZE THE DIRECTOR TO ENTER INTO A TWO-YEAR CONTRACT WITH VEGA BUILDING MAINTENANCE FOR JANITORIAL SERVICES AT THE DUNDEE AND RANDALL OAKS LIBRARIES IN AN AMOUNT NOT TO EXCEED \$80,208.08. Moved by Wisniewski and seconded by Lauer. Dellamaria called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 5 ayes, 0 nays, 2 absent. Motion carried.

**Exhibit C.3 Resolution 2024-02 Recognizing LGBTQ Pride Month and Progress Flag**

Dellamaria called for a motion to ADOPT RESOLUTION 2024-02 TO RECOGNIZE LGBTQ PRIDE MONTH AND FLY THE PROGRESS FLAG. Moved by Finn and seconded by Wisniewski. Dodson highlighted that the same practice as last year is presented, in which the progress pride flag will be flown below the American Flag starting June 1 through June 30. Evans inquired about the timing of the resolution and Dodson remarked that the resolution will be presented to the board annually. Dellamaria called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 5 ayes, 0 nays, 2 absent. Motion carried.

**Exhibit C.4 Mission, Vision and Value Statements and Strategic Plan FY2425**

Dellamaria called for a motion to APPROVE THE UPDATED MISSION, VISION AND VALUE STATEMENTS AND THE 2024–2029 STRATEGIC PLAN FOCUS AREAS AND STRATEGIES. Moved by Wisniewski and seconded by Finn. Dodson presented updates to the library’s mission and values statements, and the addition of a new vision statement for the library. No changes were recommended to the library’s culture statement. Dodson conveyed that she hoped this strategic plan will help staff and the community move forward in new ways, focused on customer service, kindness and empathy, and Wisniewski noted Dodson’s passion was evident from her presentation.

Finn inquired about the next steps in the process and Dodson highlighted that the strategic planning consultants from ReThinking Libraries will be working with the management team to draft work plans for each of the five years on an annual basis. Finn also requested further information on how the community would be notified about the plan and Dodson referenced the work of PR & Outreach Manager Corinne Vargas as a critical part in making the plan tangible for the community. Evans noted her enthusiasm for the realistic plan that would be a response to the community. Lauer, Wisniewski, Finn and Evans provided revisions to the final draft, including updating the Mission to add the word “diversity”, the Core Values statements to all start with “we”, revising the Environment portion of the Core Values, and removing a comma from the Focus Areas.

With the proposed changes, Dellamaria called for an amended motion to APPROVE THE UPDATED MISSION, VISION AND VALUE STATEMENTS AND THE 2024–2029 STRATEGIC PLAN FOCUS AREAS AND STRATEGIES. Moved by Wisniewski and seconded by Finn. Dellamaria called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 5 ayes, 0 nays, 2 absent. Motion carried.

**Adjournment**

Dellamaria inquired if there were any topics Trustees wished to address in the future. There being no further business, Dellamaria called for a motion to *ADJOURN*. Moved by Wisniewski and seconded by Finn, Dellamaria called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 5 ayes, 0 nays, 2 absent. Motion carried.

Meeting adjourned at 8:18 PM.

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Christine L. Evans, Secretary

**Fox River Valley Public Library District**  
Check/Voucher Register - Check Voucher Register  
10100 - BANK ACCOUNTS  
From 5/1/2024 Through 5/31/2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
Groot, Inc	12469288T107	5/16/2024	124.59
4imprint	44924	5/21/2024	7,320.11
Accurate Office Supply Co.	44925	5/21/2024	755.51
Ziegler's Ace Hardware	44926	5/21/2024	53.97
Allegion Access Technologies LLC	44927	5/21/2024	265.62
AT&T	44928	5/21/2024	209.40
AT & T Mobility	44929	5/21/2024	112.25
Brodart Co.	44930	5/21/2024	864.53
CDS Office Technologies	44931	5/21/2024	1,291.20
ComEd	44932	5/21/2024	3,923.35
Dell Marketing L.P.	44933	5/21/2024	2,149.00
Demco, Inc.	44934	5/21/2024	723.25
Dave DiNaso	44935	5/21/2024	450.00
Elder & Oat	44936	5/21/2024	595.00
Elgin Sheet Metal Company	44937	5/21/2024	1,935.00
Garveys Office Products	44938	5/21/2024	97.10
Glenview Public Library	44939	5/21/2024	50.00
GovConnection, Inc	44940	5/21/2024	3,584.00
Hall Pass	44941	5/21/2024	15.00
HR Source	44942	5/21/2024	1,500.00
INGRAM Library Services	44946	5/21/2024	21,855.16
KONE, INC	44947	5/21/2024	344.19
Lindsay Combs	44948	5/21/2024	250.00
Martina Mathisen	44949	5/21/2024	700.00
Midwest Tape Exchange, Inc.	44950	5/21/2024	4,781.37
Multisystem Management Company	44951	5/21/2024	3,480.00
Nicor Gas	44952	5/21/2024	320.61
ReThinking Libraries	44953	5/21/2024	2,925.00
Rotary Club of Carpentersville - Morning	44954	5/21/2024	190.00
Sebert Landscaping Inc.	44955	5/21/2024	2,284.00
Serve and Protect Law LLC	44956	5/21/2024	450.00
The Throwbacks	44957	5/21/2024	500.00
Tonies US, Inc	44958	5/21/2024	804.00
Regents of the University of Minnesota	44959	5/21/2024	1,135.00
Cardmember Service	44960	5/21/2024	6,287.78
Wellness Insurance Network	44961	5/21/2024	19,738.18
SYNCB/AMAZON	Amazon ACH 05/1...	5/17/2024	3,923.96
Illinois Municipal Retirement	DD05/08/2024-IM...	5/8/2024	18,717.72
Paylocity Payroll	DD05/2024 Paylo...	5/3/2024	299.80
Paylocity Payroll	DD05/2024 Paylo...	5/17/2024	567.30
Paylocity Payroll	DD05/2024 Paylo...	5/31/2024	448.72
ePay	Epay Fees Apr In ...	5/1/2024	86.73
Office of the Secretary of State of Illinois	LP Withdrawal Apr...	5/1/2024	1,215.00
Office of the Secretary of State of Illinois	LP Withdrawals In...	5/31/2024	6,472.00
Office of the Secretary of State of Illinois	SSLT Fee Apr In ...	5/1/2024	57.00
Comcast	STMT202405Com...	5/28/2024	889.91
Comcast	STMT202405DL-C...	5/24/2024	296.04
Comcast	STMT202405RO-C...	5/24/2024	224.90
	Total 10100 - BANK ACCOUNTS		125,263.25
Report Total			125,263.25

Fox River Valley Public Library District

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

10 - GENERAL/CORPORATE

From 5/1/2024 Through 5/31/2024

		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	18,378.98	106,060.01	70.23%	151,000.00	44,939.99	29.76%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	24,804.79	0.00%	0.00	(24,804.79)	0.00%
43500	IMPACT FEES	0.00	0.00	0.00%	15,000.00	15,000.00	100.00%
44010	INT & DIV INCOME	15,879.71	199,245.05	199.24%	100,000.00	(99,245.05)	(99.24)%
44011	MARKET VALUE ADJUSTMENT	(127.71)	2,327.42	0.00%	0.00	(2,327.42)	0.00%
45010	PER CAPITA GRANT	0.00	105,506.75	100.48%	105,000.00	(506.75)	(0.48)%
45020	OTHER GRANTS	2,234.19	8,936.76	44.68%	20,000.00	11,063.24	55.31%
46030	LOST & DAMAGED	694.59	4,406.17	125.89%	3,500.00	(906.17)	(25.89)%
46200	PRINT/COPY REVENUE	586.20	7,251.15	145.02%	5,000.00	(2,251.15)	(45.02)%
46250	LICENSE PLATE RENEWAL INCOME	8,416.00	67,280.25	103.50%	65,000.00	(2,280.25)	(3.50)%
46400	MISCELLANEOUS INCOME	0.00	151.00	30.20%	500.00	349.00	69.80%
46500	CASH OVER	0.53	77.14	154.28%	50.00	(27.14)	(54.28)%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	1,034.00	86.16%	1,200.00	166.00	13.83%
49010	MONETARY GIFT	0.00	16,141.76	0.00%	0.00	(16,141.76)	0.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
46110	MEETING RM RENTAL	0.00	180.00	360.00%	50.00	(130.00)	(260.00)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	131.90	428.05	428.05%	100.00	(328.05)	(328.05)%
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	46,288.39	4,492,700.31	101.69%	4,417,853.00	(74,847.31)	(1.69)%
	Total Revenues	46,288.39	4,492,700.31	101.69%	4,417,853.00	(74,847.31)	(1.69)%

Expenditures

15 PERSONNEL SERVICES/BENEFITS

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 5/1/2024 Through 5/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
0	District Wide						
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	17,338.10	184,468.21	75.29%	245,000.00	60,531.79	24.70%
52121	IMRF	16,724.65	135,318.66	79.59%	170,000.00	34,681.34	20.40%
52122	REIMBURSED INS	94.00	1,034.00	86.16%	1,200.00	166.00	13.83%
52160	TUITION REIMB	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
52212	FICA/MEDICARE/SS-R	19,602.75	161,351.15	84.92%	190,000.00	28,648.85	15.07%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	21,993.00	21,993.00	100.00%
05	ADMINISTRATION						
52100	SALARIES	58,265.17	441,522.45	90.66%	487,000.00	45,477.55	9.33%
40	PUBLIC RELATIONS						
52100	SALARIES	13,288.47	141,808.94	84.41%	168,000.00	26,191.06	15.58%
50	IT / NETWORK						
52100	SALARIES	15,544.25	114,678.34	91.74%	125,000.00	10,321.66	8.25%
60	PATS						
52100	SALARIES	15,992.56	120,375.30	82.44%	146,000.00	25,624.70	17.55%
90	FACILITIES						
52100	SALARIES	12,477.85	102,770.92	68.97%	149,000.00	46,229.08	31.02%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	56,919.78	436,862.40	89.67%	487,185.43	50,323.03	10.32%
20	YOUTH SERVICES						
52100	SALARIES	39,742.00	286,527.41	81.73%	350,554.38	64,026.97	18.26%
70	ACCOUNT SERVICES						
52100	SALARIES	37,826.41	285,458.36	87.83%	325,000.00	39,541.64	12.16%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	27,433.59	204,395.75	87.72%	233,000.00	28,604.25	12.27%
	Total PERSONNEL SERVICES/BENEFITS	331,249.58	2,616,571.89	84.16%	3,108,932.81	492,360.92	15.84%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	1,650.81	7,517.11	75.17%	10,000.00	2,482.89	24.82%
61500	DATABASES	0.00	38,905.78	85.87%	45,307.00	6,401.22	14.12%
61510	EBOOKS	274.76	47,223.33	80.38%	58,750.00	11,526.67	19.61%
61520	DOWNLOADABLE MEDIA	3,076.64	30,186.66	88.78%	34,000.00	3,813.34	11.21%
61540	HOTSPOTS	0.00	6,389.00	62.63%	10,200.00	3,811.00	37.36%
64100	PROC FEES BOOKS	679.95	4,855.18	121.37%	4,000.00	(855.18)	(21.37)%
64200	PROC FEES AV	418.10	4,426.44	55.33%	8,000.00	3,573.56	44.66%

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 5/1/2024 Through 5/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
64500	ONLINE ORDERING FEE	0.00	738.34	98.44%	750.00	11.66	1.55%
05	ADMINISTRATION						
61120	BOOKS NF	0.00	239.50	47.90%	500.00	260.50	52.10%
61200	PERIODICALS	0.00	1,154.90	57.45%	2,010.00	855.10	42.54%
1	Dundee Library						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	0.00	2,277.08	94.48%	2,410.00	132.92	5.51%
61600	VIDEOGAMES	1,086.87	10,399.80	69.33%	15,000.00	4,600.20	30.66%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	2,928.27	26,634.65	83.23%	32,000.00	5,365.35	16.76%
61111	BOOKS LARGE TYPE	244.25	3,922.93	98.07%	4,000.00	77.07	1.92%
61120	BOOKS NF	1,119.18	10,487.31	65.54%	16,000.00	5,512.69	34.45%
61130	BOOKS SPANISH	606.40	868.91	19.30%	4,500.00	3,631.09	80.69%
61140	GRAPHIC NOVELS	243.35	2,976.34	74.40%	4,000.00	1,023.66	25.59%
61330	AUDIOBOOKS	693.86	5,640.78	80.58%	7,000.00	1,359.22	19.41%
61350	MUSIC	257.67	2,165.28	72.17%	3,000.00	834.72	27.82%
61400	DVD	1,022.25	9,974.16	94.99%	10,500.00	525.84	5.00%
61700	NONTRADITIONAL MATERIALS	0.00	565.31	11.30%	5,000.00	4,434.69	88.69%
15	TEEN						
61100	BOOKS	788.15	6,308.82	78.86%	8,000.00	1,691.18	21.13%
61130	BOOKS SPANISH	420.98	1,606.20	64.24%	2,500.00	893.80	35.75%
61330	AUDIOBOOKS	0.00	390.93	39.09%	1,000.00	609.07	60.90%
20	YOUTH SERVICES						
61100	BOOKS	8,203.84	40,766.40	90.59%	45,000.00	4,233.60	9.40%
61130	BOOKS SPANISH	0.00	4,306.60	53.83%	8,000.00	3,693.40	46.16%
61330	AUDIOBOOKS	378.94	1,315.78	87.71%	1,500.00	184.22	12.28%
61400	DVD	87.72	2,440.86	97.63%	2,500.00	59.14	2.36%
61700	NONTRADITIONAL MATERIALS	52.71	2,716.46	67.91%	4,000.00	1,283.54	32.08%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	0.00	1,452.55	103.01%	1,410.00	(42.55)	(3.01)%
61600	VIDEOGAMES	766.63	6,226.65	88.95%	7,000.00	773.35	11.04%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	1,042.89	8,602.46	86.02%	10,000.00	1,397.54	13.97%
61120	BOOKS NF	542.84	2,330.96	77.69%	3,000.00	669.04	22.30%
61400	DVD	539.00	4,879.08	75.06%	6,500.00	1,620.92	24.93%
15	TEEN						
61100	BOOKS	86.91	1,977.72	65.92%	3,000.00	1,022.28	34.07%

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 5/1/2024 Through 5/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
61330	AUDIOBOOKS	0.00	0.00	0.00%	250.00	250.00	100.00%
20	YOUTH SERVICES						
61100	BOOKS	2,305.92	14,090.87	100.64%	14,000.00	(90.87)	(0.64)%
61130	BOOKS SPANISH	0.00	311.23	20.74%	1,500.00	1,188.77	79.25%
61400	DVD	41.24	1,256.42	50.25%	2,500.00	1,243.58	49.74%
61700	NONTRADITIONAL MATERIALS	0.00	533.00	53.30%	1,000.00	467.00	46.70%
	Total LIBRARY MATERIALS	29,560.13	319,061.78	79.85%	399,587.00	80,525.22	20.15%
51	LIBRARY OPERATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
52123	WORKERS COMP	0.00	4,459.00	55.73%	8,000.00	3,541.00	44.26%
52124	UNEMPLOYMENT INS	0.00	(6,104.92)	(61.04)%	10,000.00	16,104.92	161.04%
52130	STAFF DEVELOPMENT	202.06	3,236.94	64.73%	5,000.00	1,763.06	35.26%
52140	PROFESSIONAL EDUCATION	73.15	1,328.95	44.29%	3,000.00	1,671.05	55.70%
52150	CONFERENCES	0.00	1,050.00	35.00%	3,000.00	1,950.00	65.00%
52170	ALLSTAFF SPEAKER	1,150.00	3,939.00	78.78%	5,000.00	1,061.00	21.22%
70800	POSTAGE	19.99	2,345.91	78.19%	3,000.00	654.09	21.80%
70900	SUPPLIES	911.65	8,129.36	62.53%	13,000.00	4,870.64	37.46%
73215	COPIER/PRINT EXPENSE	615.88	7,374.88	83.80%	8,800.00	1,425.12	16.19%
73225	PUBLIC LIABILITY INS	0.00	41,539.20	88.00%	47,200.00	5,660.80	11.99%
73240	BOARD EXPENSES	75.00	450.00	30.00%	1,500.00	1,050.00	70.00%
73241	LEGAL NOTICES FEES	75.90	1,154.90	57.74%	2,000.00	845.10	42.25%
73242	MEMBERSHIPS	1,850.00	5,723.75	88.05%	6,500.00	776.25	11.94%
73245	BACKGROUND CHECK FEES	15.00	51.00	25.50%	200.00	149.00	74.50%
73250	BANK CHARGES	133.34	2,077.90	51.94%	4,000.00	1,922.10	48.05%
73255	INVESTMENT FEES	403.66	3,391.80	56.53%	6,000.00	2,608.20	43.47%
73260	LOST & PAID FORWARDING	0.00	58.94	11.78%	500.00	441.06	88.21%
73280	COST OF ITEMS SOLD	0.00	203.44	40.68%	500.00	296.56	59.31%
73281	TAX EXPENSE	0.00	77.03	77.03%	100.00	22.97	22.97%
73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	7,982.00	64,152.00	100.23%	64,000.00	(152.00)	(0.23)%
73283	LICENSE PLATE S&SLT FEES	84.00	588.00	98.00%	600.00	12.00	2.00%
73290	HOSPITALITY	0.00	599.06	119.81%	500.00	(99.06)	(19.81)%
76400	Miscellaneous Expense	0.00	(229.20)	0.00%	0.00	229.20	0.00%
76500	CASH UNDER	2.00	177.15	70.86%	250.00	72.85	29.14%

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 5/1/2024 Through 5/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
79990	CONTINGENT EXPENSES	265.00	442.80	14.76%	3,000.00	2,557.20	85.24%
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	0.00	964.53	48.22%	2,000.00	1,035.47	51.77%
30	PUBLIC SERVICE						
70900	SUPPLIES	164.88	5,120.81	68.96%	7,425.00	2,304.19	31.03%
90	FACILITIES						
70900	SUPPLIES	279.21	6,264.78	62.64%	10,000.00	3,735.22	37.35%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73520	PLANT OPERATION	2,542.92	8,601.35	43.00%	20,000.00	11,398.65	56.99%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73505	RENT EXPENSE	5,407.50	59,482.50	91.51%	65,000.00	5,517.50	8.48%
	Total LIBRARY OPERATIONS	22,253.14	226,650.86	75.53%	300,075.00	73,424.14	24.47%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	0.00	11,700.00	101.73%	11,500.00	(200.00)	(1.73)%
70900	SUPPLIES	2,900.52	6,997.84	99.96%	7,000.00	2.16	0.03%
73010	NEWSLETTER	6,968.00	27,872.00	96.77%	28,800.00	928.00	3.22%
73020	OUTSIDE PRINTING	111.00	611.44	40.76%	1,500.00	888.56	59.23%
73290	HOSPITALITY	0.00	0.00	0.00%	200.00	200.00	100.00%
	Total PUBLIC RELATIONS	9,979.52	47,181.28	96.29%	49,000.00	1,818.72	3.71%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	576.80	1,371.79	68.58%	2,000.00	628.21	31.41%
73150	PERFORMERS	0.00	685.00	17.12%	4,000.00	3,315.00	82.87%
73151	SUMMER READING	12,723.58	14,731.68	86.65%	17,000.00	2,268.32	13.34%
73152	WINTER READING	0.00	2,983.74	99.45%	3,000.00	16.26	0.54%
73153	MISC READING CHALLENGES	142.51	1,531.33	102.08%	1,500.00	(31.33)	(2.08)%
73155	LICENSING	0.00	1,445.00	85.00%	1,700.00	255.00	15.00%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	540.94	5,274.24	87.90%	6,000.00	725.76	12.09%
73150	PERFORMERS	250.00	1,525.00	76.25%	2,000.00	475.00	23.75%
15	TEEN						
70900	SUPPLIES	282.51	1,102.32	44.09%	2,500.00	1,397.68	55.90%



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 5/1/2024 Through 5/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
20	YOUTH SERVICES						
70900	SUPPLIES	615.62	10,154.15	78.10%	13,000.00	2,845.85	21.89%
73150	PERFORMERS	450.00	1,759.81	43.99%	4,000.00	2,240.19	56.00%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	0.00	2,025.51	101.27%	2,000.00	(25.51)	(1.27)%
	Total GENERAL PROGRAMMING	15,581.96	44,589.57	75.96%	58,700.00	14,110.43	24.04%
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	5,201.58	12,094.94	50.03%	24,175.00	12,080.06	49.96%
73320	CCS SHARED COST	0.00	59,274.92	98.79%	60,000.00	725.08	1.20%
73340	SOFTWARE	394.48	16,861.00	76.97%	21,905.00	5,044.00	23.02%
73350	INTERNET LINES	209.40	2,303.40	91.51%	2,517.00	213.60	8.48%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	221.04	2,883.88	70.96%	4,064.00	1,180.12	29.03%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	224.90	2,534.22	89.48%	2,832.00	297.78	10.51%
	Total COMPUTER	6,251.40	95,952.36	83.08%	115,493.00	19,540.64	16.92%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73246	PAYROLL SERVICE	1,315.82	13,113.21	87.42%	15,000.00	1,886.79	12.57%
73410	LEGAL FEES	0.00	6,793.59	67.93%	10,000.00	3,206.41	32.06%
73420	AUDIT EXPENSE	0.00	9,340.00	87.28%	10,700.00	1,360.00	12.71%
73430	OTHER PROF FEES	2,925.00	32,422.74	64.84%	50,000.00	17,577.26	35.15%
	Total PROFESSIONAL FEES	4,240.82	61,669.54	71.96%	85,700.00	24,030.46	28.04%
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	375.67	1,645.04	65.80%	2,500.00	854.96	34.19%
	Total TRANSPORTATION	375.67	2,953.57	73.84%	4,000.00	1,046.43	26.16%
61	MAINTENANCE						
0	District Wide						
00	DEPARTMENT-WIDE						

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 5/1/2024 Through 5/31/2024

		Month Activity	Year Activity	FY2324 Percent Used	Total Budget - FY2324 Working Budget	FY2324 \$ Remaining	FY2324 Percent Remaining
73301	COMPUTER MAINT	0.00	11,792.76	117.51%	10,035.00	(1,757.76)	(17.51)%
73310	CATALOGING - COMPUTER SERVICE	0.00	8,771.16	97.45%	9,000.00	228.84	2.54%
73530	EQUIPMENT MAINT	0.00	628.33	62.83%	1,000.00	371.67	37.16%
73640	FUEL	129.65	1,201.14	60.05%	2,000.00	798.86	39.94%
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	0.00	9,465.75	44.22%	21,405.00	11,939.25	55.77%
73500	BUILDING REPAIRS AND MAINTENANCE	782.58	21,561.89	71.87%	30,000.00	8,438.11	28.12%
73530	EQUIPMENT MAINT	0.00	609.05	30.45%	2,000.00	1,390.95	69.54%
73540	CONTRACTS: BUILDING MAINTENANCE	3,852.78	76,516.32	91.09%	84,000.00	7,483.68	8.90%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	812.00	6,163.65	50.21%	12,275.00	6,111.35	49.78%
73540	CONTRACTS: BUILDING MAINTENANCE	680.00	9,440.00	111.05%	8,500.00	(940.00)	(11.05)%
	Total MAINTENANCE	6,257.01	146,150.05	80.65%	181,215.00	35,064.95	19.35%
65	UTILITIES						
0	District Wide						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	112.25	1,347.36	85.81%	1,570.00	222.64	14.18%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	873.95	10,352.71	77.49%	13,360.00	3,007.29	22.50%
73610	ELECTRICITY	4,198.31	43,291.32	92.10%	47,000.00	3,708.68	7.89%
73620	WATER AND SEWER	0.00	2,848.56	71.21%	4,000.00	1,151.44	28.78%
73630	GAS	320.61	3,870.19	64.50%	6,000.00	2,129.81	35.49%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	90.96	1,005.52	73.93%	1,360.00	354.48	26.06%
	Total UTILITIES	5,596.08	62,715.66	85.57%	73,290.00	10,574.34	14.43%
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	149.99	1,742.32	29.03%	6,000.00	4,257.68	70.96%
73300	COMPUTER EQUIPMENT	0.00	15,644.47	111.74%	14,000.00	(1,644.47)	(11.74)%



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 5/1/2024 Through 5/31/2024

		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	14,715.10	167,256.38	371.68%	45,000.00	(122,256.38)	(271.68)%
44011	MARKET VALUE ADJUSTMENT	(420.33)	5,198.41	0.00%	0.00	(5,198.41)	0.00%
	Total REVENUES	<u>14,294.77</u>	<u>172,454.79</u>	<u>383.23%</u>	<u>45,000.00</u>	<u>(127,454.79)</u>	<u>(283.23)%</u>
	Total Revenues	<u>14,294.77</u>	<u>172,454.79</u>	<u>383.23%</u>	<u>45,000.00</u>	<u>(127,454.79)</u>	<u>(283.23)%</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	30,762.00	1.65%	1,855,000.00	1,824,238.00	98.34%
	Total MAINTENANCE	<u>0.00</u>	<u>30,762.00</u>	<u>1.66%</u>	<u>1,855,000.00</u>	<u>1,824,238.00</u>	<u>98.34%</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>47,662.50</u>	<u>2.09%</u>	<u>2,276,572.00</u>	<u>2,228,909.50</u>	<u>97.91%</u>
	Net Increase(Decrease) in Fund Balance	<u>14,294.77</u>	<u>124,792.29</u>	<u>(5.59)%</u>	<u>(2,231,572.00)</u>	<u>(2,356,364.29)</u>	<u>105.59%</u>

Fox River Valley Public Library District

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

80 - WORKING CASH

From 5/1/2024 Through 5/31/2024

		<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	502.44	7,129.23	178.23%	4,000.00	(3,129.23)	(78.23)%
44011	MARKET VALUE ADJUSTMENT	(42.83)	529.62	0.00%	0.00	(529.62)	0.00%
	Total REVENUES	<u>459.61</u>	<u>7,658.85</u>	<u>191.47%</u>	<u>4,000.00</u>	<u>(3,658.85)</u>	<u>(91.47)%</u>
	Total Revenues	<u>459.61</u>	<u>7,658.85</u>	<u>191.47%</u>	<u>4,000.00</u>	<u>(3,658.85)</u>	<u>(91.47)%</u>
	Net Increase(Decrease) in Fund Balance	<u>459.61</u>	<u>7,658.85</u>	<u>191.47%</u>	<u>4,000.00</u>	<u>(3,658.85)</u>	<u>(91.47)%</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 5/1/2024 Through 5/31/2024

		<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	826.89	11,732.87	195.54%	6,000.00	(5,732.87)	(95.54)%
44011	MARKET VALUE ADJUSTMENT	(70.48)	871.65	0.00%	0.00	(871.65)	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>756.41</u>	<u>12,604.52</u>	<u>180.06%</u>	<u>7,000.00</u>	<u>(5,604.52)</u>	<u>(80.06)%</u>
	Total Revenues	<u>756.41</u>	<u>12,604.52</u>	<u>180.06%</u>	<u>7,000.00</u>	<u>(5,604.52)</u>	<u>(80.06)%</u>
	Net Increase(Decrease) in Fund Balance	<u>756.41</u>	<u>12,604.52</u>	<u>180.06%</u>	<u>7,000.00</u>	<u>(5,604.52)</u>	<u>(80.06)%</u>

**Fox River Valley Public Library District**  
Revenue Summary - All Funds Combined - Budget v Actual Revenues FY2324  
From 5/1/2024 Through 5/31/2024

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	18,378.98	106,060.01	0.70	151,000.00	44,939.99	0.32
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	24,804.79	0.00	0.00	(24,804.79)	0.00
43500	IMPACT FEES	0.00	0.00	0.00	15,000.00	15,000.00	1.09
44010	INT & DIV INCOME	31,924.14	385,363.53	2.49	155,000.00	(230,363.53)	(1.62)
44011	MARKET VALUE ADJUSTMENT	(661.35)	8,927.10	0.00	0.00	(8,927.10)	0.00
45010	PER CAPITA GRANT	0.00	105,506.75	1.00	105,000.00	(506.75)	(0.00)
45020	OTHER GRANTS	2,234.19	8,936.76	0.45	20,000.00	11,063.24	0.60
46030	LOST & DAMAGED	694.59	4,406.17	1.26	3,500.00	(906.17)	(0.28)
46110	MEETING RM RENTAL	0.00	180.00	3.60	50.00	(130.00)	(2.83)
46200	PRINT/COPY REVENUE	586.20	7,251.15	1.45	5,000.00	(2,251.15)	(0.49)
46250	LICENSE PLATE RENEWAL INCOME	8,416.00	67,280.25	1.03	65,000.00	(2,280.25)	(0.04)
46300	TAXABLE SALES (USB, DVD, EARBUDS)	131.90	428.05	3.42	125.00	(303.05)	(2.65)
46400	MISCELLANEOUS INCOME	0.00	151.00	0.30	500.00	349.00	0.76
46500	CASH OVER	0.53	77.14	1.54	50.00	(27.14)	(0.59)
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	1,034.00	0.86	1,200.00	166.00	0.15
49010	MONETARY GIFT	<u>0.00</u>	<u>16,141.76</u>	<u>16.14</u>	<u>1,000.00</u>	<u>(15,141.76)</u>	<u>(16.52)</u>
	Total Revenues	<u>61,799.18</u>	<u>4,685,418.47</u>	<u>1.05</u>	<u>4,473,853.00</u>	<u>(211,565.47)</u>	<u>(0.05)</u>
	Net Increase(Decrease) in Fund Balance	<u><u>61,799.18</u></u>	<u><u>4,685,418.47</u></u>	<u><u>1.05</u></u>	<u><u>4,473,853.00</u></u>	<u><u>(211,565.47)</u></u>	<u><u>(0.05)</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

	<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>
Revenues													
TAX LEVY	3,951,428.18	0.00	0.00	0.00	(2,558.17)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,948,870.01
PPRT	25,408.99	0.00	4,096.61	21,060.52	0.00	6,536.15	14,453.42	0.00	0.00	16,125.34	18,378.98	0.00	106,060.01
TAX INCREMENT FINANCING (TIF) REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24,804.79	0.00	0.00	0.00	0.00	24,804.79
INT & DIV INCOME	29,231.59	35,321.22	33,799.72	33,180.53	33,077.99	36,305.41	39,657.74	40,465.19	33,310.57	39,089.43	31,924.14	0.00	385,363.53
MARKET VALUE ADJUSTMENT	830.66	(5,460.15)	(952.78)	2,497.93	6,945.47	10,608.68	5,918.94	(9,442.10)	(1,067.40)	(290.80)	(661.35)	0.00	8,927.10
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	2,234.19	0.00	0.00	2,234.19	0.00	8,936.76
LOST & DAMAGED	451.03	393.67	93.96	434.12	384.98	363.41	359.14	277.13	427.62	526.52	694.59	0.00	4,406.17
MEETING RM RENTAL	0.00	0.00	0.00	0.00	0.00	60.00	0.00	60.00	0.00	60.00	0.00	0.00	180.00
PRINT/COPY REVENUE	600.90	954.60	631.60	738.20	533.70	555.60	602.50	666.75	695.30	685.80	586.20	0.00	7,251.15
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	7,574.50	5,725.75	5,821.50	8,416.00	0.00	67,280.25
TAXABLE SALES (USB, DVD, EARBUDS)	24.50	14.00	9.00	14.80	14.05	9.00	24.70	55.10	106.50	24.50	131.90	0.00	428.05
MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	151.00	0.00	0.00	0.00	0.00	151.00
CASH OVER	4.10	66.50	2.00	1.45	0.31	0.04	0.25	0.00	0.86	1.10	0.53	0.00	77.14
RETIRED EMPLOYEE REIMBURSEMENTS	94.00	94.00	94.00	94.00	94.00	94.00	94.00	94.00	94.00	94.00	94.00	0.00	1,034.00
MONETARY GIFT	0.00	150.00	0.00	130.00	1,261.63	13,300.13	0.00	1,200.00	0.00	100.00	0.00	0.00	16,141.76
<b>Total Revenues</b>	<u>4,120,453.70</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>68,140.55</u>	<u>39,293.20</u>	<u>62,237.39</u>	<u>61,799.18</u>	<u>0.00</u>	<u>4,685,418.47</u>
<b>Net Increase(Decrease) in Fund Balance</b>	<u>4,120,453.70</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>68,140.55</u>	<u>39,293.20</u>	<u>62,237.39</u>	<u>61,799.18</u>	<u>0.00</u>	<u>4,685,418.47</u>



**Fox River Valley Public Library District**  
 Expenditure Summary - All Funds Combined - Budget V Actual Expenditures FY2324  
 From 5/1/2024 Through 5/31/2024

Attachment to Exhibit A.1.f

	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	331,249.58	2,616,571.89	84.16%	3,108,932.81	492,360.92	15.83%
	Total Personnel Expenses	331,249.58	2,616,571.89	84.16%	3,108,932.81	492,360.92	15.84%
20	Library Materials						
20	LIBRARY MATERIALS	29,560.13	319,061.78	79.84%	399,587.00	80,525.22	20.15%
	Total Library Materials	29,560.13	319,061.78	79.85%	399,587.00	80,525.22	20.15%
50	Operating Expenses						
51	LIBRARY OPERATIONS	21,029.99	221,612.11	75.87%	292,075.00	70,462.89	24.12%
52	PUBLIC RELATIONS	9,979.52	47,181.28	96.28%	49,000.00	1,818.72	3.71%
53	GENERAL PROGRAMMING	15,581.96	44,589.57	75.96%	58,700.00	14,110.43	24.03%
54	COMPUTER	6,148.92	112,750.38	41.60%	270,993.00	158,242.62	58.39%
55	PROFESSIONAL FEES	4,240.82	61,669.54	71.95%	85,700.00	24,030.46	28.04%
	Total Operating Expenses	56,981.21	487,802.88	64.48%	756,468.00	268,665.12	35.52%
60	Building Expenses						
61	MAINTENANCE	6,257.01	176,912.05	8.68%	2,036,215.00	1,859,302.95	91.31%
65	UTILITIES	5,596.08	62,715.66	85.57%	73,290.00	10,574.34	14.42%
	Total Building Expenses	11,853.09	239,627.71	11.36%	2,109,505.00	1,869,877.29	88.64%
70	Capital Expense						
70	CAPITAL EXPENSE	149.99	32,489.64	10.55%	307,672.00	275,182.36	89.44%
	Total Capital Expense	149.99	32,489.64	10.56%	307,672.00	275,182.36	89.44%
	Total Expenditures	429,794.00	3,695,553.90	55.30%	6,682,164.81	2,986,610.91	44.70%
	Net Increase(Decrease) in Fund Balance	(429,794.00)	(3,695,553.90)	55.30%	(6,682,164.81)	(2,986,610.91)	44.69%

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 5/1/2024 Through 5/31/2024

		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	169,327.80	1,403,327.97	81.91%	1,713,193.00	309,865.03	18.08%
20	Library Materials	6,100.26	141,636.24	81.62%	173,517.00	31,880.76	18.37%
50	Operating Expenses	46,445.78	392,459.90	61.79%	635,072.00	242,612.10	38.20%
60	Building Expenses	241.90	23,740.75	96.48%	24,605.00	864.25	3.51%
70	Capital Expense	149.99	23,629.79	8.07%	292,672.00	269,042.21	91.92%
	Total District Wide	222,265.73	1,984,794.65	69.91%	2,839,059.00	854,264.35	30.09%
1	Dundee Library						
15	Personnel Expenses	134,488.19	1,008,848.17	86.76%	1,162,739.81	153,891.64	13.23%
20	Library Materials	18,134.44	135,764.60	77.17%	175,910.00	40,145.40	22.82%
50	Operating Expenses	4,903.03	31,300.75	60.70%	51,564.00	20,263.25	39.29%
60	Building Expenses	10,028.23	199,277.79	9.66%	2,062,765.00	1,863,487.21	90.33%
70	Capital Expense	0.00	8,859.85	59.06%	15,000.00	6,140.15	40.93%
	Total Dundee Library	167,553.89	1,384,051.16	39.91%	3,467,978.81	2,083,927.65	60.09%
2	Randall Oaks						
15	Personnel Expenses	27,433.59	204,395.75	87.72%	233,000.00	28,604.25	12.27%
20	Library Materials	5,325.43	41,660.94	83.05%	50,160.00	8,499.06	16.94%
50	Operating Expenses	5,632.40	64,042.23	91.70%	69,832.00	5,789.77	8.29%
60	Building Expenses	1,582.96	16,609.17	75.03%	22,135.00	5,525.83	24.96%
	Total Randall Oaks	39,974.38	326,708.09	87.09%	375,127.00	48,418.91	12.91%
	Total Expenditures	429,794.00	3,695,553.90	55.30%	6,682,164.81	2,986,610.91	44.70%
	Net Increase(Decrease) in Fund Balance	(429,794.00)	(3,695,553.90)	55.30%	(6,682,164.81)	(2,986,610.91)	44.69%

**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	226,236.84	153,512.43	222,291.08	331,249.58	0.00	2,616,571.89
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	21,167.79	22,206.26	28,183.08	29,560.13	0.00	319,061.78
Operating Expenses													
LIBRARY OPERATIONS	19,571.52	21,387.27	12,397.10	19,778.69	17,329.58	14,794.95	40,703.90	17,614.36	16,574.56	20,430.19	21,029.99	200.00	221,812.11
PUBLIC RELATIONS	3,006.65	889.38	8,216.86	3,335.57	1,914.10	7,124.59	3,174.99	136.63	7,303.91	2,099.08	9,979.52	0.00	47,181.28
GENERAL PROGRAMMING	470.27	3,351.84	2,906.17	5,954.41	2,408.44	2,519.48	3,977.09	4,216.98	1,098.51	2,104.42	15,581.96	(405.00)	44,184.57
COMPUTER	19,721.55	3,227.09	1,662.91	17,107.77	4,619.96	8,884.83	19,628.18	5,063.81	3,556.49	23,128.87	6,148.92	0.00	112,750.38
PROFESSIONAL FEES	945.65	3,444.21	8,138.28	10,685.22	9,296.03	10,453.03	6,075.30	4,720.68	1,055.78	2,614.54	4,240.82	0.00	61,669.54
Building Expenses													
MAINTENANCE	15,053.11	7,356.25	23,151.07	38,954.38	4,697.36	11,793.40	30,198.35	10,220.87	5,496.02	23,734.23	6,257.01	0.00	176,912.05
UTILITIES	4,704.93	6,816.20	5,801.21	5,741.39	5,073.76	5,237.81	5,607.05	6,747.60	5,343.24	6,046.39	5,596.08	0.00	62,715.66
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	266.93	1,250.31	149.99	0.00	32,489.64
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>360,151.67</u>	<u>296,125.56</u>	<u>216,414.13</u>	<u>331,882.19</u>	<u>429,794.00</u>	<u>(205.00)</u>	<u>3,695,348.90</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>(360,151.67)</u>	<u>(296,125.56)</u>	<u>(216,414.13)</u>	<u>(331,882.19)</u>	<u>(429,794.00)</u>	<u>205.00</u>	<u>(3,695,348.90)</u>

Fox River Valley Public Library District  
Balance Sheet - Unposted Transactions Included In Report  
As of 5/31/2024

Attachment to Exhibit A.1.i

Current Year		
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	3,380,785.80
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,345,406.00
	Total Checking Accounts	5,726,191.80
Other Cash		
10900	CASH ON HAND DUNDEE	
10	GENERAL/CORPORATE	256.15
10902	Kiosk Cash	
10	GENERAL/CORPORATE	118.95
	Total Other Cash	375.10
Investments		
10500	INVESTMENT ACCOUNTS	
10	GENERAL/CORPORATE	509,640.77
70	CAPITAL PROJECTS/SPECIAL RESERVE	1,678,704.36
80	WORKING CASH	171,033.98
90	DONATION / GIFT	281,478.26
	Total Investments	2,640,857.37
	Total Cash and Investments	8,367,424.27
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	10,815.00
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	21,032.55
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	21,756.79
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	2,349.80
	Total Other Assets	55,954.14
	Total Assets	8,423,378.41
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	28,630.54
20002	AP license Plate	
10	GENERAL/CORPORATE	1,510.00
20003	AP Other	
10	GENERAL/CORPORATE	217.34
21000	ACCRUED PAYROLL	
10	GENERAL/CORPORATE	37,193.52
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	299.20
22062	CREDIT CARD PAYABLE PACINI	
10	GENERAL/CORPORATE	80.52
22070	CREDIT CARD PAYABLE LORENZETTI	
10	GENERAL/CORPORATE	112.28
22084	CREDIT CARD PAYABLE SABALA	
10	GENERAL/CORPORATE	102.48
22090	CREDIT CARD PAYABLE SHERRY KENNEY	
10	GENERAL/CORPORATE	111.00
22092	CREDIT CARD PAYABLE DUNNE	
10	GENERAL/CORPORATE	47.66
22093	CREDIT CARD PAYABLE MUNOZ	
10	GENERAL/CORPORATE	84.17
22094	CREDIT CARD PAYABLE HERNANDEZ	
10	GENERAL/CORPORATE	158.46
22220	IMRF EXPENSE PAYABLE	

Fox River Valley Public Library District  
 Balance Sheet - Unposted Transactions Included In Report  
 As of 5/31/2024

Attachment to Exhibit A.1.i

Current Year		
10	GENERAL/CORPORATE	28,552.12
22500	STAFF REIMBURSEMENTS PAYABLE	
10	GENERAL/CORPORATE	131.93
27900	DEFERRED TAXES	
10	GENERAL/CORPORATE	292,279.62
	Total Liabilities	389,510.84
	Fund Balance	
10	GENERAL/CORPORATE	3,556,337.52
70	CAPITAL PROJECTS/SPECIAL RESERVE	4,024,110.36
80	WORKING CASH	171,033.98
90	DONATION / GIFT	281,478.26
	Total Fund Balance	8,032,960.12
	Total Liabilities and Fund Balance	8,422,470.96

Fox River Valley Public Library District - General Fund  
Portfolio Maturity Snapshot  
31-May-24

Maturity Date	Cusip	Security	Security Type	Quantity	Coupon/ Int Rate	Total Cost	Market Value	YTM	FDIC/ NCUA	Moody's	S&P
	261908404	Dreyfus Tsy Obligations (Sweep)	CASH AND EQUIVALENTS (USD)		4.81	261225.77	261225.77	4.81	N/A		
7/19/2024	39573LED6	Greenstate Cr Un North Liberty	CERTIFICATES OF DEPOSIT (USD)	247000	5.5	246985.3	246974.91	5.58	CU60269	N/A	N/A
9/12/2024	912797KK2	United States Treas Bills	TREASURY BILLS (USD)	250000	0	243554.17	246342.26	5.14	N/A		A-1+
9/26/2024	00832KBL2	Affinity Fedl Credit Union	CERTIFICATES OF DEPOSIT (USD)	200000	5.8	199990	200134.95	5.62	CU857	N/A	N/A
11/29/2024	01664MAJ5	All In Fedl Credit Union Daleville Al	CERTIFICATES OF DEPOSIT (USD)	248000	5.6	248010	248081.41	5.58	CU17642	N/A	N/A
12/5/2024	41880LBH4	Hatch Bank San Marcos CA	CERTIFICATES OF DEPOSIT (USD)	240000	5.05	239684.15	239520.94	5.34	25803	N/A	N/A
2/18/2025	70087TAC9	Park View Fcu Harrisonburg VA	CERTIFICATES OF DEPOSIT (USD)	248000	5.35	247948	247958.49	5.46	CU19541	N/A	N/A
3/7/2025	80280JXG1	Santander Bank NA	CERTIFICATES OF DEPOSIT (USD)	170000	5.15	169993	169671.26	5.32	29950	N/A	N/A
3/11/2025	59161YBH8	Metro Cr Un Chelsea MA	CERTIFICATES OF DEPOSIT (USD)	248000	5.65	247972.8	248541.97	5.45	CU66364	N/A	N/A
4/4/2025	749622BL9	Ria Fedl Credit Union	CERTIFICATES OF DEPOSIT (USD)	200000	5.65	199960	200495.69	5.44	CU17117	N/A	N/A
9/29/2025	92838DAD8	Visions Fedl Credit Union Endwell NY	CERTIFICATES OF DEPOSIT (USD)	105000	5.65	104957.5	105563.83	5.28	CU17429	N/A	N/A
10/27/2025	130162BB5	California Cr Un Glendale Cali	CERTIFICATES OF DEPOSIT (USD)	225000	5.65	224897.5	226342.22	5.2	CU60784	N/A	N/A
TOTAL PORTFOLIO						2635178.19	2640853.7	5.35			

**B.1 Working Budget Fiscal Year 2024 - 2025**

RECOMMENDED **MOTION**: I move to approve the Working Budget for Fiscal Year 2024-2025.

**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. Maintenance costs were reduced by \$6,665 due to trustees’ decision at the May meeting to contract with the lowest cost vendor for janitorial services. \$3,000 was reallocated to be transferred to the special reserve fund and \$3,655 was reallocated to library materials.

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 Pages 3 through 16 is the Monthly Financial report the board is familiar with from the consent agenda each month.

Fox River Valley Public Library District

Attachment to Exhibit B.1

Statement of Revenues and Expenditures - Proposed FY2425 Operating Budget Summary - Unposted Transactions Included In Report  
From 7/1/2024 Through 6/30/2025

		<u>FY2223 Actual</u>	<u>FY2324 Actual</u>	<u>Total Budget - FY2324 Working Budget</u>	<u>Total Budget - FY2425 Working Budget</u>	<u>Percentage Change</u>
Revenues						
10	GENERAL/CORPORATE					
00	REVENUES	4,299,360.95	4,468,141.23	4,417,853.00	4,650,250.00	5.26%
51	LIBRARY OPERATIONS	<u>13.61</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
	Total Revenues	<u>4,299,374.56</u>	<u>4,468,141.23</u>	<u>4,417,853.00</u>	<u>4,650,250.00</u>	<u>5.26%</u>
Expenditures						
10	GENERAL/CORPORATE					
01	TRANSFERS BETWEEN FUNDS	200,000.00	0.00	0.00	220,000.00	0.00%
15	PERSONNEL SERVICES/BENEFITS	2,736,379.00	2,562,653.72	3,108,932.81	3,100,431.14	(0.27)%
20	LIBRARY MATERIALS	359,743.87	310,591.45	399,587.00	399,305.12	(0.07)%
51	LIBRARY OPERATIONS	289,045.06	216,423.34	300,075.00	328,887.86	9.60%
52	PUBLIC RELATIONS	43,965.62	39,656.89	49,000.00	51,700.00	5.51%
53	GENERAL PROGRAMMING	48,664.46	38,738.98	58,700.00	62,450.04	6.38%
54	COMPUTER	96,167.42	95,849.88	115,493.00	116,101.00	0.52%
55	PROFESSIONAL FEES	26,944.64	61,669.54	85,700.00	55,000.00	(35.82)%
58	TRANSPORTATION	0.00	2,833.64	4,000.00	4,000.00	0.00%
61	MAINTENANCE	170,688.89	145,958.87	181,215.00	170,206.00	(6.07)%
65	UTILITIES	63,575.63	58,517.35	73,290.00	70,930.00	(3.22)%
70	CAPITAL EXPENSE	<u>27,031.48</u>	<u>32,489.64</u>	<u>41,600.00</u>	<u>71,238.96</u>	<u>71.24%</u>
	Total Expenditures	<u>4,062,206.07</u>	<u>3,565,383.30</u>	<u>4,417,592.81</u>	<u>4,650,250.12</u>	<u>5.27%</u>
	Net Increase(Decrease) in Fund Balance	<u>237,168.49</u>	<u>902,757.93</u>	<u>260.19</u>	<u>(0.12)</u>	<u>(100.04)%</u>



Fox River Valley Public Library District

Statement of Revenues and Expenditures - Proposed FY2425 Capital Budget Summary - Unposted Transactions Included In Report  
From 7/1/2024 Through 6/30/2025

		<u>FY2223 Actual</u>	<u>FY2324 Actual</u>	<u>Total Budget - FY2324 Working Budget</u>	<u>YTD Budget - FY2425 Working Budget</u>	<u>Percentage Change</u>
	Revenues					
70	CAPITAL PROJECTS/SPECIAL RESERVE					
00	REVENUES	105,937.54	158,160.02	45,000.00	110,500.00	145.55%
01	TRANSFERS BETWEEN FUNDS	<u>200,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>220,000.00</u>	<u>0.00%</u>
	Total Revenues	<u>305,937.54</u>	<u>158,160.02</u>	<u>45,000.00</u>	<u>330,500.00</u>	<u>634.44%</u>
	Expenditures					
70	CAPITAL PROJECTS/SPECIAL RESERVE					
54	COMPUTER	32,901.45	16,900.50	155,500.00	187,000.00	20.25%
61	MAINTENANCE	211,204.97	30,762.00	1,855,000.00	970,000.00	(47.70)%
70	CAPITAL EXPENSE	<u>15,649.98</u>	<u>0.00</u>	<u>266,072.00</u>	<u>2,660,000.00</u>	<u>899.72%</u>
	Total Expenditures	<u>259,756.40</u>	<u>47,662.50</u>	<u>2,276,572.00</u>	<u>3,817,000.00</u>	<u>67.66%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>46,181.14</u></u>	<u><u>110,497.52</u></u>	<u><u>(2,231,572.00)</u></u>	<u><u>(3,486,500.00)</u></u>	<u><u>56.23%</u></u>

Fox River Valley Public Library District

Statement of Revenues and Expenditures - Proposed FY2425 Budget - MonFin

10 - GENERAL/CORPORATE

From 7/1/2024 Through 6/30/2025

		FY2223 Actual	FY2324 Actual	Total Budget - FY2324 Working Budget	Total Budget - FY2425 Working Budget	Percentage Change
	Revenues					
00	REVENUES					
0	District Wide					
00	DEPARTMENT-WIDE					
43010	TAX LEVY	3,750,934.26	3,948,870.01	3,951,428.00	4,230,000.00	7.04%
43020	PPRT	161,020.23	87,681.03	151,000.00	85,000.00	(43.70)%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	24,177.88	24,804.79	0.00	5,000.00	0.00%
43500	IMPACT FEES	4,042.00	0.00	15,000.00	3,000.00	(80.00)%
44010	INT & DIV INCOME	136,902.72	183,365.34	100,000.00	125,000.00	25.00%
44011	MARKET VALUE ADJUSTMENT	0.00	2,455.13	0.00	500.00	0.00%
45010	PER CAPITA GRANT	105,506.75	105,506.75	105,000.00	105,000.00	0.00%
45020	OTHER GRANTS	9,639.48	6,702.57	20,000.00	10,000.00	(50.00)%
45030	SRC SPONSORSHIP	45.80	0.00	0.00	0.00	0.00%
46030	LOST & DAMAGED	5,429.82	3,711.58	3,500.00	3,500.00	0.00%
46200	PRINT/COPY REVENUE	401.80	6,664.95	5,000.00	6,000.00	20.00%
46250	LICENSE PLATE RENEWAL INCOME	72,974.00	58,864.25	65,000.00	65,000.00	0.00%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	100.90	0.00	0.00	0.00	0.00%
46400	MISCELLANEOUS INCOME	1,437.02	151.00	500.00	500.00	0.00%
46450	REIMBURSEMENTS	18,363.16	0.00	0.00	0.00	0.00%
46500	CASH OVER	3.00	76.61	50.00	100.00	100.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	1,128.00	940.00	1,200.00	1,200.00	0.00%
49010	MONETARY GIFT	0.00	16,141.76	0.00	10,000.00	0.00%
1	Dundee Library					
00	DEPARTMENT-WIDE					
46110	MEETING RM RENTAL	0.00	180.00	50.00	150.00	200.00%
46200	PRINT/COPY REVENUE	6,001.50	0.00	0.00	0.00	0.00%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	298.18	296.15	100.00	300.00	200.00%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
46200	PRINT/COPY REVENUE	941.95	0.00	0.00	0.00	0.00%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	12.50	0.00	25.00	0.00	(100.00)%

Fox River Valley Public Library District

Statement of Revenues and Expenditures - Proposed FY2425 Budget - MonFin

10 - GENERAL/CORPORATE

From 7/1/2024 Through 6/30/2025

		FY2223 Actual	FY2324 Actual	Total Budget - FY2324 Working Budget	Total Budget - FY2425 Working Budget	Percentage Change
	Total REVENUES	4,299,360.95	4,446,411.92	4,417,853.00	4,650,250.00	5.26%
51	LIBRARY OPERATIONS					
0	District Wide					
00	DEPARTMENT-WIDE					
46500	CASH OVER	13.61	0.00	0.00	0.00	0.00%
	Total LIBRARY OPERATIONS	13.61	0.00	0.00	0.00	0.00%
	Total Revenues	4,299,374.56	4,446,411.92	4,417,853.00	4,650,250.00	5.26%
	Expenditures					
01	TRANSFERS BETWEEN FUNDS					
0	District Wide					
00	DEPARTMENT-WIDE					
70000	TRANSFER OUT	200,000.00	0.00	0.00	220,000.00	0.00%
	Total TRANSFERS BETWEEN FUNDS	200,000.00	0.00	0.00	220,000.00	0.00%
15	PERSONNEL SERVICES/BENEFITS					
0	District Wide					
00	DEPARTMENT-WIDE					
52120	EMPLOYEE INSURANCES	181,755.70	186,774.29	245,000.00	250,000.00	2.04%
52121	IMRF	167,299.23	118,594.01	170,000.00	157,000.00	(7.64)%
52122	REIMBURSED INS	1,640.76	1,034.00	1,200.00	1,200.00	0.00%
52160	TUITION REIMB	0.00	0.00	10,000.00	8,000.00	(20.00)%
52212	FICA/MEDICARE/SS-R	166,629.71	154,712.11	190,000.00	195,000.00	2.63%
79990	CONTINGENT EXPENSES	0.00	0.00	21,993.00	0.00	(100.00)%
05	ADMINISTRATION					
52100	SALARIES	442,337.09	415,626.82	487,000.00	503,884.50	3.46%
40	PUBLIC RELATIONS					
52100	SALARIES	150,374.43	134,962.78	168,000.00	173,796.00	3.45%
50	IT / NETWORK					
52100	SALARIES	118,694.03	107,713.38	125,000.00	131,521.95	5.21%
52130	STAFF DEVELOPMENT	15.00	0.00	0.00	0.00	0.00%
60	PATS					
52100	SALARIES	124,165.19	113,172.44	146,000.00	147,795.60	1.22%
90	FACILITIES					
52100	SALARIES	134,606.05	97,299.88	149,000.00	122,151.75	(18.01)%
1	Dundee Library					
10	ADULT & TEEN SERVICES					
52100	SALARIES	468,087.74	411,502.56	487,185.43	484,299.19	(0.59)%

Fox River Valley Public Library District

Statement of Revenues and Expenditures - Proposed FY2425 Budget - MonFin

10 - GENERAL/CORPORATE

From 7/1/2024 Through 6/30/2025

		FY2223 Actual	FY2324 Actual	Total Budget - FY2324 Working Budget	Total Budget - FY2425 Working Budget	Percentage Change
20	YOUTH SERVICES					
52100	SALARIES	274,631.20	268,776.87	350,554.38	345,704.52	(1.38)%
70	ACCOUNT SERVICES					
52100	SALARIES	288,943.30	268,736.30	325,000.00	338,832.78	4.25%
75	SHELVERS					
52100	SALARIES	378.47	0.00	0.00	0.00	0.00%
2	Randall Oaks					
80	RANDALL OAKS					
52100	SALARIES	216,821.10	192,630.46	233,000.00	241,244.85	3.53%
	Total PERSONNEL SERVICES/BENEFITS	2,736,379.00	2,471,535.90	3,108,932.81	3,100,431.14	(0.27)%
20	LIBRARY MATERIALS					
0	District Wide					
00	DEPARTMENT-WIDE					
60900	MATERIALS SUPPLIES	10,157.25	7,434.53	10,000.00	10,000.00	0.00%
61500	DATABASES	43,066.77	38,905.78	45,307.00	43,422.00	(4.16)%
61510	EBOOKS	60,059.51	46,948.57	58,750.00	50,750.00	(13.61)%
61520	DOWNLOADABLE MEDIA	26,558.95	27,110.02	34,000.00	54,575.00	60.51%
61540	HOTSPOTS	13,080.00	6,389.00	10,200.00	10,080.00	(1.17)%
64100	PROC FEES BOOKS	4,026.93	4,601.74	4,000.00	5,500.00	37.50%
64200	PROC FEES AV	6,581.28	4,189.36	8,000.00	7,000.00	(12.50)%
64500	ONLINE ORDERING FEE	738.34	738.34	750.00	755.00	0.66%
70900	SUPPLIES	12.74	0.00	0.00	0.00	0.00%
05	ADMINISTRATION					
61120	BOOKS NF	820.60	239.50	500.00	500.00	0.00%
61200	PERIODICALS	1,687.88	1,154.90	2,010.00	624.00	(68.95)%
1	Dundee Library					
00	DEPARTMENT-WIDE					
61200	PERIODICALS	3,573.50	2,277.08	2,410.00	3,898.00	61.74%
61600	VIDEOGAMES	12,825.91	9,312.93	15,000.00	0.00	(100.00)%
10	ADULT & TEEN SERVICES					
61110	BOOKS FICTION	31,498.63	25,404.33	32,000.00	32,000.04	0.00%
61111	BOOKS LARGE TYPE	3,602.98	3,903.73	4,000.00	4,000.00	0.00%
61120	BOOKS NF	10,941.14	9,936.26	16,000.00	12,000.00	(25.00)%
61130	BOOKS SPANISH	430.86	840.37	4,500.00	3,500.00	(22.22)%
61140	GRAPHIC NOVELS	2,808.17	2,861.59	4,000.00	4,000.00	0.00%
61330	AUDIOBOOKS	7,346.29	5,227.85	7,000.00	7,000.00	0.00%
61350	MUSIC	3,410.41	1,970.56	3,000.00	3,000.00	0.00%
61400	DVD	12,913.88	9,419.68	10,500.00	11,500.00	9.52%
61600	VIDEOGAMES	0.00	0.00	0.00	13,000.00	0.00%

Fox River Valley Public Library District

Statement of Revenues and Expenditures - Proposed FY2425 Budget - MonFin

10 - GENERAL/CORPORATE

From 7/1/2024 Through 6/30/2025

		FY2223 Actual	FY2324 Actual	Total Budget - FY2324 Working Budget	Total Budget - FY2425 Working Budget	Percentage Change
61700	NONTRADITIONAL MATERIALS	2,714.16	565.31	5,000.00	4,000.00	(20.00)%
15	TEEN					
61100	BOOKS	7,902.47	6,154.66	8,000.00	8,000.00	0.00%
61130	BOOKS SPANISH	1,808.88	1,185.22	2,500.00	2,000.00	(20.00)%
61330	AUDIOBOOKS	692.88	390.93	1,000.00	500.00	(50.00)%
20	YOUTH SERVICES					
61100	BOOKS	37,068.88	37,798.08	45,000.00	39,999.96	(11.11)%
61130	BOOKS SPANISH	1,932.07	4,306.60	8,000.00	8,000.04	0.00%
61330	AUDIOBOOKS	1,439.73	1,230.79	1,500.00	1,500.00	0.00%
61400	DVD	4,001.29	2,399.62	2,500.00	2,500.00	0.00%
61600	VIDEOGAMES	0.00	0.00	0.00	4,100.00	0.00%
61700	NONTRADITIONAL MATERIALS	2,710.41	2,663.75	4,000.00	3,500.04	(12.49)%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
61200	PERIODICALS	1,512.98	1,452.55	1,410.00	1,351.00	(4.18)%
61600	VIDEOGAMES	5,115.50	5,460.02	7,000.00	0.00	(100.00)%
10	ADULT & TEEN SERVICES					
61110	BOOKS FICTION	10,669.56	8,033.05	10,000.00	10,000.00	0.00%
61120	BOOKS NF	2,267.69	1,889.71	3,000.00	2,500.00	(16.66)%
61400	DVD	5,772.30	4,560.49	6,500.00	6,000.00	(7.69)%
61600	VIDEOGAMES	0.00	0.00	0.00	5,000.00	0.00%
15	TEEN					
61100	BOOKS	3,006.50	1,953.69	3,000.00	2,500.00	(16.66)%
61330	AUDIOBOOKS	187.97	0.00	250.00	0.00	(100.00)%
20	YOUTH SERVICES					
61100	BOOKS	11,838.38	13,181.16	14,000.00	14,000.04	0.00%
61130	BOOKS SPANISH	0.00	311.23	1,500.00	1,500.00	0.00%
61400	DVD	2,198.20	1,215.18	2,500.00	2,000.00	(20.00)%
61600	VIDEOGAMES	0.00	0.00	0.00	2,500.00	0.00%
61700	NONTRADITIONAL MATERIALS	762.00	533.00	1,000.00	750.00	(25.00)%
	Total LIBRARY MATERIALS	359,743.87	304,151.16	399,587.00	399,305.12	(0.07)%
51	LIBRARY OPERATIONS					
0	District Wide					
00	DEPARTMENT-WIDE					
52123	WORKERS COMP	6,411.00	4,459.00	8,000.00	8,000.00	0.00%
52124	UNEMPLOYMENT INS	1,911.08	(6,104.92)	10,000.00	10,000.00	0.00%
52130	STAFF DEVELOPMENT	10,442.58	3,149.10	5,000.00	4,000.00	(20.00)%

Fox River Valley Public Library District

Statement of Revenues and Expenditures - Proposed FY2425 Budget - MonFin

10 - GENERAL/CORPORATE

From 7/1/2024 Through 6/30/2025

		FY2223 Actual	FY2324 Actual	Total Budget - FY2324 Working Budget	Total Budget - FY2425 Working Budget	Percentage Change
52140	PROFESSIONAL EDUCATION	0.00	1,316.95	3,000.00	0.00	(100.00)%
52150	CONFERENCES	0.00	1,050.00	3,000.00	0.00	(100.00)%
52170	ALLSTAFF SPEAKER	0.00	3,939.00	5,000.00	3,000.00	(40.00)%
70800	POSTAGE	2,551.92	2,325.92	3,000.00	3,500.00	16.66%
70900	SUPPLIES	9,824.62	7,837.86	13,000.00	13,000.00	0.00%
73215	COPIER/PRINT EXPENSE	0.00	7,374.88	8,800.00	8,800.00	0.00%
73225	PUBLIC LIABILITY INS	36,371.64	41,539.20	47,200.00	56,000.00	18.64%
73230	TRANSPORTATION REIMBURSEMENT	1,261.40	0.00	0.00	0.00	0.00%
73240	BOARD EXPENSES	450.00	375.00	1,500.00	500.00	(66.66)%
73241	LEGAL NOTICES FEES	1,515.15	1,079.00	2,000.00	2,000.00	0.00%
73242	MEMBERSHIPS	2,740.00	5,563.75	6,500.00	3,500.00	(46.15)%
73245	BACKGROUND CHECK FEES	72.00	51.00	200.00	100.00	(50.00)%
73250	BANK CHARGES	3,775.28	1,944.56	4,000.00	1,500.00	(62.50)%
73255	INVESTMENT FEES	3,983.09	2,988.14	6,000.00	8,000.00	33.33%
73260	LOST & PAID FORWARDING	17.50	58.94	500.00	500.00	0.00%
73280	COST OF ITEMS SOLD	72.85	203.44	500.00	300.00	(40.00)%
73281	TAX EXPENSE	124.56	77.03	100.00	100.00	0.00%
73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	69,414.25	56,170.00	64,000.00	64,000.00	0.00%
73283	LICENSE PLATE S&SLT FEES	581.25	504.00	600.00	700.00	16.66%
73285	REIMBURSED PURCHASES	12,376.57	0.00	0.00	0.00	0.00%
73290	HOSPITALITY	2,237.92	599.06	500.00	500.00	0.00%
73295	MEETING EXPENSE	1,520.85	0.00	0.00	0.00	0.00%
76400	Miscellaneous Expense	0.00	(229.20)	0.00	500.00	0.00%
76500	CASH UNDER	87.71	175.15	250.00	250.00	0.00%
79010	MONETARY GIFT EXPENDITURES	0.00	0.00	0.00	10,000.00	0.00%
79990	CONTINGENT EXPENSES	3,333.76	442.80	3,000.00	4,418.86	47.29%
05	ADMINISTRATION					
52130	STAFF DEVELOPMENT	3,491.91	0.00	0.00	0.00	0.00%
52140	PROFESSIONAL EDUCATION	0.00	0.00	0.00	9,000.00	0.00%
52150	CONFERENCES	1,499.20	0.00	0.00	0.00	0.00%
73242	MEMBERSHIPS	2,164.50	0.00	0.00	4,500.00	0.00%

Fox River Valley Public Library District

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10 - GENERAL/CORPORATE

From 7/1/2024 Through 6/30/2025

		<u>FY2223 Actual</u>	<u>FY2324 Actual</u>	<u>Total Budget - FY2324 Working Budget</u>	<u>Total Budget - FY2425 Working Budget</u>	<u>Percentage Change</u>
10	ADULT & TEEN SERVICES					
52140	PROFESSIONAL EDUCATION	0.00	0.00	0.00	5,000.00	0.00%
70900	SUPPLIES	1,626.67	964.53	2,000.00	2,000.00	0.00%
73242	MEMBERSHIPS	0.00	0.00	0.00	998.00	0.00%
20	YOUTH SERVICES					
52140	PROFESSIONAL EDUCATION	0.00	0.00	0.00	3,500.00	0.00%
73242	MEMBERSHIPS	0.00	0.00	0.00	450.00	0.00%
30	PUBLIC SERVICE					
70900	SUPPLIES	4,519.59	4,955.93	7,425.00	4,425.00	(40.40)%
40	PUBLIC RELATIONS					
52130	STAFF DEVELOPMENT	864.50	0.00	0.00	0.00	0.00%
52140	PROFESSIONAL EDUCATION	0.00	0.00	0.00	1,500.00	0.00%
73242	MEMBERSHIPS	100.00	0.00	0.00	200.00	0.00%
50	IT / NETWORK					
52130	STAFF DEVELOPMENT	207.75	0.00	0.00	0.00	0.00%
52140	PROFESSIONAL EDUCATION	0.00	0.00	0.00	3,650.00	0.00%
60	PATS					
73242	MEMBERSHIPS	150.00	0.00	0.00	150.00	0.00%
70	ACCOUNT SERVICES					
52140	PROFESSIONAL EDUCATION	0.00	0.00	0.00	1,100.00	0.00%
73242	MEMBERSHIPS	0.00	0.00	0.00	200.00	0.00%
80	RANDALL OAKS					
73242	MEMBERSHIPS	0.00	0.00	0.00	296.00	0.00%
90	FACILITIES					
70900	SUPPLIES	6,534.81	5,985.57	10,000.00	13,000.00	30.00%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73215	COPIER/PRINT EXPENSE	7,811.20	0.00	0.00	0.00	0.00%
73520	PLANT OPERATION	13,751.24	7,812.40	20,000.00	10,750.00	(46.25)%
10	ADULT & TEEN SERVICES					
52130	STAFF DEVELOPMENT	1,152.33	0.00	0.00	0.00	0.00%
73242	MEMBERSHIPS	540.00	0.00	0.00	0.00	0.00%
20	YOUTH SERVICES					
52130	STAFF DEVELOPMENT	1,106.50	0.00	0.00	0.00	0.00%
73242	MEMBERSHIPS	205.00	0.00	0.00	0.00	0.00%

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10 - GENERAL/CORPORATE

From 7/1/2024 Through 6/30/2025

		<u>FY2223 Actual</u>	<u>FY2324 Actual</u>	<u>Total Budget - FY2324 Working Budget</u>	<u>Total Budget - FY2425 Working Budget</u>	<u>Percentage Change</u>
30	PUBLIC SERVICE					
52130	STAFF DEVELOPMENT	2,365.00	0.00	0.00	0.00	0.00%
73242	MEMBERSHIPS	312.00	0.00	0.00	0.00	0.00%
70	ACCOUNT SERVICES					
52130	STAFF DEVELOPMENT	2,190.08	0.00	0.00	0.00	0.00%
73242	MEMBERSHIPS	199.00	0.00	0.00	0.00	0.00%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
73215	COPIER/PRINT EXPENSE	1,551.62	0.00	0.00	0.00	0.00%
73505	RENT EXPENSE	64,890.00	59,482.50	65,000.00	65,000.00	0.00%
80	RANDALL OAKS					
52130	STAFF DEVELOPMENT	735.18	0.00	0.00	0.00	0.00%
	Total LIBRARY OPERATIONS	289,045.06	216,090.59	300,075.00	328,887.86	9.60%
52	PUBLIC RELATIONS					
0	District Wide					
00	DEPARTMENT-WIDE					
70800	POSTAGE	10,290.00	11,700.00	11,500.00	0.00	(100.00)%
70900	SUPPLIES	7,010.78	4,885.64	7,000.00	10,000.00	42.85%
73010	NEWSLETTER	26,309.00	20,904.00	28,800.00	40,000.00	38.88%
73020	OUTSIDE PRINTING	241.59	500.44	1,500.00	1,500.00	0.00%
73290	HOSPITALITY	114.25	0.00	200.00	200.00	0.00%
	Total PUBLIC RELATIONS	43,965.62	37,990.08	49,000.00	51,700.00	5.51%
53	GENERAL PROGRAMMING					
0	District Wide					
00	DEPARTMENT-WIDE					
70900	SUPPLIES	488.89	794.99	2,000.00	2,000.00	0.00%
73150	PERFORMERS	2,000.00	685.00	4,000.00	2,000.00	(50.00)%
73151	SUMMER READING	17,199.56	9,718.57	17,000.00	18,000.00	5.88%
73152	WINTER READING	2,235.11	2,983.74	3,000.00	3,500.00	16.66%
73153	MISC READING CHALLENGES	687.83	1,388.82	1,500.00	1,200.00	(20.00)%
73155	LICENSING	1,420.00	1,445.00	1,700.00	1,650.00	(2.94)%
1	Dundee Library					
10	ADULT & TEEN SERVICES					
70900	SUPPLIES	5,989.69	5,063.30	6,000.00	6,500.00	8.33%
73150	PERFORMERS	0.00	1,525.00	2,000.00	3,600.00	80.00%
15	TEEN					
70900	SUPPLIES	1,465.34	819.81	2,500.00	2,000.00	(20.00)%
20	YOUTH SERVICES					



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10 - GENERAL/CORPORATE

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		FY2223 Actual	FY2324 Actual	Total Budget - FY2324 Working Budget	Total Budget - FY2425 Working Budget	Percentage Change
70900	SUPPLIES	12,516.03	9,538.53	13,000.00	14,000.04	7.69%
73150	PERFORMERS	2,688.00	1,759.81	4,000.00	4,000.00	0.00%
2	Randall Oaks					
80	RANDALL OAKS					
70900	SUPPLIES	1,974.01	2,025.51	2,000.00	4,000.00	100.00%
	Total GENERAL PROGRAMMING	48,664.46	37,748.08	58,700.00	62,450.04	6.39%
54	COMPUTER					
0	District Wide					
00	DEPARTMENT-WIDE					
70900	SUPPLIES	2,812.21	11,814.36	24,175.00	7,760.00	(67.90)%
73320	CCS SHARED COST	61,087.04	59,274.92	60,000.00	59,000.00	(1.66)%
73330	CONSULTING - COMPUTER SERVICES	0.00	0.00	0.00	10,000.00	0.00%
73340	SOFTWARE	13,916.79	16,758.52	21,905.00	29,501.00	34.67%
73350	INTERNET LINES	12,945.84	2,303.40	2,517.00	0.00	(100.00)%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73350	INTERNET LINES	2,880.36	2,662.84	4,064.00	7,020.00	72.73%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
73350	INTERNET LINES	2,525.18	2,309.32	2,832.00	2,820.00	(0.42)%
	Total COMPUTER	96,167.42	95,123.36	115,493.00	116,101.00	0.53%
55	PROFESSIONAL FEES					
0	District Wide					
00	DEPARTMENT-WIDE					
73246	PAYROLL SERVICE	12,688.39	11,797.39	15,000.00	15,000.00	0.00%
73410	LEGAL FEES	4,896.25	6,793.59	10,000.00	10,000.00	0.00%
73420	AUDIT EXPENSE	9,360.00	9,340.00	10,700.00	10,000.00	(6.54)%
73430	OTHER PROF FEES	0.00	32,422.74	50,000.00	20,000.00	(60.00)%
	Total PROFESSIONAL FEES	26,944.64	60,353.72	85,700.00	55,000.00	(35.82)%
58	TRANSPORTATION					
0	District Wide					
00	DEPARTMENT-WIDE					
52150	CONFERENCES	0.00	1,308.53	1,500.00	0.00	(100.00)%
73230	TRANSPORTATION REIMBURSEMENT	0.00	1,394.46	2,500.00	4,000.00	60.00%
	Total TRANSPORTATION	0.00	2,702.99	4,000.00	4,000.00	0.00%
61	MAINTENANCE					
0	District Wide					

Fox River Valley Public Library District

Statement of Revenues and Expenditures - Proposed FY2425 Budget - MonFin

10 - GENERAL/CORPORATE

From 7/1/2024 Through 6/30/2025

		<u>FY2223 Actual</u>	<u>FY2324 Actual</u>	<u>Total Budget - FY2324 Working Budget</u>	<u>Total Budget - FY2425 Working Budget</u>	<u>Percentage Change</u>
00	DEPARTMENT-WIDE					
73301	COMPUTER MAINT	15,095.43	11,792.76	10,035.00	9,575.00	(4.58)%
73310	CATALOGING - COMPUTER SERVICE	8,674.76	8,771.16	9,000.00	10,000.00	11.11%
73530	EQUIPMENT MAINT	588.44	628.33	1,000.00	820.00	(18.00)%
73640	FUEL	1,552.21	1,071.49	2,000.00	2,000.00	0.00%
79990	CONTINGENT EXPENSES	0.00	0.00	1,000.00	5,000.00	400.00%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73301	COMPUTER MAINT	22,687.00	9,465.75	21,405.00	7,995.00	(62.64)%
73500	BUILDING REPAIRS AND MAINTENANCE	19,677.49	21,500.36	30,000.00	32,700.00	9.00%
73520	PLANT OPERATION	(8.00)	0.00	0.00	0.00	0.00%
73530	EQUIPMENT MAINT	650.70	609.05	2,000.00	1,700.00	(15.00)%
73540	CONTRACTS: BUILDING MAINTENANCE	71,208.32	76,391.73	84,000.00	90,701.00	7.97%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
73301	COMPUTER MAINT	14,072.00	6,163.65	12,275.00	1,215.00	(90.10)%
73500	BUILDING REPAIRS AND MAINTENANCE	1,550.54	0.00	0.00	0.00	0.00%
73540	CONTRACTS: BUILDING MAINTENANCE	14,940.00	9,440.00	8,500.00	8,500.00	0.00%
	Total MAINTENANCE	<u>170,688.89</u>	<u>145,834.28</u>	<u>181,215.00</u>	<u>170,206.00</u>	<u>(6.08)%</u>
65	UTILITIES					
0	District Wide					
00	DEPARTMENT-WIDE					
73200	TELEPHONE & FAX	1,350.11	1,347.36	1,570.00	1,630.00	3.82%
1	Dundee Library					
00	DEPARTMENT-WIDE					
73200	TELEPHONE & FAX	10,848.27	9,478.76	13,360.00	11,040.00	(17.36)%
73610	ELECTRICITY	41,000.28	39,093.01	47,000.00	47,000.00	0.00%
73620	WATER AND SEWER	3,279.39	2,848.56	4,000.00	4,000.00	0.00%
73630	GAS	6,028.33	3,870.19	6,000.00	6,000.00	0.00%
2	Randall Oaks					
00	DEPARTMENT-WIDE					
73200	TELEPHONE & FAX	<u>1,069.25</u>	<u>914.56</u>	<u>1,360.00</u>	<u>1,260.00</u>	<u>(7.35)%</u>
	Total UTILITIES	<u>63,575.63</u>	<u>57,552.44</u>	<u>73,290.00</u>	<u>70,930.00</u>	<u>(3.22)%</u>
70	CAPITAL EXPENSE					
0	District Wide					

Fox River Valley Public Library District

Statement of Revenues and Expenditures - Proposed FY2425 Budget - MonFin

10 - GENERAL/CORPORATE

From 7/1/2024 Through 6/30/2025

		<u>FY2223 Actual</u>	<u>FY2324 Actual</u>	<u>Total Budget - FY2324 Working Budget</u>	<u>Total Budget - FY2425 Working Budget</u>	<u>Percentage Change</u>
00	DEPARTMENT-WIDE					
73215	COPIER/PRINT EXPENSE	0.00	6,243.00	6,600.00	7,250.00	9.84%
73270	FURNITURE & EQUIP	6,702.25	1,592.33	6,000.00	18,000.00	200.00%
73300	COMPUTER EQUIPMENT	3,597.09	15,644.47	14,000.00	30,950.00	121.07%
1	Dundee Library					
10	ADULT & TEEN SERVICES					
73270	FURNITURE & EQUIP	15,836.35	7,415.29	8,000.00	5,000.00	(37.50)%
20	YOUTH SERVICES					
73270	FURNITURE & EQUIP	895.79	1,444.56	7,000.00	6,999.96	0.00%
2	Randall Oaks					
80	RANDALL OAKS					
73270	FURNITURE & EQUIP	0.00	0.00	0.00	3,039.00	0.00%
	Total CAPITAL EXPENSE	<u>27,031.48</u>	<u>32,339.65</u>	<u>41,600.00</u>	<u>71,238.96</u>	<u>71.25%</u>
	Total Expenditures	<u>4,062,206.07</u>	<u>3,461,422.25</u>	<u>4,417,592.81</u>	<u>4,650,250.12</u>	<u>5.27%</u>
	Net Increase(Decrease) in Fund Balance	<u>237,168.49</u>	<u>984,989.67</u>	<u>260.19</u>	<u>(0.12)</u>	<u>(100.04)%</u>

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - Proposed FY2425 Budget - MonFin  
70 - CAPITAL PROJECTS/SPECIAL RESERVE  
From 7/1/2024 Through 6/30/2025

Attachment to Exhibit B.1

		FY2223 Actual	FY2324 Actual	Total Budget - FY2324 Working Budget	Total Budget - FY2425 Working Budget	Percentage Change
Revenues						
00	REVENUES					
0	District Wide					
00	DEPARTMENT-WIDE					
44010	INT & DIV INCOME	99,561.10	152,541.28	45,000.00	100,000.00	122.22%
44011	MARKET VALUE ADJUSTMENT	6,376.44	5,618.74	0.00	500.00	0.00%
45020	OTHER GRANTS	0.00	0.00	0.00	10,000.00	0.00%
	Total REVENUES	105,937.54	158,160.02	45,000.00	110,500.00	145.56%
01	TRANSFERS BETWEEN FUNDS					
0	District Wide					
00	DEPARTMENT-WIDE					
40000	TRANSFER IN	200,000.00	0.00	0.00	220,000.00	0.00%
	Total TRANSFERS BETWEEN FUNDS	200,000.00	0.00	0.00	220,000.00	0.00%
	Total Revenues	305,937.54	158,160.02	45,000.00	330,500.00	634.44%
Expenditures						
54	COMPUTER					
0	District Wide					
00	DEPARTMENT-WIDE					
73300	COMPUTER EQUIPMENT	27,751.58	5,200.50	110,500.00	159,000.00	43.89%
73340	SOFTWARE	5,149.87	11,700.00	45,000.00	28,000.00	(37.77)%
	Total COMPUTER	32,901.45	16,900.50	155,500.00	187,000.00	20.26%
61	MAINTENANCE					
1	Dundee Library					
00	DEPARTMENT-WIDE					
73500	BUILDING REPAIRS AND MAINTENANCE	211,204.97	30,762.00	1,855,000.00	970,000.00	(47.70)%
	Total MAINTENANCE	211,204.97	30,762.00	1,855,000.00	970,000.00	(47.71)%
70	CAPITAL EXPENSE					
0	District Wide					
00	DEPARTMENT-WIDE					
73270	FURNITURE & EQUIP	649.98	0.00	0.00	0.00	0.00%
73430	OTHER PROF FEES	15,000.00	0.00	150,000.00	150,000.00	0.00%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	116,072.00	2,510,000.00	2,062.45%
	Total CAPITAL EXPENSE	15,649.98	0.00	266,072.00	2,660,000.00	899.73%
	Total Expenditures	259,756.40	47,662.50	2,276,572.00	3,817,000.00	67.66%

**Fox River Valley Public Library District**  
 Statement of Revenues and Expenditures - Proposed FY2425 Budget - MonFin  
 70 - CAPITAL PROJECTS/SPECIAL RESERVE  
 From 7/1/2024 Through 6/30/2025

	FY2223 Actual	FY2324 Actual	Total Budget - FY2324 Working Budget	Total Budget - FY2425 Working Budget	Percentage Change
Net Increase(Decrease) in Fund Balance	<u><del>46,181.14</del></u>	<u><del>110,497.52</del></u>	<u><del>(2,231,572.00)</del></u>	<u><del>(3,486,500.00)</del></u>	<u><del>56.23%</del></u>

Fox River Valley Public Library District

Statement of Revenues and Expenditures - Proposed FY2425 Budget - MonFin

80 - WORKING CASH

From 7/1/2024 Through 6/30/2025

		<u>FY2223 Actual</u>	<u>FY2324 Actual</u>	<u>Total Budget - FY2324 Working Budget</u>	<u>Total Budget - FY2425 Working Budget</u>	<u>Percentage Change</u>
	Revenues					
00	REVENUES					
0	District Wide					
00	DEPARTMENT-WIDE					
44010	INT & DIV INCOME	4,652.91	6,626.79	4,000.00	5,000.00	25.00%
44011	MARKET VALUE ADJUSTMENT	649.66	572.45	0.00	500.00	0.00%
	Total REVENUES	<u>5,302.57</u>	<u>7,199.24</u>	<u>4,000.00</u>	<u>5,500.00</u>	<u>37.50%</u>
	Total Revenues	<u>5,302.57</u>	<u>7,199.24</u>	<u>4,000.00</u>	<u>5,500.00</u>	<u>37.50%</u>
	Net Increase(Decrease) in Fund Balance	<u>5,302.57</u>	<u>7,199.24</u>	<u>4,000.00</u>	<u>5,500.00</u>	<u>37.50%</u>

Fox River Valley Public Library District

Statement of Revenues and Expenditures - Proposed FY2425 Budget - MonFin

90 - DONATION / GIFT

From 7/1/2024 Through 6/30/2025

		<u>FY2223 Actual</u>	<u>FY2324 Actual</u>	<u>Total Budget - FY2324 Working Budget</u>	<u>Total Budget - FY2425 Working Budget</u>	<u>Percentage Change</u>
	Revenues					
00	REVENUES					
0	District Wide					
00	DEPARTMENT-WIDE					
44010	INT & DIV INCOME	7,504.53	10,905.98	6,000.00	10,000.00	66.66%
44011	MARKET VALUE ADJUSTMENT	1,047.83	942.13	0.00	500.00	0.00%
49010	MONETARY GIFT	20.00	0.00	1,000.00	0.00	(100.00)%
49020	MONETARY GIFTS -FRIENDS	1,000.00	0.00	0.00	0.00	0.00%
	Total REVENUES	<u>9,572.36</u>	<u>11,848.11</u>	<u>7,000.00</u>	<u>10,500.00</u>	<u>50.00%</u>
	Total Revenues	<u>9,572.36</u>	<u>11,848.11</u>	<u>7,000.00</u>	<u>10,500.00</u>	<u>50.00%</u>
	Net Increase(Decrease) in Fund Balance	<u>9,572.36</u>	<u>11,848.11</u>	<u>7,000.00</u>	<u>10,500.00</u>	<u>50.00%</u>

**C.1 Ordinance 2024-03 Board Meeting Dates for FY24-25**

RECOMMENDED **MOTION**: I move to adopt Ordinance 2024-03 Board Meeting Dates for Fiscal Year 2024-2025.

**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 regularly meets the third Tuesday of each month.



**ORDINANCE 2024-03**

**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 August 2024 meeting held on the second Tuesday. The dates for the fiscal year 2024 – 2025 are:

August 13, 2024	January 21, 2025
September 17, 2024	February 18, 2025
October 15, 2024	March 18, 2025
November 19, 2024	April 15, 2025
December 17, 2024	May 20, 2025
	June 17, 2025

The Board of Trustees will not meet in July, 2024.

Passed by the Board of Trustees of the Fox River Valley Public Library District this 18th day of June, 2024.

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 Ordinance 2024-04 Transferring Funds to the Special Reserve Fund**

RECOMMENDED **MOTION**: I move to Adopt Ordinance 2024-04 Transferring Funds in the amount of \$250,000 from the General Fund to the Special Reserve Fund.

**BACKGROUND INFORMATION:**

The Special Reserve / Capital Projects fund is not levied: revenues consist of transfers from the General / Corporate fund from unexpended balances.

Board policy states “In accordance with (75 ILCS 5/5-8; 75 ILCS 16/40-50), the Board shall establish a Special Reserve Fund for the FRVPLD buildings, maintenance, and emergencies. The fund shall receive monies annually from unexpended budgeted funds in order to build the fund toward future FRVPLD building, land and maintenance needs.” Fund Balance policy states, “Total unrestricted fund balances (committed, assigned and unassigned) in the General Fund should represent no less than three (3) and no more than twelve (12) months of operating expenses. Balances over the maximum at the end of the fiscal year shall be transferred to the Capital Projects fund.”

We anticipate a surplus of about \$250,000 in FY2324. With completion of this \$250,000 transfer, we expect to end FY2324 with about \$2,900,000 General Fund balance (excluding 90 Donations Fund balance), which will be about 8 months of reserve in the General Fund at the end of this year.

**ORDINANCE 2024-04**

**ORDINANCE TRANSFERRING FUNDS TO THE SPECIAL RESERVE FUND**

Be it ordained by the Board of Library Trustees of the Fox River Valley Public Library District that, of the unexpended balances of the proceeds received from annual public library taxes (General Fund/Operating Fund), the sum of \$250,000.00 shall be transferred to the Library District's Special Reserve Fund to fund future Capital Needs as defined in the Special Reserve policy.

ADOPTED this 18th day of June, 2024 pursuant to a roll call vote as follows:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Abstain: \_\_\_\_\_

By: \_\_\_\_\_

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

Attest:

\_\_\_\_\_  
Christine L. Evans, Secretary  
Board of Library Trustees  
Fox River Valley Public Library District

**C.3 Award Contract for Quarterly Newsletter Printing, Postage and Mailing**

RECOMMENDED **MOTION**: I move to award a contract for quarterly newsletter printing, postage and mailing to Hagg Press in an amount not to exceed \$12,500 per newsletter cycle.

**Fall 2024 – Summer 2027 Print & Delivery Bid Opening  
May 26, 2024 – Opening Bid Results**

<b>Company Name</b>	<b>Option 1:</b> Finished 8½ x 11-inch booklets, trimmed, stitched with two saddle stitches.	<b>Option 1:</b> Additional cost per four-page increment based on 27,500 copies	<b>Option 2:</b> Finished 5.25 x 10.5-inch booklets, trimmed, stitched with two saddle stitches.	<b>Option 2:</b> Additional cost per four-page increment based on 27,500 copies	<b>Postage Cost</b>
Hagg Press	\$6,985	\$785	\$6,817	\$835	\$3,300
John S. Swift Co., Inc.	\$7,784	\$1,624	\$6,479	\$993	Not Included
Titan Image Group	Submitted after posted deadline				

**BACKGROUND INFORMATION:**

The PR & Outreach Manager reviewed the seasonal newsletter's current printing, design and mailing processes. Recommending that the library initiate a formal public bid to secure a 3-year print and delivery contract, this would improve budget management, lock in production pricing, and transfer the responsibility of brochure delivery to the U.S. Postal Service to the printer, while obtaining quotes for an alternative newsletter design in a smaller, fresher format.

The public bid for the printing and delivery of the seasonal newsletter took place at 10 a.m. on May 28. Two businesses submitted bids: Hagg Press and John S. Swift Co., Inc., a third company, Titan Image Group, submitted after the posted deadline. After reviewing pricing, the PR & Outreach Manager recommends Hagg Press provide a 16-page booklet format in a 5.25" x 10.5" size with the option for additional 4-page increments as needed per brochure cycle for the next three years of printing and delivering the seasonal newsletter. Hagg Press is the current newsletter printer.