

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

**November 19, 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 Evans**

**Adjourn to Truth in Taxation Hearing**

**Call to Order – President Weber**

**Roll Call – Secretary 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**

- **December 2024 Board of Trustee Meeting**

**Director’s Report—Interim Director Heather Zabski**

- **Per Capita Grant Requirement – Serving our Public 4.0 – Discussion Only**
- **Department Reports**
- **Dashboard**

**Consent Agenda**

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

- A.1.a Minutes from the October 15, 2024 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for October 2024**
- A.1.c Monthly Financial Report for October 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 October 2024**
- A.1.j Ehlers Investment Inventory for October 2024**

*Unfinished Business None*

**A. New Business**

- Exhibit C.1 Ordinance 2024-12 Tax Levy**

- Exhibit C.2**      **Ordinance 2024-13 Library Holiday Closings for 2025**
- Exhibit C.3**      **Annual Treasurer's Report**
- Exhibit C.4**      **Accept Annual Comprehensive Financial Report (ACFR)**
- Exhibit C.5**      **Appoint Deputy Clerks – Discussion only**
- Exhibit C.6**      **Approval of Separation Agreement with the Former Library Director**

**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 of the public body.**

*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  
Truth in Taxation Hearing**

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**Call to Order—President Kristina Weber**

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

**Public Comment**

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**Adjournment**

**Fox River Valley Public Library District  
Interim Director's Report**

October:

This election cycle the filing period for the April consolidated election is earlier than in the past. In prior years, petitions were filed in December, but this year the filing deadline is November 18<sup>th</sup>. Since this is Executive Assistant Dee Roy's first-time assisting candidates with filing petitions, we wanted to ensure that we follow all the required filling deadlines and ensure that the process ran smoothly for candidates. Thankfully, our record keeping from prior election cycles was thorough. Additionally, we reached out to Kane County, the library's attorney, and directors from other nearby libraries to make sure that we had proper information to assist candidates this year.

Several managers attended library training in October. Youth Services Manager Heather Ji and Adult Teen Services Manager Sam Bunte attended the Illinois Library Association conference in Peoria. Account Services Manager Keri Carroll attended the Back in Circulation Conference in Madison. Due to a recent update to the travel authorization form to include mileage as part of costs, manager Sam Bunte accidentally exceeded the total expenditures estimated for the conference by \$118.22. Since the employee's mileage was incurred while the employee was doing official library business, the library plans to reimburse the employee for the mileage cost though the employee exceeded the amount pre-approved for the conference. For non-conference travel, mileage is usually approved after incurred and since adding mileage to the travel authorization form was recent, it was decided to make an exception in this instance.

Since I've oversaw the budget and levy process for the last several years, we should be on track to meet all the required financial ordinances for the levy. At the November meeting, trustees will vote to approve the ordinance to levy funds. If the levy is approved by trustees, we will file a copy of the levy ordinance with the County Clerk before the last Tuesday of December.

After the November board meeting, I will be emailing trustees a video that reviews all the chapters of Serving Our Public 4.0. Trustees will watch the recording to complete the requirements of the Per Capita Grant. I'm waiting on the state of Illinois to update the Per Capita Grant expenditures report to finalize our library's application this year. Our regional library system, RAILS (Reach Across Illinois Library System) has reached out the State Library and been told an updated expenditure report should be ready soon. The deadline for the Per Capita Grant is expected to be January 30.

New Team Members

Name	Location	Title	Start Dates
Isabella Maguigad	Adult and Teens Services	Clerk	October 28
Heather Manthey	Youth Services	Clerk	October 21

Work Anniversaries in November

Name	Location	Title	Years of Service
Dee Hughes	Account Services	Shelver Supervisor	27
Erica Acevedo	Adult and Teen Services	Specialist	10
Lizbeth Hernandez	Youth Services	Assistant	6
James Yunker	Facilities	Custodian	1

Goals for October

1. Meeting: Weekly Rotary meetings (10/2, 10/9, 10/16, 10/23, 10/30).done
2. Meeting: Pre-agenda (10/3) done
3. Meeting: Weekly Management Team (10/1, 10/15, 10/22, 10/29) done

4. Meeting: Sleepy Hollow Rise n' Shine (10/18) done
5. Task: Payroll (9/30, 10/14, 10/28) done
6. Task: Prepare financial reports, department reports and monthly dashboard for Board packet (10/9) done
7. Task: Check run (10/15) done
8. Task: Certificate of estimated funds (10/9) done
9. Task: Reconcile bank balances and work with business specialist (daily) ongoing
10. Task: Update Employee Handbook (asap) in progress

#### Goals for November

1. Meeting: Weekly Rotary meetings (11/13, 11/20, 11/27)
2. Meeting: Pre-agenda (11/5) **done**
3. Meeting: With Kristina (11/11) **done**
4. Meeting: with Paylocity Representative (11/13) **done**
5. Meeting Weekly Management Team (11/12, 11/19, 11/26)
6. Meeting: LIRA full membership meeting (11/14) **done**
7. Meeting: LIRA loss control meeting (11/18)
8. Meeting: Algonquin TIF (11/21)
9. Task: Payroll (11/12, 11/25)
10. Task: Prepare financial reports, department reports and monthly dashboard for Board packet (11/1) **done**
11. Task: Check run (11/19)
12. Task: Levy (11/13) **done**
13. Task: Compile Annual Treasurer's Report (11/13) **done**
14. Task: Reconcile bank balances and work with business specialist (daily) ongoing
15. Task: Update Employee Handbook (asap)
16. Training: All staff meeting (11/22)

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

### Randall Oaks: Brittany Berger

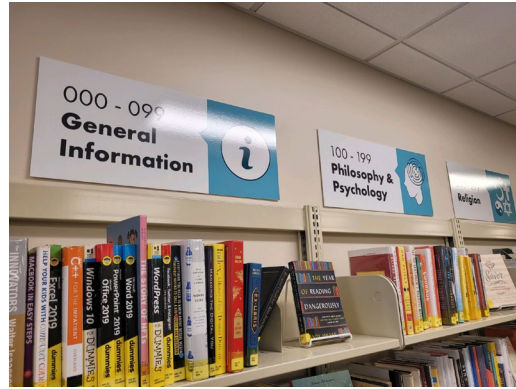
October is typically pretty busy at Randall Oaks when the calendar is full of fun Halloween themed programs. The theme carried over to our passive activities, and kids added 212 spooky pictures to the Halloween interactive board. They also cast 123 votes at the Vampires vs. Werewolves station and searched the library for the monster scavenger hunt. In total, we gave out 243 prizes and 150 take home crafts. Another highlight of the holiday is when the park district preschool classes stop in for trick-or-treating during Halloween week! Staff also saw an increase in computer and printing assistance this month, and the growing popularity of wireless printing from smartphones.



There were 12 programs at Randall Oaks this month and total attendance was a whopping 293. Storytimes continue to draw a crowd, and Rachel and Lisa always make the most of storytime break weeks by supplementing with preschool age programs. This year's Halloween Dance Party and Parade was held twice on October 14, the 10am session had 45 attendees and the 4pm session had 34. It was a great turnout and very fun to see all the kids in their costumes! Below you can also see some photos of RO's other recurring holiday programs. Rachel's ZomBears was on October 15 and participants got to design their own zombie friend. Lisa's Frankenscience was on October 16 and included spooky themed STEM challenges. Lastly, Rachel hosted another Tiny Art Show, which was of course Halloween themed, and the canvases were on display at RO for the whole month.



Randall Oaks is in the process of getting a makeover! With many thanks to the PR department, we are slowly updating all signage throughout the library. The goal is to make our collections more visible and improve wayfinding by having the signs look cohesive. As I removed the old Nonfiction letters it became evident that the walls needed some spackle and paint. Thus began the process of removing all signs and posters from every wall to make room for the painting project. The sign replacement project will be on hold until November once the park district has had a chance to refresh the walls.



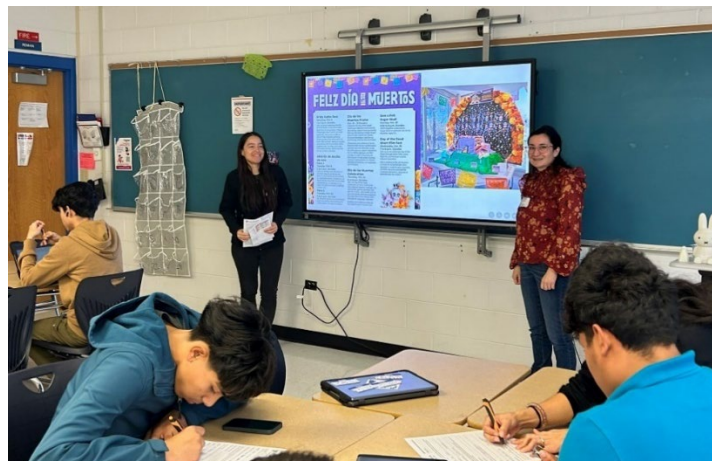
### Adult and Teen Services: Sam Bunte

ATS began in October by launching our Hallow-Read Reading Challenge on Beanstack. Teen Librarian Danielle Pacini, Librarian Marisol Bribiescas, and Library Assistant Kayla Lawrence created something that sparked even more interest amongst our patrons than we anticipated. This was our biggest challenge to date out of the smaller challenges we've been doing to complement summer and winter reading over the last few years. 140 patrons signed up to read a creepy (loosely defined) book during the month. We had a 60.7% completion rate and nearly 72% of those finishers picked up a prize book.

Our Meet Your Not-So-Scary Local Horror Author panel on October 12 welcomed 9 authors who answered questions and shared their experiences in writing, publishing, and all things horror related. Our very own patron and successfully published author Lauren Bolger moderated the panel.



Danielle and Library Assistant Dian Martinez visited five ESL classes at Dundee Crown on October 18. At the invitation of school counselor Vicky Rivera, they talked about the library and its services, first in English and then in Spanish. Almost every student in each class filled out an application for a library card, creating dozens of new cardholders and potential library power users!



For the second year, we displayed a community ofrenda for Dia de los Muertos/Day of the Dead. Library Assistant Jasmin Munoz took the lead on erecting the altar. She created kits for patrons to decorate their own frames and provide a picture of their departed loved ones. We received some of these back to display on our ofrenda. Dian added to the ofrenda by creating a traditional tapete out of sand, rice, and beans. This was placed directly in front of the altar.



Dian and Library Assistant Stephanie Carreno hosted Frida Kahlo Fest, a day to celebrate the life and art of the Mexican artist. Over 50 people joined to listen to live music, dance, participate in a Frida lookalike contest, and much more. A couple of local artists painted live during the program.



Stephanie also hosted Calabazas Artesanles, a program to create Mexican clay inspired Halloween decor. Attendees had a great time decorating pumpkin centerpiece while watching *El Chavo del Ocho*, a popular Mexican sitcom, on the projector screen.



Kayla and Jasmin hosted the final Food and Flicks event before it goes on hiatus for some time. In celebration of the *Beetlejuice* sequel release in theaters, they screened the original with a menu of spooky snacks.





Marisol and I sat with PATS manager Karin Nelson to learn the process of ordering from Overdrive to add to our ebook collection. Marisol will take over curating this collection from Karin and is looking forward to expanding her collection skills in yet another area.

Library Specialist Erica Acevedo received multiple requests to recreate 3D printed ghost pets that were on display at the Information Desk. Having items displayed and the 3D printer close by garners lots of questions and requests, so Erica is training a couple of other staff members on use of the printer for when she's not here.

At the start of the month, I was able to attend the Illinois Library Association Conference in Peoria. I attended some very interesting panels, learned what the ILA is currently working on during the Member's Meeting, and presented as part of a panel with three other adult services managers to a group of our peers.

On October 24, I recorded a presentation via Zoom with Assistant Professor Mei Zhang for her Collection Development and Management class in Simmons University's School of Library and Information Science program. We discussed audiobooks and the process of curating and maintaining that collection in its physical and digital formats. I used data from FRVPLD's collections and circulation to share with the class, comparing them to national trends.

We rounded out the month by welcoming a new clerk to ATS on October 28. We are excited to have Isabella Maguigad join us as part of the team, and she's learned so much already during her brief time with us so far.

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

Total cardholders have slowly been inching upward since the inactivity purge in late 2022 due to COVID and we've finally reached 18,000 again. This upward trend is encouraging; while it may not be going as quickly as hoped, we are regrowing once again. Visits for both locations saw a significant spike over September's numbers with spooky programs galore available for patrons. Circulation numbers also increased over both September and October 2023. Home deliveries broke through 600 items delivered in October, another huge increase in a month full of them.

I attended the Back in Circulation Conference at the University of Wisconsin-Madison on October 7-8. This mini conference is geared directly toward circulation and access services staff and covered topics ranging from home delivery to first amendment audits and staff/personal productivity. I was fortunate enough to attend in 2022 (as this is a bi-yearly event) and appreciate the opportunity to explore topics directly pertinent to my position and department.

Both ATS and YS hired new clerks this month and I sat down with both for one-on-one Leap Training. While Leap is incredibly accessible as an Integrated Library System (ILS), it can still be intimidating by the sheer number of options present. I enjoy having the chance to meet with new public services hires outside Account Services to prep them for the circulation side of their roles.

Account Services staff are continuing with the never-ending shelf reading project and have finished some of the upstairs media: CDs, DVDs, and Audiobooks. Next, they move onto Adult Fiction! (An undoubtedly welcome break from opening all of the media cases.)

### Youth Services: Heather Ji

October is the start of the holiday season and an increase in Youth Services programs and book displays to provide families with ways to celebrate and engage in traditional events.

Danielle Bartelt, Vijaya Seelam, and Erin Sikorski shared suggested reading for Halloween, Diwali, Día de los Muertos, and the presidential election in their book displays and kept the department looking festive with decorations to match.



Halloween-themed programming included our annual Family Pumpkin Painting program, run by Amairani Lopez and Jessica Nelson, who transported forty pumpkins by themselves with the library van. Lizbeth Hernandez found a way to make spiders cute for the Little Artist craft and chose adorably spooky options for Pixel Art: Kids' Edition.



Both Foodie programs kicked it up a notch for Halloween. Erin Sikorski's Foodie Kids Jr. program featured haunted houses constructed out of chocolate graham crackers and Lizbeth's Foodie Kids participants made monster sandwiches.



Jessica Nelson assisted Eilis Corcoran with the second meeting of the new LEGO Club, which joined in the festivities with a monster theme. Danielle and Eilis then hosted a special all day drop-in Family LEGO Challenge: Halloween Edition during a school holiday that brought in forty-eight participants.



And finally, Erin held the Halloween Parade and Extravaganza. Kids could play games like pumpkin golf, candy corn toss, roll a spider, and skeleton hand relay, and make skeleton and witch's hat crafts before parading through both floors of the library.

**Facilities: Michael Lorenzetti**

Roof Update – The small amount of rain that the area has seen in the past weeks did produce some minor leaks at the drain areas, quite possibly from debris blockage. Continuous inspections are routinely done and this time of year with the wind and leaves is very important.

Janitorial Service – communication with our service provider is positive and continuous and the service being performed is satisfactory.

Meeting Room and Upgraded Public Address System – Work on this project has started and will be intermittent as parts become available.

Elevator – Received a notice from KONE Elevator regarding the emergency battery needing replacement (it is for the light in the elevator if/when the power would go off). The cost for this through KONE would be \$900. With guidance, I contacted Batteries Plus and they put together a battery pack replacement for a cost of \$25, for a savings of \$875.

Groot – Trash and Recycle contract - The Fox River Valley Public Library District (Dundee Library location) is due to have the trash and recycling contract reviewed and ultimately renewed. A request for proposal was sent out and the library received one (1) quote from our current provider. The Facility Manager went as far as to place emails and phone calls to WM (Waste Management) and Flood Brothers, who previously submitted proposals in 2021. With Flood Brothers, there was no reply. Flood Brothers services the facility next door. I did receive a reply from Waste Management, it read “issue has been resolved”. In the proposal I asked if they would provide numbers for the contract for a three (3) year term and Groot replied positively. There is not a price increase until February 1, 2026.

	Monthly
	1x/week
Groot	\$ 130.52
WM (Waste Management)	No response
Flood Brothers	No Response
The library currently has trash and recycled pickup once a week.	

In summary, the Facilities Manager would like to accept the proposal from Groot for a three (3) year period 2025– 2028, locking in the rate for the first year and capping any increase up to 5% for years two and three, pending your approval and authorization.

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

Savings : over \$1,000, and one of the higher savings this past month was due to our RAILS discount for over \$375 for our renewal of our SWANK license so we can show movies in a public setting for various programs. A few other entries in my spreadsheet are for vendor comparisons which noted the more reasonable pricing as well as continuing to find and use various coupon codes when ordering.

Staff Binge Boxes: The Account Services Manager has decided to have staff use their creativity to submit their own binge box suggestions with 4-6 titles based on a theme. We did this 4 years ago, and now we have several newer staff so it’s a good time to get their viewpoints for different binge boxes. The voting occurred and was tabulated, and the various DVDs were ordered from a few providers. I greatly enjoyed creating the original bibliographic records as well as the case artwork based on our previous Microsoft Publisher template. Hopefully by the time of the All Staff meeting near the end of November we will have some fully created examples of some of the winning entries.

Online Catalog: I asked our videogame selector if we should update the online catalog (PowerPAC) main site to have the more current videogame formats listed. She agreed, and CCS was able to replace two of the three videogame formats on that website. Now people will see PS5 games (not PS4) and Xbox Series X (instead of Xbox One).

**IT/ Network: John Sabala**  
Library Online Safety



All library staff completed their annual Cyber Security Awareness training. Additionally, we received feedback from 36% of the staff who noted that the KnowBe4 training in my opinion was “almost outstanding”. The group rated as follows:

	Score	Best Possible Score
Helpfulness of Content	4.8	5.0
Length of Content	4.6	5.0
Presentation of Content	4.6	5.0

The library also added a cyber service called PhishER from KnowBe4. This product will aid in identifying and removing phish emails from staff email boxes. This is like a Spam filter and utilizes Machine Learning technology to help identify phish. Every library email account has a Phish Alert Button aka (PAB). When a staff member uses the PAB button on a suspicious email, it is sent to PhishER. From there an automated process will decipher the email. If PhishER can resolve the status of the email, then it will automatically send back information to the staff member. Otherwise, the email will be reviewed by IT and then information will be sent back to the staff member later. Initially IT will be reviewing a lot of these emails, until Machine Learning has been trained. The most exciting piece of the service is when PhishER identifies Phish email. The service will then proceed to remove that email from everyone’s mailbox automatically. This reduces the risk of malware infecting our systems.

### Public Relations and Outreach: Corinne Vargas

PR has launched a new TikTok page! You can find us by searching 'Fox River Valley Library' or using the handle @foxrivervalleylibrary.

Introducing a new feature on our social media: the Friday 5! Every Friday, the PR team will share photos and TikTok's showcasing books selected by staff members. Each week will feature a different theme, and staff members will choose five books that fit that theme. Please let the PR manager know if you would like to contribute to the Friday 5.



On October 18, the PR manager and Interim Director attended the Rise and Shine meeting hosted by the Village of Sleepy Hollow, organized by the Northern Kane County Chamber of Commerce, learning about the village's history and upcoming projects and developments.

Also, on October 18, the PR manager and Librarian, Rachel Dunne, represented the Library at the Dundee Park District Boo Thru evening event, distributing candy to approximately 700 participants.



The Interim Director asked the PR Manager to contact Palatine Library for assistance training the Executive Assistant, specifically regarding dates and deadlines for submitting required information to the county and state for the consolidated election. Conversation notes were shared with the Interim Director and Executive Assistant on 10/22.

On October 23, the PR Manager distributed the press release *"Fall Into Fun with Fox River Valley Library's Storytime Sessions from October 21 – November 21"* to our press contacts. The press release highlighted both Randall Oaks and Dundee storytimes throughout the month.

Over the past few months, the PR manager and the Randall Oaks manager have been meeting monthly at Randall Oaks to discuss PR support for the branch. Together, they've initiated a project to standardize Randall Oaks' signage, ensuring consistency across all signs and utilizing 3mm Sintra, a cost-effective and popular material that enhances the signage's appearance. Facilities have also assisted by installing snap frames in various sizes, so nothing is taped to walls or bookshelves, with all displays now housed in frames. The project is expected to be fully completed by summer 2025.



The 2024-2025 Winter Newsletter was sent to the printer on 10/30 and is scheduled to be delivered to home no later than November 26.

Recently, the PR manager was able to secure a \$25 gift card for Oriental Trading. This gift card will help offset costs for library events and programs.

The Village of Carpentersville has invited the Library to participate in their Winterville in the Park event by providing over 200+ candy canes for children visiting Santa on December 7. Candy cane costs will be covered by a recent \$50 Target gift

card, which the PR manager secured through donation/sponsorship efforts to help offset Library event and program expenses.

On November 4, the Fox River Valley Public Library District (FRVPLD) was awarded a \$500 Spark Good Grant from Walmart following a successful application submitted by our PR Manager. Spark Good local grants are intended to meet the specific needs of the communities they serve. This grant will help offset costs for library events and programs.

# Social Media Report

## October 2024

### Social Media Followers

Facebook	▲ 2,973	Sept. - 2,965
Instagram	▲ 894	Sept. - 878
X/Twitter	▲ 775	Sept. - 774
LinkedIn	114	Sept. - 114
YouTube	203	Sept. 203
TikTok	112	

### Website Analytics – October 1-31

Community Views – 44,437

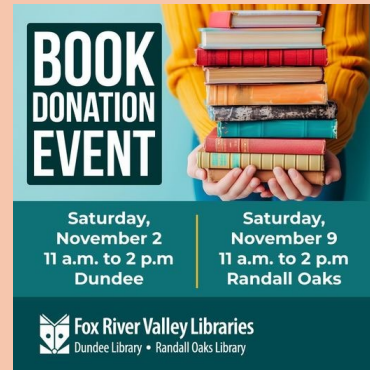
Overall website views – 66,372

### Top 8 Page Views

1. Homepage – 44,437
2. Monthly Calendar – 2,110
3. Upcoming Events – 1,727
4. Online Resources – 882
5. Job Openings – 386
6. Library Cards – 231
7. Library of Things – 231
8. Board of Trustees - 210

On October 31, NBC News reported on changes to the social media platform X since its acquisition by Elon Musk. The report highlights research and data suggesting that X is now amplifying more right-leaning content instead of being a neutral communication platform. Considering this, the PR team will closely monitor the platform to assess whether it remains a suitable communication tool for the organization within the coming months.

### Top 3 Facebook posts for October



Reactions  
6

Impressions  
1,028

Reach  
990



Reactions  
2

Impressions  
748

Reach  
704



Reactions  
11

Impressions  
715

Reach  
686

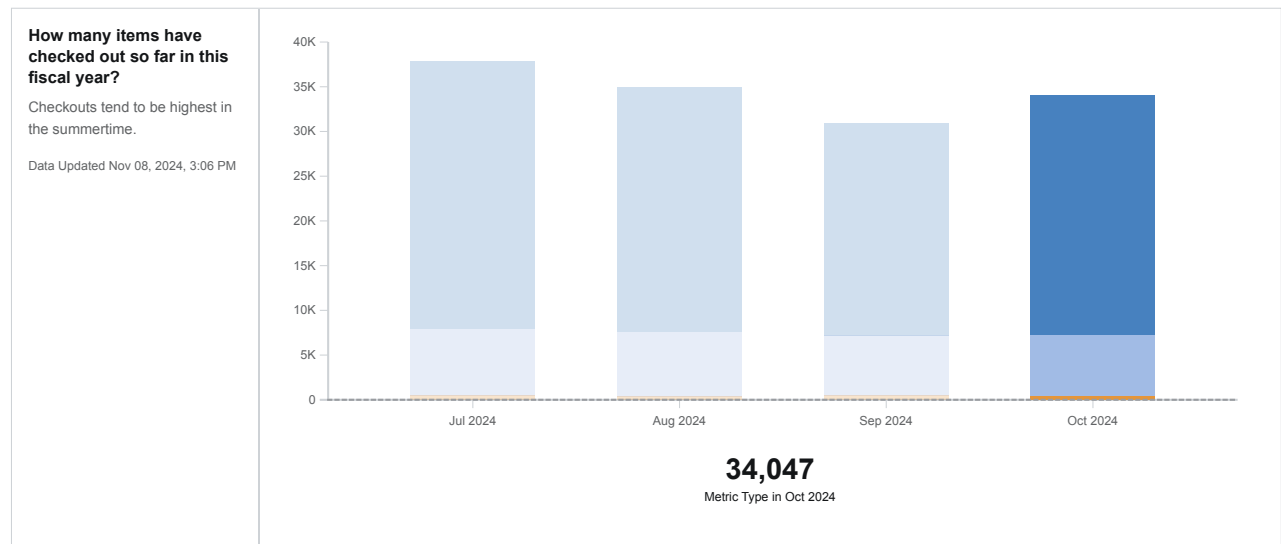


# How are we doing?

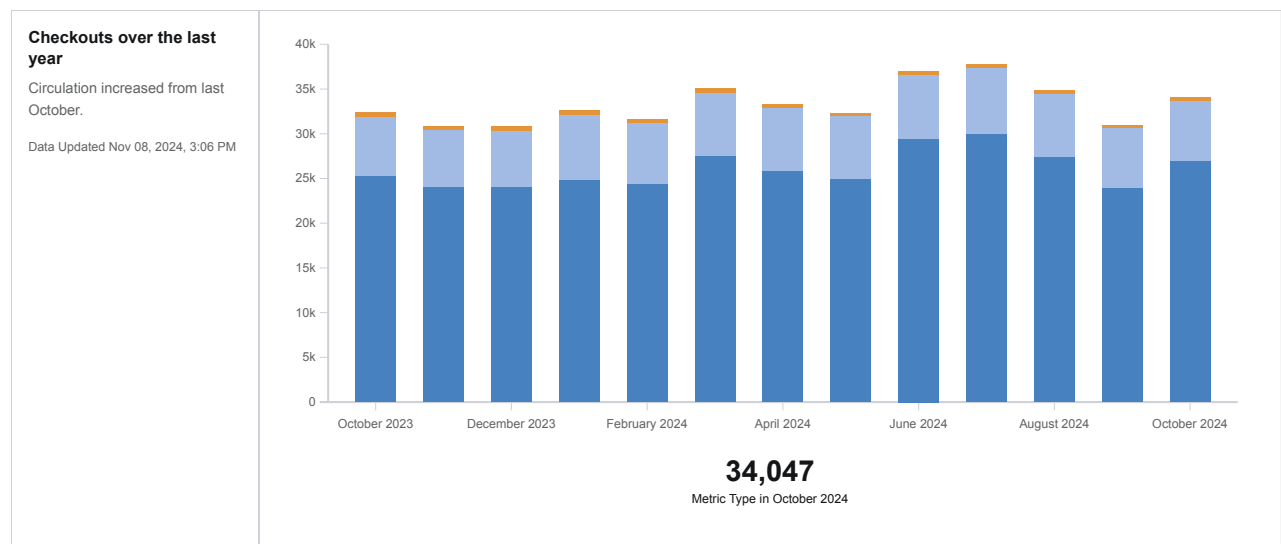
The monthly Dashboard tells our story

Click the graphs to see more details

## Checkouts - This Fiscal Year



## Checkouts - 13 Month Trends

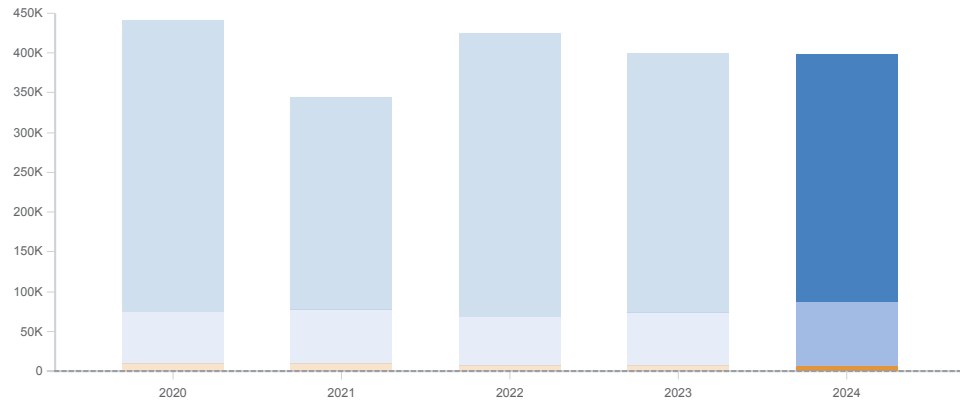


## Checkout Trend

### Checkouts Over Time

Physical circulations decreased in FY2324 while digital circulations increased.

Data Updated Nov 08, 2024, 3:06 PM



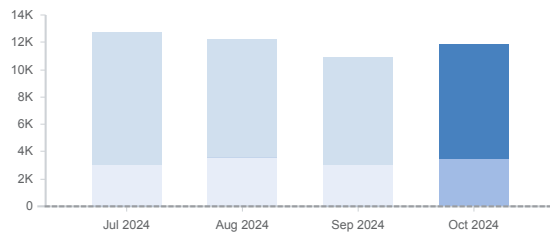
**399,191**

Metric Type in 2024

## Library Visits - This Fiscal Year

### How many people visited our library so far this fiscal year?

Library visits usually peak in the summertime.

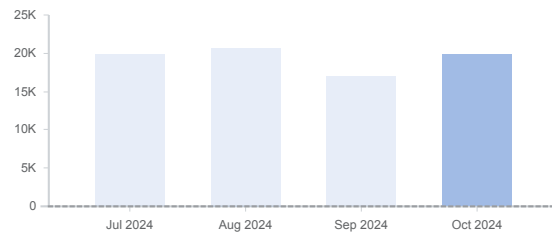


**11,901**

Location in Oct 2024

## Website Visits - This Fiscal Year

### How many people visited our library online in FY2425?

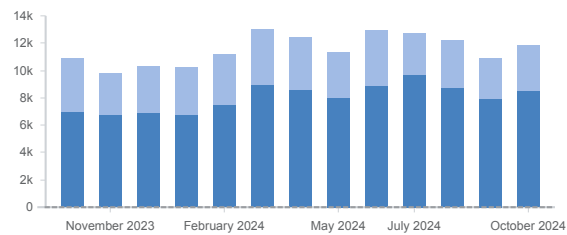


**19,799**

Location in Oct 2024

### Library Visits - Past 13 Months

Library visits increased from last October.

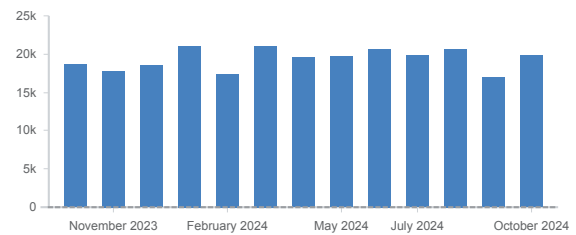


**11,901**

Location in October 2024

### Website Visits - Past 13 Months

Website usage increased from last October.

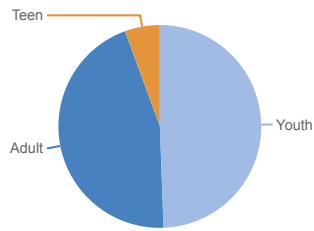


**19,799**

Location in October 2024

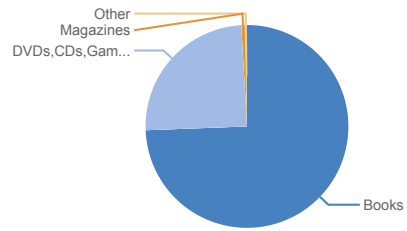
# Physical item checkouts

Checkouts by Audience - last fiscal year



**323,277**  
Department in 2024

Checkouts by Material Type - last fiscal year

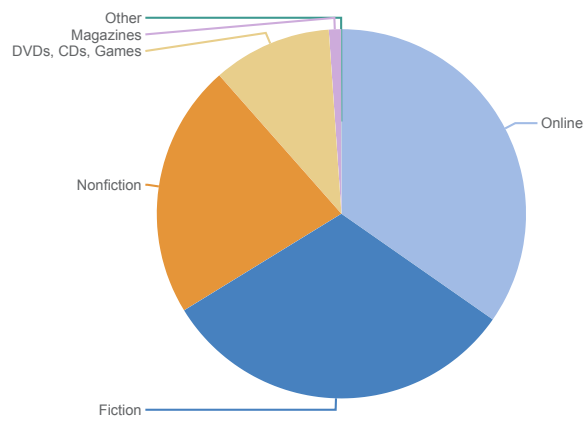


**323,277**  
Material Type in 2024

## How many items are owned by our libraries?

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

Data Updated Jul 09, 2024, 5:37 PM



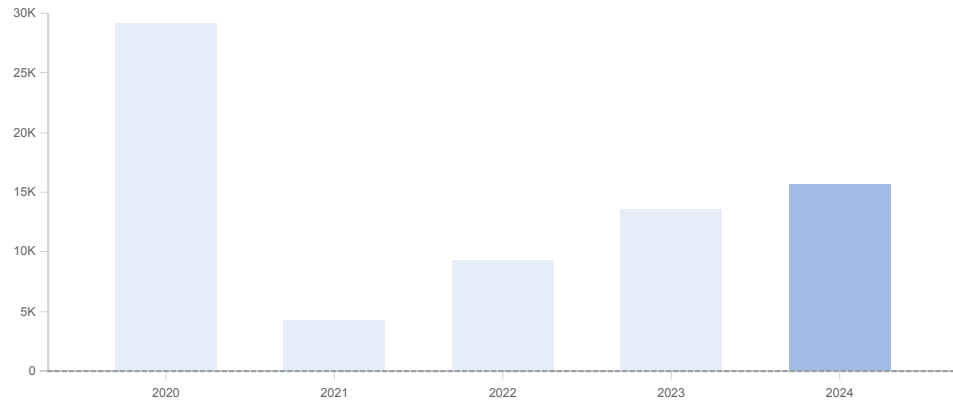
**247,371**  
Material Type in 2024

# Program Attendance Trend

### Program Attendance Trend

Program attendance is increasing from a low in FY2021 caused by the COVID-19 pandemic.

Data Updated Nov 08, 2024, 3:06 PM

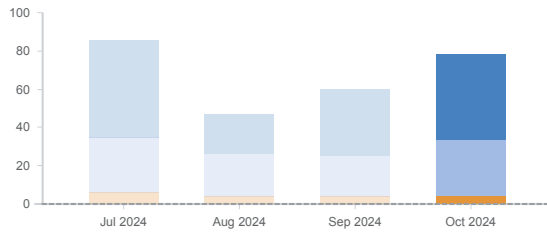


**15,587**

Metric Type in 2024

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

We offered more programs in October than September.

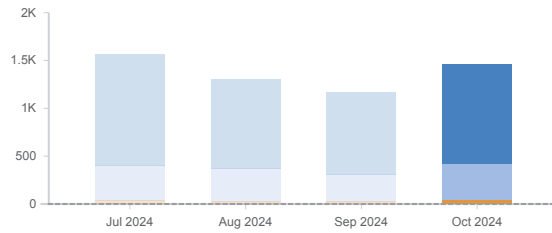


**78**

Metric Type in Oct 2024

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

Program attendance increased in October from September.

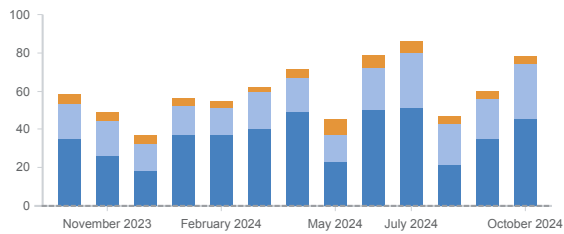


**1,470**

Metric Type in Oct 2024

### Library Programs Held- Past 13 Months

We hosted more programs than last October.

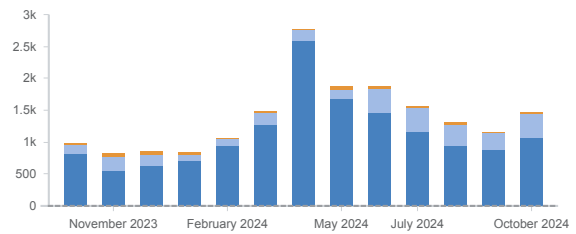


**78**

Metric Type in October 2024

### Library Program Attendance - Past 13 Months

We saw an increase in program attendance from last October.



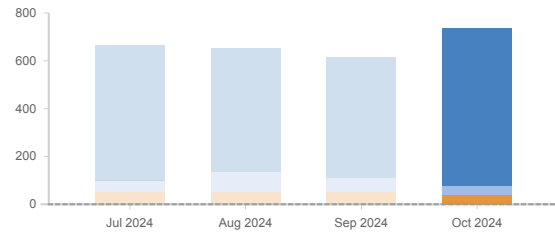
**1,470**

Metric Type in October 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

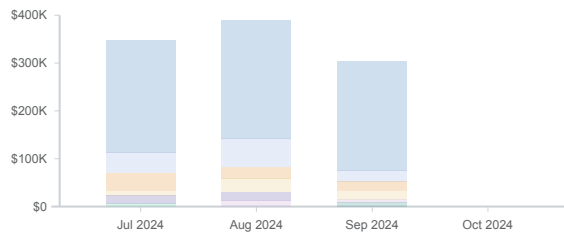


**734**

Metric Type in Oct 2024

## Monthly Spending- this year

How much does the Library spend each month this FY?



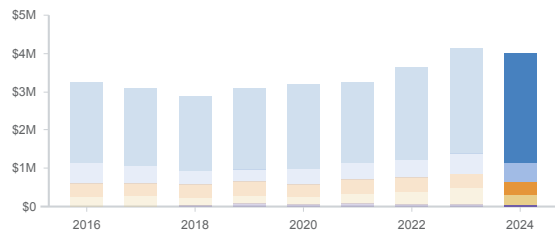
**\$0.00**

Expenses in Oct 2024

## Past years' spending

How much does the Library spend each year?

Expenses decreased slightly from FY2223.



**\$4,002,927.57**

Expenses in 2024



[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 request 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 October 15, 2024 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for October 2024**
- A.1.c Monthly Financial Report for October 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 October 2024**
- A.1.j Ehlers Investment Inventory for October 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  
October 15, 2024**

**MINUTES**

**Call to Order**

The meeting was called to order by President Kristina Weber at 7:00 PM. All present rose to recite the Pledge of Allegiance.

**Roll Call**

Members present:	President	Kristina Weber
	Vice President	Maryann Dellamaria
	Secretary	Chris Evans
	Treasurer	Tara Finn
	Trustee	Matt Goyke
	Trustee	Paula Lauer
	Trustee	Dan Wisniewski - <u><i>Virtual</i></u>

**Members absent:** Matt Goyke – (Arrived 7:20 PM)

**Others present:** Interim Director Heather Zabski, Deanna Roy, Michael Lorenzetti, Karin Nelson, Brittany Berger, Corinne Vargas, Sherry Kenney, Heather Ji, Mike Tennis, Samantha Bunte, Keri Carroll, Sydnee Marks – Lauterbach & Amen

**Public Comment**

Mike Tennis of Sleepy Hollow commented on the annual audit report for the library. He made positive comments about the outcome of the audit and suggested changes to a few items in the statistical section.

**President's Report**

There was none.

**Interim Director's Report**

Comprehensive Annual Financial Report Sydnee Marks of Lauterbach & Amen reviewed the annual audit report for fiscal year 2023-2024. She noted Fox River Valley Public Library District received the highest rating available and reviewed key points of the audit. Acceptance of the audit will come before the Board at the November 19, 2024 meeting.

Department Reports and Dashboard

Weber inquired if there were any questions or comments on the Department Reports or Dashboard; board members expressed appreciation for the social media report, provided by Corinne Vargas. There were no questions on department reports or the statistical dashboard.

**Consent Agenda**

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from the September 24, 2024 Budget and Appropriation Hearing
- A.1.b Minutes from the September 24, 2024 Board of Trustees Meeting
- A.1.c Check/Voucher Register for September 2024
- A.1.d Monthly Financial Report for September 2024
- A.1.e Revenue Summary – All Funds Combined – Budget v Actual Revenues
- A.1.f Revenue Summary – All Funds Combined by Period
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.i Expenditure Summary – All Funds Combined by Period
- A.1.j Balance Sheet for September 2024

A.1.k Ehlers Investment Inventory for September 2024

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

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 6 ayes, 0 nays, 1 absent. Motion carried.

**Unfinished Business**

There was no Unfinished Business.

**New Business**

**Exhibit C.1** Resolution 2024-11 To Determine Estimate of Funds Needed for FY2024-2025

Weber called for a motion to *ADOPT RESOLUTION 2024-11 TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR FY 2024-2025*. Moved by Wisniewski and seconded by Finn, item opened for discussion. There being no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 6 ayes, 0 nays, 1 absent. Motion carried.

**Exhibit C.2** Audio Visual Improvements to Meeting Room – Dundee Library

Weber called for a motion to *AUTHORIZE THE INTERIM DIRECTOR TO CONTRACT WITH AUDIO VISUAL SPECIALISTS FOR THE IMPROVEMENTS OF THE AUDIO AND VISUAL COMPONENTS OF THE MEETING ROOM AT THE DUNDEE LIBRARY AT A PRICE NOT TO EXCEED \$18,619.00*. Moved by Finn and seconded by Dellamaria. Item opened for discussion. There being no further discussion, Weber called for a roll call vote.

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

**Executive Session**

Weber announced the Board would go into Executive Session and called for a motion to *ADJOURN TO EXECUTIVE SESSION IN ACCORDANCE WITH 5 ILCS 120/2(C)(1) THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES*. Moved by Goyke and seconded by Dellamaria. Weber called for a roll call vote.

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

Meeting adjourned at 7:54 PM by unanimous vote.

**Return to Open Session**

Weber called the regular meeting back to order at 7:54 PM.

**Roll Call**

Members present:	President	Kristina Weber
	Vice President	Maryann Dellamaria
	Secretary	Chris Evans
	Treasurer	Tara Finn
	Trustee	Matt Goyke
	Trustee	Paula Lauer
	Trustee	Dan Wisniewski - <i>Virtual</i>

Members absent: None

Others present: Interim Director Heather Zabski



**Adjournment**

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

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

Meeting adjourned at 7:55 pm

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Christine L. Evans, Secretary

**Fox River Valley Public Library District**  
Check/Voucher Register - AP & Payroll Complete  
10100 - BANK ACCOUNTS  
From 10/1/2024 Through 10/31/2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
Groot, Inc	13211762T107	10/16/2024	124.59
Abila	45112	10/15/2024	3,348.86
Accurate Office Supply Co.	45113	10/15/2024	607.44
Ziegler's Ace Hardware	45114	10/15/2024	334.42
Alarm Detection Systems	45115	10/15/2024	223.74
Algonquin Area Public Library District	45116	10/15/2024	21.50
Alliance Entertainment	45117	10/15/2024	745.78
Angelica Holguin	45118	10/15/2024	75.00
AT&T	45119	10/15/2024	209.40
AT & T Mobility	45120	10/15/2024	112.69
Audio Video Specialists	45121	10/15/2024	2,964.76
Brodart Co.	45122	10/15/2024	12.44
Cooperative Computer Services	45123	10/15/2024	16,258.98
CDS Office Technologies	45124	10/15/2024	565.00
ComEd	45125	10/15/2024	4,547.49
Demco, Inc.	45126	10/15/2024	268.93
Jay Warren	45127	10/15/2024	225.00
Elgin Sheet Metal Company	45128	10/15/2024	5,400.00
Garveys Office Products	45129	10/15/2024	639.86
INGRAM Library Services	45131	10/15/2024	7,970.35
KnowBe4, Inc	45132	10/15/2024	1,625.00
KONE, INC	45133	10/15/2024	344.19
LIMRiCC Unemployment Compensatio...	45134	10/15/2024	448.68
Lindsay Combs	45135	10/15/2024	250.00
Midwest Tape Exchange, Inc.	45136	10/15/2024	2,830.63
Nicor Gas	45137	10/15/2024	90.63
Paddock Publications, Inc.	45138	10/15/2024	466.90
PETERS Electric & Technology, Inc.	45139	10/15/2024	650.00
RAILS	45140	10/15/2024	149.02
Peregrine,Stime,Newman,Ritzman & B...	45141	10/15/2024	3,825.00
Robbins Schwartz	45142	10/15/2024	520.00
Sebert Landscaping Inc.	45143	10/15/2024	584.00
Uriel Garcia	45144	10/15/2024	100.00
Vega Building Maintenance & Supplies	45145	10/15/2024	2,608.67
Village of East Dundee	45146	10/15/2024	523.64
Cardmember Service	45147	10/15/2024	0.00
Wellness Insurance Network	45148	10/15/2024	18,955.68
Audio Video Specialists	45149	10/15/2024	13,964.94
AMAZON	Amazon ACH 10/1...	10/17/2024	2,359.14
Illinois Municipal Retirement	DD10/03/2024-IM...	10/3/2024	19,104.32
Paylocity Payroll	DD10/2024 Paylo...	10/4/2024	296.56
Paylocity Payroll	DD10/2024 Paylo...	10/18/2024	708.77
ePay	Epay and INB Fee...	10/1/2024	156.51
Office of the Secretary of State of Illinois	LP Withdrawal Se...	10/1/2024	1,661.00
Office of the Secretary of State of Illinois	October LP Withdr...	10/31/2024	4,741.00
Office of the Secretary of State of Illinois	SSLT Fee Sep In ...	10/1/2024	76.50
Cardmember Service	STMT20241004VI...	10/30/2024	4,505.23
Comcast	STMT202410Com...	10/28/2024	889.76
Comcast	STMT202410DL-C...	10/24/2024	344.06
Comcast	STMT202410RO-C...	10/24/2024	238.54
	Total 10100 - BANK ACCOUNTS		127,674.60
Report Total			127,674.60

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	0.00	4,229,925.89	99.99%	4,230,000.00	74.11	0.00%
43020	PPRT	12,540.92	32,052.95	37.70%	85,000.00	52,947.05	62.29%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
43500	IMPACT FEES	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
44010	INT & DIV INCOME	23,305.88	85,970.99	68.77%	125,000.00	39,029.01	31.22%
44011	MARKET VALUE ADJUSTMENT	(214.02)	1,188.23	237.64%	500.00	(688.23)	(137.64)%
45010	PER CAPITA GRANT	0.00	106,222.05	101.16%	105,000.00	(1,222.05)	(1.16)%
45020	OTHER GRANTS	1,435.97	1,435.97	14.35%	10,000.00	8,564.03	85.64%
46030	LOST & DAMAGED	472.26	1,925.68	55.01%	3,500.00	1,574.32	44.98%
46200	PRINT/COPY REVENUE	612.81	2,763.16	46.05%	6,000.00	3,236.84	53.94%
46250	LICENSE PLATE RENEWAL INCOME	6,108.00	30,090.00	46.29%	65,000.00	34,910.00	53.70%
46400	MISCELLANEOUS INCOME	0.00	0.00	0.00%	500.00	500.00	100.00%
46500	CASH OVER	5.25	5.88	5.88%	100.00	94.12	94.12%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	376.00	31.33%	1,200.00	824.00	68.66%
49010	MONETARY GIFT	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
46110	MEETING RM RENTAL	0.00	60.00	40.00%	150.00	90.00	60.00%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	46.60	160.90	53.63%	300.00	139.10	46.36%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
46300	TAXABLE SALES (USB, DVD, EARBUDS)	1.50	3.25	0.00%	0.00	(3.25)	0.00%
	Total REVENUES	<u>44,409.17</u>	<u>4,492,180.95</u>	<u>96.60%</u>	<u>4,650,250.00</u>	<u>158,069.05</u>	<u>3.40%</u>
	Total Revenues	<u>44,409.17</u>	<u>4,492,180.95</u>	<u>96.60%</u>	<u>4,650,250.00</u>	<u>158,069.05</u>	<u>3.40%</u>

01 Expenditures  
0 TRANSFERS BETWEEN FUNDS  
District Wide

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
00	DEPARTMENT-WIDE						
70000	TRANSFER OUT	0.00	0.00	0.00%	220,000.00	220,000.00	100.00%
	Total TRANSFERS BETWEEN FUNDS	0.00	0.00	0.00%	220,000.00	220,000.00	100.00%
15	PERSONNEL SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	16,666.85	66,656.15	26.66%	250,000.00	183,343.85	73.33%
52121	IMRF	12,273.57	46,666.80	29.72%	157,000.00	110,333.20	70.27%
52122	REIMBURSED INS	94.00	376.00	31.33%	1,200.00	824.00	68.66%
52160	TUITION REIMB	0.00	0.00	0.00%	8,000.00	8,000.00	100.00%
52212	FICA/MEDICARE/SS-R	20,519.31	61,028.10	31.29%	195,000.00	133,971.90	68.70%
05	ADMINISTRATION						
52100	SALARIES	42,140.53	155,517.65	30.86%	503,884.50	348,366.85	69.13%
40	PUBLIC RELATIONS						
52100	SALARIES	13,090.66	46,396.87	26.69%	173,796.00	127,399.13	73.30%
50	IT / NETWORK						
52100	SALARIES	11,084.04	44,065.45	33.50%	131,521.95	87,456.50	66.49%
60	PATS						
52100	SALARIES	11,078.08	44,097.50	29.83%	147,795.60	103,698.10	70.16%
90	FACILITIES						
52100	SALARIES	9,911.62	39,520.91	32.35%	122,151.75	82,630.84	67.64%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	38,470.55	157,408.93	32.50%	484,299.19	326,890.26	67.49%
20	YOUTH SERVICES						
52100	SALARIES	27,627.11	107,057.00	30.96%	345,704.52	238,647.52	69.03%
70	ACCOUNT SERVICES						
52100	SALARIES	28,182.28	112,322.19	33.14%	338,832.78	226,510.59	66.85%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	20,176.16	79,879.08	33.11%	241,244.85	161,365.77	66.88%
	Total PERSONNEL SERVICES/BENEFITS	251,314.76	960,992.63	31.00%	3,100,431.14	2,139,438.51	69.00%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	262.84	918.62	9.18%	10,000.00	9,081.38	90.81%
61500	DATABASES	0.00	33,721.69	77.66%	43,422.00	9,700.31	22.33%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
61510	EBOOKS	744.81	27,476.99	54.14%	50,750.00	23,273.01	45.85%
61520	DOWNLOADABLE MEDIA	3,051.35	21,383.29	39.18%	54,575.00	33,191.71	60.81%
61540	HOTSPOTS	840.00	4,200.00	41.66%	10,080.00	5,880.00	58.33%
64100	PROC FEES BOOKS	402.49	1,648.53	29.97%	5,500.00	3,851.47	70.02%
64200	PROC FEES AV	683.74	2,572.19	36.74%	7,000.00	4,427.81	63.25%
64500	ONLINE ORDERING FEE	149.02	149.02	19.73%	755.00	605.98	80.26%
05	ADMINISTRATION						
61120	BOOKS NF	0.00	0.00	0.00%	500.00	500.00	100.00%
61200	PERIODICALS	0.00	624.00	100.00%	624.00	0.00	0.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	0.00	2,584.22	66.29%	3,898.00	1,313.78	33.70%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	2,669.21	11,400.42	35.62%	32,000.04	20,599.62	64.37%
61111	BOOKS LARGE TYPE	473.47	2,024.11	50.60%	4,000.00	1,975.89	49.39%
61120	BOOKS NF	942.49	3,104.55	25.87%	12,000.00	8,895.45	74.12%
61130	BOOKS SPANISH	0.00	0.00	0.00%	3,500.00	3,500.00	100.00%
61140	GRAPHIC NOVELS	319.36	1,383.06	34.57%	4,000.00	2,616.94	65.42%
61330	AUDIOBOOKS	169.96	1,373.70	19.62%	7,000.00	5,626.30	80.37%
61350	MUSIC	307.41	930.05	31.00%	3,000.00	2,069.95	68.99%
61400	DVD	1,719.69	6,078.46	48.62%	12,500.00	6,421.54	51.37%
61600	VIDEOGAMES	2,214.43	2,720.29	20.92%	13,000.00	10,279.71	79.07%
61700	NONTRADITIONAL MATERIALS	0.00	197.94	4.94%	4,000.00	3,802.06	95.05%
15	TEEN						
61100	BOOKS	677.78	2,503.36	31.29%	8,000.00	5,496.64	68.70%
61130	BOOKS SPANISH	432.01	951.40	47.57%	2,000.00	1,048.60	52.43%
61330	AUDIOBOOKS	0.00	0.00	0.00%	500.00	500.00	100.00%
20	YOUTH SERVICES						
61100	BOOKS	2,809.35	9,905.34	24.76%	39,999.96	30,094.62	75.23%
61130	BOOKS SPANISH	0.00	304.64	3.80%	8,000.04	7,695.40	96.19%
61330	AUDIOBOOKS	0.00	52.99	3.53%	1,500.00	1,447.01	96.46%
61400	DVD	113.21	1,117.83	74.52%	1,500.00	382.17	25.47%
61600	VIDEOGAMES	338.16	506.06	12.34%	4,100.00	3,593.94	87.65%
61700	NONTRADITIONAL MATERIALS	0.00	343.61	9.81%	3,500.04	3,156.43	90.18%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	0.00	1,170.36	86.62%	1,351.00	180.64	13.37%
10	ADULT & TEEN SERVICES						

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
61110	BOOKS FICTION	853.44	3,871.04	38.71%	10,000.00	6,128.96	61.28%
61120	BOOKS NF	376.90	1,199.58	47.98%	2,500.00	1,300.42	52.01%
61400	DVD	657.40	2,202.57	31.46%	7,000.00	4,797.43	68.53%
61600	VIDEOGAMES	843.12	843.12	16.86%	5,000.00	4,156.88	83.13%
15	TEEN						
61100	BOOKS	109.06	944.36	37.77%	2,500.00	1,555.64	62.22%
20	YOUTH SERVICES						
61100	BOOKS	1,470.81	3,636.14	25.97%	14,000.04	10,363.90	74.02%
61130	BOOKS SPANISH	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
61400	DVD	86.22	603.51	60.35%	1,000.00	396.49	39.64%
61600	VIDEOGAMES	236.77	383.67	15.34%	2,500.00	2,116.33	84.65%
61700	NONTRADITIONAL MATERIALS	0.00	239.00	31.86%	750.00	511.00	68.13%
	Total LIBRARY MATERIALS	23,954.50	155,269.71	38.88%	399,305.12	244,035.41	61.12%
51	LIBRARY OPERATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
52123	WORKERS COMP	0.00	377.00	4.71%	8,000.00	7,623.00	95.28%
52124	UNEMPLOYMENT INS	448.68	1,312.62	13.12%	10,000.00	8,687.38	86.87%
52130	STAFF DEVELOPMENT	18.14	133.14	3.32%	4,000.00	3,866.86	96.67%
52170	ALLSTAFF SPEAKER	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
70800	POSTAGE	37.77	922.86	26.36%	3,500.00	2,577.14	73.63%
70900	SUPPLIES	827.08	3,210.37	24.69%	13,000.00	9,789.63	75.30%
73215	COPIER/PRINT EXPENSE	565.00	2,370.20	26.93%	8,800.00	6,429.80	73.06%
73225	PUBLIC LIABILITY INS	0.00	23,086.55	41.22%	56,000.00	32,913.45	58.77%
73240	BOARD EXPENSES	0.00	375.00	75.00%	500.00	125.00	25.00%
73241	LEGAL NOTICES FEES	466.90	834.90	41.74%	2,000.00	1,165.10	58.25%
73242	MEMBERSHIPS	16.00	316.00	9.02%	3,500.00	3,184.00	90.97%
73245	BACKGROUND CHECK FEES	0.00	18.00	18.00%	100.00	82.00	82.00%
73250	BANK CHARGES	94.99	535.79	35.71%	1,500.00	964.21	64.28%
73255	INVESTMENT FEES	550.84	1,806.09	22.57%	8,000.00	6,193.91	77.42%
73260	LOST & PAID FORWARDING	50.71	50.71	10.14%	500.00	449.29	89.85%
73280	COST OF ITEMS SOLD	21.30	48.59	16.19%	300.00	251.41	83.80%
73281	TAX EXPENSE	0.00	0.00	0.00%	100.00	100.00	100.00%
73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	5,798.00	28,571.00	44.64%	64,000.00	35,429.00	55.35%
73283	LICENSE PLATE S&SLT FEES	60.00	294.00	42.00%	700.00	406.00	58.00%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
73290	HOSPITALITY	0.00	0.00	0.00%	500.00	500.00	100.00%
76400	Miscellaneous Expense	0.00	250.00	50.00%	500.00	250.00	50.00%
76500	CASH UNDER	0.90	3.10	1.24%	250.00	246.90	98.76%
79010	MONETARY GIFT EXPENDITURES	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	4,418.86	4,418.86	100.00%
05	ADMINISTRATION						
52140	PROFESSIONAL EDUCATION	149.00	504.16	5.60%	9,000.00	8,495.84	94.39%
73242	MEMBERSHIPS	160.00	309.00	6.86%	4,500.00	4,191.00	93.13%
10	ADULT & TEEN SERVICES						
52140	PROFESSIONAL EDUCATION	509.22	813.70	16.27%	5,000.00	4,186.30	83.72%
70900	SUPPLIES	403.79	556.20	27.81%	2,000.00	1,443.80	72.19%
73242	MEMBERSHIPS	0.00	150.00	15.03%	998.00	848.00	84.96%
20	YOUTH SERVICES						
52140	PROFESSIONAL EDUCATION	1,123.90	1,911.90	54.62%	3,500.00	1,588.10	45.37%
73242	MEMBERSHIPS	0.00	215.00	47.77%	450.00	235.00	52.22%
30	PUBLIC SERVICE						
70900	SUPPLIES	33.23	215.57	4.87%	4,425.00	4,209.43	95.12%
40	PUBLIC RELATIONS						
52140	PROFESSIONAL EDUCATION	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	200.00	200.00	100.00%
50	IT / NETWORK						
52140	PROFESSIONAL EDUCATION	0.00	0.00	0.00%	3,650.00	3,650.00	100.00%
60	PATS						
73242	MEMBERSHIPS	0.00	150.00	100.00%	150.00	0.00	0.00%
70	ACCOUNT SERVICES						
52140	PROFESSIONAL EDUCATION	154.01	827.07	75.18%	1,100.00	272.93	24.81%
73242	MEMBERSHIPS	0.00	0.00	0.00%	200.00	200.00	100.00%
80	RANDALL OAKS						
73242	MEMBERSHIPS	0.00	0.00	0.00%	296.00	296.00	100.00%
90	FACILITIES						
70900	SUPPLIES	549.61	1,831.09	14.08%	13,000.00	11,168.91	85.91%
1	Dundee Library						
00	DEPARTMENT-WIDE						

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
73520	PLANT OPERATION	334.42	1,052.76	9.79%	10,750.00	9,697.24	90.20%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73505	RENT EXPENSE	5,407.50	21,630.00	33.27%	65,000.00	43,370.00	66.72%
	Total LIBRARY OPERATIONS	17,780.99	94,682.37	28.79%	328,887.86	234,205.49	71.21%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	138.81	2,918.47	29.18%	10,000.00	7,081.53	70.81%
73010	NEWSLETTER	0.00	9,498.32	23.74%	40,000.00	30,501.68	76.25%
73020	OUTSIDE PRINTING	0.00	794.39	52.95%	1,500.00	705.61	47.04%
73290	HOSPITALITY	111.06	111.06	55.53%	200.00	88.94	44.47%
	Total PUBLIC RELATIONS	249.87	13,322.24	25.77%	51,700.00	38,377.76	74.23%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73150	PERFORMERS	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73151	SUMMER READING	0.00	1,000.00	5.55%	18,000.00	17,000.00	94.44%
73152	WINTER READING	485.98	485.98	13.88%	3,500.00	3,014.02	86.11%
73153	MISC READING CHALLENGES	809.68	809.68	67.47%	1,200.00	390.32	32.52%
73155	LICENSING	0.00	0.00	0.00%	1,650.00	1,650.00	100.00%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	799.93	1,907.56	29.34%	6,500.00	4,592.44	70.65%
73150	PERFORMERS	650.00	1,200.00	33.33%	3,600.00	2,400.00	66.66%
15	TEEN						
70900	SUPPLIES	353.85	580.15	29.00%	2,000.00	1,419.85	70.99%
20	YOUTH SERVICES						
70900	SUPPLIES	1,426.08	3,249.12	23.20%	14,000.04	10,750.92	76.79%
73150	PERFORMERS	0.00	400.00	10.00%	4,000.00	3,600.00	90.00%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	107.86	869.84	21.74%	4,000.00	3,130.16	78.25%
	Total GENERAL PROGRAMMING	4,633.38	10,502.33	16.82%	62,450.04	51,947.71	83.18%
54	COMPUTER						
0	District Wide						



**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
00	DEPARTMENT-WIDE						
70900	SUPPLIES	35.64	255.27	3.28%	7,760.00	7,504.73	96.71%
73320	CCS SHARED COST	13,937.38	27,874.76	47.24%	59,000.00	31,125.24	52.75%
73330	CONSULTING - COMPUTER SERVICES	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
73340	SOFTWARE	697.88	8,947.24	30.32%	29,501.00	20,553.76	69.67%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	478.46	1,912.84	27.24%	7,020.00	5,107.16	72.75%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	238.54	927.08	32.87%	2,820.00	1,892.92	67.12%
	Total COMPUTER	15,387.90	39,917.19	34.38%	116,101.00	76,183.81	65.62%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73246	PAYROLL SERVICE	1,005.33	4,183.08	27.88%	15,000.00	10,816.92	72.11%
73410	LEGAL FEES	4,345.00	4,345.00	43.45%	10,000.00	5,655.00	56.55%
73420	AUDIT EXPENSE	2,000.00	9,180.00	91.80%	10,000.00	820.00	8.20%
73430	OTHER PROF FEES	0.00	0.00	0.00%	20,000.00	20,000.00	100.00%
	Total PROFESSIONAL FEES	7,350.33	17,708.08	32.20%	55,000.00	37,291.92	67.80%
58	TRANSPORTATION						
0	District Wide						
00	DEPARTMENT-WIDE						
73230	TRANSPORTATION REIMBURSEMENT	244.89	772.78	19.31%	4,000.00	3,227.22	80.68%
	Total TRANSPORTATION	244.89	772.78	19.32%	4,000.00	3,227.22	80.68%
61	MAINTENANCE						
0	District Wide						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	0.00	0.00	0.00%	9,575.00	9,575.00	100.00%
73310	CATALOGING - COMPUTER SERVICE	2,321.60	4,643.20	46.43%	10,000.00	5,356.80	53.56%
73530	EQUIPMENT MAINT	0.00	520.00	63.41%	820.00	300.00	36.58%
73640	FUEL	115.58	531.54	26.57%	2,000.00	1,468.46	73.42%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	0.00	3,547.50	44.37%	7,995.00	4,447.50	55.62%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	6,051.90	18.50%	32,700.00	26,648.10	81.49%
73530	EQUIPMENT MAINT	0.00	0.00	0.00%	1,700.00	1,700.00	100.00%
73540	CONTRACTS: BUILDING MAINTENANCE	8,502.59	19,732.31	21.75%	90,701.00	70,968.69	78.24%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	0.00	1,182.50	97.32%	1,215.00	32.50	2.67%
73540	CONTRACTS: BUILDING MAINTENANCE	782.60	2,925.20	34.41%	8,500.00	5,574.80	65.58%
	Total MAINTENANCE	11,722.37	39,134.15	22.99%	170,206.00	131,071.85	77.01%
65	UTILITIES						
0	District Wide						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	112.69	450.16	27.61%	1,630.00	1,179.84	72.38%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	865.13	3,566.93	32.30%	11,040.00	7,473.07	67.69%
73610	ELECTRICITY	4,418.77	18,834.09	40.07%	47,000.00	28,165.91	59.92%
73620	WATER AND SEWER	523.64	1,756.08	43.90%	4,000.00	2,243.92	56.09%
73630	GAS	90.63	375.25	6.25%	6,000.00	5,624.75	93.74%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	99.63	376.59	29.88%	1,260.00	883.41	70.11%
	Total UTILITIES	6,110.49	25,359.10	35.75%	70,930.00	45,570.90	64.25%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	0.00	6,890.00	95.03%	7,250.00	360.00	4.96%
73270	FURNITURE & EQUIP	0.00	222.41	1.23%	18,000.00	17,777.59	98.76%
73300	COMPUTER EQUIPMENT	0.00	5,649.26	18.25%	30,950.00	25,300.74	81.74%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
73270	FURNITURE & EQUIP	0.00	26.89	0.53%	5,000.00	4,973.11	99.46%
20	YOUTH SERVICES						
73270	FURNITURE & EQUIP	91.65	387.62	5.53%	6,999.96	6,612.34	94.46%
2	Randall Oaks						
80	RANDALL OAKS						
73270	FURNITURE & EQUIP	0.00	2,315.57	76.19%	3,039.00	723.43	23.80%
	Total CAPITAL EXPENSE	91.65	15,491.75	21.75%	71,238.96	55,747.21	78.25%

**Fox River Valley Public Library District**  
 Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
 10 - GENERAL/CORPORATE  
 From 10/1/2024 Through 10/31/2024

	Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
Total Expenditures	<u>338,841.13</u>	<u>1,373,152.33</u>	<u>29.53%</u>	<u>4,650,250.12</u>	<u>3,277,097.79</u>	<u>70.47%</u>
Net Increase(Decrease) in Fund Balance	<u>(294,431.96)</u>	<u>3,119,028.62</u>	<u>...99,190,600.00)%</u>	<u>(0.12)</u>	<u>(3,119,028.74)</u>	<u>2,599,190,600.00%</u>

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
70 - CAPITAL PROJECTS/SPECIAL RESERVE  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	16,756.41	69,151.29	69.15%	100,000.00	30,848.71	30.84%
44011	MARKET VALUE ADJUSTMENT	(707.27)	3,913.31	782.66%	500.00	(3,413.31)	(682.66)%
45020	OTHER GRANTS	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
	Total REVENUES	16,049.14	73,064.60	66.12%	110,500.00	37,435.40	33.88%
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
40000	TRANSFER IN	0.00	0.00	0.00%	220,000.00	220,000.00	100.00%
	Total TRANSFERS BETWEEN FUNDS	0.00	0.00	0.00%	220,000.00	220,000.00	100.00%
	Total Revenues	16,049.14	73,064.60	22.11%	330,500.00	257,435.40	77.89%
Expenditures							
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	2,964.76	14,137.43	8.89%	159,000.00	144,862.57	91.10%
73340	SOFTWARE	0.00	0.00	0.00%	28,000.00	28,000.00	100.00%
	Total COMPUTER	2,964.76	14,137.43	7.56%	187,000.00	172,862.57	92.44%
61	MAINTENANCE						
1	Dundee Library						
00	DEPARTMENT-WIDE						
73500	BUILDING REPAIRS AND MAINTENANCE	13,964.94	13,964.94	1.43%	970,000.00	956,035.06	98.56%
	Total MAINTENANCE	13,964.94	13,964.94	1.44%	970,000.00	956,035.06	98.56%
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%	2,510,000.00	2,510,000.00	100.00%
	Total CAPITAL EXPENSE	0.00	0.00	0.00%	2,660,000.00	2,660,000.00	100.00%
	Total Expenditures	16,929.70	28,102.37	0.74%	3,817,000.00	3,788,897.63	99.26%

**Fox River Valley Public Library District**  
 Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
 70 - CAPITAL PROJECTS/SPECIAL RESERVE  
 From 10/1/2024 Through 10/31/2024

	Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
Net Increase(Decrease) in Fund Balance	(880.56)	44,962.23	(1.28)%	(3,486,500.00)	(3,531,462.23)	101.28%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
80 - WORKING CASH  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	725.52	2,752.34	55.04%	5,000.00	2,247.66	44.95%
44011	MARKET VALUE ADJUSTMENT	(72.06)	398.70	79.74%	500.00	101.30	20.26%
	Total REVENUES	<u>653.46</u>	<u>3,151.04</u>	<u>57.29%</u>	<u>5,500.00</u>	<u>2,348.96</u>	<u>42.71%</u>
	Total Revenues	<u>653.46</u>	<u>3,151.04</u>	<u>57.29%</u>	<u>5,500.00</u>	<u>2,348.96</u>	<u>42.71%</u>
	Net Increase(Decrease) in Fund Balance	<u>653.46</u>	<u>3,151.04</u>	<u>57.29%</u>	<u>5,500.00</u>	<u>2,348.96</u>	<u>42.70%</u>

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report  
90 - DONATION / GIFT  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	1,194.02	4,529.64	45.29%	10,000.00	5,470.36	54.70%
44011	MARKET VALUE ADJUSTMENT	(118.59)	656.17	131.23%	500.00	(156.17)	(31.23)%
	Total REVENUES	<u>1,075.43</u>	<u>5,185.81</u>	<u>49.39%</u>	<u>10,500.00</u>	<u>5,314.19</u>	<u>50.61%</u>
	Total Revenues	<u>1,075.43</u>	<u>5,185.81</u>	<u>49.39%</u>	<u>10,500.00</u>	<u>5,314.19</u>	<u>50.61%</u>
	Net Increase(Decrease) in Fund Balance	<u>1,075.43</u>	<u>5,185.81</u>	<u>49.38%</u>	<u>10,500.00</u>	<u>5,314.19</u>	<u>50.61%</u>

**Fox River Valley Public Library District**  
Revenue Summary - All Funds Combined - FY2425 Budget v Actual Revenues  
From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 % Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 % Remaining
Revenues							
43010	TAX LEVY	0.00	4,229,925.89	99.99%	4,230,000.00	74.11	0.00%
43020	PPRT	12,540.92	32,052.95	37.70%	85,000.00	52,947.05	62.29%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
43500	IMPACT FEES	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
44010	INT & DIV INCOME	41,981.83	162,404.26	67.66%	240,000.00	77,595.74	32.33%
44011	MARKET VALUE ADJUSTMENT	(1,111.94)	6,156.41	307.82%	2,000.00	(4,156.41)	(207.82)%
45010	PER CAPITA GRANT	0.00	106,222.05	101.16%	105,000.00	(1,222.05)	(1.16)%
45020	OTHER GRANTS	1,435.97	1,435.97	7.17%	20,000.00	18,564.03	92.82%
46030	LOST & DAMAGED	472.26	1,925.68	55.01%	3,500.00	1,574.32	44.98%
46110	MEETING RM RENTAL	0.00	60.00	40.00%	150.00	90.00	60.00%
46200	PRINT/COPY REVENUE	612.81	2,763.16	46.05%	6,000.00	3,236.84	53.94%
46250	LICENSE PLATE RENEWAL INCOME	6,108.00	30,090.00	46.29%	65,000.00	34,910.00	53.70%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	48.10	164.15	54.71%	300.00	135.85	45.28%
46400	MISCELLANEOUS INCOME	0.00	0.00	0.00%	500.00	500.00	100.00%
46500	CASH OVER	5.25	5.88	5.88%	100.00	94.12	94.12%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	376.00	31.33%	1,200.00	824.00	68.66%
49010	MONETARY GIFT	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
	Total Revenues	<u>62,187.20</u>	<u>4,573,582.40</u>	<u>95.75%</u>	<u>4,776,750.00</u>	<u>203,167.60</u>	<u>4.25%</u>
	Net Increase(Decrease) in Fund Balance	<u>62,187.20</u>	<u>4,573,582.40</u>	<u>95.74%</u>	<u>4,776,750.00</u>	<u>203,167.60</u>	<u>4.25%</u>



**Fox River Valley Public Library District**  
 Revenue Summary - All Funds Combined - Revenue by Period - Posted Transactions Only  
 From 7/1/2024 Through 6/30/2025

	<u>7/1/2024 - 7/31/2024</u>	<u>8/1/2024 - 8/31/2024</u>	<u>9/1/2024 - 9/30/2024</u>	<u>10/1/2024 - 10/31/2024</u>	<u>11/1/2024 - 11/30/2024</u>	<u>12/1/2024 - 12/31/2024</u>	<u>1/1/2025 - 1/31/2025</u>	<u>2/1/2025 - 2/28/2025</u>	<u>3/1/2025 - 3/31/2025</u>	<u>4/1/2025 - 4/30/2025</u>	<u>5/1/2025 - 5/31/2025</u>	<u>6/1/2025 - 6/30/2025</u>	<u>Total</u>
Revenues													
TAX LEVY	4,229,925.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,229,925.89
PPRT	16,444.75	3,067.28	0.00	12,540.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32,052.95
INT & DIV INCOME	40,130.68	36,535.09	43,756.66	41,981.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	162,404.26
MARKET VALUE ADJUSTMENT	6,196.86	6,107.15	(5,035.66)	(1,111.94)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,156.41
PER CAPITA GRANT	106,222.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	106,222.05
OTHER GRANTS	0.00	0.00	0.00	1,435.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,435.97
LOST & DAMAGED	807.53	338.89	307.00	472.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,925.68
MEETING RM RENTAL	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00
PRINT/COPY REVENUE	783.20	649.65	717.50	612.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,763.16
LICENSE PLATE RENEWAL INCOME	8,057.00	7,847.75	8,077.25	6,108.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,090.00
TAXABLE SALES (USB, DVD, EARBUDS)	56.55	21.75	37.75	48.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	164.15
CASH OVER	0.03	0.30	0.30	5.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.88
RETIRED EMPLOYEE REIMBURSEMENTS	94.00	94.00	94.00	94.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	376.00
Total Revenues	<u>4,408,718.54</u>	<u>54,661.86</u>	<u>48,014.80</u>	<u>62,187.20</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,573,582.40</u>
Net Increase(Decrease) in Fund Balance	<u>4,408,718.54</u>	<u>54,661.86</u>	<u>48,014.80</u>	<u>62,187.20</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,573,582.40</u>

**Fox River Valley Public Library District**

Expenditure Summary - All Funds Combined - FY2425 Budget v Actual Expenditures

From 10/1/2024 Through 10/31/2024

	Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY 2425 \$ Remaining	FY2425 Percent Remaining	
Expenditures							
15	Personnel Expenses						
15	PERSONNEL	251,314.76	960,992.63	30.99%	3,100,431.14	2,139,438.51	69.00%
	SERVICES/BENEFITS						
	Total Personnel Expenses	251,314.76	960,992.63	31.00%	3,100,431.14	2,139,438.51	69.00%
20	Library Materials						
20	LIBRARY MATERIALS	23,954.50	155,269.71	38.88%	399,305.12	244,035.41	61.11%
	Total Library Materials	23,954.50	155,269.71	38.88%	399,305.12	244,035.41	61.12%
50	Operating Expenses						
51	LIBRARY OPERATIONS	17,780.99	94,682.37	28.78%	328,887.86	234,205.49	71.21%
52	PUBLIC RELATIONS	249.87	13,322.24	25.76%	51,700.00	38,377.76	74.23%
53	GENERAL PROGRAMMING	4,633.38	10,502.33	16.81%	62,450.04	51,947.71	83.18%
54	COMPUTER	18,352.66	54,054.62	17.83%	303,101.00	249,046.38	82.16%
55	PROFESSIONAL FEES	7,350.33	17,708.08	32.19%	55,000.00	37,291.92	67.80%
58	TRANSPORTATION	244.89	772.78	19.31%	4,000.00	3,227.22	80.68%
	Total Operating Expenses	48,612.12	191,042.42	23.73%	805,138.90	614,096.48	76.27%
60	Building Expenses						
61	MAINTENANCE	25,687.31	53,099.09	4.65%	1,140,206.00	1,087,106.91	95.34%
65	UTILITIES	6,110.49	25,359.10	35.75%	70,930.00	45,570.90	64.24%
	Total Building Expenses	31,797.80	78,458.19	6.48%	1,211,136.00	1,132,677.81	93.52%
70	Capital Expense						
70	CAPITAL EXPENSE	91.65	15,491.75	0.56%	2,731,238.96	2,715,747.21	99.43%
	Total Capital Expense	91.65	15,491.75	0.57%	2,731,238.96	2,715,747.21	99.43%
	Total Expenditures	355,770.83	1,401,254.70	16.99%	8,247,250.12	6,845,995.42	83.01%
	Net Increase(Decrease) in Fund Balance	(355,770.83)	(1,401,254.70)	16.99%	(8,247,250.12)	(6,845,995.42)	83.00%

**Fox River Valley Public Library District**

Expenditure Summary - All Funds Combined - FY2425 Budget v Actual Expenditures by Location

From 10/1/2024 Through 10/31/2024

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 Budget \$ Remaining	FY2425 Percent Remaining
	Expenditures						
0	District Wide						
15	Personnel Expenses	136,858.66	504,325.43	29.83%	1,690,349.80	1,553,491.14	70.16%
20	Library Materials	6,134.25	92,694.33	50.59%	183,206.00	177,071.75	49.40%
50	Operating Expenses	38,815.48	157,313.07	22.95%	685,448.86	646,633.38	77.04%
60	Building Expenses	2,549.87	6,144.90	21.17%	29,025.00	26,475.13	78.82%
70	Capital Expense	0.00	12,761.67	0.46%	2,716,200.00	2,716,200.00	99.53%
	Total District Wide	<u>184,358.26</u>	<u>773,239.40</u>	<u>14.58%</u>	<u>5,304,229.66</u>	<u>5,119,871.40</u>	<u>85.42%</u>
1	Dundee Library						
15	Personnel Expenses	94,279.94	376,788.12	32.23%	1,168,836.49	1,074,556.55	67.76%
20	Library Materials	13,186.53	47,482.03	28.26%	167,998.08	154,811.55	71.73%
50	Operating Expenses	4,042.74	10,302.43	21.52%	47,870.04	43,827.30	78.47%
60	Building Expenses	28,365.70	67,829.00	5.79%	1,171,136.00	1,142,770.30	94.20%
70	Capital Expense	91.65	414.51	3.45%	11,999.96	11,908.31	96.54%
	Total Dundee Library	<u>139,966.56</u>	<u>502,816.09</u>	<u>19.58%</u>	<u>2,567,840.57</u>	<u>2,427,874.01</u>	<u>80.42%</u>
2	Randall Oaks						
15	Personnel Expenses	20,176.16	79,879.08	33.11%	241,244.85	221,068.69	66.88%
20	Library Materials	4,633.72	15,093.35	31.37%	48,101.04	43,467.32	68.62%
50	Operating Expenses	5,753.90	23,426.92	32.61%	71,820.00	66,066.10	67.38%
60	Building Expenses	882.23	4,484.29	40.85%	10,975.00	10,092.77	59.14%
70	Capital Expense	0.00	2,315.57	76.19%	3,039.00	3,039.00	23.80%
	Total Randall Oaks	<u>31,446.01</u>	<u>125,199.21</u>	<u>33.37%</u>	<u>375,179.89</u>	<u>343,733.88</u>	<u>66.63%</u>
	Total Expenditures	<u>355,770.83</u>	<u>1,401,254.70</u>	<u>16.99%</u>	<u>8,247,250.12</u>	<u>7,891,479.29</u>	<u>83.01%</u>
	Net Increase(Decrease) in Fund Balance	<u>(355,770.83)</u>	<u>(1,401,254.70)</u>	<u>16.99%</u>	<u>(8,247,250.12)</u>	<u>(7,891,479.29)</u>	<u>83.00%</u>

**Fox River Valley Public Library District**  
 Expenditure Summary - All Funds Combined - Expenditures by Period - Posted Transactions Only  
 From 7/1/2024 Through 6/30/2025

	<u>7/1/2024 - 7/31/2024</u>	<u>8/1/2024 - 8/31/2024</u>	<u>9/1/2024 - 9/30/2024</u>	<u>10/1/2024 - 10/31/2024</u>	<u>11/1/2024 - 11/30/2024</u>	<u>12/1/2024 - 12/31/2024</u>	<u>1/1/2025 - 1/31/2025</u>	<u>2/1/2025 - 2/28/2025</u>	<u>3/1/2025 - 3/31/2025</u>	<u>4/1/2025 - 4/30/2025</u>	<u>5/1/2025 - 5/31/2025</u>	<u>6/1/2025 - 6/30/2025</u>	<u>Total</u>
Expenditures													
Personnel Expenses													
PERSONNEL	235,115.63	246,897.06	227,665.18	251,314.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	960,992.63
SERVICES/BENEFITS													
Library Materials													
LIBRARY MATERIALS	45,989.96	60,906.38	24,418.87	23,954.50	6,134.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	161,403.88
Operating Expenses													
LIBRARY OPERATIONS	38,730.32	17,527.10	20,643.96	17,780.99	632.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	95,314.53
PUBLIC RELATIONS	316.32	12,533.21	222.84	249.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,322.24
GENERAL PROGRAMMING	956.97	2,805.67	2,106.31	4,633.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,502.33
COMPUTER	14,839.78	14,841.33	6,020.85	18,352.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	54,054.62
PROFESSIONAL FEES	1,035.13	1,127.57	8,195.05	7,350.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,708.08
TRANSPORTATION	126.70	139.13	262.06	244.89	62.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	834.82
Building Expenses													
MAINTENANCE	7,938.87	12,838.57	6,634.34	25,687.31	14.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53,113.36
UTILITIES	5,908.82	7,982.22	5,357.57	6,110.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,359.10
Capital Expense													
CAPITAL EXPENSE	<u>712.68</u>	<u>12,288.91</u>	<u>2,398.51</u>	<u>91.65</u>	<u>79.99</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>15,571.74</u>
Total Expenditures	<u>351,671.18</u>	<u>389,887.15</u>	<u>303,925.54</u>	<u>355,770.83</u>	<u>6,922.63</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,408,177.33</u>
Net Increase(Decrease) in Fund Balance	<u>(351,671.18)</u>	<u>(389,887.15)</u>	<u>(303,925.54)</u>	<u>(355,770.83)</u>	<u>(6,922.63)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,408,177.33)</u>

**Fox River Valley Public Library District**  
 Balance Sheet - Unposted Transactions Included In Report  
 As of 10/31/2024

		Current Year
<b>Assets</b>		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	5,591,618.16
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,619,602.98
	Total Checking Accounts	8,211,221.14
Other Cash		
10900	CASH ON HAND DUNDEE	
10	GENERAL/CORPORATE	247.00
10902	Kiosk Cash	
10	GENERAL/CORPORATE	122.90
	Total Other Cash	369.90
Investments		
10500	INVESTMENT ACCOUNTS	
10	GENERAL/CORPORATE	518,368.11
70	CAPITAL PROJECTS/SPECIAL RESERVE	1,714,838.53
80	WORKING CASH	174,715.49
90	DONATION / GIFT	287,537.08
	Total Investments	2,695,459.21
	Total Cash and Investments	10,907,050.25
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	16,222.50
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	31,948.12
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	1,708.23
14500	PROPERTY TAX RECEIVABLES	
10	GENERAL/CORPORATE	66,892.91
	Total Other Assets	116,771.76
	Total Assets	11,023,822.01
<b>Liabilities and Fund Balance</b>		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	19,536.74
20002	AP license Plate	
10	GENERAL/CORPORATE	1,057.00
20003	AP Other	
10	GENERAL/CORPORATE	154.99
21000	ACCRUED PAYROLL	
10	GENERAL/CORPORATE	29,794.63
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	953.68
22068	CREDIT CARD PAYABLE ZABSKI	
10	GENERAL/CORPORATE	160.00
22077	CREDIT CARD PAYABLE CARROLL	
10	GENERAL/CORPORATE	384.78
22080	CREDIT CARD PAYABLE POWESIAK	
10	GENERAL/CORPORATE	34.70
22081	CREDIT CARD PAYABLE BUNTE	
10	GENERAL/CORPORATE	101.79
22084	CREDIT CARD PAYABLE SABALA	
10	GENERAL/CORPORATE	20.00
22085	CREDIT CARD PAYABLE JI	
10	GENERAL/CORPORATE	367.00
22092	CREDIT CARD PAYABLE DUNNE	
10	GENERAL/CORPORATE	107.86
22094	CREDIT CARD PAYABLE HERNANDEZ	

**Fox River Valley Public Library District**  
 Balance Sheet - Unposted Transactions Included In Report  
 As of 10/31/2024

		Current Year
10	GENERAL/CORPORATE	218.80
22200	I.M.R.F. /I.M.R.F. VOLUNTARY WITHHELD	
10	GENERAL/CORPORATE	3,568.01
22220	IMRF EXPENSE PAYABLE	
10	GENERAL/CORPORATE	20,369.37
22400	MEDICAL INSURANCE WITHHOLDING	
10	GENERAL/CORPORATE	814.80
22401	DENTAL INSURANCE WITHHOLDING	
10	GENERAL/CORPORATE	109.29
22500	STAFF REIMBURSEMENTS PAYABLE	
10	GENERAL/CORPORATE	278.42
	Total Liabilities	78,031.86
	Fund Balance	
10	GENERAL/CORPORATE	6,147,986.16
70	CAPITAL PROJECTS/SPECIAL RESERVE	4,334,441.51
80	WORKING CASH	174,715.49
90	DONATION / GIFT	287,537.08
	Total Fund Balance	10,944,680.24
	Total Liabilities and Fund Balance	11,022,712.10

Fox River Valley Public Library District - General Fund  
 Portfolio Maturity Snapshot  
 31-Oct-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)		4.41	14258.05	14258.05		4.41	N/A	
11/12/2024	912797MB0	United States Treas Bills	TREASURY BILLS (USD)	723000	0	718674.5	721970.5		4.28	N/A	A-1+
11/29/2024	01664MAJ5	All In Fedl Credit Union Daleville AL	CERTIFICATES OF DEPOSIT (USD)	248000	5.6	248010	248165.7		4.69	CU17642	N/A
12/5/2024	41880LBH4	Hatch Bank San Marcos CA	CERTIFICATES OF DEPOSIT (USD)	240000	5.05	239684.2	240085.4		4.53	25803	N/A
2/18/2025	70087TAC9	Park View Fcu Harrisonburg VA	CERTIFICATES OF DEPOSIT (USD)	248000	5.35	247948	248583.1		4.57	CU19541	N/A
3/7/2025	80280JXG1	Santander Bank NA	CERTIFICATES OF DEPOSIT (USD)	170000	5.15	169993	170304.4		4.48	29950	N/A
3/11/2025	59161YBH8	Metro Cr Un Chelsea MA	CERTIFICATES OF DEPOSIT (USD)	248000	5.65	247972.8	249009.3		4.54	CU66364	N/A
4/4/2025	749622BL9	Ria Fedl Credit Union	CERTIFICATES OF DEPOSIT (USD)	200000	5.65	199960	200992.9		4.5	CU17117	N/A
6/20/2025	06251FAE9	Bank Hapoalim B M New York	CERTIFICATES OF DEPOSIT (USD)	90000	5.35	90005.5	90520.18		4.32	33686	N/A
9/29/2025	92838DAD8	Visions Fedl Credit Union Endwell NY	CERTIFICATES OF DEPOSIT (USD)	105000	5.65	104957.5	106314.3		4.28	CU17429	N/A
10/27/2025	130162BB5	California Cr Un Glendale Cali	CERTIFICATES OF DEPOSIT (USD)	225000	5.65	224897.5	228165.5		4.19	CU60784	N/A
12/1/2026	713244ET4	Peoria Tazewell Etc Counties IL	MUNICIPAL BONDS (USD)	175000	5.18	175010	177084.3		4.54	N/A	AA+
TOTAL PORTFOLIO						2681371	2695454	4.43			

**C.1 Ordinance 2024-12 Levying Taxes for Fiscal Year 2024 - 2025**

RECOMMENDED MOTION: I move to adopt ordinance 2024-12 levying taxes in the amount of \$4,525,000 for fiscal year 2024-2025

**BACKGROUND INFORMATION:**

Illinois State Statute 75 ILCS 16/5-45 authorizes the library district to levy annual public library taxes on properties within the district. The principal function of the levy is to fund that portion of the budget that is not funded by other sources. All taxes proposed to be levied by a district must be levied by ordinance, a certified copy of which must be filed with the County Clerk, not later than the last Tuesday in December in each year. The library taxes provided in the Illinois Public Library District Act shall be levied by the district and collected in the same manner as other general taxes by the county collector or collectors affected by the levy.

The levy is prepared in a manner which maximizes the library district's ability to keep pace with economic pressures and capture growth of new property within the confines of the Property Tax Extension Limitation Law (PTELL). Specifically, the FY2425 levy amount is based upon our FY2425 Appropriation and matches the "Estimate of Funds Needed" total figure of \$4,525,000 the Board approved in the October meeting.

- We appropriated \$5,158,000 into the general corporate fund, so the entire \$4,525,000 will be for that fund.



FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT  
ORDINANCE NO. 2024-12  
AN ORDINANCE LEVYING TAXES FOR  
THE FISCAL YEAR 2024-2025

WHEREAS, applicable statutes require the Fox River Valley Public Library District to adopt a levy ordinance levying taxes for Library District purposes upon all property subject to taxation within the Library District; and

WHEREAS, pursuant to applicable statutes, a Budget and Appropriation Ordinance was previously adopted, published, and filed.

NOW, THEREFORE, BE IT ORDAINED by the Board of Library Trustees of the Fox River Valley Public Library District as follows:

Section 1. The Budget and Appropriation Ordinance for the fiscal year 2024-2025 is incorporated by reference.

Section 2. A tax in the sum of FOUR MILLION FIVE HUNDRED AND TWENTY-FIVE THOUSAND DOLLARS (\$4,525,000) is levied as follows:

I.	<u>GENERAL CORPORATE LEVY</u>	<u>FY2425 APPROPRIATION</u>	<u>LEVY</u>
	Transfer into Special Reserve Fund	\$220,000	
	Personnel Services/Benefits	\$3,400,000	
	Library Materials	\$440,000	
	Library Operations	\$365,000	
	Public Relations	\$60,000	
	General Programming	\$70,000	
	Computer	\$130,000	
	Professional Fees	\$85,000	
	Transportation	\$8,000	
	Maintenance	\$200,000	
	Utilities	\$100,000	
	Capital Expense	\$80,000	
	Total Corporate:	\$5,158,000	<b>\$4,525,000</b>
II.	<u>RECAP</u>		
	General Corporate Levy	5,158,000	\$4,525,000
	Special Reserve	\$4,120,000	
	<b>Totals:</b>	<b>\$9,278,000</b>	<b>\$4,525,000</b>

Section 3. All unexpended balances of proceeds received annually from public library taxes not in excess of statutory limits may be transferred to the Special Reserve Fund.

Section 4. The Secretary of this Board shall file on or before the last Tuesday in December a certified copy of this Levy Ordinance with the Kane County Clerk.

Section 5. This Ordinance shall be in full force and effect from and after its passage and approval.

PASSED by the Board of Library Trustees of the Fox River Valley Public Library District, Kane County, Illinois, on the 19th day of November, 2024 by a vote of:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAINING: \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
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

STATE OF ILLINOIS            )  
  ) SS:  
COUNTY OF KANE            )

CERTIFICATION OF COMPLIANCE WITH THE TRUTH IN TAXATION LAW

I, Kristina Weber, the duly qualified and presiding officer of the Fox River Valley Public Library District, Kane County, Illinois, hereby certify that the attached Levy Ordinance of the Fox River Valley Public Library District for the fiscal year beginning July 1, 2024 was adopted in full compliance with the Truth in Taxation Law (35 ILCS 200/18-55 et seq.).

IN WITNESS WHEREOF, I have placed my official signature and the corporate seal of the Library District this 19<sup>th</sup> day of November, 2024.

---

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

(Library District Seal)

STATE OF ILLINOIS            )  
  ) SS:  
COUNTY OF KANE            )

CERTIFICATE OF AUTHENTICITY

I, Christine L. Evans, hereby certify that I am the duly qualified Secretary of The Board of Library Trustees of the Fox River Valley Public Library District of Kane County, Illinois, and as such I am the custodian and keeper of the records and files of said Library District.

I further certify that the attached is a true and correct copy of that certain Levy Ordinance levying taxes for said Library District for the fiscal year beginning July 1, 2024 which was adopted by the Board of Library Trustees at a meeting of said Board of Library Trustees held November 19, 2024.

I further certify that the attached Levy Ordinance has not been amended, altered, changed or repealed and is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and the corporate seal of the Library District, this 19<sup>th</sup> day of November, 2024.

---

Christine L. Evans, Secretary  
Board of Library Trustees  
Fox River Valley Public Library District  
Kane County, Illinois

(Library District Seal)

**C.2 Ordinance 2024-13 Library District Holiday Closings for 2025**

RECOMMENDED **MOTION**: I move to adopt Ordinance 2024-13 Library District Holiday Closings for 2025.

**BACKGROUND INFORMATION:**

In accordance with Library Policy 02.03.00 Hours of Operation, the board must approve holiday closings for the year via Board Ordinance:

*“The Library shall maintain hours of operation which are best suited to serve the community it serves. Hours of operation will be seven (7) days per week. Hours of operation will be conspicuously posted at the building entrance, in newsletters and on the library website.*

*The Library will close on those holidays during the year approved by the Board Ordinance and may close for staff training, special circumstances or an emergency.*

A chart comparing FRVPLD holiday closures with federal and state closings is attached to this document.

Federal and State holiday observances do not take weekends into consideration unlike the Library District, which is open 7 days a week.

## FRVPLD Holidays Proposed for 2025

<b>HOLIDAY</b>	<b>Recommended Library Holidays/Closures 2025</b>	<b>Federal Holidays</b>	<b>Illinois State Holidays</b>
New Year's Day	Wednesday, January 1	Wednesday, January 1	Wednesday, January 1
Martin Luther King, Jr. Day	Monday, January 20	Monday, January 20	Monday, January 20
President's Day	Monday, February 17	Monday, February 17	Monday, February 17
Easter <i>Closed, not a paid holiday</i>	Sunday, April 20	<i>{not observed}</i>	<i>{not observed}</i>
Memorial Day	Monday, May 26	Monday, May 26	Monday, May 26
Juneteenth	Thursday, June 19	Thursday, June 19	Thursday, June 19
Independence Day	Friday, July 4	Friday, July 4	Friday, July 4
Labor Day	Monday, September 1	Monday, September 1	Monday, September 1
Veterans' Day	Tuesday, Nov. 11	Tuesday, November 11	Tuesday, November 11
Thanksgiving	Thursday, November 27 Friday, November 28	Thursday, November 27	Thursday, November 27 Friday, November 28
Christmas	Wednesday, December 24 Thursday, December 25	Thursday, December 25	Thursday, December 25
New Year's Eve	Wednesday, December 31	<i>Not observed</i>	<i>Not observed</i>

**ORDINANCE NO. 2024-13**

**ANNUAL CALENDAR for 2025  
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT HOLIDAY CLOSINGS**

Library District Facilities will be closed on the following holidays:

New Year's Day	Wednesday, January 1
Martin Luther King Day	Monday, January 20
President's Day	Monday, February 17
Easter	Sunday, April 20
Memorial Day	Monday, May 26
Juneteenth	Thursday, June 19
Independence Day	Friday, July 4
Labor Day	Monday, September 1
Veteran's Day	Tuesday, November 11
Thanksgiving	Thursday, November 27
	Friday, November 28
Christmas Eve	Wednesday, December 24
Christmas Day	Thursday, December 25
New Year's Eve	Wednesday, December 31

The library may also close for staff training to ensure highly trained personnel, and for special circumstances or an emergency.

Approved this 19<sup>th</sup> day of November, 2024, pursuant to a roll call vote as follows:

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

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

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

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

Approved:

\_\_\_\_\_  
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 Annual Treasurer's Report**

RECOMMENDED MOTION: I move to approve the annual Treasurer's Report.

#### **BACKGROUND INFORMATION:**

The Public Funds Statement Publication Act (30 ILCS 15/1 et seq.) requires the public officer, usually the Treasurer of the Library Board, of every library that by virtue of his office receives and disperses public funds to prepare and file an Annual Statement of Receipts and Disbursements, commonly known as the Annual Treasurer's Report.

The report must be filed in the office of the County Clerk within six months from the end of the fiscal year.

The report must identify and contain the following information:

- Identify all monies received by source and amount, and combine all funds together
- Identify all monies paid out to vendors where the total amount paid during the fiscal year exceeds \$2500.00 in the aggregate, naming such vendors and indicating the amount paid and the amount charged (not including payroll) and combine all funds together
- Identify all vendors receiving less than \$2,500.00, report this amount as "All Other Disbursements Less than \$2,500.00, and combine all funds together
- Identify all monies paid as compensation (gross, before deductions) for payroll services, listing the name and compensation received by every elected/appointed official and employee. The Treasurer may elect to report compensation by name, listing each person in one of the following categories:
  - Under \$25,000.00
  - \$25,000.00 to \$49,999.00
  - \$50,000.00 to \$74,999.00
  - \$75,000.00 to \$99,999.00
  - \$100,000.00 to \$124,999.00
  - \$125,000.00 and up
- Draw up a summary statement of operations for all funds and account groups as excerpted from the annual financial report filed with the Office of the State Comptroller, 30 ILCS 15/1.

Administration has prepared the attached Annual Treasurer's Report on behalf of the Treasurer and in compliance with state law. Approval is recommended so that the report can be filed with the County Clerk within the statutory deadline. Publication is not required as the Library will publish an Availability of Audit Notice within the statutory deadline. (30 ILCS 15/2)



FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT  
ANNUAL TREASURER'S REPORT FOR FISCAL YEAR ENDING JUNE 30, 2024

Summary of Condition

		Capital Projects		
	General	Special Reserve	Nonmajor	Total
<b>Revenues</b>				
Taxes	\$3,948,870	-	-	3,948,870
Charges for Services	113,635	-	-	113,635
Intergovernmental	220,504	-	-	220,504
Interest	231,279	187,824	8,189	427,292
Miscellaneous	17,499	-	-	17,499
<b>Total Revenues</b>	<b>4,531,787</b>	<b>187,824</b>	<b>8,189</b>	<b>4,727,800</b>
<b>Expenditures</b>				
Current - Culture & Recreation	3,930,409		-	3,930,409
Capital Outlay	28,568	47,663		76,231
<b>Total Expenditures</b>	<b>3,958,977</b>	<b>47,633</b>	<b>-</b>	<b>4,006,640</b>
<b>Excess (Deficiency) of Revenues</b>				
Over (under) Expenditures	572,810	140,161	8,189	721,160
<b>Other Financing Sources (Uses)</b>				
Transfers In		250,000		250,000
Transfers Out	(250,000)			(250,000)
	(250,000)	250,000		
<b>Net Change in Fund Balances</b>	<b>322,810</b>	<b>390,161</b>	<b>8,189</b>	<b>721,160</b>
<b>Fund Balances - Beginning</b>	<b>2,988,499</b>	<b>3,899,318</b>	<b>163,375</b>	<b>7,051,192</b>
<b>Fund Balances - Ending</b>	<b>3,311,309</b>	<b>4,289,479</b>	<b>171,564</b>	<b>7,772,352</b>

**Disbursements – Aggregate**

Vendor Payments over \$2,500: 4imprint \$7,765.50; A & T Plumbing \$18,105; Abila \$4,066.77; Alliance Entertainment \$16,477.04; Amazon \$28,251.55; America's Flooring Store, LLC \$19,373; Apple \$3,271.98; AT&T \$2,512.80; Audio Video Specialists \$9,066.77; Baker & Taylor \$5,544.50; Bibliotheca \$15,661.82; Brainfuse \$5,432; Brodart \$6,609.06; CDS Office Technologies \$13,617.88; Comcast \$6,883.78; Comcast Business Class \$11,363.29; ComEd \$46,922.22; Comprise

Technologies \$6,162; Cooperative Computer Service \$68,046.08; Demco \$3,670.66; Dundee Township Park District \$65,890; EBSCO Information Services \$5,149; Elgin Sheet Metal Company \$10,780.50; Environmental Group Services \$3,215.00; Firewalls.com \$4,628.99; Garveys Office Products \$13,801.57; GovConnection \$15,018.29; Hagg Press \$27,872; HR Source \$4,590; Illinois Municipal Retirement \$235,836.01; Imperial Service Systems \$10,622; Ingram Library Services \$142,561.07; Interstate Roof Systems Consultants \$5,001.25; Kone \$5,147.59; Lauterbach & Amen \$8,880; Libraries of Illinois Risk Agency \$42,065.11; Library Ideas \$10,177.44; Library Market \$11,700; LIMRiCC Unemployment Compensation Group Account \$3,650.56; LinkedIn Corporation \$13,125; Meilahn Manufacturing \$3,485; Midwest Tape Exchange \$70,548.60; M'Lady Nissan \$2,640.28; Mobile Beacon \$6,707.04; Multisystem Management Company \$37,450; NewsBank \$6,191; Nicor Gas \$4,011.12; Office of the Secretary of State of Illinois \$71,385; OpenGov \$2,587.20; Overdrive 14,900; Park Ridge Library \$20,250; Paylocity Payroll \$14,149.96; Peregrine, Stime, Newman, Ritzman & Bruckner \$2,700; Postmaster -Algonquin \$11,700; ProQuest 4,011.43; Quality Logo Products \$4,164.71; RAILS \$5,223.84; Regents of the University of Minnesota \$2,860; ReThinking Libraries \$29,997.74; Risk Program Administrators 4,459; Robbins Schwartz \$4,522.34; Sebert Landscaping \$8,458.36; SHI International Corp \$3,885; Today's Classroom \$5,058; Value Line Publishing \$5,800; Village of East Dundee \$3,464.48; Visa Cardmember Service \$46,292.62; W.T. Cox Subscriptions \$5,270.71; Walmart \$5,059.99; Wellness Insurance Network \$230,968.16; Winter Services \$24,121. Vendor's Paid Under \$2,500: \$84,752.61. Total All Vendors \$1,685,590.27.

Personnel Services: **Under \$25,000**: Acevedo, Jennifer; Barish, Gene; Bartelt, Danielle; Carreno, Stephanie; Corcoran, Eilis; Dean, Pamela; Diaz, Richard; Errera-Ott, Donna; Fester, Walter; Fuerholzer, James; Gallaway, Jack; Gutierrez, Eloisa; Hernandez, Julio; Hickrod, Hatti; Hussain, Usrah; Husser, Matthew; Johnson, Christine; Katsion, Jason; Knapp, Lisa; Lloyd, Cody; Mauro, Louanne; McCann, Jenifer; Nelson, Jessica; Pilarski, Joseph; Polcyn, Kevin; Redding, Katie; Richardson, Donald; Richmond, Susan; Sanabria, Marjorie; Saravia, Delfina; Schaffer, Kevin; Seelam, Vijaya Kumari; Shepherd, Kate; Sikorski, Erin; Swetz, Mark; Thompson, Stephanie; Torres, Eric; Uzzo, Sam; Vargas, Corinne; Whichard, Judith; Winger, Gemma; Yunker, James. **\$25,000 to \$49,999**: Flores, Elizabeth; Hernandez Almanza, Lizbeth; Jozwiak, Audrey; Lawrence, Kayla; Lopez, Amairani; Martinez, Diane; Munoz, Jasmin; Pasetes, Erin; Perez, Leslie; Pool, Colin; Poweziak, Carolyn; Werle, Karen. **\$50,000 to \$74,999**: Acevedo, Erica; Berger, Brittany; Bribiescas, Marisol; Bunte, Samantha; Dunne, Rachel; Finneran, Kirstin; Hughes, Dolores; Ji, Heather; Keen, Amanda; Kenney, Sheryl; Lorenzetti, Michael; Mitchell, Daniel; Pacini, Danielle; Potharazu, Sumitra. **\$75,000 to \$99,999**: Carroll, Keri; Nelson, Karin; Sabala, John; Zabski, Heather. **\$125,000 and up**: Dodson, Amy. Gross Payroll: \$2,397,374.82.

APPROVED:

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Tara Finn, Treasurer  
Board of Library Trustees  
Fox River Valley Public Library District  
Kane County, Illinois

**C.4 Accept Annual Comprehensive Financial Report (ACFR)**

RECOMMENDED MOTION: I move to accept the Annual Comprehensive Financial Report (ACFR) for Fiscal Year 2023-2024.

BACKGROUND INFORMATION:

The Annual Audit (ACFR) for FY 2023-2024 was prepared by Lauterbach & Amen, LLP and was presented at the November 19, 2024 Board of Trustees meeting. [50 ILCS 310/2, 3]

**C.5 Appointment of Deputy Clerks to Accept Trustee Nominating Petitions**

Discussion only

**BACKGROUND INFORMATION:**

State statutes identify the Library Board Secretary as the Local Election Authority for the Library District. As the Local Election Authority, the Board Secretary can appoint library staff members to serve as deputy clerks in the place of the Secretary for the purpose of accepting nominating petitions for candidates filing to run in the 2025 Consolidated Election.

The filing period runs from November 12<sup>th</sup> through 18<sup>th</sup>, 2024.

All petitions must be filed with the Fox River Valley Public Library District Administration Office; 555 Barrington Avenue, East Dundee (847-428-3661, ext. 5832).

Hours for filing are:

- 9:00 AM to 4:00 PM Tuesday through Friday, November 12 – November 15, 2022
- 9:00 AM to 5:00 PM Monday, November 18, 2024

**C.6 Approval of Separation Agreement with Library Director, Amy Dodson**

RECOMMENDED ACTION: I move to Approve the Separation Agreement with the former Library Director, Amy Dodson effective October 12, 2024.

BACKGROUND INFORMATION:

The Library Board conducts a performance evaluation with the Director as part of the Director's Employment Agreement renewal.