



WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES

MONDAY, JULY 27, 2020

7:00 PM

VIRTUAL MEETING VIA ZOOM

AGENDA

A. Call to Order

Nancy Conradt, President

B. Roll Call

Diane Kelsey, Secretary

C. Approval of the Minutes

1. Board Meeting – June 22, 2020

ACTION

D. Recognition of the Public

E. Public Comments -- Limited to 3 Minutes

F. Agenda – Additions/Deletions

G. Treasurer's Report

Richard Bloom, Treasurer

1. Approval of the Bills for final June & July 2020
2. Financial Statements for June 2020

H. Communications

1. WeGo Together Newsletter, June 2020 (excerpts)
2. Midwest Industrial Funds Certificate of Occupancy
3. Health Department Reminds Residents: COVID-19 is Still Spreading

I. Reports

1. President
2. Library Director
3. Department Managers

Nancy Conradt
ATTACHMENT
ATTACHMENT

J. Unfinished Business

K. New Business

1. DRAFT Ordinance 20-03 Budget & Appropriations for the West Chicago Public Library District for the fiscal year Beginning July 1, 2020 and ending June 30, 2021

ATTACHMENT

L. Closed Session

The President may entertain a motion to enter into closed session in accordance with the Illinois Open Meetings Act.

ACTION

M. Return to Open Session

N. Adjournment

DRAFT MINUTES ONLY

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WEST CHICAGO PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
TUESDAY, JUNE 22, 2020
7:00 P.M.
ONLINE VIA ZOOM

A. CALL TO ORDER: President Conradt called the meeting to order at 7:00 p.m. President Conradt stated she determined that an in-person meeting is not practical or prudent due to the pandemic; and therefore the meeting would be held virtually. President Conradt further stated that she determined that due to the pandemic, it is not feasible to have library trustees, the library director, or the library attorney present at the library.

B. ROLL CALL:

TRUSTEES PRESENT: Nancy Conradt, President; Frank Fokta, Vice President; Richard Bloom, Treasurer; Diane Kelsey, Secretary; Corrine Jakacki, member.

President Conradt confirmed that everyone present for the meeting was able to hear.

STAFF PRESENT: Ben Weseloh, Library Director.

C. APPROVAL OF THE MINUTES:

1. Board Meeting - May 26, 2020: Ms. Kelsey moved to approve the Minutes of the May 26, 2020, Board Meeting as amended; seconded by Ms. Jakacki.

Roll Call Vote - Yes: Diane Kelsey, Corrine Jakacki, Richard Bloom, Frank Fokta, Nancy Conradt. Motion carried.

D. RECOGNITION OF THE PUBLIC: Jenny Winter.

E. PUBLIC COMMENTS: None.

F. AGENDA - ADDITIONS/DELETIONS: Add Karina Villa meeting as New Business Item No. 1.

G. TREASURER'S REPORT:

1. Approval of the Bills for June 2020: Mr. Bloom moved that the Board approve payment of the expenditures in the amount of \$191,924.56; seconded by Ms. Jakacki.

DRAFT MINUTES ONLY

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Discussion was had regarding Pace Security Service, \$4,975.00 for the annual maintenance fee for the security cameras, which will be the fee for each year for the next four years; the first year was free.

Roll Call Vote - Yes: Richard Bloom, Corrine Jakacki, Frank Fokta, Diane Kelsey, Nancy Conradt. Motion carried.

2. Financial Statements for May 2020: Mr. Weseloh reported on the Financial Statements under Item I.2.

H. COMMUNICATIONS:

1. Dedicated Communication Effort on COVID-19: Mayor Peneda.
2. Per Capital Grant Award Letter - Jesse White: The award letter indicates West Chicago Library will receive \$37,405.00; the funds have not yet been received.

The Per Capita Grant lobbying was successful this year. ILA and RAILS have been lobbying the State to increase the Per Capita Grant rate for some time; the rate for FY20-21 will increase from \$1.25 per resident to \$1.475 per resident.

3. Special Legislative Update - ILA

4. Open Meetings Act: Amendments for "Virtual Meetings" During COVID-19 Pandemic - Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd.

I. REPORTS:

1. President: President Conradt commended Mr. Weseloh for now posting the board packet as well as the meeting agenda to the Library's website.

2. Library Director: Mr. Weseloh reported that the Library is 91.7% through the fiscal year elapsed. The GASB 54 fund now has a balance of \$500,000.00, including interest.

The preliminary audit field work was scheduled for June 15; however, this work has been rescheduled to July or August. The majority of the work will be performed in October when the audit team will be able to meet in the library.

Facility vendors were onsite for maintenance: Abbott Landscaping installed the crushed gravel in the parking island. American Sprinkler is scheduled to come out when library personnel can be present onsite to investigate a possible leak under the lawn.

DRAFT MINUTES ONLY

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The rope broke on the flag pole; Mr. Weseloh signed a quote to have it repaired, hopefully before Independence Day.

Staff has been preparing for the implementation of the curbside materials pick-up service, scheduled to start June 24, 2020. Mike Novy has been onsite to help keep track of employees' morning check-in on the mandatory health questionnaire, acknowledgement of return-to-work training completion, and appropriate use of PPE. The Library has supplies of face shields, hand sanitizer, gloves, and masks onsite.

Materials checked in and out from the patrons or RAILS are being quarantined for three or seven, respectively. Currently no interlibrary loans are occurring, only local holds are permitted. Interlibrary loans may resume in August.

The Program Room is offline for quarantining materials and processing them appropriately. Virtual-programming-only will continue for the foreseeable future until the COVID-19 transmission is under control -- at the earliest August, possibly later.

As of the first of June, DuPage County COVID new infection rates/cases continue to flatten/decline. A testing facility is now open at the DuPage County Complex, County Farm Road, Tuesday through Saturday; and VMA has opened a mobile clinic at St. Andrew's Church at 155 North Prince Crossing Road.

The curbside service will be under reduced hours, Monday through Thursday, 11:00 a.m. to 6:00 p.m.; and Friday and Saturday from 10:00 a.m. to 4:00 p.m. After a couple of weeks of curbside service, staff will evaluate whether to expand the service and allow more staff into building, if practicable.

Financial Statements: Mr. Weseloh reported the Library received a check that was written June 15 from the City for the Library's Personal Property Replacement tax in the amount of \$23,214.17. The Library will be close to 100% of the anticipated FY19-20 revenue. Approximately \$8200.00 will be received from the Census 2020 grant through RAILS, which will be the second of two payments.

A printout was received indicating the early distribution for the 2021 taxes. The 2019 taxes are on schedule in the amount of \$1,128,965.98.

Mr. Weseloh stated the total expenses incurred to meet the COVID-19 safety standards will be between \$10,000.00 and \$15,000.00. Staff have participated in some paid training, desk shields have been purchased,

DRAFT MINUTES ONLY

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and stand-alone hand sanitizer pumps installed.

Stanchions were ordered for the three service desks to create an aisle for people to stand 6 feet apart when the library is open. The COVID-19 response expenses will be charged to the FY19-20 budget.

3. Department Managers: Written Department Reports were included in the Board packets.

Adult Services: Leslie's Tea for Three virtual program had 85 attendees. Adult patrons have taken to the Zoom programming quite a bit.

Youth Services: Dominique worked with the Mexican Cultural Center for the Miss Mexican Heritage Pageant, and she conducted a couple of online interviews in advance of the pageant, which takes place in September 2020.

Technical Services: The statistics are recorded in the written report.

Circulation Services: E-materials checked out are at 3700 items, shy of the anticipated number of 4,000.

J. UNFINISHED BUSINESS: None.

K. NEW BUSINESS:

1. Karina Villa Meeting: Ms. Villa asked that a representative from the Library attend a City meeting via Zoom at 6:00 p.m., July 2, 2020, regarding what the residents and businesses would like to see in the way of resources to address the COVID-19 situation. Mr. Weseloh said he would be glad to attend. Ms. Kelsey and Mr. Fokta will also attend. One of the resources which may be needed is more security presence at the Library.

When the Library reopens to patron access, patrons will be provided a list of mandatory rules for access to be permitted; as well as the information will be available on the Library's web page.

Mr. Weseloh will gather information and report back in July regarding the Library's liability insurance coverage and whether it would or would not cover a situation when a staff member or patron might contract COVID-19 that could be traced back to being in the Library building.

DRAFT MINUTES ONLY

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2. Final Income Projection for FY 2020-2021: The document was included in the Board packets.

3. Final Working Budget for FY 2020-2021: The document was included in the Board packets.

4. Ordinance 20-02: Meeting Dates and Times 2021: Mr. Bloom moved to approve Ordinance 20-02: Meeting Dates and Times 2021; seconded by Ms. Jakacki.

Roll Call Vote - Yes: Richard Bloom, Corrine Jakacki, Frank Fokta, Diane Kelsey, Nancy Conradt. Motion carried.

5. Resolution 20-01: Non-Resident Library Card Participation: Ms. Jakacki moved to approve Resolution 20-01; seconded by Mr. Bloom. No comments or questions presented.

Roll Call Vote - Yes: Corrine Jakacki, Richard Bloom, Frank Fokta, Diane Kelsey, Nancy Conradt. Motion carried.

6. Resolution 20-02: Library Closing Schedule 2021: Ms. Jakacki moved to approve Resolution 20-02; seconded by Mr. Fokta. No comments or questions presented.

Roll Call Vote - Yes: Corrine Jakacki, Frank Fokta, Richard Bloom, Diane Kelsey, Nancy Conradt. Motion carried.

7. Public Hearing Date for Tentative Budget and Appropriations Ordinance (50 ILCS 330/3) August 24, 2020, at 6:45 p.m.: Moved by Mr. Bloom, seconded by Ms. Jakacki. No comments or questions presented.

Roll Call Vote - Yes: Richard Bloom, Corrine Jakacki, Frank Fokta, Diane Kelsey, Nancy Conradt. Motion carried.

L. CLOSED SESSION: None held.

M. RETURN TO OPEN SESSION: No Return to Open Session held.

N. ADJOURNMENT: President Conradt stated that no closed session will be held, and business having been completed, adjourned the meeting at 8:00 p.m.

Catherine A. Rajcan
Recording Secretary

WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD MEETING DATE: JULY 27, 2020 MEETING

FINANCIAL STATEMENT DATE: JUNE 30, 2020

Payroll dated:

June 12, 2020	Net Payroll	32,581.06
	Federal Liability Payment	9,617.77
	State Liability Payment	2,022.56
	Paylocity fee	127.79
June 26, 2020	Net Payroll	34,926.04
	Federal Liability Payment	10,766.52
	State Liability Payment	2,186.00
	Paylocity fee	283.55

TOTAL

92,511.29

State Bank of IL

Operating-Manual Cks Check No.

Operating-System Cks

Check No.

117,182.50

Librarian's Petty Cash

Check No.

TOTAL

117,182.50

Total Bills for Approval

209,693.79

Board Approval

Signature: _____

Board Approval Date: _____

Claims List Final June 2020

VENDOR	DESCRIPTION	ACCT NO		TOTAL	Check #
Accurate Office Supplies	Janitorial Supplies	1145115	\$2,354.10	\$3,658.10	32081
Accurate Office Supplies	Interior R&M-Other	1145165	\$1,304.00		
Amazon	Office Supplies-General	1141334	\$19.30	\$894.28	23082
Amazon	IT Equipment/Upgrades Staff	1141400	\$154.98		
Amazon	Janitorial Supplies	1145115	\$720.00		
American Library Association	Association Dues	1141330	\$208.00	\$208.00	23083
American Library Association	Proffesional Development	1141310	\$60.00	\$60.00	23084
Cengage Learning	Books-Adult	1142120	\$74.07	\$98.76	23085
Cengage Learning	Books-Adult	1142120	\$24.69		
Cintas	Office Supplies-General	1141334	\$85.57	\$1,644.12	23086
Cintas	Janitorial Supplies	1145115	\$1,558.55		
ComEd	Utilities-Electric	1145320	\$2,195.81	\$2,195.81	23087
Efficiency Reporting	Professional Services- Secretarial	1145605	\$270.75	\$541.50	23088
Efficiency Reporting	Professional Services- Secretarial	1145605	\$270.75		
First Security Systems	Contract Inspection & Maintenanc	1145160	\$646.50	\$646.50	23089
FNBC Bank and Trust	Office Supplies-General	1141334	\$618.50	\$947.26	23090
FNBC Bank and Trust	Supplies-Food	1141344	\$13.64		
FNBC Bank and Trust	Software Staff	1141410	\$63.72		
FNBC Bank and Trust	Marketing	1144210	\$13.00		
FNBC Bank and Trust	Exterior R & M	1145140	\$238.40		
FNBC Bank and Trust	Grant Expenditures	1149600	\$4,186.07	\$4,186.07	23091
HR Source	Association Dues	1141330	\$1,040.00	\$1,040.00	23092
Illinois Library Association	Programs-Summer Reading	1144135	\$1,105.66	\$1,105.66	23093
Image Systems & Business Solutions	Office Equipment	1141336	\$492.50	\$1,283.56	23094
Image Systems & Business Solutions	Office Equipment	1141336	\$399.94		
Image Systems & Business Solutions	Office Equipment	1141336	\$391.12		
Ingram	Books-Adult	1142120	\$2,777.23	\$3,142.91	23095
Ingram	Books-Young Adult	1142130	\$101.76		
Ingram	Books-Youth	1142140	\$247.90		
Ingram	Processing-Technical Serv	1142500	\$16.02		
Midwest Tape	AV Materials-Adult	1142320	\$1,725.87	\$1,809.83	23096
Midwest Tape	AV Materials-Youth	1142340	\$83.96		
New Readers Press	Books-Literacy	1142122	\$56.94	\$56.94	23097
Nicor	Utilities-Gas	1145310	\$120.27	\$120.27	23098
Ollis Book Corporation	Books-Youth	1142140	\$228.45	\$1,144.78	23099
Ollis Book Corporation	Books-Youth	1142140	\$118.60		
Ollis Book Corporation	Books-Youth	1142140	\$92.69		
Ollis Book Corporation	Books-Youth	1142140	\$21.89		
Ollis Book Corporation	Books-Youth	1142140	\$173.45		
Ollis Book Corporation	Books-Youth	1142140	\$509.70		
Orkin	General Building Services	1145155	\$75.58	\$75.58	23100
Peregrine, Stime, Newman, Ritzman	Legal	1145510	\$562.50	\$562.50	23101
Smith Amundsen	Legal	1145510	\$157.50	\$157.50	23102
Sprint	Utilities-Telephone	1145330	\$297.03	\$297.03	23103
Traliant, LLC	Professional Development	1141310	\$1,135.00	\$1,135.00	23104
West Chicago Public Library District Foundation	Book Sales	1135810	\$25.25	\$25.25	23105
William A. Lau and Co. Ltd.	Accounting	1145520	\$995.00	\$995.00	23106
LIMRiCC	Unemployment Compensation	11-41130	\$289.66	\$289.66	23107

Please date checks 7/27/20

Total \$28,321.87 \$28,321.87

Claims List July 2020

VENDOR	DESCRIPTION	ACCT NO		TOTAL	Check #
A to Z Databases	Reference Electronic	1142112	\$1,880.00	\$1,880.00	23108
Abbott Tree Care Professionals	Exterior Landscaping	1145130	\$475.00	\$475.00	23109
ABC-CLIO, LLC	Reference Electronic	1142112	\$835.00	\$835.00	23110
Accurate Office Supplies	Office Supplies-General	1141334	\$507.65	\$773.80	23111
Accurate Office Supplies	Circulation Services Supplies	1141348	\$130.58		
Accurate Office Supplies	Janitorial Supplies	1145115	\$135.57		
Alarm Detection Systems	Contract Inspection & Maintenance	1145160	\$266.85	\$266.85	23112
Anderson Elevator Co.	Contract Inspection & Maintenance	1145160	\$165.00	\$165.00	23113
Assa Abloy Entrance Systems	Contract Inspection & Maintenance	1145160	\$933.66	\$933.66	23114
Call One	Utilities-Telephone	1145330	\$620.40	\$620.40	23115
CNA Insurance	Worker's Compensation	1141140	\$2,426.00	\$2,426.00	23116
COMCAST	Internet Services	1142405	\$532.90	\$532.90	23117
Crum-Halsted Agency	Insurance	1145500	\$1,295.00	\$1,295.00	23118
De Lage Landen	Office Equipment	1141336	\$1,549.08	\$1,549.08	23119
EBSCO	Reference Electronic	1142112	\$2,258.00	\$2,258.00	23120
Flood Brothers Disposal	Utilities-Trash	1145350	\$46.87	\$46.87	23121
FP Mailing Solutions	Office Equipment	1141336	\$111.00	\$111.00	23122
Gehrke Technology Group	HVAC R&M	1145150	\$125.00	\$125.00	23123
Infobase	Reference Electronic	1142112	\$890.24	\$890.24	23124
Kamm Insurance Group	Insurance	1145500	\$10,942.00	\$10,942.00	23125
Library Ideas	Reference Electronic	1142112	\$6,103.00	\$6,103.00	23126
LIMRICC	Insurance Health & Dental	1141110	\$13,633.43	\$13,633.43	23127
Midwest Mechanical	HVAC R&M	1145150	\$897.00	\$897.00	23128
Morgan Birge & Associates, Inc.	Phone System	1141415	\$120.00	\$120.00	23129
Mosio	Reference Electronic	1142112	\$576.00	\$576.00	23130
NCPERS	Insurance Health & Dental	1141110	\$32.00	\$32.00	23131
Philadelphia Insurance Co.	Insurance	1145500	\$5,018.00	\$5,018.00	23132
Postmaster	Postage	1141338	\$240.00	\$240.00	23133
Pronunciator	Reference Electronic	1142112	\$1,400.00	\$1,400.00	23134
ProQuest	Reference Electronic	1142112	\$2,816.49	\$2,816.49	23135
Rachel Kaplan	Programs-Young Adult	1144130	\$50.00	\$50.00	23136
Rails	Reference Electronic	1142112	\$5,933.63	\$7,273.63	23137
Rails	Reference Electronic	1142112	\$1,340.00		
Record Information Services	Reference Electronic	1142112	\$2,591.00	\$2,591.00	23138
Sikich, LLP	Technology Management	1141420	\$4,400.00	\$5,085.00	23139
Sikich, LLP	Technology Management	1141420	\$685.00		
Swan	Library Consortium	1142400	\$8,457.25	\$9,708.00	23140
Swan	Reference Electronic	1142112	\$1,250.75		
Swank Movie Licensing USA	Programs-Adult	1144120	\$174.00	\$522.00	23141
Swank Movie Licensing USA	Programs-Young Adult	1144130	\$174.00		
Swank Movie Licensing USA	Programs-Youth	1144140	\$174.00		
Tumbleweed Press, Inc	Reference Electronic	1142112	\$1,074.28	\$1,074.28	23142
U.S. Postal Service (CMRS-FP)	Postage	1141338	\$1,500.00	\$1,500.00	23143
University of Illinois Extension	Programs-Adult	1144120	\$125.00	\$125.00	23144
Waterlogic East LLC	General Building Services	1145155	\$105.00	\$105.00	23145
West Chicago Public Library/Director's Petty	Petty Cash Reimbursement	1020000	\$125.00	\$125.00	23146
William Pack	Programs-Adult	1144120	\$250.00	\$250.00	23147
World Book Inc.	Reference Electronic	1142112	\$1,885.00	\$1,885.00	23148
World Book Inc.	Reference Electronic	1142112	\$1,080.00	\$1,080.00	23149
World Trade Press	Reference Electronic	1142112	\$500.00	\$500.00	23150
Xtreme Environmental Solutions	Utilities-Trash	1145350	\$25.00	\$25.00	23151

Please date checks 7/27/20

Total \$88,860.63 \$88,860.63

WEST CHICAGO PUBLIC LIBRARY DISTRICT
FINANCIAL REPORT

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WEST CHICAGO PUBLIC LIBRARY DISTRICT

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**WEST CHICAGO PUBLIC LIBRARY DISTRICT
FINANCIAL REPORT**

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**Board of Directors
WEST CHICAGO PUBLIC LIBRARY DISTRICT**

Management is responsible for the accompanying financial statements of the governmental activities, each fund, and the aggregate remaining fund information of WEST CHICAGO PUBLIC LIBRARY DISTRICT as of June 30, 2020 for the one and twelve months then ended which collectively comprise the Library's basic financial statements as listed in the table of contents in accordance with the cash-basis of accounting, and for determining that the cash-basis is an acceptable financial reporting framework. We have performed compilation engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements or supplementary information nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements

The financial statements are prepared in accordance with the cash-basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has omitted the management's discussion and analysis information that is required to be presented for purposes of additional analysis. Such missing information, Although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

Management has elected to omit substantially all the disclosures ordinarily included in financial statements prepared in accordance with the cash-basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the company's assets, liabilities, equity, revenue, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

William A. Lau
and Company, Ltd.


Certified Public Accountants

July 22, 2020
Homewood, Illinois

WEST CHICAGO PUBLIC LIBRARY
COMBINED STATEMENT OF ASSETS, LIABILITIES & FUND EQUITY
ALL FUND TYPES
JUNE 30, 2020

	GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	TOTAL FUNDS
ASSETS					
10100 - PETTY CASH	\$ 100	\$ -	\$ -	\$ -	100
10200 - FNBC BANK - PETTY CASH	5,003	-	-	-	5,003
10250 - PETTY CASH-CIRCULATION	60	-	-	-	60
10300 - FNBC BANK-CHECKING	(3,374)	-	-	-	(3,374)
10350 - FNBC BANK - SAVINGS	1,366,127	-	-	-	1,366,127
10450 - ILLINOIS FUNDS-GASB 54	500,351	-	-	-	500,351
10500 - ILLINOIS FUNDS-GENERAL	32,345	-	-	32,455	64,800
DUE (TO) FROM OTHER FUNDS	(94,988)	66,887	-	29,898	1,797
TOTAL ASSETS	\$ 1,805,624	\$ 66,887	\$ -	\$ 62,353	\$ 1,934,864

LIABILITIES & FUND EQUITY					
LIABILITIES:					
21050 - FLEX SPENDING W/H	\$ 6,292	\$ -	\$ -	\$ -	6,292
21055 - HSA AVIDIA	(1,800)	-	-	-	(1,800)
TOTAL LIABILITIES	\$ 4,492	\$ -	\$ -	\$ -	\$ 4,492
FUND EQUITY:					
RESTRICTED	\$ -	\$ 66,887	\$ -	\$ -	66,887
COMMITTED	-	-	-	62,353	62,353
ASSIGNED	393,485	-	-	-	393,485
UNASSIGNED	1,407,647	-	-	-	1,407,647
TOTAL FUND EQUITY	\$ 1,801,132	\$ 66,887	\$ -	\$ 62,353	\$ 1,930,372
TOTAL NET ASSETS	\$ 1,805,624	\$ 66,887	\$ -	\$ 62,353	\$ 1,934,864

WEST CHICAGO PUBLIC LIBRARY
COMBINED STATEMENT OF CASH RECEIPTS & DISBURSEMENTS
ALL FUND TYPES

FOR THE PERIOD ENDED JUNE 30, 2020

REVENUES:	GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	TOTAL FUNDS
30010 - PROPERTY TAXES	\$ 3,176,953	\$ 185,968	\$ -	\$ -	\$ 3,362,921
32010 - PERS PROPERTY REPLACEMENT TAX	43,271	-	-	-	43,271
33000 - INTEREST INCOME	19,860	1,163	-	-	21,023
33110 - INTEREST-TAX REVENUE	305	18	-	-	323
33115 - DIVIDEND INCOME	421	-	-	-	421
35100 - FINES	6,975	-	-	-	6,975
35150 - PHOTOCOPY/MICROFORM/COPY/FAX	4,962	-	-	-	4,962
35510 - LOST AND PAID MATERIALS	713	-	-	-	713
35710 - NON RESIDENT FEES	823	-	-	-	823
35810 - BOOK SALES	(23)	-	-	-	(23)
36035 - DONATIONS SUMMER READING	950	-	-	-	950
38020 - OTHER GRANTS	2,140	-	-	-	2,140
38021 - CENSUS 2020 GRANT	8,565	-	-	-	8,565
39010 - OTHER INCOME	3,510	-	-	-	3,510
TOTAL REVENUES	\$ 3,269,425	\$ 187,149	\$ -	\$ -	\$ 3,456,574
EXPENDITURES:					
TOTAL EXPENDITURES	\$ 2,031,273	\$ 125,690	\$ -	\$ 129,103	\$ 2,286,066
EXCESS REVENUES OVER, (UNDER) EXPENDITURES	\$ 1,238,152	\$ 61,459	\$ -	\$ (129,103)	\$ 1,170,508
OTHER INCOME, (EXPENSE):					
FUND BALANCE - JULY 1	561,180	5,428	-	191,456	758,064
FUND BALANCE - CURRENT	1,799,332	66,887	-	62,353	1,928,572

WEST CHICAGO PUBLIC LIBRARY
STATEMENT OF ASSETS, LIABILITIES & FUND EQUITY
LIBRARY FUND
JUNE 30, 2020

	<u>LIBRARY FUND</u>
<u>ASSETS</u>	
10100 - PETTY CASH	\$ 100
10200 - FNBC BANK -PETTY CASH	5,003
10250 - PETTY CASH-CIRCULATION	60
10300 - FNBC BANK-CHECKING	(3,374)
10350 - FNBC BANK - SAVINGS	1,366,127
10450 - ILLINOIS FUNDS-GASB 54	500,351
10500 - ILLINOIS FUNDS-GENERAL	32,345
DUE (TO) FROM OTHER FUNDS	<u>(94,988)</u>
TOTAL ASSETS	<u>\$ 1,805,624</u>
<u>LIABILITIES & FUND EQUITY</u>	
LIABILITIES:	
21050 - FLEX SPENDING W/H	\$ 6,292
21055 - HSA AVIDIA	<u>(1,800)</u>
TOTAL LIABILITIES	<u>\$ 4,492</u>
FUND EQUITY:	
ASSIGNED	\$ 393,485
UNASSIGNED	<u>1,407,647</u>
TOTAL FUND EQUITY	<u>\$ 1,801,132</u>
TOTAL NET ASSETS	<u>\$ 1,805,624</u>

SEE ACCOUNTANTS' COMPILATION REPORT

WEST CHICAGO PUBLIC LIBRARY
COMBINED STATEMENT OF CASH RECEIPTS & DISBURSEMENTS
LIBRARY FUND

FOR THE ONE MONTH & PERIOD ENDED JUNE 30, 2020

	CURRENT MONTH	YEAR - TO - DATE	ANNUAL BUDGET	PERCENT OF BUDGET	(OVER), UNDER BUDGET
REVENUES:					
30010 - PROPERTY TAXES	\$ 1,047,589	\$ 3,176,953	\$ 2,115,484	150.18	\$ (1,061,469)
32010 - PERS PROPERTY REPLACEMENT TAX	23,214	43,271	38,000	113.87	(5,271)
33000 - INTEREST INCOME	224	19,860	20,000	99.30	140
33110 - INTEREST-TAX REVENUE	-	305	-	-	(305)
33115 - DIVIDEND INCOME	-	421	-	-	(421)
35100 - FINES	122	6,975	10,000	69.75	3,025
35150 - PHOTOCOPY/MICROFORM/COPY/FAX	44	4,962	5,000	99.24	38
35510 - LOST AND PAID MATERIALS	-	713	1,200	59.42	487
35710 - NON RESIDENT FEES	-	823	1,800	45.72	977
35810 - BOOK SALES	13	(23)	-	-	23
36035 - DONATIONS SUMMER READING	-	950	1,500	63.33	550
36045 - DEVELOPER DONATIONS	-	-	200	-	200
38010 - PER CAPITA GRANT	-	-	37,405	-	37,405
38020 - OTHER GRANTS	-	2,140	1,500	142.67	(640)
38021 - CENSUS 2020 GRANT	8,565	8,565	-	-	(8,565)
39010 - OTHER INCOME	-	3,510	3,000	117.00	(510)
TOTAL REVENUES	\$ 1,079,771	\$ 3,269,425	\$ 2,235,089	146.28	\$ (1,034,336)
EXPENDITURES:					
TOTAL EXPENDITURES	153,651	2,031,273	2,235,089	90.88	203,816
EXCESS REVENUES OVER (UNDER) EXPENDITURES	\$ 926,120	\$ 1,238,152	-	55.40	\$ (1,238,152)
FUND BALANCE - JULY 1	-	561,180	-	-	(561,180)
FUND BALANCE - CURRENT	\$ 926,120	\$ 1,799,332	-	55.40	\$ (1,799,332)

WEST CHICAGO PUBLIC LIBRARY
COMBINED STATEMENT OF CASH DISBURSEMENTS COMPARED TO BUDGET
LIBRARY FUND

FOR THE ONE MONTH & PERIOD ENDED JUNE 30, 2020

	CURRENT MONTH	YEAR - TO - DATE	ANNUAL BUDGET	PERCENT OF BUDGET	(OVER), UNDER BUDGET
EXPENDITURES:					
PERSONNEL:					
41100 - SALARIES	\$ 92,476	\$ 1,119,144	\$ 1,178,605	94.95	\$ 59,461
41110 - INS-HEALTH, DENTAL, LIFE, FSA	12,815	148,084	177,000	83.66	28,916
41120 - FICA EXPENSE	6,889	82,222	90,000	91.36	7,778
41130 - UNEMPLOYMENT COMPENSATION	-	1,477	2,700	54.70	1,223
41140 - WORKERS COMPENSATION	-	4,346	4,600	94.48	254
TOTAL PERSONNEL	\$ 112,180	\$ 1,355,273	\$ 1,452,905	93.28	\$ 97,632
ADMINISTRATIVE EXPENSES:					
41310 - PROFESSIONAL DEVELOPMENT	\$ 454	\$ 3,799	\$ 10,800	35.18	\$ 7,001
41320 - TRAVEL	-	1,513	3,500	43.23	1,987
41330 - ASSOCIATION DUES	225	3,873	5,700	67.95	1,827
41332 - PAYROLL PROCESSING	411	8,295	5,400	153.61	(2,895)
41334 - OFFICE SUPPLIES GENERAL	1,875	7,449	6,600	112.86	(849)
41336 - OFFICE EQUIPMENT	3,284	22,578	21,525	104.89	(1,053)
41338 - POSTAGE	-	5,375	6,800	79.04	1,425
41342 - ADMINISTRATIVE MISC	40	1,773	1,800	98.50	27
41344 - SUPPLIES-FOOD	-	2,043	4,000	51.08	1,957
41346 - MATERIALS & RESOURCE RECOVERY	-	967	1,600	60.44	633
41348 - ACCESS SERVICE SUPPLIES	-	2,789	4,500	61.98	1,711
TOTAL ADMINISTRATIVE EXPENSES	\$ 6,289	\$ 60,454	\$ 72,225	83.70	\$ 11,771
ADMINISTRATIVE TECHNOLOGY EXPENSES:					
41400 - IT EQUIPMENT UPGRADES-STAFF	\$ 1,757	\$ 29,999	\$ 21,550	139.21	\$ (8,449)
41410 - SOFTWARE-STAFF	64	6,045	4,485	134.78	(1,560)
41415 - PHONE SYSTEM	120	1,440	1,440	100.00	-
41420 - TECHNOLOGY MANAGEMENT	5,130	60,426	59,691	101.23	(735)
41425 - WARRANTIES/EXTENDED CARE	1,670	2,945	3,937	74.80	992
TOTAL ADMINISTRATIVE TECHNOLOGY EXP	\$ 8,741	\$ 100,855	\$ 91,103	110.70	\$ (9,752)

SEE ACCOUNTANTS' COMPILATION REPORT

WEST CHICAGO PUBLIC LIBRARY
COMBINED STATEMENT OF CASH DISBURSEMENTS COMPARED TO BUDGET
LIBRARY FUND

FOR THE ONE MONTH & PERIOD ENDED JUNE 30, 2020

LIBRARY MATERIALS-BOOKS:					
42112 - REFERENCE-ELECTRONIC	\$ -	\$ 46,802	\$ 49,000	\$ 95.51	\$ 2,198
42120 - BOOKS-ADULT	3,744	35,372	49,000	72.19	13,628
42122 - BOOKS-LITERACY	-	-	370	-	370
42130 - BOOKS-YOUNG ADULT	1,056	5,338	6,000	88.97	662
42140 - BOOKS-YOUTH	465	20,225	24,500	82.55	4,275
42170 - RBP/ILL BOOK REPLACEMENT	-	617	1,000	61.70	383

TOTAL LIBRARY MATERIALS-BOOKS \$ 5,265 \$ 108,354 \$ 129,870 \$ 83.43 \$ 21,516

LIBRARY MATERIALS-PERIODICALS:					
42210 - PERIODICALS	\$ 156	\$ 12,599	\$ 14,000	\$ 89.99	\$ 1,401

TOTAL LIBRARY MATERIALS-PERIODICALS \$ 156 \$ 12,599 \$ 14,000 \$ 89.99 \$ 1,401

LIBRARY MATERIALS-AUDIO VISUAL:					
42320 - AV MATERIALS-ADULT	\$ 2,076	\$ 20,379	\$ 24,000	\$ 84.91	\$ 3,621
42330 - AV MATERIALS-YOUNG ADULT	-	1,946	2,800	69.50	854
42340 - AV MATERIALS-YOUTH	-	4,785	7,500	63.80	2,715

TOTAL LIBRARY MATERIALS-AUDIO VISUAL \$ 2,076 \$ 27,110 \$ 34,300 \$ 79.04 \$ 7,190

WEST CHICAGO PUBLIC LIBRARY
COMBINED STATEMENT OF CASH DISBURSEMENTS COMPARED TO BUDGET
LIBRARY FUND

FOR THE ONE MONTH & PERIOD ENDED JUNE 30, 2020

TECHNOLOGY SERVICES:					
42400 - LIBRARY CONSORTIUM	\$	- \$	33,377 \$	33,378	100.00 \$ 1
42405 - INTERNET SERVICES		569	6,011	6,000	100.18 (11)
42420 - SOFTWARE-PUBLIC		-	7,533	9,575	78.67 2,042
42445 - IT EQUIPMENT/UPGRADES-PUBLIC		3,771	36,018	26,200	137.47 (9,818)
TOTAL TECHNOLOGY SERVICES	\$	4,340 \$	82,939 \$	75,153	110.36 \$ (7,786)
LIBRARY MATERIAL MAINTENANCE:					
42500 - PROCESSING-TECHNICAL SERVICES	\$	- \$	4,858 \$	13,600	35.72 \$ 8,742
42510 - CATALOGUING TOOL		-	192	330	58.18 138
TOTAL LIBRARY MATERIAL MAINTENANCE	\$	- \$	5,050 \$	13,930	36.25 \$ 8,880
PROGRAMS:					
44120 - PROGRAMS-ADULT	\$	450 \$	5,858 \$	6,400	91.53 \$ 542
44130 - PROGRAMS-YOUNG ADULT		-	2,533	5,500	46.05 2,967
44135 - PROGRAMS-SUMMER READING		849	2,410	5,900	40.85 3,490
44140 - PROGRAMS-YOUTH		417	6,837	7,800	87.65 963
44145 - EVENTS AND OUTREACH		-	3,134	5,300	59.13 2,166
TOTAL PROGRAMS	\$	1,716 \$	20,772 \$	30,900	67.22 \$ 10,128
MARKETING & PROMOTIONS:					
44210 - MARKETING	\$	777 \$	3,332 \$	4,520	73.72 \$ 1,188
44215 - WEBSITE		370	1,070	1,571	68.11 501
44220 - PROMO MATERIALS-ADULT		-	930	1,500	62.00 570
44240 - PROMO MATERIALS-YOUTH		-	1,056	1,600	66.00 544
44245 - NEWSLETTER		-	11,629	16,100	72.23 4,471
44250 - SURVEYS		-	384	360	106.67 (24)
TOTAL MARKETING & PROMOTIONS	\$	1,147 \$	18,401 \$	25,651	71.74 \$ 7,250

SEE ACCOUNTANTS' COMPILATION REPORT

WEST CHICAGO PUBLIC LIBRARY
COMBINED STATEMENT OF CASH DISBURSEMENTS COMPARED TO BUDGET
LIBRARY FUND

FOR THE ONE MONTH & PERIOD ENDED JUNE 30, 2020

FACILITIES & OPERATIONS:					
45110 - JANITORIAL SERVICE	\$ -	\$ 2,928	\$ 9,000	\$ 32.53	\$ 6,072
45112 - SECURITY SERVICE	4,975	16,128	16,000	100.80	(128)
45115 - JANITORIAL SUPPLIES	169	5,295	6,000	88.25	705
45117 - SECURITY CAMERAS	-	542	5,500	9.85	4,958
45120 - SNOW REMOVAL	-	29,711	32,000	92.85	2,289
45130 - EXTERIOR LANDSCAPING	475	7,494	11,000	68.13	3,506
45140 - EXTERIOR R & M - OTHER	-	6,383	28,560	22.35	22,177
45150 - HVAC & R & M	1,022	19,378	30,000	64.59	10,622
45155 - GENERAL BLDG SERVICES	-	1,262	1,775	71.10	513
45160 - CONTRACT INSPECTION & MAINTENANCE	165	11,881	12,000	99.01	119
45165 - INTERIOR R & M - OTHER	-	25,349	32,200	78.72	6,851

TOTAL FACILITIES & OPERATIONS	\$ 6,806	\$ 126,351	\$ 184,035	\$ 68.66	\$ 57,684
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UTILITIES:					
45310 - UTILITIES-GAS	\$ 576	\$ 7,397	\$ 8,225	\$ 89.93	\$ 828
45320 - UTILITIES-ELECTRIC	1,001	19,938	22,000	90.63	2,062
45330 - UTILITIES-TELEPHONE	982	9,765	11,000	88.77	1,235
45340 - UTILITIES-WATER	164	1,377	2,000	68.85	623
45350 - UTILITIES-TRASH	-	911	1,600	56.94	689
TOTAL UTILITIES	\$ 2,723	\$ 39,388	\$ 44,825	\$ 87.87	\$ 5,437

PROFESSIONAL SERVICES:					
45500 - INSURANCE	\$ -	\$ 16,802	\$ 17,400	\$ 96.56	\$ 598
45505 - AUDIT SERVICES	-	15,192	15,192	100.00	-
45510 - LEGAL	675	14,265	9,000	158.60	(5,265)
45520 - ACCOUNTING	995	19,136	18,800	101.79	(336)

TOTAL PROFESSIONAL SERVICES	\$ 1,670	\$ 65,395	\$ 60,392	\$ 108.28	\$ (5,003)
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WEST CHICAGO PUBLIC LIBRARY
COMBINED STATEMENT OF CASH DISBURSEMENTS COMPARED TO BUDGET
LIBRARY FUND
FOR THE ONE MONTH & PERIOD ENDED JUNE 30, 2020

LIBRARY BOARD EXPENSES:						
45600 - CONFERENCE & TRAINING-BOARD	\$	- \$	643 \$	1,000	64.30 \$	357
45605 - PROF SERVICES-SECRETARIAL		542	2,708	3,300	82.06	592
45610 - LEGAL NOTICES AND ADVERTISMNTS		-	566	1,500	37.73	934
TOTAL LIBRARY BOARD EXPENSES	\$	542 \$	3,917 \$	5,800	67.53 \$	1,883
CAPITAL EQUIPMENT:						
46500 - CAPITAL EQUIPMENT & BUILDING	\$	- \$	- \$	-	- \$	-
46510 - CAPITAL PROJECTS-INTERIOR		-	-	-	-	-
TOTAL CAPITAL EQUIPMENT	\$	- \$	- \$	-	- \$	-
GRANT EXPENSES:						
49600 - CENSUS 2020 GRANT EXP	\$	- \$	4,415 \$	-	- \$	(4,415)
49605 - GRANT EXP FAMILY LITERACY		-	-	-	-	-
TOTAL GRANT EXPENSES	\$	- \$	4,415 \$	-	- \$	(4,415)
TOTAL EXPENDITURES	\$	153,651	\$ 2,031,273	\$ 2,235,089	90.88 \$	203,816

WEST CHICAGO PUBLIC LIBRARY
COMBINED STATEMENT OF ASSETS, LIABILITIES &
FUND EQUITY - SPECIAL REVENUE FUNDS
JUNE 30, 2020

	<u>IMRF</u>	<u>TOTAL FUNDS</u>
ASSETS		
DUE (TO) FROM OTHER FUNDS	\$ 66,887	\$ 66,887
TOTAL ASSETS	<u>\$ 66,887</u>	<u>\$ 66,887</u>
LIABILITIES & FUND EQUITY		
LIABILITIES:		
FUND EQUITY:		
RESTRICTED	\$ 66,887	\$ 66,887
UNASSIGNED		
TOTAL FUND EQUITY	<u>\$ 66,887</u>	<u>\$ 66,887</u>
TOTAL NET ASSETS	<u>\$ 66,887</u>	<u>\$ 66,887</u>

SEE ACCOUNTANTS' COMPILATION REPORT

WEST CHICAGO PUBLIC LIBRARY

STATEMENT OF CASH RECEIPTS & DISBURSEMENTS

SPECIAL REVENUE FUNDS FOR THE PERIOD ENDED JUNE 30, 2020

	ANNUAL BUDGET	IMRF	(OVER) UNDER BUDGET
REVENUES:			
30010 - PROPERTY TAXES	\$ 123,730	\$ 185,968	\$ (62,238)
33000 - INTEREST INCOME	-	1,163	(1,163)
33110 - INTEREST-TAX REVENUE	-	18	(18)
TOTAL REVENUES	\$ 123,730	\$ 187,149	\$ (63,419)
EXPENDITURES:			
92500 - IMRF EXPENSE	\$ 123,730	\$ 125,690	\$ (1,960)
TOTAL EXPENDITURES	\$ 123,730	\$ 125,690	\$ (1,960)
EXCESS REVENUES OVER, (UNDER) EXPENDITURES	\$ -	\$ 61,459	\$ (61,459)
FUND BALANCE - JULY 1	-	5,428	(5,428)
FUND BALANCE - CURRENT	\$ -	\$ 66,887	\$ (66,887)

**WEST CHICAGO PUBLIC LIBRARY
STATEMENT OF ASSETS, LIABILITIES & FUND EQUITY
DEBT SERVICE FUND**

JUNE 30, 2020

**DEBT
SERVICE**

ASSETS

LIABILITIES & FUND EQUITY

LIABILITIES:

FUND EQUITY:

WEST CHICAGO PUBLIC LIBRARY
STATEMENT OF CASH RECEIPTS & DISBURSEMENTS

DEBT SERVICE FUND
FOR THE PERIOD ENDED JUNE 30, 2020

**ANNUAL
BUDGET**

**YEAR - TO -
DATE**

REVENUES:

EXPENDITURES:

EXCESS REVENUES OVER,

WEST CHICAGO PUBLIC LIBRARY
STATEMENT OF ASSETS, LIABILITIES & FUND EQUITY
CAPITAL PROJECTS FUND
JUNE 30, 2020

	CAPITAL PROJECTS	SPECIAL RESERVE	TOTAL
ASSETS			
10500 - ILLINOIS FUNDS-GENERAL	\$ -	\$ 32,455	\$ 32,455
DUE (TO) FROM OTHER FUNDS	-	29,898	29,898
TOTAL ASSETS	\$ -	\$ 62,353	\$ 62,353
LIABILITIES & FUND EQUITY			
LIABILITIES:			
	\$ -	\$ -	\$ -
FUND EQUITY:			
COMMITTED	\$ -	\$ 62,353	\$ 62,353
TOTAL NET ASSETS	\$ -	\$ 62,353	\$ 62,353

WEST CHICAGO PUBLIC LIBRARY
STATEMENT OF CASH RECEIPTS & DISBURSEMENTS
CAPITAL PROJECTS FUND
FOR THE PERIOD ENDED JUNE 30, 2020

	<u>ANNUAL BUDGET</u>	<u>CAPITAL PROJECTS</u>	<u>SPECIAL RESERVE</u>	<u>TOTAL</u>
REVENUES:				
EXPENDITURES:				
TOTAL EXPENDITURES	\$ -	\$ -	\$ 129,103	\$ 129,103
EXCESS REVENUES OVER, (UNDER) EXPENDITURES	\$ -	\$ -	\$ (129,103)	\$ (129,103)
FUND BALANCE - JULY 1	-	-	191,456	191,456
FUND BALANCE - CURRENT	\$ -	\$ -	\$ 62,353	\$ 62,353



WeGo Together for Kids
Connecting our Community...Strengthening our Families

June 2020

We Must Commit To Creating Change

The statement below was released on June 3, 2020. As media coverage of the recent killings of people of color begins to fade, we are committed to ensuring justice and efforts toward an equitable West Chicago stay at the forefront of our work.



WeGo Together for Kids
Connecting our Community...Strengthening our Families

WeGo Together for Kids is deeply saddened by the killings of George Floyd, Breonna Taylor, Ahmaud Arbery and so many others. The subsequent protests across the United States of America have been powerful and demonstrate the need for solidarity in recognizing and understanding the long-held pain of systemic racism and injustices towards communities of color. The recent protests reflect the voice of millions of people from all walks of life who strive for a country where they are treated with equity, inclusivity and genuine humanity. *WeGo Together for Kids* echoes that sentiment and works to be an informed voice on the issues that may adversely impact residents in our community and the country. There is much work ahead and *WeGo Together for Kids* is committed to learning, healing and cultivating opportunities for action towards an equitable West Chicago.

Partner Spotlight

COVID-19 Testing Site in West Chicago

On Tuesday, June 23, the first COVID-19 testing site in West Chicago opened at St. Andrew Lutheran Church through VNA Health Care.

This success is a result of the advocacy and collaboration between State Representative Karina Villa, VNA Health Care, St. Andrew Lutheran Church, ACCESS Community Health Network, and People Made Visible. Thank you to these community leaders for bringing a much needed resource to the West Chicago community.



You can watch the press conference [here](#).

Details about the testing site:

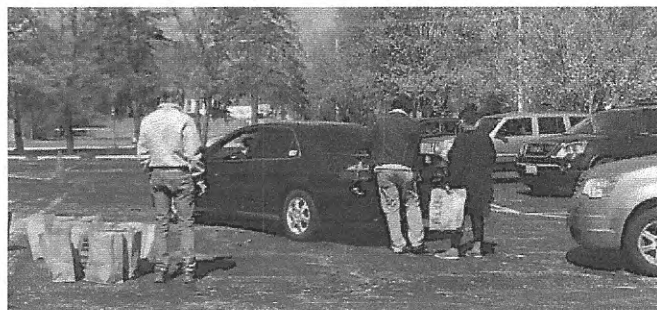
- Tuesdays and Thursdays
- 8:30-12:30pm
- St. Andrew Lutheran Church - 155 N. Prince Crossing Road, West Chicago
- BY APPOINTMENT ONLY: 630-892-4355 or 847-717-6455
- Insurance will be billed for services
 - If no insurance, the pre-test assessment and COVID-19 specimen testing are offered at NO COST to the patient

Click [here](#) to download a flyer to share.

Data Update

WeGo Together COVID-19 Response Efforts

In addition to adjusting regularly scheduled programming to a virtual platform, WeGo Together developed an outreach and delivery system to support families in West Chicago. These efforts include:



Volunteers loading cars with food donations at the St. Andrew pop up distribution.

Home deliveries of essential household items. To date we have supported:

- 384 deliveries, which has supported:
 - 2,104 individuals
 - 1,174 children
 - 930 adults
- Deliveries are made by volunteers from Wheaton Bible Church.

Direct financial assistance to support rent and mortgage payments. To date we have distributed:

- \$31,355, which has supported:
 - 47 families
- We continue to seek new funding streams in order to continue to support families with direct financial assistance.
- We have also supported District 33's birth-3 program through purchasing diapers, baby wipes, and baby formula.

Food access through pop-up distributions

- Wheaton Bible Church has hosted two food drives to support multiple surrounding communities. WeGo Together has received the donations on behalf of West Chicago.
- We have hosted four pop-up distributions:
 - One at St. Andrew Lutheran Church
 - Three at Gallery 200 with support from People Made Visible
- Between all four distributions 450 families have received shelf stable food.
- Through a generous donation from Cantigny Park/McCormick Foundation approximately 300 lunches are available for the community every Monday, Wednesday, and Friday through July 31.
 - Lunches are available at St. Andrew Lutheran Church, Main Park Apartments, and Timberlake Apartments.
 - Volunteers from Renewal Church, Wheaton Bible Church, and St. Andrew Lutheran Church support Puente del Pueblo staff in handing out these meals.

None of these efforts could be successful without support from many community partners and volunteers including Renewal Church, St. Andrew Lutheran Church, Wheaton Bible Church/Puente del Pueblo, People Made Visible, Immigrant Solidarity DuPage, United Way of Metro Chicago, and District 33.

We will continue to modify these efforts as the state and West Chicago move into Phase 4 and community needs change. Follow our [Facebook](#) page for regular updates.

MIDWEST
INDUSTRIAL FUNDS
REAL ESTATE INVESTMENT & DEVELOPMENT

June 15, 2020

West Chicago Library District
Attn: President
118 West Washington Street
West Chicago, IL 60185

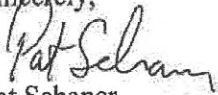
Re: 2525 Enterprise Circle, West Chicago

Mayor:

Pursuant to the Intergovernmental Agreement, dated December 16, 2019, MIF 2525 Enterprise (West Chicago) LLC, as Developer, hereby provides notice as required by paragraph 2.B. of the completion and securing of certificates of occupancy for both the Shell Building and the Skyjack Tenant Improvements. The respective certificates of occupancy are attached hereto. Please take the next required steps, as required by the Intergovernmental Agreement to enact the Tax Abatement for the property.

If you have any questions, please feel free to contact me on my cell number.

Sincerely,



Pat Schaner
Director of Development
Midwest Industrial Funds
Cell: (847)373-8749

CC: West Chicago Library District – Executive Director
Peregrine, Stime, Newman, Ritzman & Bruckner Ltd. – Mark Ritzman

CITY OF
WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

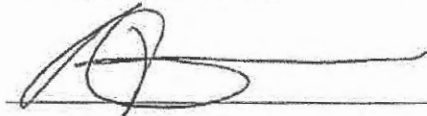
SKYJACK EQUIPMENT INC
2525 ENTERPRISE CIRCLE, SUITE 1
WEST CHICAGO, IL 60185

CERTIFICATE of OCCUPANCY
(ISSUED CONDITIONALLY)

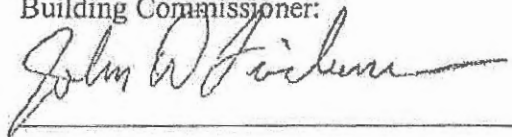
Permission is hereby granted to SKYJACK EQUIPMENT INC, to use the premises at 2525 ENTERPRISE CIRCLE, SUITE 1, in the City of West Chicago for SALES & SERVICE SUPPORT in conformance with provisions of the municipal code of the City of West Chicago.

CERTIFICATE NO. CE20050079/19100001 issued this 8th day of May, 2020.

Zoning Administrator:



Building Commissioner:



NOTICE: Use of property for any other purpose than authorized above, constitutes a violation of the Zoning Code of the City of West Chicago. VIOLATORS WILL BE PROSECUTED ACCORDINGLY.

THIS CERTIFICATE OF TEMPORARY OCCUPANCY IS ISSUED FOR 90 DAYS FROM DATE OF ISSUANCE.

475 Main Street
West Chicago, Illinois
60185

T (630) 293-2200
F (630) 293-3028
www.westchicago.org

Ruben Pineda
MAYOR

Nancy M. Smith
CITY CLERK

Michael L. Guttman
CITY ADMINISTRATOR

CITY OF
WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

MIDWEST INDUSTRIAL FUNDS
2525 ENTERPRISE
WEST CHICAGO, IL 60185

CERTIFICATE of OCCUPANCY
(ISSUED CONDITIONALLY)

Permission is hereby granted to MIDWEST INDUSTRIAL FUNDS, to use the premises at 2525 ENTERPRISE, in the City of West Chicago for COMPLETION OF SHELL PERMIT in conformance with provisions of the municipal code of the City of West Chicago.

CERTIFICATE NO. 19060071 issued this 2nd day of April, 2020.

Zoning Administrator:

Building Commissioner:

T. Dabazimer *John D. Juchau*

NOTICE: Use of property for any other purpose than authorized above, constitutes a violation of the Zoning Code of the City of West Chicago. VIOLATORS WILL BE PROSECUTED ACCORDINGLY.

THIS CERTIFICATE OF TEMPORARY OCCUPANCY IS ISSUED FOR 90 DAYS FROM DATE OF ISSUANCE.

475 Main Street
West Chicago, Illinois
60185

T (630) 293-2200
F (630) 293-3028
www.westchicago.org

Ruben Pineda
MAYOR
Nancy M. Smith
CITY CLERK

Michael L. Guttman
CITY ADMINISTRATOR

Health Department Reminds Residents: COVID-19 is Still Spreading

The following information was released by DuPage County on July 20, 2020.



With the number of COVID-19 cases increasing in DuPage County, the DuPage County Health Department wants you to know, the virus is still here and continues to be a serious threat.

As DuPage County crossed the sobering milestone of 10,000 reported COVID-19 cases on July 17, health officials are emphasizing the importance of individual-level measures to reduce COVID-19 spread.

“We have news for you: If you’ve been outside your home with groups of people, especially indoors or without a mask, you may have been exposed to a person infected with COVID-19,” said Karen Ayala, DuPage County Health Department Executive Director. “We all need to behave as if we’ve been exposed and possibly infected.”

The best way to prevent illness and infection is to avoid exposure to this virus. **To slow the spread of COVID-19**, you should stay home when possible, hold activities outdoors and in small groups, and **remember the 3Ws:**

- **Wear a mask** or face covering when you are in public and around people who don’t live in your household;
- **Watch your distance** in order to maintain at least 6 feet from others as much as possible; and
- **Wash your hands** or use hand sanitizer often.

In addition, anyone with suspected or known COVID-19 infection needs to **self-isolate and stay at home** (except for medical care) for at least 10 days from their symptom onset date (or first positive lab test date for persons without symptoms). Anyone with close contact to a case, such as being within 6 feet for 15 minutes or more, needs to **self-quarantine by staying home** for 14 days from their last exposure to the case, and monitor their symptoms.

In case symptoms develop, contact your healthcare provider. Close contacts who test negative for COVID-19 during their quarantine period must still complete their quarantine period with symptom monitoring through 14 days from their last exposure to a COVID-19 case, since infection may still develop after a negative test at day 7 after exposure, for example. In other words, a close contact cannot “test out of” their full 14-day quarantine period after exposure. If a close contact tests positive, then they are considered a COVID-19 case and need to self-isolate accordingly. For more information, visit: www.dupagehealth.org/covid19_IsolationQuarantine.

“We all want to celebrate holidays and summer, and go out with family and friends, but COVID-19 is still here and it’s important to continue following public health guidance to slow the spread of this virus,” Ayala said.

The number of reported COVID-19 cases has risen for several days following the beginning of Restore Illinois Phase 4 on June 26 as well as the 4th of July weekend. Since June 23, the 7-day rolling average of new COVID-19 cases reported daily in DuPage County has risen from a low of 33.3 cases per day to 65.4 cases per day as of July 17 (an increase of 96% in less than 4 weeks).

Another concern is the recent rise of reported cases among youth and young adults. Although case numbers have been historically low in children, the rise in cases as plans are underway to open schools and educational opportunities is of particular concern.

DuPage County COVID-19 cases aged 10-19 years have increased from comprising 5% of our total cases before July 1 to 18% of our cases as of July 19, a proportionate increase of 260%. DuPage County COVID-19 cases aged 20-29 years have increased from comprising 16% of our total cases before July 1 to 25% of our cases as of July 19, a proportionate increase of 56%.

“Following the 3Ws as well as self-isolation and self-quarantine for cases and close contacts, respectively, are critical to reduce risk of COVID-19 transmission,” said Ayala.

The DuPage County COVID-19 Testing Site, which is on the County Campus off County Farm Road, is open Tuesday through Saturday, 7 a.m. until 400 tests are completed each day, or 2 p.m. (whichever occurs sooner).

To learn more, visit the DuPage County COVID-19 Community-based Testing Site page at www.dupagehealth.org/covid19testing.

For more information on COVID-19 activity in DuPage County, review the COVID-19 Dashboard: www.dupagehealth.org/covid19data.

El Departamento de Salud Les Recuerda a Residentes Que: COVID-19 Aún Se Está Propagando

Con el número de casos de COVID-19 aumentando en el Condado de DuPage, El Departamento de Salud del Condado de DuPage quiere que usted sepa, que el virus todavía está aquí y continua a ser una seria amenaza.

Mientras el Condado de DuPage cruza el hito aleccionador de 10,000 casos reportados de COVID-19 el 17 de julio, los oficiales de salud están enfatizando la importancia de medidas de nivel individual para reducir la propagación de COVID-19.

“Nosotros tenemos noticias para usted: Si usted estuvo fuera de su casa con grupos de gente, especialmente adentro o sin cubre bocas, usted pueda que haya sido expuesto a una persona infectada con COVID-19,” dijo Karen Ayala, Directora Ejecutiva del Departamento de Salud del Condado de DuPage. “Todos nosotros debemos comportarlos como si hubiésemos sido expuestos y posiblemente infectados.”

La mejor manera de prevenir enfermedad e infección es de evitar exposición a este virus.

Para disminuir la propagación de COVID-19, usted debe mantenerse en casa cuando posible, sostener actividades afuera y en grupos pequeños, y **recuerde estos 3 recordatorios:**

- **Use un cubre bocas** o cubierta de cara cuando usted este en público y alrededor de gente quien no vive en su hogar;
- **Mire su distancia** para poder mantener al menos 6 pies de distancia de otros lo más que se pueda; y
- **Lave sus manos** o use un desinfectante de manos frecuentemente.

En adición, cualquiera con infección de COVID-19 sospechada o conocida debe **auto aislarse y mantenerse en casa** (excepto para cuidado médico) al menos 10 días desde su fecha de aparición de síntomas (o la primera prueba positiva para personas sin síntomas). Cualquiera con contacto cercano a un caso, tales como estando dentro de 6 pies por 15 minutos o más, necesita seguir la **auto cuarentena al mantenerse en casa** por 14 días desde la última exposición al caso, y monitorear sus síntomas.

En caso que síntomas se desarrollen, contacte su proveedor de atención médica. Los contactos cercanos quienes salen negativos para COVID-19 durante el periodo de cuarentena todavía deben terminar su periodo de cuarentena monitoreando síntomas hasta el día 14 desde la última exposición al caso de COVID-19, ya que la infección todavía se puede desarrollar después de la prueba negativa el día 7 después de la exposición, por ejemplo. En otras palabras, un contacto cercano no puede “estar libre del” periodo de cuarentena completo de 14 días después de la exposición. Si un contacto cercano sale positivo, entonces ellos son considerados un caso de COVID-19 y necesitan esta en auto cuarentena en consecuencia. Para más información, visite: http://www.dupage-health.org/covid19_IsolationQuarantine

“Todos queremos celebrar los días festivos y el verano, y salir con la familia y amigos, pero COVID-19 todavía está aquí y es importante continuar siguiendo la orientación de salud pública para disminuir la propagación de este virus,” dijo Ayala.

El número de casos reportados de COVID-19 ha aumentado por varios días después del comienzo de la Fase 4 de Restaurar a Illinois el 26 de junio igual que el fin de semana del 4 de julio. Desde el 23 de junio, el promedio móvil de siete días de nuevos casos de COVID-19 reportados diariamente en el Condado de DuPage ha aumentado de un bajo de 33.3 casos por día a 65.4 casos por día desde el 17 de julio (un aumento de 96% en menos de 4 semanas).

Otra preocupación es el aumento reciente de casos reportados entre los jóvenes y adultos jóvenes. Aunque el número de casos han sido bajos históricamente en niños, el aumento en casos mientras los planes están en marcha para abrir las escuelas y oportunidades educacionales es de preocupación particular. Los casos de COVID-19 del Condado de DuPage de edades 10-19 han aumentado de un 5% de nuestro total de casos antes del 1 de julio a 18% de nuestros casos desde el 19 de julio, un aumento proporcionado de 260%. Los casos del Condado de DuPage de edades 20-29 han aumentado de un 16% de nuestro

total de casos antes del 1 de julio a 25% de nuestros casos desde el 19 de julio, un aumento proporcionado de 56%.

“Siguiendo los tres recordatorios igual que auto aislarse y seguir la auto cuarentena para casos y contactos cercanos, respectivamente, son críticos para reducir el riesgo de la transmisión de COVID-19,” dijo Ayala.

El Sitio de Pruebas de COVID-19 del Condado de DuPage, lo cual está en el Campus del Condado y la entrada se encuentra en County Farm Road, está abierta de martes a sábado, de 7 a.m. hasta que 400 pruebas son terminadas cada día, o hasta las 2 p.m. (lo que ocurra primero).

Para aprender más, visite la página del Sitio Comunitario de Pruebas de COVID-19 del Condado de DuPage en <http://www.dupagehealth.org/covid19testing>.

Para más información sobre la actividad de COVID-19 en el Condado de DuPage, revise el Tablero de COVID-19: <http://www.dupagehealth.org/covid19data>.

Library Director Report

July 2020

FINANCIAL UPDATE

- ❖ Fiscal Year Elapsed = 100.0%
- ❖ Investment Funds (Illinois Funds Accounts)
 - GASB 54 Emergency Fund: \$500,351.19 (+ \$185.34)
 - New Building & Construction Fund: \$32,454.59 (+ \$12.03)
 - General (Corporate) Fund: \$32,344.54 (+ \$11.99)
- ❖ Preliminary audit fieldwork has begun online via a secure portal where documents have been uploaded for review by the Sikich auditing team.

PHYSICAL PLANT

- ❖ Facilities vendors that need to perform essential maintenance continue to be scheduled and perform the required maintenance.
- ❖ All American Flag repaired the flagpole on 6/25 and a new flag was installed
- ❖ Midwest Mechanical was on-site 6/29 for preventive maintenance and filter replacements
- ❖ American National Sprinkler pressurized the irrigation system and performed repairs to the parking lot island irrigation piping. No other leaks were found in the irrigation system and two sprinkler heads required replacing.
- ❖ Abbott Landscaping installed the day lilies at the end caps of the parking island once the irrigation system was functional.

LIBRARY CLOSURE AND COVID-19

- ❖ The Library remains closed to the public until further notice, but staff continue to provide curbside service Monday through Thursday 11:00 a.m. – 6:00 p.m.; and Friday and Saturday 10:00 a.m. to 4:00 p.m. The response to the curbside service has been very positive. Interlibrary loan requests for patrons became active as of July 14 with participating libraries. Due dates are no longer being extended; due dates are active and materials that are due can, and should be, returned to the library using the book return. Some department staff have begun to return to the building, but most work continues to be completed remotely. The number of Covid-19 cases in West Chicago is 849 as of 7/23 and that represents a 10% increase in cases during the month of July to date. The increase of Covid-19 cases during the month of June was 9%. The positivity rate for West Chicago as of 7/23 is 14.63% according to IDPH figures.

Library Director Report

July 2020

PERSONNEL

❖ The Library Director:

- Held weekly Managers' Advisory Meetings on 6/22, 6/29, 7/6, 7/13, and 7/20
- Attended the virtual board meeting on 6/22
- Attended a virtual meeting with WeGo Together Steering Committee and PIE.org to discuss assessment and reporting for WeGo Together
- Met virtually with Mike Novy, Joan Happel, and Maureen Bajor on 6/23 to discuss the transition of the Bookkeeper position from the Admin department to the Technical Services department
- And the HR Manager met virtually with the Youth Services and Adult Services Managers in separate meetings on 6/24 to discuss status of the departments, planning, and needs assessment
- And Jason Rock attended the virtual Quarterly Business Review meeting with Sikich personnel on 6/24
- Met virtually with Omar Nunez on 6/30 to discuss communications planning
- Met virtually with the HR, Circulation, and Technical Services Managers regarding processes for return to work and curbside service and status update
- Attended the virtual WeGo Together Steering Committee Meeting on 7/8
- Met with Andy Frain virtually on 7/10 to discuss security monitor needs and the potential for additional hours of service once we reopen to the public
- Had a phone conversation on 7/10 with the Rotary executive committee
- Hosted "All Staff" meeting on 7/10
- Took a week of vacation from 7/13 to 7/17
- Had the draft Budget & Appropriations Ordinance and Legal Notice of the public hearing for the Budget & Appropriations Ordinance posted to the web site (the legal notice will be published in the Daily Herald on 7/24/2020)
- Attended the virtual Healthy West Chicago board meeting on 7/22
- Responded to a FOIA request on 7/22 received from Smart Procure on 7/19 for purchase records
- Attended the virtual WeGo Together Steering Committee meeting to discuss the governance structure on 7/23
- Met with West Chicago Police at the library on 7/23 to review camera footage

Department Reports

June 2020

ADMINISTRATIVE SERVICES

** Separate attachment

ADULT SERVICES

Engagement:

- In June, the Adult Services staff created demos for social media and ran virtual programming for adults.

Social Media Engagement Posts for library resources:

- Recipe Share with A to Z World foods
- Stressbuster Booklists
- Staff Digital Picks of the Week
- Getting Crafty: Tie Dye Filters, Creative Lettering, Puzzle Tree, Paper Flower Frame
- Booktalks by AS Staff
- Writing Prompts

Step by Step Demos for e-resources for Social Media:

- How to for E-books (English and Spanish)
- Ancestry
- Consumer Reports (Spanish)

Programs: A total of 50 attended or viewed the virtual programming in June

- Books from the Inside
- Finding the Right Pet for Your Family
- Overcoming Stress and Anxiety in Trying Times
- Chef Maddox Cooking Demos: From Garden to Table
- Drawing Class with Christine Thornton on You Tube link

Professional Development: All Adult Services and Young Adult staff have been viewing webinars, training on e-resources and researching new programming ideas.

New online resources:

The following resources have been added to our collection of e-resources:

- Writer's Reference Center
- Small Business Reference Center
- Home Improvement Reference Center
- Hobbies and Crafts Reference
- Legal Information Reference Center

ADULT SERVICES: YOUNG ADULT

- In June, a total of 26 teens attended virtual programming for teens. Jessica Banko created Booktalks of the Abraham Lincoln Award nominees that have been posted on Facebook in June.

CIRCULATION SERVICES

Circulation Statistics:

- 4,356 Total Items checked out, 76.93% decrease from June 2019.
- 3,300 Electronic materials checked out, 65.58% increase from June 2019.
- The total value of the materials checked out by our patrons was \$48,209.42 during June.

Patron Statistics:

- 25 New patrons added, 79.17% decrease from June 2019.
- 16,324 Card holders, 3.88% increase from June 2019.
- 54.55% of the district population have library cards, 2.04% increase from June 2019.

Other Activities during June:

- We had 705 patrons using Curbside Pickup between June 24th and June 30th.

TECHNICAL SERVICES

Acquisitions:

- 2205 items added to the collection.
 - 19 replacements.
 - 0 donations.
- 1075 items ordered.
 - 19 replacements ordered.
- 533 items invoiced/received.
 - 411 items on-order.
 - 0 items received still in-process.
- 1 item returned to vendor.

Withdrawals:

- 7 items withdrawn from the collection.

Material Maintenance:

- 13 items repaired in house.

Other Activities:

- 4909 total materials handled.
- 924 items moved from new shelf to regular collection.
- 15 withdrawn books donated to Better World Books.
 - 15 books reused/sold.
 - 0 books recycled.
 - Sales and Commission Data (see Miscellaneous)
- 25 title transfers.
- 25 pre-cat records created.
- 86 Daily Health Questionnaires filed.

Miscellaneous

- Cataloged & added 1925 *WEGO* & 2019 *WCCHS Challenge* yearbook.

BWB Sales Summary	Gross Sales	Market Commission	Net Sales	NPLP Commission	Client Commission
January	120.63	25.68	94.95	4.75	14.24
February	87.45	16.66	70.79	3.54	10.62
March	78.33	14.97	63.35	2.91	9.22
April	76.62	14.03	62.59	2.83	9.05
May	81.74	17.08	64.66	3.21	9.51
June	23.59	4.68	18.91	1.03	2.28
Totals	\$ 468.36	\$ 93.10	\$ 375.25	\$ 18.27	\$ 54.92

- Cornelia Neltner Anthony and Frank D. Anthony Book Plate Collection
 - 885 bookplates viewed via the Illinois Digital Archives
 - Top 3 bookplates viewed:
 - *Laboratorios del Norte de Espana*
 - Creator: Unknown
 - Views: 11
 - *Octavius and Mary Newell*
 - Creator: Unknown
 - Views: 11
 - *Franz Kaiser*
 - Creator: Unknown
 - Views: 8

YOUTH SERVICES

- **Engagement:** During the month of June, Youth Services provided these online programs with the following monthly views:
 - Storytime with Miss Nicole-1389
 - Cuentos con Mireya-801
 - Sidewalk Chalk Wednesday-1140
 - At Home with Miss Nicki-457
- **Online Engagement:** In addition to online programs, the Youth Services Department has provided various book lists and a “Find it Online” series which had an average reach of 227 people in the month of June.
- **Census 2020:** Although the census grant period will be over on June 30th, the West Chicago Public Library will still co-chair of the Complete Count Committee with the City of West Chicago. We still remain strong in our commitment to spread the word. With the remaining census grant funds, we purchased the following items for the St. Andrews Lutheran Church food bank:
 - 500 Census branded masks
 - 1000 Census hand sanitizers
 - 1000 Reusable shopping bags with the census logos

ADMINISTRATIVE SERVICES

eNews: May 17 – June 16:

Covid-19 Update

- 6/04 successfully delivered to **5,042** subscribers
- Unique Opens: **1,436**
- Open Rate: **29%** (Industry avg. 20%)
- Unique Clicks: **19**
- Click Rate: **1%** (Industry avg. 7%)

Books from the Inside (Zoom Registration)

- 5/19 successfully delivered to **5,061** subscribers
- Unique Opens: **1,228**
- Open Rate: **24%** (Industry avg. 20%)
- Unique Clicks: **33**
- Click Rate: **3%** (Industry avg. 7%)

Meditation (Zoom Registration)

- 6/09 successfully delivered to **5,041** subscribers
- Unique Opens: **1,155**
- Open Rate: **23%** (Industry avg. 20%)
- Unique Clicks: **45**
- Click Rate: **4%** (Industry avg. 7%)

Top Links Clicked:

- **WCPLD.INFO - 93**
- **Summer Reading 2020 Registration – 80**
- **Summer Reading Video - 67**

Facebook: May 17 – June 16

Total Post Reach: 60,351

Total Post Engagements: 3,037

Page Followers: 1,545

Top Posts:

5/18 Miss Nicole's Storytime: Pete the Cat (Week 2)

Reach: 2,484

Engagement: 93

Views: 775

6/16 **Summer Reading Promo (Spanish)**

Reach: **2,121**

Engagement: **115**

Views: **945**

6/15 **Summer Reading Promo (English)**

Reach: **1,885**

Engagement: **129**

Views: **746**

Instagram: May 17 – June 16

Page Followers: **256** (April: 252)

Top Posts:

5/17 **Week 3 Online Programming Schedule**

Reach: **97**

Engagement: **6**

6/03 **Covid-19 Update**

Reach: **88**

Engagement: **5**

5/11 **DuPage County Campus Covid-19 Testing**

Reach: **72**

Engagement: **7**

Creative Corridor: May

- o None due to library's closure

Census Efforts

June marked our last month taking part in the 2020 Census grant and our self-response rate ended up being 69%. The Census is expected to continue taking responses through October 31, 2020 and we hope that their efforts (calling, at home visits) will help push our numbers up.

We feel confident that, given the circumstances, we were able to connect with most of the library's audience and got them to respond. We also feel confident that, if the pandemic had not come, we would have surpassed or at least met the last Census' self-response rate of 72%.

For our last month in the grant, we were able to expand our Census messaging on all our online program videos, we kept our census banner on our emails to remind people to respond every time they got a new email from us, we continued participating in the census thunderclaps, we gave live reminders to our patrons on our Zoom programs, and we even bought tote bags, sanitizer kits, and masks emblazoned with the Census logo and a reminder to respond to the census. These items were given to the St. Andrews Church to give out over a two-week period at their food bank. A total of 1000 fabric shopping bags, 1000 hand sanitizers, and 500 face masks were given out.

Even through all these efforts, we did not see a significant increase in the self-response rate for the month. This reinforces our belief that the people we are reaching with our messaging have already responded. In

person efforts might be needed to reach the rest of the population. We were not able to serve our community in that way during the pandemic, but we hope the Census will be able to do so in the remaining time it has.

IT Report – June

Wireless Overview

We had 9033 connections in June.

June had 235 unique clients with an average of 19 clients per day and an average usage of 299.8 MB.

Website

Last month we had 7385 website visits.

The top 5 pages in June were

1. Curbside Service Announcement
2. Covid 19 Pandemic Information
3. Yearbooks
4. Summer Reading 2020
5. Ebooks & Eaudiobooks

ORDINANCE 20-03

**BUDGET AND APPROPRIATIONS
OF THE WEST CHICAGO PUBLIC LIBRARY DISTRICT,
DUPAGE COUNTY, ILLINOIS, FOR THE FISCAL YEAR
BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021**

PART I

ESTIMATED AMOUNTS AVAILABLE ALL FUNDS

Item 1:	Balance on Hand July 1, 2020, all funds	1,932,941
Item 2:	Taxes to be received in 2020-2021 fiscal year from levy of 2019 and prior years	2,240,000
Item 3:	Taxes to be received in 2020-2021 fiscal year from levy of 2020 (to be spent in 21-22)	2,240,000
Item 4:	Replacement tax	35,000
Item 5:	Interest	1,000
Item 6:	Other receipts (fines, fees, gifts, etc.)	57,955
Item 7:	Estimated Amount Available	6,506,896

PART II

CORPORATE FUND ESTIMATED EXPENDITURES

	<u>BUDGET</u>	<u>APPROPRIATIONS</u>
Item 1:	Salaries	1,500,000
Item 2:	Insurance-Health, Dental, Life	240,000
Item 3:	FICA	120,000
Item 4:	Unemployment Compensation	10,000
Item 5:	Worker's Compensation	10,000
Item 6:	Administrative Expenses	85,000
Item 7:	Administrative Technology Expense	185,000
Item 8:	Library Materials-Books	160,000
Item 9:	Library Materials-Periodicals	16,000
Item 10:	Library Materials-Audio Visual	45,000
Item 11:	Technology Services	200,000
Item 12:	Library Material Maintenance	25,000
Item 13:	Programs	50,000
Item 14:	Marketing & Promotions	75,000
Item 15:	Facilities & Operations	650,000
Item 16:	Utilities	95,000
Item 17:	Professional Services	120,000
Item 18:	Library Board Expenses	10,000
Item 20:	Capital Equipment Expenses	400,000
Item 21:	Estimated Expenditures-Corporate	3,996,000

Part III

SPECIAL FUND ESTIMATED EXPENDITURES

Item 1:	Illinois Municipal Retirement Fund	130,531	190,000
Item 2:	Estimated Expenditures	130,531	190,000

Part IV

SPECIAL RESERVE FUND ESTIMATED EXPENDITURES

Item 1:	Special Reserve Fund	0	200,000
		0	200,000

PART V

SUMMARY

Total Appropriation for Corporate Fund	2,249,614	3,996,000
Total Appropriation for IMRF	130,531	190,000
Total Appropriation for Special Reserve Fund	0	200,000
Total Appropriation	2,380,145	4,386,000

ESTIMATED BALANCE TO BE ON HAND AT JUNE 30, 2021

Estimated Amount Available All Funds: Part 1 - Item 7	6,506,896
minus Part II - Item 21	-3,996,000
minus Part III - Item 1	-190,000
minus Part IV - Item 1	-200,000
Estimated balance to be on hand at June 30, 2021	2,120,896

PART VI

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.

PASSED by the Board of Library Trustees on _____

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Nancy Conradt, *President*
Board of Library Trustees
West Chicago Public Library District

ATTEST:

Diane Kelsey, *Secretary*
Board of Library Trustees
West Chicago Public Library District

SEAL