



# WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD MEETING  
BOARD OF LIBRARY TRUSTEES  
LIBRARY PROGRAM ROOM  
MONDAY, OCTOBER 28, 2024  
7:00 PM

*Any person needing an accommodation for a disability in order to attend a meeting at the Library should contact the Administration Office by telephone at (630) 231-1552, by email at [admin@wcpld.info](mailto:admin@wcpld.info) or in writing, not less than five (5) working days prior to the meeting.*

## AGENDA

- A. Call to Order Patricia Weninger, President
- B. Roll Call Diane Kelsey, Secretary
- C. Approval of the Minutes
1. Special Board Meeting -- August 26, 2024 ACTION
  2. Board Meeting -- September 23, 2024 ACTION
- D. Recognition of the Public
- E. Public Comments -- Limited to 3 Minutes
- F. Agenda -- Additions/Deletions
- G. Treasurer's Report Corrine Jakacki-Dattomo, Treasurer
1. Approval of the Bills for October 2024
  2. Financial Statements for September 2024
- H. Communications
- I. Reports
1. President Patricia Weninger
  2. Library Director ATTACHMENT
  3. Department Managers -- Technical Services ATTACHMENT

J. Unfinished Business

K. New Business

1. Resolution 24-05: A Resolution to Determine Estimate of Funds Needed **ACTION**
2. Adopt Tentative Ordinance 24-04: An Ordinance Providing for the Levying and Assessment of Taxes by the West Chicago Public Library District for the Fiscal Year Beginning July 1, 2024 and Ending June 30, 2025. **ACTION**
3. Salary Schedule for Calendar Year 2025 **ACTION**
4. Library Tour for Library Trustees

L. Closed Session

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

M. Return to Open Session

N. Adjournment



# WEST CHICAGO PUBLIC LIBRARY DISTRICT

## SPECIAL MEETING – PUBLIC HEARING

BOARD OF LIBRARY TRUSTEES  
LIBRARY PROGRAM ROOM  
MONDAY, AUGUST 26, 2024  
6:45 PM

### MINUTES

#### 1. Call to Order

*The meeting was called to order by President Weninger at 6:47 p.m.*

#### 2. Roll Call

*Trustees present included Richard Bloom, Corrine Jakacki-Dattomo, Diane Kelsey, Maureen Navadomskis, Pat Weninger, and Frank Fokta (entered at 6:50 p.m.); library staff present included Benjamin Weseloh. Trustees absent was Scott Grotto.*

#### 3. Public Present

*There was no public present.*

#### 4. Public Hearing:

**Ordinance 24-03: An Ordinance Providing for the Budget and Appropriation for the West Chicago Public Library District, DuPage County, Illinois for the Fiscal Year Beginning July 1, 2024 and Ending June 30, 2025.**

*There was no discussion regarding the public hearing.*

#### 5. Adjournment

*The meeting was adjourned by President Weninger at 7:00 p.m.*

**DRAFT MINUTES ONLY**

WEST CHICAGO PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
MONDAY, SEPTEMBER 23, 2024  
7:00 P.M.

A. CALL TO ORDER: President Pro Tem Fokta called the meeting to order at 7:00 p.m.

B. ROLL CALL:

TRUSTEES PRESENT: Frank Fokta, Vice President; Corrine Jakacki, Treasurer; Diane Kelsey, Secretary; Richard Bloom and Maureen Navadomskis, Members.

STAFF PRESENT: Benjamin R. Weseloh, Library Director; Amanda Ghobrial, Adult Services Manager; Michael Novy, Technical Services; Luke Sutton, Youth Services Manager; Gabriel Cardenas, Circulation Manager; Jason Rock, IT Specialist.

C. APPROVAL OF THE MINUTES:

1. Board Meeting - August 26, 2024: Ms. Jakacki moved to approve the Board Minutes of August 26, 2024 as amended; seconded by Mr. Bloom. Motion carried.

- Page 2, Item I-1, third paragraph was amended to reflect that Mr. Bloom is working as a consultant on the Little Free Library project with David Sabathne, who is building the LFL box.

D. RECOGNITION OF THE PUBLIC: None.

E. PUBLIC COMMENTS: None.

F. AGENDA - ADDITIONS/DELETIONS: Under Item I, Presentations, Tamara Korbek from Sikich will speak first, and Leanne Furby will speak second.

G. TREASURER'S REPORT:

1. Approval of the Bills for September 2024: Ms. Jakacki moved to approve the payment of the bills in the amount of \$425,322.53. Seconded by Mr. Bloom.  
Roll call vote - Yes: Bloom, Fokta, Jakacki, Kelsey, Navadomskis. Motion carried.

2. Financial Statements for August 2024: Ms. Jakacki provided the trustees an updated copy of the bill total. The Library is approximately 17% of the way through the fiscal year; revenues are above 50%, as discussed at the August meeting; and expenditures are trending at 17%.

**DRAFT MINUTES ONLY**

Mr. Weseloh provided a report on the Financial Statements in his Director's Report, Item J-2.

H. COMMUNICATIONS: None.

I. PRESENTATIONS:

1. ILEAD Trustee Training: Dr. Lee Anne Furby, Illinois Heartland Library Systems, spoke about the organization's website which is designed to provide a one-stop training source for trustees at all libraries in the State of Illinois. The trustees watched a ten-minute demo video and then viewed the website. The system offers monthly workshops and keeps a list of the workshops and when they are available for viewing.

The ILEAD portal is grant-funded; and at this time it is limited to individuals within the State of Illinois. The portal is accessible 24/7.

After completing a module, participants are able to produce and print out a certificate of completion. Some of the module topics include: ALA Bill of Rights, Freedom to Read, the History of the Public Library, How Libraries Are All the Same, and Ethical Principles. New modules will include Building and Maintenance, Facilities 101, What Do You Need to Know As a Trustee, Community Engagement, Developing a Communication Plan, and Finance For Public Libraries. All content is reviewed by an attorney who is familiar with public library law.

There is not currently an IT module; Ms. Furby will suggest that topic to the advisory committee.

2. Managed Care IT Update (Sikich): Tamara Korbelt from Sikich provided an overview of the Managed Care Services, including the following information:

Ms. Korbelt is the escalation point contact for Mr. Weseloh and Mr. Rock for any technology or security-type events in the library, and she provides quarterly business reviews; Sikich goes through a deep health check of the Library's environment for solutions that are on premise, cloud solutions, and the end points that patrons and staff use. She introduced by photograph the Sikich team of Ken Klikia, Josh Vince, and Don Nimms. Sikich provides a high level overview of how it can help with some of the budget, financials, and any future planning as pertains to maintaining the work stations, the servers, the cloud environment where data is stored, and monitoring those end points 24/7.

The company provides technical implementations such as changes to the Library's environment, upgrades or enhancements, security improvements, and software and hardware renewals. Sikich has received high satisfaction ratings on surveys in 2023 and 2024 regarding trouble

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tickets logged from the Library team, with scores at 4.96 out of 5. There was a spike in number of tickets logged by staff in 2021 during COVID when many team members were working from home. Some of the troubles had to do with passwords, antivirus programs running on Library devices, servers, and laptops, possible failures of hard drives, drives that are filling up, or patching that needs to take place.

The Library's data is moved between data centers across the United States, which helps eliminate down time. Multifactor authentication is being pursued; and library staff are being educated and trained on how not to be caught in phishing campaigns where someone is trying to phish for information on computer systems.

For risk management, employees exiting employment are to be removed from the system as quickly as possible. Sikich will make recommendations on adjusting library policies and procedures to ensure it is in compliance with cyber security. If there is a cyber incident that may be happening, Sikich would engage its forensics team and work with the Library to ensure that any doors are closed as quickly as possible.

Sikich partners with Artic Wolf for elevated security services, which the library does not currently have. Ms. Korbelt has been professionally involved with systems recovery from ransomware attacks, which on average can cost \$409,000 per incident to resolve. Cyber security, risk management, vendor qualification, and incident response are the type of security services Sikich gets involved in. This additional level of service would incur an additional service cost.

Ms. Korbelt recommended a comprehensive risk assessment where Sikich will review all the library's policies and procedures, make recommendations on filling gaps in any policies and procedures, as well as do an internal and external vulnerability scan. This service would be a three-month engagement. Sikich also can provide managed security, in which the company installs an additional piece of software that creates logs with the help of Arctic Wolf, and the client's environment is scanned constantly 24/7.

Discussion was had regarding whether the Library is required to comply with any particular IT regulations. Mr. Weseloh stated he believes the Library is required to comply a best-practices type of model, more data retention than security, including email and data files. Generally firewall software should be replaced every five years.

**J. REPORTS:****1. President's Report:**

a. Mr. Fokta and Ms. Kelsey accepted the appointment to serve on a

**DRAFT MINUTES ONLY**

Committee for Semi-Annual Review of Closed Session Minutes and Executive Session Recordings.

2. Library Director: The Library is 17% through its fiscal year elapsed. Expenses are generally running at 15%, with some line items running ahead due to being front-loaded such as insurance, computer purchases, and databases. Lauterbach & Amen were onsite September 11 and 12 to gather materials; and the Library is on track to have its MD&A letter complete by the November board meeting for final approval.

Additional troubleshooting has been ongoing on Boiler 2. The problems are not resolved. The contractor will return September 26, 2024.

Midwest Mechanical will be onsite on September 26, 2024 to begin the VAV box replacements as part of the capital projects work. The timeline for completion of the remaining capital projects will be provided after the lead times for all the supplies are available. The public will be informed of the work as it is scheduled.

Mr. Weseloh closed the Facilities Assistant position. The position had been posted for a month on the Library's website, Chamber of Commerce job board, and the RAILS job board. One application was received which did not meet the requirements. If there are no applications received by the end of the September, the position will be posted on Indeed.

The Library is again participating in the citywide Loteria with the Cultural Arts Commission. Game pieces are on the front door, and some game boards are available for pickup at the circulation desk. Trunk Or Treat is scheduled for October 26, 2024. In 2023 over 1,000 people participated.

Staff anniversaries were reviewed. A retirement party for Jennifer Winter is scheduled for October 10, 2024.

Mr. Weseloh attended the joint review board for the TIF districts meeting. The several TIF districts were discussed, the most recently created being the 2022 Roosevelt-Fabian TIF District which has 125 parcels over 43 acres.

Mr. Weseloh is scheduled to attend the ILA annual conference October 8, 2024.

3. Department Managers - Circulation Services: Gabriel Cardenas, Circulation Manager provided a report on the Department:

Mr. Cardenas created a map in 2017 depicting the Library District and locations of cardholders when the district's cardholder rate was near 50%. Since then the Library has been purging inactive cards from the

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database. The home addresses cardholders with lower number of registrations are the apartment complexes: Timberlake, Aspen Ridge, Riverwoods, Town & Country. Approximately 35% of the district population has library cards: on average single family homes having one card per house; and homes addresses of cardholders who live in an apartment complex is at a concentration of approximately 14 to 17%..

Circulation Services provides the following functions for the Library: manage the library collection, including checking items out and in, holds, shelving, tracking item location, and ensuring the items are available for everyone. The department provides important customer service and is the first point of contact for patrons. Circulation enforces library policies: managing overdue materials, fines, and makes sure the collection is well maintained and accessible to all. The department also supports library programs and services.

Mr. Cardenas provided some statistics: the collections is comprised of 85,000 items; there were 125,000 physical checkouts in 2023; 20,000 interlibrary loans from other libraries, with approximately 1,000 coming from other states; 1,000 card registrations a year; circulation staff check out approximately 410 items per day; and 60,000 people visited the library in 2023.

in 2017 Mr. Cardenas began changing the library card design each year, and a card design contest was held in 2018. One of the design winners is now studying graphic design in college. Some of the card designs have included Toy Story, Baby Yoda, Alebrijes, the eclipse, and Snoopy.

Nine of the eleven team members in Circulation are fluent in Spanish. Spanish is spoken by 48.5% of the community, approximately 70%/80% of the people who visit the library speak Spanish, and 60% of the visitors speak only Spanish.

The department provides notary public services -- approximately 20 documents per week; voter registration; helps patrons with the photocopier -- approximately 5,000-6,000 copies made on the lobby copier per year. The services of the department are accessible, affordable -- free -- and convenient.

The department partners with the West Chicago High School to provide training for five to seven students per semester through a Transition Program. The students are onsite three times a week; and the staff try to simulate a real work environment to build the students' skills for the future.

Circulation staff participate in community outreach: they have engaged in 110 outreach visits, meeting 2,400 participants in the last fiscal year, and donated more than 1500 items over the last three years.



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Outreach locations include nursing homes, senior residences, schools, and community events. Donations are provided to Puente de Pueblo, a children's after-school program; Aperion Care, Wood Glen, and Franciscan Court.

The Library provides books for Little Free Libraries, which facilitates community engagement and environmental sustainability; and is a convenient and accessible way for people to share books and connect with neighbors. The locations are Early Literacy Indian Knoll School, Riverwoods Apartment, and Town & Country Apartments.

The department staff provide a positive patron experience and contribute to community engagement through access to material and promoting library use.

2. Policy Committee: Mr. Bloom reported the Policy Committee met on September 12, 2024. Present were Frank Fokta, chair; Mr. Bloom, member; and Mr. Weseloh, staff. The meeting was called to order at 6:02 p.m.

The Committee approved the minutes of the July 18, 2024 meeting. There was no public or public comment; and no additions or deletions to the agenda.

Under unfinished business, they reviewed the check policy, which still needs to be worked on; and the Freedom of Information policy, which was on the Board Agenda for a vote under New Business. Under new business, they reviewed the Public Comment policy; the Exhibits, Displays, and Artwork policy; the Audit and Review procedures; Service to Patrons With Disabilities policy; and the Display or Distribution of Notices, Pamphlets or Other Materials policy

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The meeting was adjourned at 6:25 p.m.

**K. Unfinished Business:**

1. Bylaws of the Board of Library Trustees: Mr. Bloom stated the Policy Committee recommends that the Board approve the updated version of the Bylaws of the Board of Library Trustees. The role of ethics officer was added to the document.

Motion carried by unanimous voice vote.

**L. New Business:**

1. Adoption of Certified Estimate of Revenue By Source: Ms. Jakacki moved that the board approve the Chief Fiscal Officer Certificate of Estimated Revenue By Source for the West Chicago Public Library District, DuPage County, for the Year Starting July 1, 2024, and Ending June 30, 2025. The estimated amount is \$4,738,052.

Roll Call Vote - Yes: Bloom, Fokta, Jakacki, Kelsey, Navadomskis.

Motion carried by unanimous voice vote.

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2. Freedom of Information Policy: Mr. Bloom stated the Policy Committee recommends that the Board approve the Freedom of Information Act policy as amended. On Page 1 the working hours were removed. On Page 2 the Index of Available Public Records, which is informational, was removed and can stand alone as a separate document, as recommended by the Library's attorney.

Motion carried by unanimous voice vote.

3. Public Comment Policy: Mr. Bloom stated the Policy Committee recommends the Board approve the Public Comment policy, which is unchanged.

Motion carried by unanimous voice vote.

4. Exhibits, Displays, and Artwork Policy: Mr. Bloom stated the Policy Committee recommends the Board approve the Exhibits, Displays, and Artwork policy. There were no changes to the policy.

Motion carried by unanimous voice vote.

5. Policy Audit and Review Procedures: Mr. Bloom stated the Policy Committee recommends the Board adopt the Public Audit and Review Procedure policy with the minimal changes in wording.

Motion carried by unanimous voice vote.

6. Service to Patrons with Disabilities: Mr. Bloom stated the Policy Committee recommends the Board approve the Service to Patrons With Disabilities policy. There were no changes.

Motion carried by unanimous voice vote.

7. Display or Distribution of Notices, Pamphlets, or other Printed Materials: Mr. Bloom stated the Policy Committee recommends the Board approve the Display or Distribution of Notices, Pamphlets, or Other Printed Materials policy. One phrase was added on Line 31, "including but not limited to."

Motion carried by unanimous voice vote.

8. Library Tour for Library Trustees: The tour was postponed when the full board has the opportunity to attend.

L. CLOSED SESSION: None held.

M. RETURN TO OPEN SESSION: None held.

N. ADJOURNMENT: Mr. Fokta adjourned the meeting at 9:04 p.m.

**WEST CHICAGO PUBLIC LIBRARY DISTRICT**

**BOARD MEETING DATE:                      October 28, 2024**

**FINANCIAL STATEMENT DATE:              September 30, 2024**

Payroll dated:

9/13/2024	Net Payroll	\$	39,221.29
	Federal Liability Payment	\$	11,175.58
	State Liability Payment	\$	2,381.09
	Paylocity Fee	\$	170.32
9/27/2024	Net Payroll	\$	39,615.28
	Federal Liability Payment	\$	11,180.82
	State Liability Payment	\$	2,389.53
	Paylocity Fee	\$	425.41
	 Net Payroll	 \$	 -
	Federal Liability Payment	\$	-
	State Liability Payment	\$	-
	Paylocity Fee	\$	-

TOTAL		\$	106,559.32
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State Bank of IL

Operating - Manual Cks	Check No.	\$	24,095.12
Operating - System Cks	Check No.	\$	103,124.04
Operating - Credit Card	Check No.	\$	7,605.59
Librarian's Petty Cash	Check No.	\$	-

TOTAL		\$	134,824.75
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Total Bills for Approval		\$	241,384.07
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Board Approval

Signature: \_\_\_\_\_

\_\_\_\_\_

Board Approval Date: \_\_\_\_\_

West Chicago Public Library District  
Bills Total  
As of October 21, 2024

	Type	Date	Num	Memo	Split	Amount
4 Imprint						
	Bill	09/27/2024	13054278	Gel Pens	44220 · PROMO MATERIALS-ADULT	294.47
	Bill	10/04/2024	13048181	Misc.	44220 · PROMO MATERIALS-ADULT	980.59
Total 4 Imprint						1,275.06
ACC Business						
	Bill	09/27/2024	242591185	8/11/24-9/10/24	42405 · INTERNET SERVICES	613.64
Total ACC Business						613.64
Accurate Office Supplies						
	Bill	09/25/2024	622870	Paper Products/Cleaning Supplies	45115 · JANITORIAL SUPPLIES	854.62
	Bill	10/03/2024	623322	Batteries	45115 · JANITORIAL SUPPLIES	12.88
Total Accurate Office Supplies						867.48
Amazon Capital Services						
	Credit	10/03/2024	1NVP-HVH9-KGLR	Amazon Fire Stick	42445 · IT EQUIPMENT/UPGRADES-PUBLIC	-48.99
	Bill	09/08/2024	1KT1-J44Y-1CC1	Hotspot Traveling Cases	42500 · PROCESSING-TECHNICAL SERVICES	184.89
	Bill	09/10/2024	IKFT-FM4L-8FPY	Mouse	41400 · IT EQUIPMENT UPGRADES-STAFF	108.85
	Bill	09/14/2024	1FMC-K14N-HP3T	Tie Dye Kit/Foil Pens	44140 · PROGRAMS-YOUTH	43.87
	Bill	09/16/2024	1GWV-7LT9-VYQ7	Book	42120 · BOOKS-ADULT	14.50
	Bill	09/18/2024	1RJL-61TR-LMP4	TV Stand	44140 · PROGRAMS-YOUTH	52.24
	Bill	09/18/2024	1X67-CKXM-M8W4	Laminating Pouches	41348 · CIRCULATION SERVICES SUPPLIES	20.68
	Bill	09/20/2024	1GK4-XCMW-7LFR	Index Label Pockets	42500 · PROCESSING-TECHNICAL SERVICES	57.98
	Bill	09/20/2024	1FVV-DMRG-917D	Halloween Decorations	44145 · EVENTS AND OUTREACH	14.95
	Bill	09/23/2024	1Q3P-FR1K-QTWM	Tea Lights	44130 · PROGRAMS-YOUNG ADULT	7.99
	Bill	09/23/2024	17KW-LQMN-QXF9	Oven Mitts	-SPLIT-	29.99
	Bill	09/26/2024	1P9G-7TQ3-CJJ3	Misc.	44140 · PROGRAMS-YOUTH	218.65
	Bill	09/26/2024	1CDV-18DR-9TQ9	Misc.	44140 · PROGRAMS-YOUTH	62.15
	Bill	09/27/2024	1KQR-GXQY-DQ1X	Amazon Fire Stick	42445 · IT EQUIPMENT/UPGRADES-PUBLIC	48.99
	Bill	09/27/2024	18C7-TY64-HJW9	Paper/Cardstock/LED Candles	-SPLIT-	46.64
	Bill	09/29/2024	1D9N-VGDM-Q14T	Cricut Black Vinyl	-SPLIT-	9.99
	Bill	10/01/2024	1JQP-YQYC-93TJ	Tabcloth	44145 · EVENTS AND OUTREACH	7.99
	Bill	10/05/2024	1HCG-HWHM-64QT	Audio Players	42340 · AV MATERIALS-YOUTH	824.78
	Bill	10/08/2024	1L1K-VCXT-GNQK	Plush Toy Animal	44140 · PROGRAMS-YOUTH	24.99
	Bill	10/07/2024	1DTP-DR14-N1T4	Misc.	44120 · PROGRAMS-ADULT	94.34
	Bill	10/07/2024	163F-G3XQ-MHMC	Halloween Caution Tape	44140 · PROGRAMS-YOUTH	7.88
	Bill	10/08/2024	11MS-JFL3-XF9N	Misc.	44120 · PROGRAMS-ADULT	123.14
	Bill	10/08/2024	1XMD-1WQ7-YQQY	Games	42330 · AV MATERIALS-YOUNG ADULT	178.98
	Bill	10/09/2024	17FV-4W1Y-DJRR	Monitor Stands	41400 · IT EQUIPMENT UPGRADES-STAFF	62.18
	Bill	10/09/2024	13H7-LMXN-KCQ1	Trophy	44145 · EVENTS AND OUTREACH	25.95
	Bill	10/09/2024	1FPH-1JY4-G3Q6	Ornaments	44140 · PROGRAMS-YOUTH	15.99
	Bill	10/09/2024	1XKQ-YG19-NTT4	Amazon Fire TV	42445 · IT EQUIPMENT/UPGRADES-PUBLIC	279.99
	Bill	10/13/2024	1QLR-TJCW-YKKJ	Audio Play Characters	42340 · AV MATERIALS-YOUTH	152.80
	Bill	10/13/2024	17HX-DHPD-XCXH	Misc.	44120 · PROGRAMS-ADULT	87.22
	Bill	10/14/2024	1MLY-HXFY-DCL1	Audio Play Character	42340 · AV MATERIALS-YOUTH	17.95
	Bill	10/14/2024	1MY9-CV4J-97LM	Book Pouches	42500 · PROCESSING-TECHNICAL SERVICES	147.96
Total Amazon Capital Services						2,605.31
Anderson Elevator Co.						
	Bill	10/01/2024	93823-ZZZ6	October 2024	45160 · CONTRACT INSPECTION & MAINTENAN	187.00

West Chicago Public Library District  
**Bills Total**  
 As of October 21, 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Total Andersen Elevator Co.						187.00
Andy Frain						
	Bill	08/31/2024	363816	August 2024	45112 · SECURITY SERVICE	1,759.12
	Bill	09/30/2024	365381	September 2024	45112 · SECURITY SERVICE	1,679.16
Total Andy Frain						3,438.28
Benjamin Weseloh						
	Bill	10/16/2024		Mileage Reimbursement	41320 · TRAVEL	180.18
Total Benjamin Weseloh						180.18
Bigleaf Networks, Inc.						
	Bill	10/01/2024	102681	October 2024	42405 · INTERNET SERVICES	499.00
Total Bigleaf Networks, Inc.						499.00
Buck Services						
	Bill	09/16/2024	62477	September 2024	45110 · JANITORIAL SERVICE	1,065.00
Total Buck Services						1,065.00
Cengage Learning						
	Bill	09/25/2024	85893377	Books	42120 · BOOKS-ADULT	131.18
	Bill	10/10/2024	85793125	Books	42120 · BOOKS-ADULT	131.16
Total Cengage Learning						262.32
Chef Cherise LLC						
	Bill	09/18/2024		Fall Program	44120 · PROGRAMS-ADULT	395.00
Total Chef Cherise LLC						395.00
City of West Chicago						
	Bill	10/01/2024		7/5/24-9/5/24	45340 · UTILITIES-WATER	2,550.54
Total City of West Chicago						2,550.54
Comcast						
	Bill	10/12/2024		November 2024	42405 · INTERNET SERVICES	337.00
Total Comcast						337.00
Comcast Business						
	Bill	10/01/2024	219873319	October 2024	42405 · INTERNET SERVICES	580.00
Total Comcast Business						580.00
ComEd						
	Bill	09/17/2024		8/15/24-9/16/24	45320 · UTILITIES-ELECTRIC	1,936.72
Total ComEd						1,936.72
De Lage Landon Financial						
	Bill	10/07/2024	588491682	October 2024	41336 · OFFICE EQUIPMENT	1,498.23
Total De Lage Landon Financial						1,498.23
EBSCO						
	Credit	10/02/2024	2402719	Magazine Cancellation	42210 · PERIODICALS	-19.95
	Credit	10/02/2024	2404141	Magazine Cancellation	42210 · PERIODICALS	-39.95
	Bill	10/02/2024	1744177	Subscription Renewals	42210 · PERIODICALS	5,327.11
Total EBSCO						5,267.21
Efficiency Reporting						
	Bill	09/19/2024	20348er	August 2024	45605 · PROF SERVICES-SECRETARIAL	340.00
Total Efficiency Reporting						340.00
First Security Systems, Inc.						
	Bill	10/01/2024	95999	Annual Monitoring for the Fire Alarm System	45180 · CONTRACT INSPECTION & MAINTENAN	430.00

West Chicago Public Library District  
Bills Total  
As of October 21, 2024

Type	Date	Num	Memo	Split	Amount
Total First Security Systems, Inc. Flood Brothers					430.00
Bill	10/07/2024	7786740	October 2024	45350 · UTILITIES-TRASH	82.99
Total Flood Brothers					82.99
Francesca Tso					
Bill	09/20/2024		Mileage Reimbursement	41320 · TRAVEL	12.73
Total Francesca Tso					12.73
Francotyp-Postalia, Inc.					
Bill	10/12/2024	108408194	10/12/24-1/11/25	41338 · OFFICE EQUIPMENT	111.00
Total Francotyp-Postalia, Inc. Gehrke Technology Group					111.00
Bill	10/09/2024	2403313	October 2024	45150 · HVAC R & M	125.00
Total Gehrke Technology Group Globe Life					125.00
Bill	09/01/2024		September 2024	41110 · INS-HEALTH, DENTAL, LIFE, FSA	137.50
Total Globe Life Governmental Accounting, Inc.					137.50
Bill	10/01/2024	59994	October 2024	45520 · ACCOUNTING	1,575.00
Total Governmental Accounting, Inc. HR Direct					1,575.00
Bill	10/01/2024	16398483	Poster Guard 1 Year	41342 · ADMINISTRATIVE MISC	94.99
Total HR Direct IHLS-OCLC					94.99
Bill	10/14/2024	31485	September 2024	41338 · POSTAGE	66.04
Total IHLS-OCLC Ingram Library Services					66.04
Bill	09/03/2024	83508364	Books	-SPLIT-	389.28
Bill	09/03/2024	83514095	Books	-SPLIT-	97.05
Bill	09/04/2024	83542634	Books	-SPLIT-	1,280.38
Bill	09/06/2024	83593929	Books	-SPLIT-	65.14
Bill	09/09/2024	83832505	Books	-SPLIT-	223.39
Bill	09/09/2024	83825447	Books	-SPLIT-	1,141.22
Bill	09/11/2024	83662344	Books	-SPLIT-	305.09
Bill	09/12/2024	83708590	Books	-SPLIT-	95.60
Bill	09/12/2024	83711123	Books	-SPLIT-	307.26
Bill	09/17/2024	83780893	Books	-SPLIT-	1,560.11
Bill	09/18/2024	83805028	Books	-SPLIT-	66.61
Bill	09/19/2024	83828088	Books	-SPLIT-	293.52
Bill	09/23/2024	83877927	Books	-SPLIT-	116.05
Bill	09/23/2024	83877928	Books	-SPLIT-	362.95
Bill	09/24/2024	83897014	Books	-SPLIT-	191.36
Bill	09/24/2024	83897013	Books	-SPLIT-	479.30
Bill	09/26/2024	83939587	Books	-SPLIT-	294.71
Bill	09/27/2024	83961217	Books	-SPLIT-	58.94
Bill	09/27/2024	83970722	Books	-SPLIT-	155.70
Total Ingram Library Services					7,503.66

**West Chicago Public Library District**  
**Bills Total**  
As of October 21, 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
<b>Joan Happol</b>						
	Bill	10/14/2024		Mileage Reimbursement	41320 · TRAVEL	11.39
	Bill	10/14/2024		Mileage Reimbursement	41320 · TRAVEL	12.46
	Bill	10/14/2024		Mileage Reimbursement	41320 · TRAVEL	7.10
<b>Total Joan Happol</b>						<u>30.95</u>
<b>Kellenberger Electric, Inc.</b>						
	Bill	10/01/2024	31651-01	Service Call	45165 · INTERIOR R & M-OTHER	2,671.00
<b>Total Kellenberger Electric, Inc.</b>						<u>2,671.00</u>
<b>Lauterbach &amp; Amen, LLP</b>						
	Bill	09/27/2024	95574	Preparation of Actuarial Report	45505 · AUDIT	3,030.00
	Bill	09/30/2024	95781	Audit Progress Billing	45505 · AUDIT	8,260.00
<b>Total Lauterbach &amp; Amen, LLP</b>						<u>11,290.00</u>
<b>LIMRICC</b>						
	Bill	10/07/2024		October 2024	41110 · INS-HEALTH, DENTAL, LIFE, FSA	20,083.64
<b>Total LIMRICC</b>						<u>20,083.64</u>
<b>Luke Sutton</b>						
	Bill	09/24/2024		Plywood	45165 · INTERIOR R & M-OTHER	21.32
<b>Total Luke Sutton</b>						<u>21.32</u>
<b>Midwest Mechanical</b>						
	Bill	09/27/2024	112181216	Service Call	45150 · HVAC R & M	1,584.00
	Bill	09/30/2024	112181441	Service Call	45150 · HVAC R & M	477.00
	Bill	10/03/2024	140072	October 2024	45150 · HVAC R & M	969.00
<b>Total Midwest Mechanical</b>						<u>3,010.00</u>
<b>Midwest Tape</b>						
	Bill	09/08/2024	508010886	AV Materials	42320 · AV MATERIALS-ADULT	158.97
	Bill	09/08/2024	508010888	AV Materials	42320 · AV MATERIALS-ADULT	52.47
	Bill	09/08/2024	508010889	AV Materials	42320 · AV MATERIALS-ADULT	17.99
	Bill	09/18/2024	508038394	AV Materials	42320 · AV MATERIALS-ADULT	233.95
	Bill	09/18/2024	508038396	AV Materials	42320 · AV MATERIALS-ADULT	187.40
	Bill	09/20/2024	508076107	AV Materials	42320 · AV MATERIALS-ADULT	134.97
	Bill	09/20/2024	508076109	AV Materials	42320 · AV MATERIALS-ADULT	38.23
	Bill	09/30/2024	508120535	AV Materials	42320 · AV MATERIALS-ADULT	50.23
<b>Total Midwest Tape</b>						<u>874.21</u>
<b>Miroya Garcia-Carrasco</b>						
	Bill	09/27/2024		Mileage Reimbursement	41320 · TRAVEL	87.17
<b>Total Miroya Garcia-Carrasco</b>						<u>87.17</u>
<b>Mobile Beacon</b>						
	Bill	10/09/2024		Hotspot Renewals	42420 · SOFTWARE PUBLIC	1,200.00
<b>Total Mobile Beacon</b>						<u>1,200.00</u>
<b>NCPERS</b>						
	Bill	10/10/2024		October 2024	41110 · INS-HEALTH, DENTAL, LIFE, FSA	16.00
<b>Total NCPERS</b>						<u>16.00</u>
<b>NewsBank</b>						
	Bill	09/11/2024	1137777	November 2024-October 2025	42112 · REFERENCE-ELECTRONIC	1,556.00
<b>Total NewsBank</b>						<u>1,556.00</u>
<b>Nicole Hernandez</b>						

West Chicago Public Library District  
Bills Total  
As of October 21, 2024

Type	Date	Num	Memo	Split	Amount
Bill	09/24/2024		Mileage Reimbursement	41320 · TRAVEL	12.53
Total Nicole Hernandez Nicor					12.53
Bill	10/04/2024		9/4/24-10/2/24	45310 · UTILITIES-GAS	751.33
Total Nicor Oriental Trading Company					751.33
Bill	09/11/2024	73264093401	Misc.	44140 · PROGRAMS-YOUTH	118.45
Bill	10/05/2024	73327327801	Sign/Playhouse	44140 · PROGRAMS-YOUTH	44.96
Total Oriental Trading Company Orkin Pest Control					161.41
Bill	09/24/2024	268028391	September 2024	45155 · GENERAL BLDG SERVICES	99.99
Total Orkin Pest Control OverDrive					99.99
Bill	09/13/2024	24269724	Ebooks	42320 · AV MATERIALS-ADULT	1,110.13
Bill	09/30/2024	24290786	Ebooks	42320 · AV MATERIALS-ADULT	95.00
Bill	09/30/2024	24268481	Ebooks	42340 · AV MATERIALS-YOUTH	377.28
Bill	09/30/2024	24299339	Ebooks	42320 · AV MATERIALS-ADULT	1,319.44
Bill	10/16/2024	24315394	Ebooks	42320 · AV MATERIALS-ADULT	364.88
Bill	10/18/2024	24315396	Ebooks	42320 · AV MATERIALS-ADULT	531.14
Total OverDrive Paddock Publications					3,797.87
Bill	10/01/2024	307252	DH Legal	45610 · LEGAL NOTICES AND ADS	333.27
Total Paddock Publications Peerless Network					333.27
Bill	10/15/2024	61640	9/15/24-10/14/24	45330 · UTILITIES-TELEPHONE	853.58
Total Peerless Network Peregrine, Stimo, Nowman, Ritzman					853.58
Bill	10/02/2024	62677	Legal Services from 7/1/24-9/30/24	45510 · LEGAL	1,912.50
Total Peregrine, Stimo, Newman, Ritzman Postmaster					1,912.50
Bill	09/20/2024		Permit #79 BPM Destination Entry Flats	41338 · POSTAGE	350.00
Total Postmaster SCARCE					350.00
Bill	10/16/2024	101820242	Information Exhibit	44145 · EVENTS AND OUTREACH	175.00
Total SCARCE Sebert Landscaping					175.00
Bill	10/01/2024	282198	October 2024	45130 · EXTERIOR LANDSCAPING	1,200.00
Total Sebert Landscaping Sikich LLP					1,200.00
Bill	09/18/2024	M5520586	October 2024	41420 · TECHNOLOGY MANAGEMENT	5,564.69
Bill	09/17/2024	I520870	October 2024	41420 · TECHNOLOGY MANAGEMENT	284.00
Bill	09/24/2024	I521358	SSL Certificate 1 Year	41425 · WARRANTIES/EXTENDED CARE	145.00
Bill	09/25/2024	I521372	Serverless Project	41400 · IT EQUIPMENT UPGRADES-STAFF	2,233.00
Bill	09/30/2024	I521457	Remote Support for Laptop Refresh	41400 · IT EQUIPMENT UPGRADES-STAFF	2,588.25
Bill	10/14/2024	N522491	SonicWall 12/9/24-12/8/25	41425 · WARRANTIES/EXTENDED CARE	3,684.00
Total Sikich LLP					14,478.94



West Chicago Public Library District  
**Bills Total**  
 As of October 21, 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
<b>Suburban Door &amp; Lock</b>						
	Bill	10/07/2024	574104	Temporary Entrance	48510 · CAPITAL PROJECTS-INTERIOR	971.00
Total Suburban Door & Lock						971.00
<b>Swan</b>						
	Bill	09/12/2024	11414	Swan Expo Reg. Fee	41310 · PROFESSIONAL DEVELOPMENT	210.00
Total Swan						210.00
<b>Unique Management Services</b>						
	Bill	10/01/2024	6131779	Curbside Communicator October 2024	41410 · SOFTWARE STAFF	40.00
	Bill	10/01/2024	6130877	September Placements	41346 · MATERIALS & RESOURCE RECOVERY	88.85
Total Unique Managemont Services						128.85
<b>US Postal Service</b>						
	Bill	10/15/2024		Postage for Winter Program Guide	44245 · PROGRAM GUIDE	1,300.00
Total US Postal Service						1,300.00
<b>Verizon</b>						
	Bill	09/30/2024	9975124910	September 2024	45330 · UTILITIES-TELEPHONE	348.80
Total Verizon						348.80
<b>Xtreme Environmental Solutions</b>						
	Bill	10/15/2024	119WCL	October 2024	45350 · UTILITIES-TRASH	25.00
Total Xtreme Environmental Solutions						25.00
<b>Zoobean, Inc.</b>						
	Bill	10/01/2024	34052	Beanstack Plus 1/28/25-1/27/26	42112 · REFERENCE-ELECTRONIC	899.00
Total Zoobean, Inc.						899.00
<b>TOTAL</b>						<u>103,124.04</u>

**West Chicago Public Library District**  
**Bills Total (Credit Card)**  
As of October 17, 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Open Balance</u>
<b>Adobe inc.</b>					
	Credit Card Charge	09/10/2024		Acrobat Pro/Creative Cloud	110.45
Total Adobe Inc.					110.45
<b>Alphagraphics</b>					
	Credit Card Charge	09/09/2024		Letterhead and Blank Pages	509.91
Total Alphagraphics					509.91
<b>Amos Advantage</b>					
	Credit Card Charge	09/24/2024		Stamp Books	689.94
Total Amos Advantage					689.94
<b>Chicago Tribune</b>					
	Credit Card Charge	09/26/2024		Daily Herald Service through 11/21/24	123.92
	Credit Card Charge	09/30/2024		Chicago Tribune Subscription	400.00
Total Chicago Tribune					523.92
<b>Constant Contact</b>					
	Credit Card Charge	09/01/2024		September 2024	94.20
Total Constant Contact					94.20
<b>Costco</b>					
	Credit Card Charge	09/11/2024		Misc.	63.95
Total Costco					63.95
<b>Dollar Tree Store</b>					
	Credit Card Charge	09/05/2024		Misc.	32.50
Total Dollar Tree Store					32.50
<b>Eventbrite</b>					
	Credit Card Credit	09/18/2024		Overpayment for SLUI Meeting	-20.00
Total Eventbrite					-20.00
<b>Harbor Freight</b>					
	Credit Card Charge	09/13/2024		Misc.	13.47
Total Harbor Freight					13.47
<b>Illinois Library Association</b>					
	Credit Card Charge	09/03/2024		ILA Conference	250.00
Total Illinois Library Association					250.00
<b>Jorge's Paleteria Y Neveria</b>					
	Credit Card Charge	09/03/2024		Misc.	470.92

## West Chicago Public Library District Bills Total (Credit Card)

As of October 17, 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Open Balance</u>
Total Jorge's Paeteria Y Neveria					470.92
<b>Michaels</b>					
	Credit Card Charge	09/04/2024		Misc.	58.90
	Credit Card Credit	09/11/2024		Misc.	-34.48
Total Michaels					24.42
<b>Microsoft</b>					
	Credit Card Charge	09/27/2024		Power Cord	97.63
Total Microsoft					97.63
<b>Mobile Beacon</b>					
	Credit Card Charge	09/01/2024		11 Hotspots	1,375.00
Total Mobile Beacon					1,375.00
<b>Office Max</b>					
	Credit Card Charge	09/22/2024		Keyboard	118.79
Total Office Max					118.79
<b>Oriental Trading Company</b>					
	Credit Card Charge	09/01/2024		Misc.	33.96
Total Oriental Trading Company					33.96
<b>Party City</b>					
	Credit Card Charge	09/13/2024		Misc.	107.60
Total Party City					107.60
<b>Sports Illustrated</b>					
	Credit Card Charge	09/27/2024		Annual Subscription	20.00
Total Sports Illustrated					20.00
<b>Spotify</b>					
	Credit Card Charge	09/25/2024		September 2024	11.99
Total Spotify					11.99
<b>Traliant, LLC</b>					
	Credit Card Charge	09/18/2024		Implementation Fees/Courses	2,812.50
Total Traliant, LLC					2,812.50
<b>Universal Yums</b>					
	Credit Card Charge	09/01/2024		Yum Yum Box	29.00
Total Universal Yums					29.00
<b>Volaris</b>					

West Chicago Public Library District  
**Bills Total (Credit Card)**  
As of October 17, 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Open Balance</u>
	Credit Card Charge	09/30/2024		Air Flight for R. Zavala	164.33
Total Volaris					164.33
<b>Walmart</b>					
	Credit Card Charge	09/14/2024		Misc.	28.38
	Credit Card Charge	09/03/2024		Snacks	42.73
Total Walmart					71.11
<b>TOTAL</b>					<b>7,605.59</b>

West Chicago Public Library District  
Bill List - Check Detail #6031

As of September 30, 2024

	Type	Date	Num	Memo	Split	Amount
<b>AFLAC Ins.</b>						
	Check	09/19/2024	BP091924	September Payroll	41110 · INS-HEALTH, DENTAL, LIFE, FSA	-25.20
Total AFLAC Ins.						-25.20
<b>Ampion Commenergy</b>						
	Check	09/12/2024	BP09122024	September Billing	45320 · UTILITIES-ELECTRIC	-466.19
	Check	09/12/2024	BP09122024B	September Billing	45320 · UTILITIES-ELECTRIC	-1,449.87
Total Ampion Commenergy						-1,916.06
<b>Avidia</b>						
Total Avidia						
<b>Employee Benefits Corporation</b>						
	Check	09/30/2024	BP093024	September Fee Invoicing	41110 · INS-HEALTH, DENTAL, LIFE, FSA	-60.00
Total Employee Benefits Corporation						-60.00
<b>IMRF</b>						
	Check	09/10/2024	BP091024	September 2024 Payroll	21040 · IMRF	-22,093.86
Total IMRF						-22,093.86
<b>Kamm Insurance Group</b>						
Total Kamm Insurance Group						
<b>Maguire Insurance</b>						
Total Maguire Insurance						
<b>Paylocity</b>						
Total Paylocity						
<b>Philadelphia Insurance Co</b>						
Total Philadelphia Insurance Co						
<b>Relation Insurance Services Great Lakes</b>						
Total Relation Insurance Services Great Lakes						
<b>TOTAL</b>						<b>-24,095.12</b>

# West Chicago Public Library District

Financial Analysis

For the 3 Month(s) Ended September 30, 2024



WEST CHICAGO  
PUBLIC LIBRARY DISTRICT

# Revenue Highlights

25% of Budget Year

- 92% of Total Budget
- Property Taxes
  - Collected \$2,742,304 or 96% of Budgeted Property Taxes (1<sup>st</sup> & 2<sup>nd</sup> Installment from DuPage County)
- Replacement Taxes
  - Collected \$0 or 0%
- Interest
  - Collected \$27,590 or 60% of Budget
- Service Fees
  - Collected \$3,383 or 44% of Budget

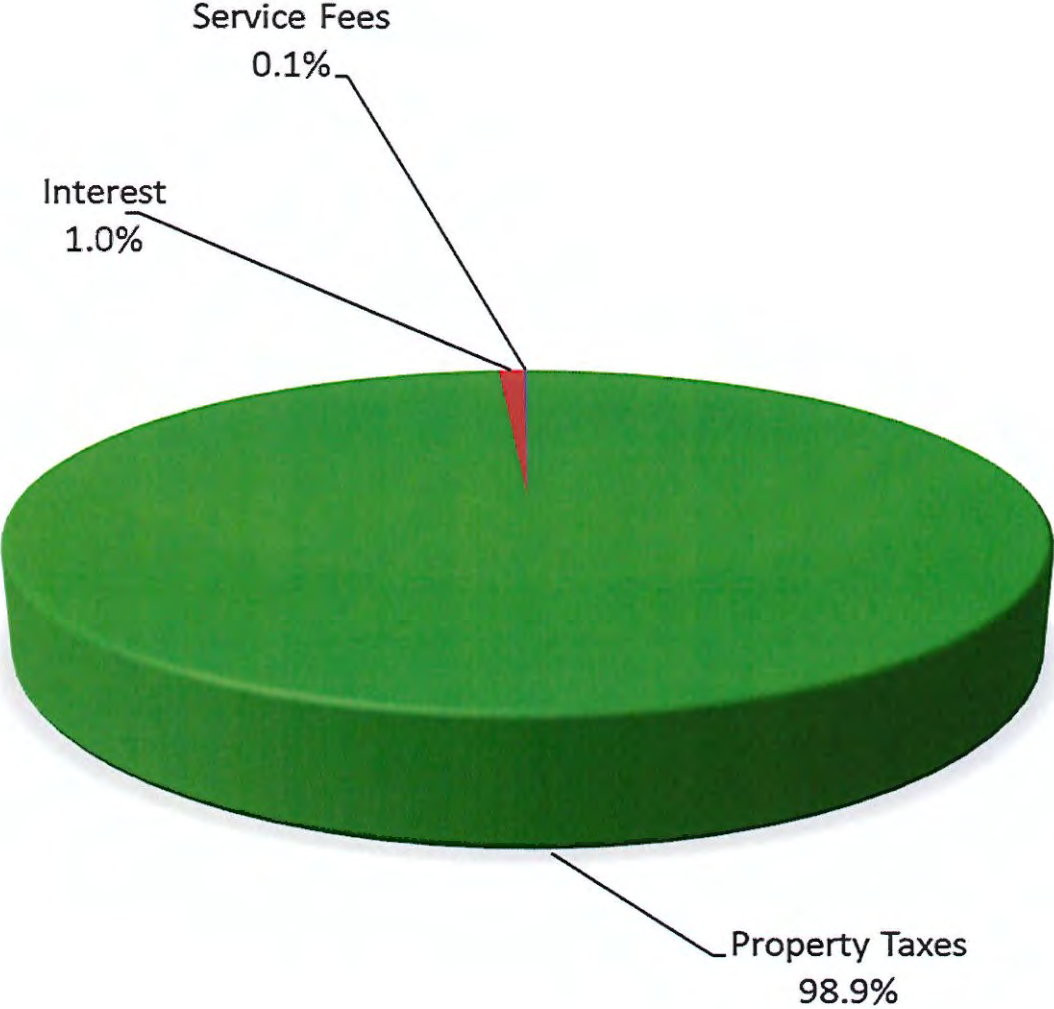
# Revenues

Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
Property Taxes	2,742,304	2,845,551	96%	2,584,637	6%
Interest	27,590	46,000	60%	25,295	9%
Replacement Taxes	-	65,000	0%	-	n/a
Service Fees	3,383	7,700	44%	3,162	7%
Other Revenue (Program Rental)	-	-	n/a	-	n/a
Grants	-	42,958	0%	-	n/a
Miscellaneous	184	2,100	9%	11,541	-98%
Debt Proceeds / Sale of Asset	-	-	n/a	-	n/a
Transfer-In	-	-	n/a	-	n/a
<b>Actual Revenues</b>	<b>2,773,461</b>	<b>3,009,309</b>	<b>92%</b>	<b>2,624,635</b>	<b>6%</b>
<b>Budgeted Revenues</b>	<b>3,009,309</b>				
<b>% Diff</b>	<b>92%</b>				



# Revenues

## REVENUE DISTRIBUTION



# Expenditure Highlights

25% of Budget Year

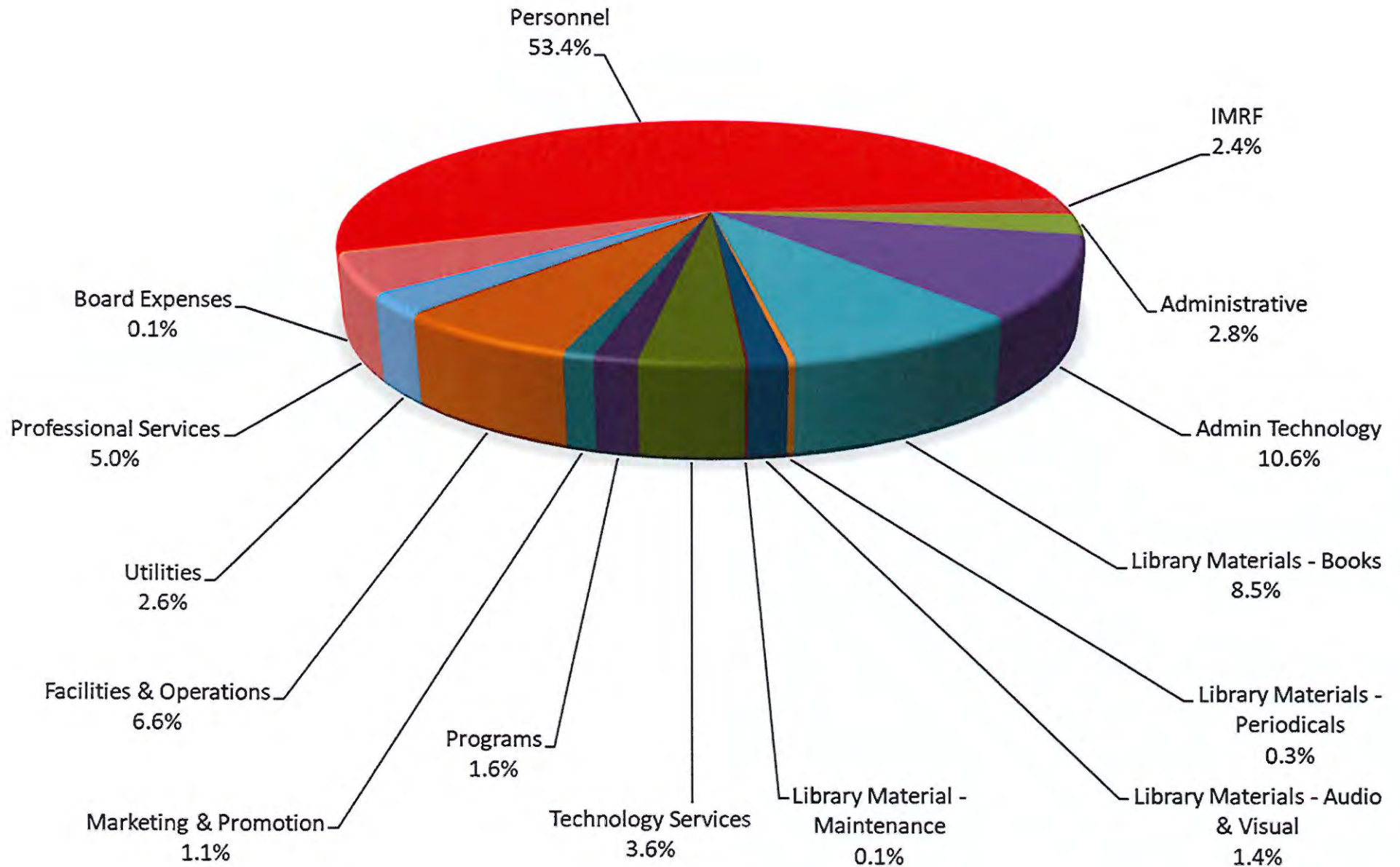
- 26% of Total Budget
- Admin. Technology
  - 46% of Budget
- Library Materials
  - 30% of Budget
- Professional Services
  - 46% of Budget
- Facilities & Operations
  - 26% of Budget
- Utilities
  - 24% of Budget

# Expenditures

Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
<b>OPERATING EXPENDITURES</b>					
Personnel	391,732	1,842,626	21%	365,435	7%
IMRF	17,697	149,876	12%	27,633	-36%
Administrative	20,386	82,215	25%	16,742	22%
Admin Technology	77,834	167,895	46%	35,476	119%
Library Materials - Books	62,165	153,999	40%	68,276	-9%
Library Materials - Periodicals	1,840	9,500	19%	710	159%
Library Materials - Audio & Visual	10,023	49,850	20%	8,740	15%
Library Material - Maintenance	26,261	119,248	22%	39,081	-33%
Technology Services	702	10,560	7%	516	36%
Programs	11,464	42,886	27%	5,525	107%
Marketing & Promotion	7,900	28,398	28%	4,902	61%
Facilities & Operations	48,367	184,360	26%	52,409	-8%
Utilities	19,224	79,660	24%	19,620	-2%
Professional Services	36,989	80,636	46%	5,875	530%
Board Expenses	721	7,600	9%	1,051	-31%
Actual Expenditures	733,307	3,009,309	24%	651,991	12%
Budgeted Expenditures	3,009,309				
% Diff	24%				

# Expenditures

## OPERATIONAL EXPENDITURE DISTRIBUTION

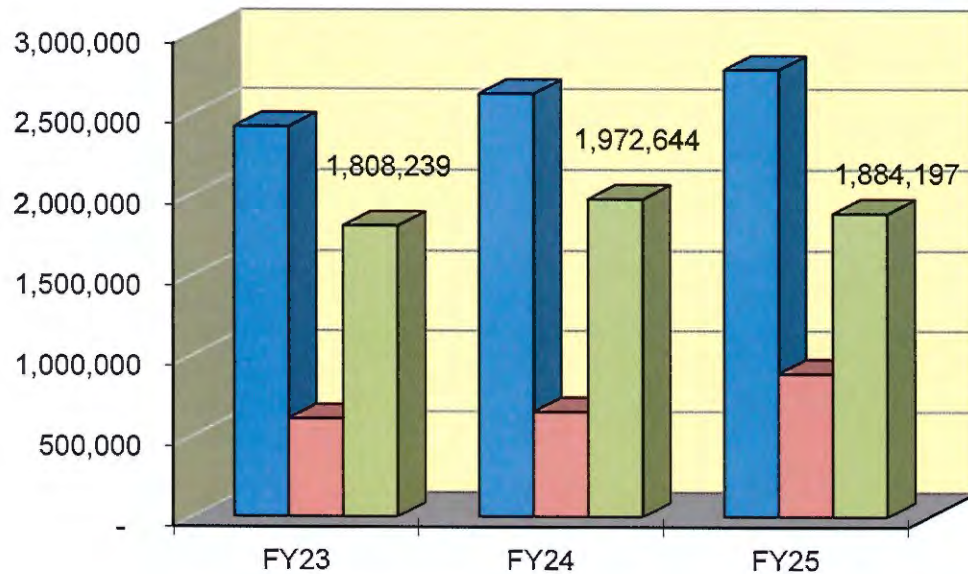




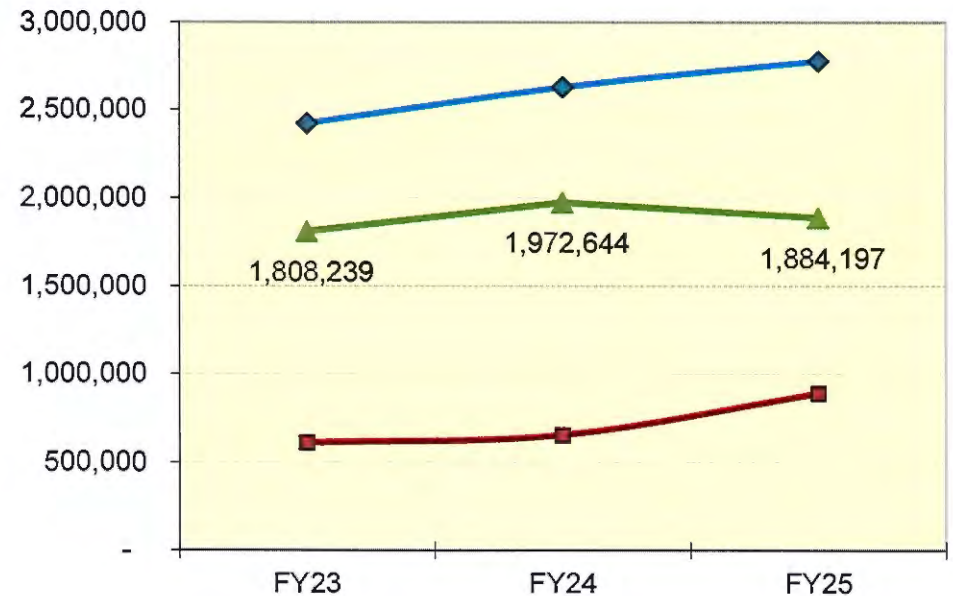
# Revenue, Expenditure & Fund Balance

## For the 3 Month(s) Ended September 30, 2024

	General	IMRF	Special Reserve	Total Actual
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>1,758,107</b>	<b>125,608</b>	<b>482</b>	<b>1,884,197</b>
BEGINNING FUND BALANCE	1,572,907	30,562	125,574	1,729,043
ENDING FUND BALANCE	3,331,014	156,170	126,056	3,613,240
Fund Balance as % of Total Expenditures	382%	882%	n/a	406%



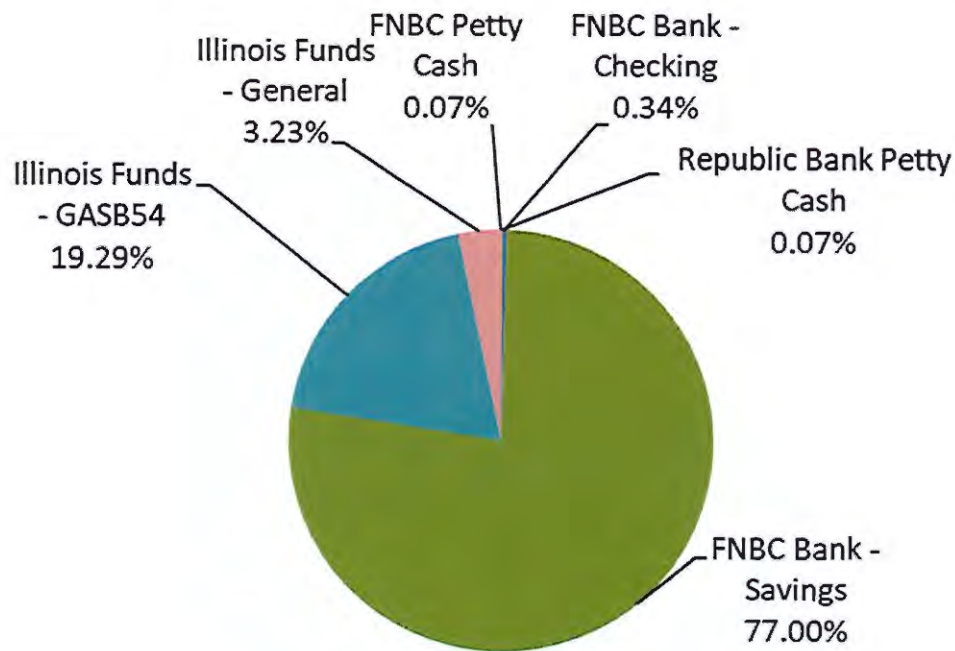
■ Revenues ■ Expenditures ■ Surplus / Deficit



◆ Revenues ■ Expenditures ▲ Surplus / Deficit

# Investments

Bank	Description	Type	Current Rate	Bank Value
Petty Cash	Cash	PC	n/a	100
FNBC Petty Cash	#0874	PC	0.03%	2,500
Petty Cash - Circulations	Cash	PC	n/a	60
Republic Bank Petty Cash	#9473	PC	n/a	2,500
FNBC Bank - Checking	#6031	A/P	0.10%	12,573
FNBC Bank - Savings	#0317	MM	2.79%	2,849,487
Illinois Funds - GASB54	#6950	MM	Various	713,720
Illinois Funds - General	#5519 / 1507	MM	Various	119,454
<b>Total</b>				<b>\$ 3,700,393</b>



# Financial Report

For the 3 Month(s) Ended September 30, 2024  
FISCAL YEAR 2024



WEST CHICAGO  
PUBLIC LIBRARY DISTRICT

**WEST CHICAGO PUBLIC LIBRARY DISTRICT**

Budget vs. Actual Summary

For the 3 Month(s) Ended September 30, 2024

25% of Fiscal Year

<b>Account Description</b>	<b>Total Actual</b>	<b>Total Budget</b>	<b>% of Budget</b>
<b>REVENUE</b>			
Property Taxes	2,742,304	2,845,551	96%
Interest	27,590	46,000	60%
Replacement Taxes	-	65,000	0%
Service Fees	3,383	7,700	44%
Other Revenue (Program Rental)	-	-	0%
Grants	-	42,958	0%
Miscellaneous	184	2,100	9%
Debt Proceeds / Sale of Asset	-	-	0%
Transfer-In	-	-	0%
Actual Revenues	<u>2,773,461</u>	<u>3,009,309</u>	<u>92%</u>
Budgeted Revenues	<u>3,009,309</u>		
% Diff	92%		
<b>OPERATING EXPENDITURES</b>			
Personnel	391,732	1,842,626	21%
IMRF	17,697	149,876	12%
Administrative	20,386	82,215	25%
Admin Technology	77,834	167,895	46%
Library Materials - Books	62,165	153,999	40%
Library Materials - Periodicals	1,840	9,500	19%
Library Materials - Audio & Visual	10,023	49,850	20%
Library Material - Maintenance	702	10,560	7%
Technology Services	26,261	119,248	22%
Programs	11,464	42,886	27%
Marketing & Promotion	7,900	28,398	28%
Facilities & Operations	48,367	184,360	26%
Utilities	19,224	79,660	24%
Professional Services	36,989	80,636	46%
Board Expenses	721	7,600	9%
Actual Expenditures	<u>733,307</u>	<u>3,009,309</u>	<u>24%</u>
Budgeted Expenditures	<u>3,009,309</u>		
% Diff	24%		
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	<u>2,040,153</u>	<u>-</u>	<u>n/a</u>
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>			
Equipment & Building	155,956	350,000	45%
Actual Expenditures	<u>155,956</u>	<u>350,000</u>	<u>45%</u>
Budgeted Expenditures	<u>350,000</u>		
% Diff	45%		
<b>TOTAL SURPLUS / (DEFICIT)</b>	<u>1,884,197</u>	<u>(350,000)</u>	
<b>BEGINNING FUND BALANCE</b>	<u>1,729,043</u>		
<b>ENDING FUND BALANCE</b>	<u>3,613,240</u>		

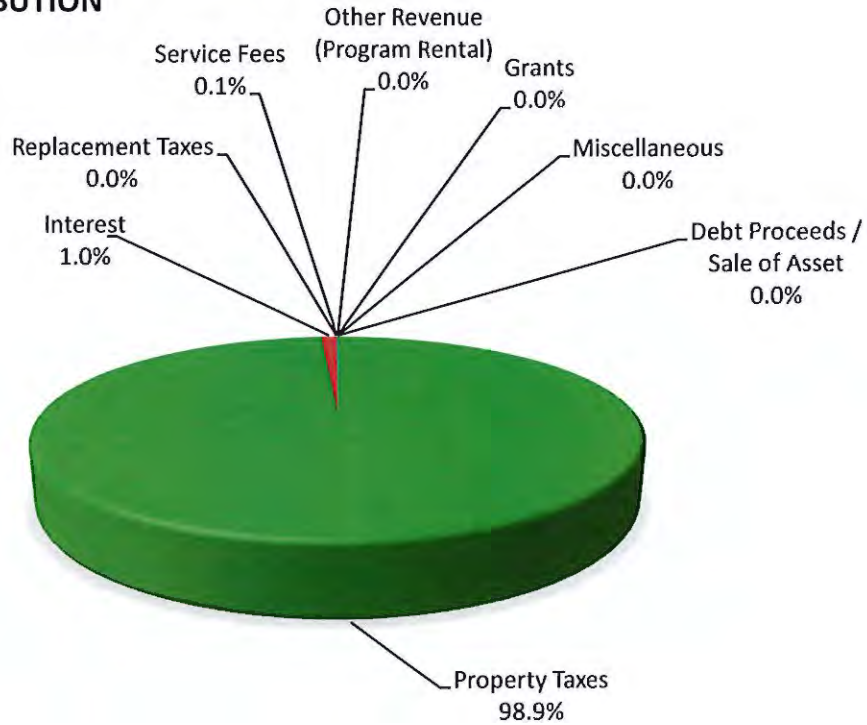


# WEST CHICAGO PUBLIC LIBRARY DISTRICT

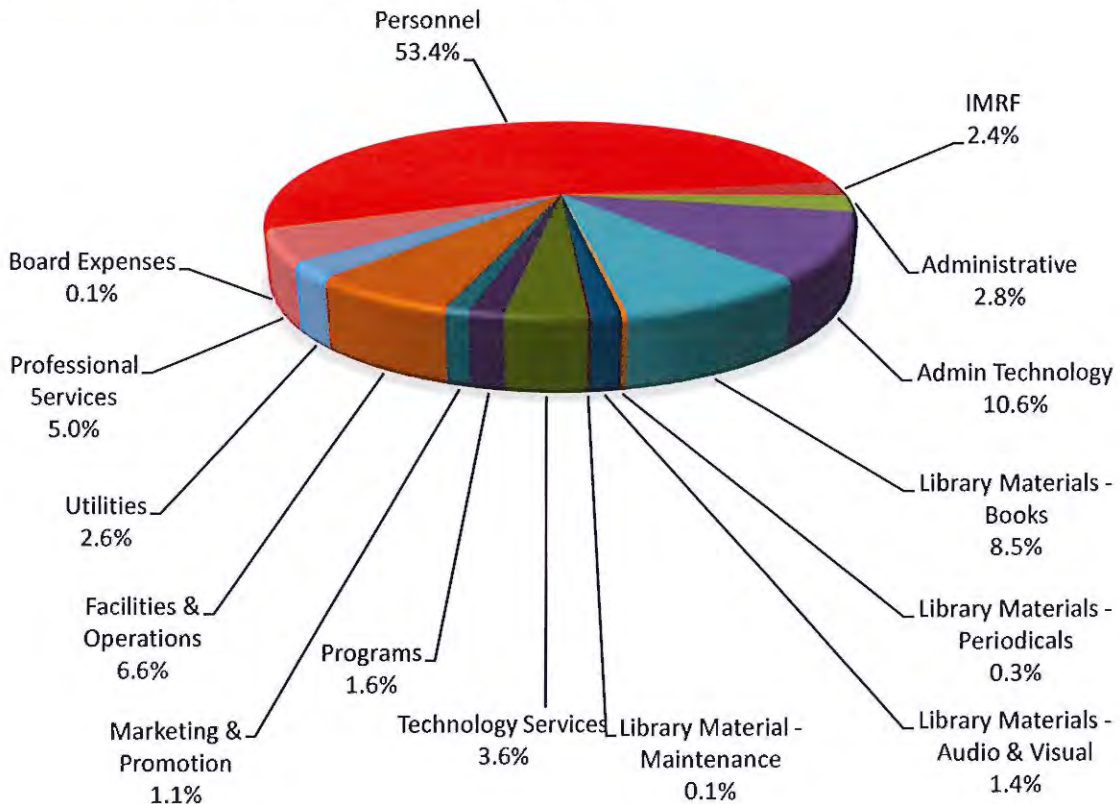
Budget vs. Actual Summary

For the 3 Month(s) Ended September 30, 2024

## REVENUE DISTRIBUTION



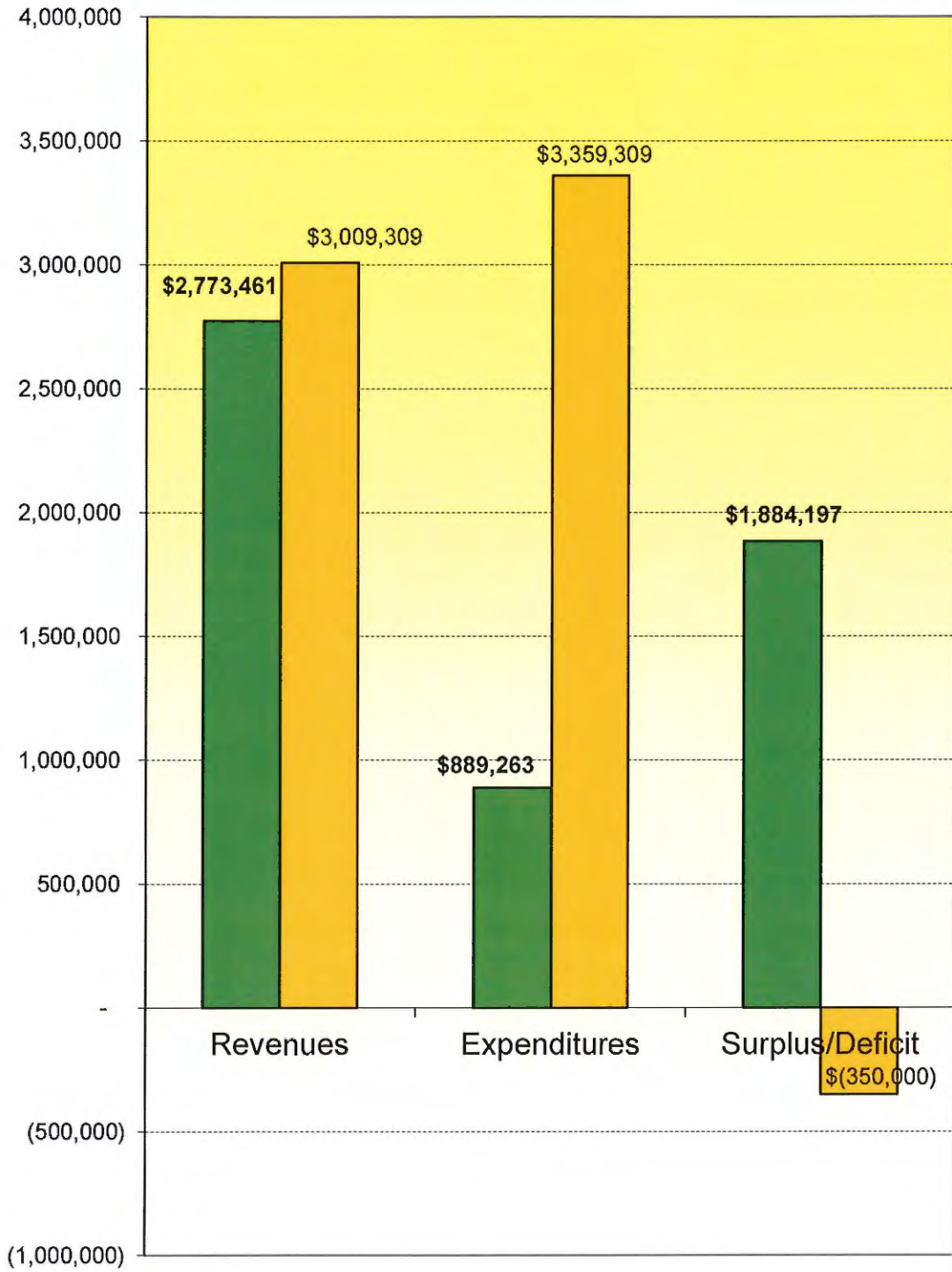
## OPERATIONAL EXPENDITURE DISTRIBUTION



**WEST CHICAGO PUBLIC LIBRARY DISTRICT**

Budget vs. Actual Summary

For the 3 Month(s) Ended September 30, 2024



**WEST CHICAGO PUBLIC LIBRARY DISTRICT**  
 Budget vs. Actual Summary  
 For the 3 Month(s) Ended September 30, 2024

25% Of Fiscal Year

Account Description	General	IMRF	Special Reserve	Total Actual	Total Budget	% of Budget
<b>REVENUE</b>						
Property Taxes	2,599,859	142,445	-	2,742,304	2,845,551	96%
Interest	26,247	861	482	27,590	46,000	60%
Replacement Taxes	-	-	-	-	65,000	0%
Service Fees	3,383	-	-	3,383	7,700	44%
Other Revenue (Program Rental)	-	-	-	-	-	0%
Grants	-	-	-	-	42,958	0%
Miscellaneous	184	-	-	184	2,100	9%
Debt Proceeds / Sale of Asset	-	-	-	-	-	0%
Transfer-In	-	-	-	-	-	0%
Actual Revenues	2,629,673	143,306	482	2,773,461	3,009,309	92%
Budgeted Revenues	2,859,433	149,876	-	3,009,309		
% Diff	92%	96%	n/a	92%		
<b>OPERATING EXPENDITURES</b>						
Personnel	391,732	-	-	391,732	1,842,626	21%
IMRF	-	17,697	-	17,697	149,876	12%
Administrative	20,386	-	-	20,386	82,215	25%
Admin Technology	77,834	-	-	77,834	167,895	46%
Library Materials - Books	62,165	-	-	62,165	153,999	40%
Library Materials - Periodicals	1,840	-	-	1,840	9,500	19%
Library Materials - Audio & Visual	10,023	-	-	10,023	49,850	20%
Library Material - Maintenance	702	-	-	702	10,560	7%
Technology Services	26,261	-	-	26,261	119,248	22%
Programs	11,464	-	-	11,464	42,886	27%
Marketing & Promotion	7,900	-	-	7,900	28,398	28%
Facilities & Operations	48,367	-	-	48,367	184,360	26%
Utilities	19,224	-	-	19,224	79,660	24%
Professional Services	36,989	-	-	36,989	80,636	46%
Board Expenses	721	-	-	721	7,600	9%
Actual Expenditures	715,610	17,697	-	733,307	3,009,309	24%
Budgeted Expenditures	2,859,433	149,876	-	3,009,309		
% Diff	25%	12%	n/a	24%		
<b>CAPITAL EXPENDITURES &amp; DEBT SERVICE</b>						
Equipment & Building	155,956	-	-	155,956	350,000	45%
Actual Expenditures	155,956	-	-	155,956	350,000	n/a
Budgeted Expenditures	-	-	350,000	350,000		
% Diff	n/a	n/a	n/a	n/a		
	General	IMRF	Special Reserve	Total Actual	Total Budget	
<b>TOTAL SURPLUS / (DEFICIT)</b>	1,758,107	125,608	482	1,884,197	(350,000)	
BEGINNING FUND BALANCE	1,572,907	30,562	125,574	1,729,043	1,729,043	
ENDING FUND BALANCE	3,331,014	156,170	126,056	3,613,240	1,379,043	
Fund Balance as % of Total Expenditures	382%	882%	n/a	406%		

**WEST CHICAGO PUBLIC LIBRARY DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
<b>Revenues</b>									
30010 · PROPERTY TAXES	1,175,250.21	237,129.25	2,599,858.87	142,444.75	0.00	2,742,303.62	2,845,551.00	-103,247.38	96.37%
32010 · PERS PROPERTY REPLACEMENT TAX	0.00	5,416.67	0.00	0.00	0.00	0.00	65,000.00	-65,000.00	0.0%
33000 · INTEREST INCOME	9,289.63	3,750.00	26,247.13	861.11	0.00	27,108.24	45,000.00	-17,891.76	60.24%
33040 · INTEREST-IL FUND BLDG CONST	154.87	83.33	0.00	0.00	481.82	481.82	1,000.00	-518.18	48.18%
35100 · FINES	0.00	0.00	38.27	0.00	0.00	38.27	0.00	38.27	100.0%
35150 · PHOTOCOPY/MICROFORM/COPY/FAX	761.35	375.00	2,427.38	0.00	0.00	2,427.38	4,500.00	-2,072.62	53.94%
35510 · LOST AND PAID MATERIALS	25.99	100.00	653.71	0.00	0.00	653.71	1,200.00	-546.29	54.48%
35710 · NON RESIDENT FEES	0.00	166.67	263.24	0.00	0.00	263.24	2,000.00	-1,736.76	13.16%
35810 · BOOK SALES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
36030 · MEMORIALS AND DONATIONS	0.00	8.33	0.00	0.00	0.00	0.00	100.00	-100.00	0.0%
36035 · DONATIONS-SUMMER READING	0.00	125.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
36045 · DEVELOPER DONATIONS	0.00	16.67	56.53	0.00	0.00	56.53	200.00	-143.47	28.27%
38010 · PER CAPITA GRANT	0.00	3,579.83	0.00	0.00	0.00	0.00	42,958.00	-42,958.00	0.0%
38020 · OTHER GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
38022 · FAMILY LITERACY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39010 · OTHER INCOME	0.00	25.00	127.78	0.00	0.00	127.78	300.00	-172.22	42.59%
39015 · PROGRAM ROOM RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39016 · PROGRAM ROOM REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39100 · DEBT PROCEEDS / SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39200 · TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
	<b>1,185,482.05</b>	<b>250,775.75</b>	<b>2,629,672.91</b>	<b>143,305.86</b>	<b>481.82</b>	<b>2,773,460.59</b>	<b>3,009,309.00</b>	<b>-235,848.41</b>	<b>92.16%</b>
<b>Expenditures</b>									
<b>1E · PERSONNEL</b>									
41100 · SALARIES	106,755.64	121,715.17	315,463.81	0.00	0.00	315,463.81	1,460,582.00	-1,145,118.19	21.6%
41110 · INS-HEALTH, DENTAL, LIFE, FSA	18,745.38	22,395.33	50,223.36	0.00	0.00	50,223.36	268,744.00	-218,520.64	18.69%
41120 · FICA EXPENSE	7,941.71	9,083.33	23,549.48	0.00	0.00	23,549.48	109,000.00	-85,450.52	21.61%
41130 · UNEMPLOYMENT COMPENSATION	0.00	166.67	195.81	0.00	0.00	195.81	2,000.00	-1,804.19	9.79%
41140 · WORKERS COMPENSATION	0.00	191.67	2,300.00	0.00	0.00	2,300.00	2,300.00	0.00	100.0%
<b>Subtotal</b>	<b>131,442.73</b>	<b>153,552.17</b>	<b>391,732.46</b>	<b>0.00</b>	<b>0.00</b>	<b>391,732.46</b>	<b>1,842,626.00</b>	<b>-1,450,893.54</b>	<b>21.26%</b>
<b>2E · ADMINISTRATIVE EXPENSES</b>									
41310 · PROFESSIONAL DEVELOPMENT	3,252.50	1,181.67	5,080.59	0.00	0.00	5,080.59	14,180.00	-9,099.41	35.83%
41320 · TRAVEL	433.93	316.33	567.82	0.00	0.00	567.82	3,796.00	-3,228.18	14.96%
41330 · ASSOCIATION DUES	179.00	520.42	1,539.00	0.00	0.00	1,539.00	6,245.00	-4,706.00	24.64%
41332 · PAYROLL PROCESSING	595.73	683.33	1,831.66	0.00	0.00	1,831.66	8,200.00	-6,368.34	22.34%
41334 · OFFICE SUPPLIES GENERAL	713.86	495.83	2,371.63	0.00	0.00	2,371.63	5,950.00	-3,578.37	39.86%
41336 · OFFICE EQUIPMENT	1,496.23	1,695.33	4,599.69	0.00	0.00	4,599.69	20,344.00	-15,744.31	22.61%
41338 · POSTAGE	350.00	583.33	1,850.00	0.00	0.00	1,850.00	7,000.00	-5,150.00	26.43%
41342 · ADMINISTRATIVE MISC	821.42	116.67	1,173.42	0.00	0.00	1,173.42	1,400.00	-226.58	83.82%
41344 · SUPPLIES-FOOD	0.00	583.33	237.16	0.00	0.00	237.16	7,000.00	-6,762.84	3.39%
41346 · MATERIALS & RESOURCE RECOVERY	118.20	133.33	226.55	0.00	0.00	226.55	1,600.00	-1,373.45	14.16%
41348 · CIRCULATION SERVICES SUPPLIES	20.68	541.67	908.65	0.00	0.00	908.65	6,500.00	-5,591.35	13.98%
<b>Subtotal</b>	<b>7,981.55</b>	<b>6,851.25</b>	<b>20,386.17</b>	<b>0.00</b>	<b>0.00</b>	<b>20,386.17</b>	<b>82,215.00</b>	<b>-61,828.83</b>	<b>24.8%</b>

**WEST CHICAGO PUBLIC LIBRARY DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
<b>3E · ADMINISTRATIVE TECHNOLOGY EXPEN</b>									
41400 · IT EQUIPMENT UPGRADES-STAFF	12,860.52	2,709.25	48,666.52	0.00	0.00	48,666.52	32,511.00	16,155.52	149.69%
41410 · SOFTWARE STAFF	162.44	3,553.75	2,144.08	0.00	0.00	2,144.08	42,645.00	-40,500.92	5.03%
41415 · PHONE SYSTEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
41420 · TECHNOLOGY MANAGEMENT	5,828.69	6,410.42	23,783.90	0.00	0.00	23,783.90	76,925.00	-53,141.10	30.92%
41425 · WARRANTIES/EXTENDED CARE	145.00	1,317.83	3,239.82	0.00	0.00	3,239.82	15,814.00	-12,574.18	20.49%
<b>Subtotal</b>	<b>18,996.65</b>	<b>13,991.25</b>	<b>77,834.32</b>	<b>0.00</b>	<b>0.00</b>	<b>77,834.32</b>	<b>167,895.00</b>	<b>-90,060.68</b>	<b>46.36%</b>
<b>4E · LIBRARY MATERIALS-BOOKS</b>									
42112 · REFERENCE-ELECTRONIC	8,556.00	4,269.08	43,171.87	0.00	0.00	43,171.87	51,229.00	-8,057.13	84.27%
42120 · BOOKS-ADULT	7,623.56	5,891.67	15,679.20	0.00	0.00	15,679.20	70,700.00	-55,020.80	22.18%
42122 · BOOKS-LITERACY	0.00	30.83	65.85	0.00	0.00	65.85	370.00	-304.15	17.8%
42130 · BOOKS-YOUNG ADULT	316.85	416.67	337.74	0.00	0.00	337.74	5,000.00	-4,662.26	6.76%
42140 · BOOKS-YOUTH	1,125.77	2,141.67	2,081.49	0.00	0.00	2,081.49	25,700.00	-23,618.51	8.1%
42170 · RBP/ILL BOOK REPLACEMENT	0.00	83.33	828.99	0.00	0.00	828.99	1,000.00	-171.01	82.9%
<b>Subtotal</b>	<b>17,622.18</b>	<b>12,833.25</b>	<b>62,165.14</b>	<b>0.00</b>	<b>0.00</b>	<b>62,165.14</b>	<b>153,999.00</b>	<b>-91,833.86</b>	<b>40.37%</b>
<b>5E · LIBRARY MATERIALS-PERIODICALS</b>									
42210 · PERIODICALS	1,040.19	791.67	1,840.19	0.00	0.00	1,840.19	9,500.00	-7,659.81	19.37%
<b>Subtotal</b>	<b>1,040.19</b>	<b>791.67</b>	<b>1,840.19</b>	<b>0.00</b>	<b>0.00</b>	<b>1,840.19</b>	<b>9,500.00</b>	<b>-7,659.81</b>	<b>19.37%</b>
<b>6E · LIBRARY MATERIALS-AUDIO VISUAL</b>									
42320 · AV MATERIALS-ADULT	3,398.78	2,958.33	8,423.80	0.00	0.00	8,423.80	35,500.00	-27,076.20	23.73%
42330 · AV MATERIALS-YOUNG ADULT	346.60	208.33	346.60	0.00	0.00	346.60	2,500.00	-2,153.40	13.86%
42340 · AV MATERIALS-YOUTH	377.28	987.50	1,252.90	0.00	0.00	1,252.90	11,850.00	-10,597.10	10.57%
<b>Subtotal</b>	<b>4,122.66</b>	<b>4,154.17</b>	<b>10,023.30</b>	<b>0.00</b>	<b>0.00</b>	<b>10,023.30</b>	<b>49,850.00</b>	<b>-12,750.50</b>	<b>20.11%</b>
<b>7E · TECHNOLOGY SERVICES</b>									
42400 · LIBRARY CONSORTIUM	0.00	2,778.50	8,368.75	0.00	0.00	8,368.75	33,342.00	-24,973.25	25.1%
42405 · INTERNET SERVICES	2,009.64	2,004.00	6,017.96	0.00	0.00	6,017.96	24,048.00	-18,030.04	25.03%
42420 · SOFTWARE PUBLIC	0.00	1,176.50	3,475.50	0.00	0.00	3,475.50	14,118.00	-10,642.50	24.62%
42445 · IT EQUIPMENT/UPGRADES-PUBLIC	1,423.99	3,978.33	8,398.96	0.00	0.00	8,398.96	47,740.00	-39,341.04	17.59%
<b>Subtotal</b>	<b>3,433.63</b>	<b>9,937.33</b>	<b>26,261.17</b>	<b>0.00</b>	<b>0.00</b>	<b>26,261.17</b>	<b>119,248.00</b>	<b>-49,983.54</b>	<b>22.02%</b>
<b>8E · LIBRARY MATERIAL MAINTENANCE</b>									
42500 · PROCESSING-TECHNICAL SERVICES	379.16	862.50	701.90	0.00	0.00	701.90	10,350.00	-9,648.10	6.78%
42510 · CATALOGING TOOL	0.00	17.50	0.00	0.00	0.00	0.00	210.00	-210.00	0.0%
42515 · DIGITALIZATION PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal</b>	<b>379.16</b>	<b>880.00</b>	<b>701.90</b>	<b>0.00</b>	<b>0.00</b>	<b>701.90</b>	<b>10,560.00</b>	<b>-9,648.10</b>	<b>6.65%</b>
<b>9E · PROGRAMS</b>									
44120 · PROGRAMS-ADULT	1,030.09	1,000.00	3,826.40	0.00	0.00	3,826.40	12,000.00	-8,173.60	31.89%
44130 · PROGRAMS-YOUNG ADULT	170.16	333.33	293.92	0.00	0.00	293.92	4,000.00	-3,706.08	7.35%
44135 · PROGRAMS-SUMMER READING	19.77	416.67	37.74	0.00	0.00	37.74	5,000.00	-4,962.26	0.76%
44140 · PROGRAMS-YOUTH	620.90	1,057.17	1,509.25	0.00	0.00	1,509.25	12,686.00	-11,176.75	11.9%
44145 · EVENTS AND OUTREACH	883.75	766.67	5,796.96	0.00	0.00	5,796.96	9,200.00	-3,403.04	63.01%
<b>Subtotal</b>	<b>2,724.67</b>	<b>3,573.83</b>	<b>11,464.27</b>	<b>0.00</b>	<b>0.00</b>	<b>11,464.27</b>	<b>42,886.00</b>	<b>-14,579.79</b>	<b>26.73%</b>
<b>10E · MARKETING &amp; PROMOTIONS</b>									
44210 · MARKETING	94.20	333.33	1,033.20	0.00	0.00	1,033.20	4,000.00	-2,966.80	25.83%
44215 · WEBSITE	0.00	191.50	2,300.76	0.00	0.00	2,300.76	2,298.00	2.76	100.12%
44220 · PROMO MATERIALS-ADULT	294.47	200.00	294.47	0.00	0.00	294.47	2,400.00	-2,105.53	12.27%
44240 · PROMO MATERIALS-YOUTH	0.00	208.33	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
44245 · PROGRAM GUIDE	0.00	1,433.33	4,271.41	0.00	0.00	4,271.41	17,200.00	-12,928.59	24.83%
44250 · SURVEYS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal</b>	<b>388.67</b>	<b>2,366.50</b>	<b>7,899.84</b>	<b>0.00</b>	<b>0.00</b>	<b>7,899.84</b>	<b>28,398.00</b>	<b>-20,498.16</b>	<b>27.82%</b>

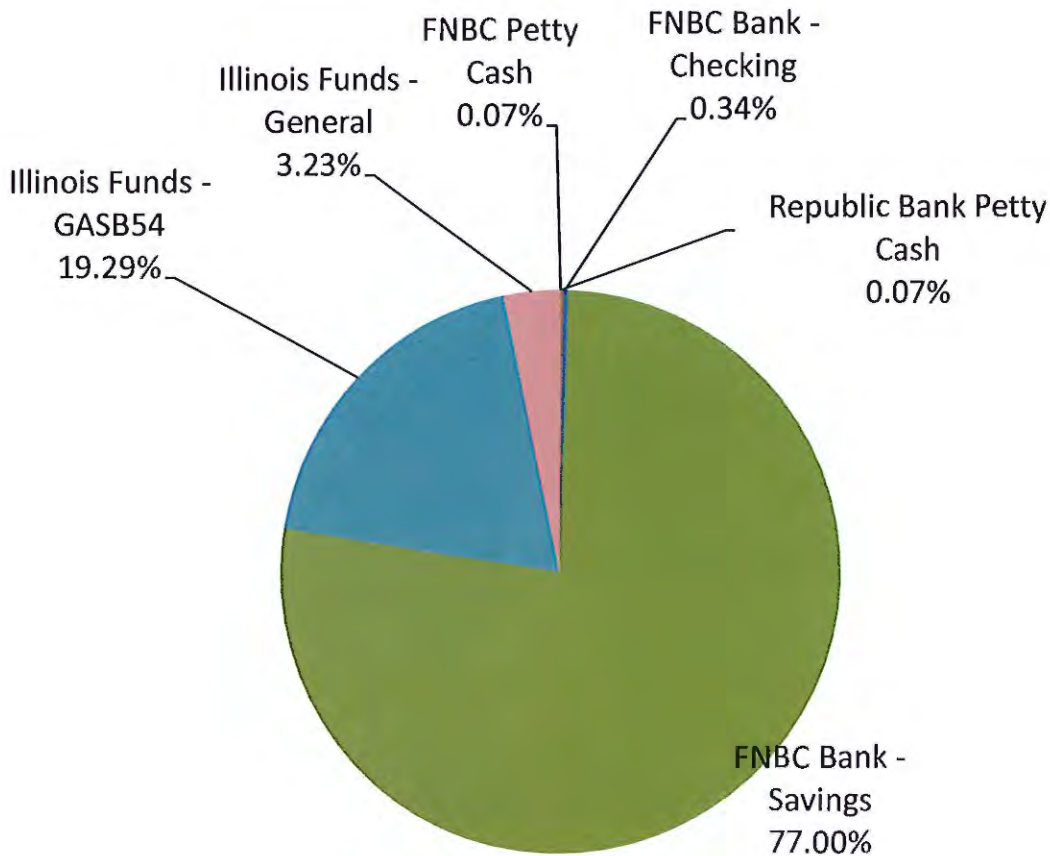
**WEST CHICAGO PUBLIC LIBRARY DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
<b>11E · FACILITIES &amp; OPERATIONS</b>									
45110 · JANITORIAL SERVICE	1,065.00	2,058.33	3,195.00	0.00	0.00	3,195.00	24,700.00	-21,505.00	12.94%
45112 · SECURITY SERVICE	3,438.28	1,775.00	5,137.43	0.00	0.00	5,137.43	21,300.00	-16,162.57	24.12%
45115 · JANITORIAL SUPPLIES	854.62	508.33	2,739.68	0.00	0.00	2,739.68	6,100.00	-3,360.32	44.91%
45116 · COVID 19 SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
45117 · SECURITY CAMERAS	0.00	483.33	0.00	0.00	0.00	0.00	5,800.00	-5,800.00	0.0%
45120 · SNOW REMOVAL	0.00	2,166.67	0.00	0.00	0.00	0.00	26,000.00	-26,000.00	0.0%
45130 · EXTERIOR LANDSCAPING	1,200.00	2,075.00	3,696.00	0.00	0.00	3,696.00	24,900.00	-21,204.00	14.84%
45140 · EXTERIOR R & M-OTHER	368.46	933.33	9,086.91	0.00	0.00	9,086.91	11,200.00	-2,113.09	81.13%
45150 · HVAC R & M	3,135.00	2,083.33	15,959.89	0.00	0.00	15,959.89	25,000.00	-9,040.11	63.84%
45155 · GENERAL BLDG SERVICES	150.49	155.00	451.47	0.00	0.00	451.47	1,860.00	-1,408.53	24.27%
45160 · CONTRACT INSPECTION & MAINTENAN	491.26	2,000.00	11,758.94	0.00	0.00	11,758.94	24,000.00	-12,241.06	49.0%
45165 · INTERIOR R & M-OTHER	21.32	1,125.00	-3,658.68	0.00	0.00	-3,658.68	13,500.00	-17,158.68	-27.1%
<b>Subtotal</b>	<b>10,724.43</b>	<b>15,363.33</b>	<b>48,366.64</b>	<b>0.00</b>	<b>0.00</b>	<b>48,366.64</b>	<b>184,360.00</b>	<b>-135,993.36</b>	<b>26.24%</b>
<b>12E · UTILITIES</b>									
45310 · UTILITIES-GAS	758.88	816.67	2,924.68	0.00	0.00	2,924.68	9,800.00	-6,875.32	29.84%
45320 · UTILITIES-ELECTRIC	3,852.78	3,496.67	11,345.12	0.00	0.00	11,345.12	41,960.00	-30,614.88	27.04%
45330 · UTILITIES-TELEPHONE	1,521.00	1,600.00	4,583.43	0.00	0.00	4,583.43	19,200.00	-14,616.57	23.87%
45340 · UTILITIES-WATER	0.00	625.00	0.00	0.00	0.00	0.00	7,500.00	-7,500.00	0.0%
45350 · UTILITIES-TRASH	197.99	100.00	370.97	0.00	0.00	370.97	1,200.00	-829.03	30.91%
<b>Subtotal</b>	<b>6,330.65</b>	<b>6,638.33</b>	<b>19,224.20</b>	<b>0.00</b>	<b>0.00</b>	<b>19,224.20</b>	<b>79,660.00</b>	<b>-60,435.80</b>	<b>24.13%</b>
<b>13E · PROFESSIONAL SERVICES</b>									
45500 · INSURANCE	0.00	1,733.83	20,806.00	0.00	0.00	20,806.00	20,806.00	0.00	100.0%
45505 · AUDIT	11,290.00	1,152.50	11,290.00	0.00	0.00	11,290.00	13,830.00	-2,540.00	81.63%
45510 · LEGAL	0.00	1,000.00	168.00	0.00	0.00	168.00	12,000.00	-11,832.00	1.4%
45515 · PROFESSIONAL SERVICES	0.00	1,250.00	0.00	0.00	0.00	0.00	15,000.00	-15,000.00	0.0%
45520 · ACCOUNTING	1,575.00	1,583.33	4,725.00	0.00	0.00	4,725.00	19,000.00	-14,275.00	24.87%
<b>Subtotal</b>	<b>12,865.00</b>	<b>6,719.67</b>	<b>36,989.00</b>	<b>0.00</b>	<b>0.00</b>	<b>36,989.00</b>	<b>80,636.00</b>	<b>-43,647.00</b>	<b>45.87%</b>
<b>14E · LIBRARY BOARD EXPENSES</b>									
45600 · CONFERENCE & TRAINING-BOARD	0.00	208.33	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
45605 · PROF SERVICES-SECRETARIAL	340.00	341.67	680.00	0.00	0.00	680.00	4,100.00	-3,420.00	16.59%
45610 · LEGAL NOTICES AND ADS	0.00	83.33	41.40	0.00	0.00	41.40	1,000.00	-958.60	4.14%
<b>Subtotal</b>	<b>340.00</b>	<b>633.33</b>	<b>721.40</b>	<b>0.00</b>	<b>0.00</b>	<b>721.40</b>	<b>7,600.00</b>	<b>-6,878.60</b>	<b>9.49%</b>
<b>15E · CAPITAL EQUIPMENT</b>									
46500 · CAPITAL EQUIPMENT & BUILDING	0.00	29,166.67	0.00	0.00	0.00	0.00	350,000.00	-350,000.00	0.0%
46510 · CAPITAL PROJECTS-INTERIOR	155,956.00	0.00	155,956.00	0.00	0.00	155,956.00	0.00	155,956.00	100.0%
<b>Subtotal</b>	<b>155,956.00</b>	<b>29,166.67</b>	<b>155,956.00</b>	<b>0.00</b>	<b>0.00</b>	<b>155,956.00</b>	<b>350,000.00</b>	<b>-194,044.00</b>	<b>44.56%</b>
<b>16E · GRANT EXPENSES</b>									
49600 · GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
49605 · GRANT EXP FAMILY LITERACY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>19E · IMRF EXPENSES</b>									
92500 · IMRF EXPENSE	0.00	12,489.67	0.00	17,697.39	0.00	17,697.39	149,876.00	-132,178.61	11.81%
<b>Subtotal</b>	<b>0.00</b>	<b>12,489.67</b>	<b>0.00</b>	<b>17,697.39</b>	<b>0.00</b>	<b>17,697.39</b>	<b>149,876.00</b>	<b>-132,178.61</b>	<b>11.81%</b>
<b>70E · SPECIAL RESERVE EXPENDITURES</b>									
70000 · HVAC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>90E · TRANSFERS OUT</b>									
90000 · TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>374,348.17</b>	<b>279,942.42</b>	<b>871,566.00</b>	<b>17,697.39</b>	<b>0.00</b>	<b>889,263.39</b>	<b>3,359,309.00</b>	<b>-2,470,045.61</b>	<b>26.47%</b>
	<b>811,133.88</b>	<b>-29,166.67</b>	<b>1,758,106.91</b>	<b>125,608.47</b>	<b>481.82</b>	<b>1,884,197.20</b>	<b>-350,000.00</b>	<b>2,234,197.20</b>	<b>-538.34%</b>



**West Chicago Public Library District  
Investments  
September 30, 2024**

<b>Bank</b>	<b>Description</b>	<b>Type</b>	<b>Current Rate</b>	<b>Bank Value</b>
Petty Cash	Cash	PC	n/a	100
FNBC Petty Cash	#0874	PC	0.03%	2,500
Petty Cash - Circulations	Cash	PC	n/a	60
Republic Bank Petty Cash	#9473	PC	n/a	2,500
FNBC Bank - Checking	#6031	A/P	0.10%	12,573
FNBC Bank - Savings	#0317	MM	2.79%	2,849,487
Illinois Funds - GASB54	#6950	MM	Various	713,720
Illinois Funds - General	#5519 / 1507	MM	Various	119,454
<b>Total</b>				<b>\$ 3,700,393</b>



# Library Director Report

October 28, 2024

## FINANCIAL UPDATE

- ❖ Fiscal Year Elapsed = 25.0%
- ❖ Investment Funds (Illinois Funds Accounts)
  - GASB 54 Emergency Fund: \$713,719.78 (+ \$3,053.74)
  - New Building & Construction Fund: \$36,191.71 (+ \$154.87)
  - General (Corporate) Fund: \$83,262.58 (+ \$356.24)
- ❖ The audit will be going to its final phase of review within the next couple weeks. The Management's Discussion and Analysis (MD&A) will be on the agenda for approval at the November board meeting.

## PHYSICAL PLANT

- ❖ Commencement of planned capital projects began on 9/26. To date, four (4) VAV boxes have been replaced; electrical infrastructure has been installed at the entrance and in both lobby bathrooms for installation of the air curtain (entrance) and heaters (bathrooms); the permit application has been submitted to the City for the concrete work and additional exterior lighting. Once the permit has been approved, the concrete and electrical work will begin. The concrete work will be completed in two phases with each phase expected to take 7-10 days to complete, weather permitting, and no issues encountered. Concrete work is anticipated to begin October 29. Entrance into the library will be affected for both patrons and staff at various times while the concrete work is being completed. Signage will be posted to advise of changes to ingress and egress.
- ❖ Midwest Mechanical made a repair to boiler 2 on 9/26 and returned on 9/30 and 10/1 to perform preventive maintenance, including filter changes and cleaning the chiller coils.
- ❖ On 10/3 Suburban Lock added a lock and handle to the emergency door on the East side of the building in anticipation of a relocated entrance for patrons during the time when the pavers are replaced with concrete.
- ❖ A light pole at the front entrance fell over on 10/13. Rusted bolts failed to hold during strong winds. Kellenberger Electric secured the area and the pole was moved to the basement. Because of the rusted bolts and observation of the same on other poles, it was recommended to replace the footings not only for the failed light pole, but also the other three (3) light poles that are within the paver area. A quote has been received to complete the work as recommended. There are also five (5) spotlights that are either not working or are flickering consistently. Kellenberger also provided a quote to replace the spotlights.



# Library Director Report

October 28, 2024

## TECHNOLOGY

- ❖ Sikich is currently working with the library to achieve the following planned strategic goals:
  - Implementation of multifactor authentication (MFA) for all exempt positions within the library. Critical positions within the library had already been using MFA, but this implementation continues to improve and broaden the security of the library computing environment.
  - Implementation of more rigorous password criteria for all employees prior to 2025. The specific criteria will be shared with staff and included in the personnel policies handbook.
  - Workstation deployment for staff
  - Replacement of the firewall, which will provide higher speeds and enhanced security features.

## PERSONNEL

- ❖ The Library Director:
  - Attended Sikich Quarterly Business Review meeting on 9/24 with the IT Librarian.
  - Took vacation days on 9/25 & 27.
  - Attended Rotary meetings on 10/2 & 16.
  - Participated in an Olmec Head photo opportunity with library, City of West Chicago and Mexican Cultural Center DuPage staff on 10/4. The Olmec head was removed from library property on 10/16.
  - Attended the ILA Annual Conference held at the Peoria Civic Center on 10/9.
  - Hosted a staff luncheon in honor of Jennifer W.'s retirement on 10/10. Jennifer had been with the WCPLD for over 21 years.
  - Participated in the WeGo 2030 Strategic Plan Team Orientation with District 94 via Zoom on 10/10. This was the first of five meetings as part of the Strategic Plan Committee. The next meeting will be in-person on November 4 and will be a Data Retreat held at the high school from 9:00 a.m. to 3:00 p.m.
  - Posted the Facilities Assistant position on Indeed.
  - Attended the Council of Governments meeting on 10/17 at the DuPage Airport Authority.
  
- ❖ Employee Highlights
  - The following employee begin in the Adult Services department:
    - Deborah A., Adult Services Librarian, 10/21
  - The following anniversaries were celebrated:
    - Lisa P., Adult Services Librarian, 3 years on 10/4
    - Luke S., Youth Services Manager, 1 year on 10/9
    - John W., Technical Services Assistant, 5 years on 10/21
    - Benjamin W., Library Director, 18 years on 10/23
    - Joan H., Bookkeeper, 10 Years on 10/23

# Department Reports

## September 2024

### ADMINISTRATIVE SERVICES – PUBLIC RELATIONS

- Email Campaigns – September
  - Total opens: 33,471
    - August +18.22%
    - July -7.1%
  - Biweekly Program Newsletters x 9
    - Total opens: 16,600
      - August +1.8%
      - July +3.03%
  - Special Program Highlight Emails x 9
    - August +33%
    - July -10%
    - Total opens: 16,871
      - August +40.44%
      - July -13.7%
  - Events promoted with an SPH email include:
    - Hispanic Heritage Month Event
    - Churro Program
    - Fall Reading
    - Tie-Dye T-Shirts
    - Toddler Obstacle Course
    - Adult Game Night
    - It's Fall, Y'all!
    - ILP: Erika Sanchez
    - Skill-Up DuPage
  - Emails drafted:
    - 9 SPH emails drafted
    - 20 x regular Program Newsletters redone in their entirety due to an identified software issue with Constant Contact.
    - They had been denying the existence of this issue to me for nearly a year of complaints with their customer service department, all the while, it was a known issue, with a specific code for that known issue applied to our account for much (if not most) of that time.
    - In September, they finally admitted it was their fault. Unfortunately, the only solution was for me to redo a quarter's worth of scheduled emails, one by one.
- Social Media Campaigns

- Social Posts x 18
  - August **-28%**
  - July **-22%**
- Total Impressions: 5,912
  - August **-17.3%**
  - July **-38.1%**
- Total reach: 5,533
  - August **-16.9%**
  - July **-39%**
- Total engagements: 113
  - August **-42.64%**
  - July **-37.6%**
- Physical Materials
  - Program Guide production month! New Winter Program Guide to hit mailboxes starting 11/08/24.
  - More posters for Autumn quarter created and hung up.
  - Outreach flyers created for YS and YA outreach events.
- Website
  - Two new pages drafted by AS and YS departments.
    - YA is in-progress.
    - These pages have been optimized and are intended to be published the last week of October.
    - There will also be a website meeting to discuss the next content expansions/pages to be drafted for November.
- Other Work Completed
  - Coordinated with several community members for Program Room reservations.

## ADULT SERVICES

### **Engagement:**

**Programs:** A total of 8 programs were offered in September with a total attendance of 54.

### **Take and Make Kits/Seed Library:**

40 apple pen topper crafts were taken

65 seed packets were taken

## PROFESSIONAL DEVELOPMENT

- The AS Manager attended the Illinois Library database training session, and a webinar on documentation as communication.

#### **OUTREACH:**

- Adult Services staff attended 5 outreach events in September. AS staff brought craft programming to Aperion Care, Franciscan Court and Wood Glen Senior Residences and saw a total of 44 residents. Adult Services staff along with staff from the Circulation and Youth Services departments attended two other community outreach events with a total of 202 participants.

#### **ADULT SERVICES: TEEN**

#### **PROGRAMS:**

- In September, 4 programs were offered for teens with a total of 15 participants.
  - September's Snack Testers box was from Africa, which allowed the teens to sample treats from many different countries.

#### **OUTREACH:**

- The Outreach Committee team visited Lemay Middle School for their curriculum night and interacted with 57 parents and students. A library laptop was used to register parents and students for library cards.

#### **TEEN AREA:**

- 
- In September, 25 DIY fidget stick kits were taken as part of our Teen Take 'n' Make craft kit series.
- Teens can now interact with the chalkboard posting 'Inspirational Quotes'.
- The bulletin board has been changed to a Fall themed background

#### **EVENT COMMITTEE:**

On September 14<sup>th</sup> library staff from all departments held a Hispanic Heritage Celebration. The Lemay Middle School Mariachi Band played and then the Latin Band Roses performed. The festival was held outside on the lawn and tacos from La Birria Loca and paletas from Jorges were served. There were also crafts (Olmec head magnet and mosaic

tile) inside the library. The event ended with the breaking of a piñata. There was a total of 149 that attended this event.

## **CIRCULATION SERVICES**

### **Circulation Statistics September 2024:**

- 13,819 Total Items checked out, 7.51% increase from September 2023.
- 3,604 Electronic materials checked out, 11.20% increase from September 2023.
- The total value of the materials checked out by our patrons was \$110,623.13 during September 2024.
- During September 2024, we had 139 patrons using self-check and a total of 400 items checked out.

### **Patron Statistics September 2024:**

- 5,690 Visitors to the library, 4.71% increase from September 2023.
- 98 New patrons added, 26.87% decrease from September 2023.
- 10,147 Card holders, 15.92% decrease from September 2023.
- 35.08% of the district population have library cards, a 6.64% decrease from September 2023.

## **TECHNICAL SERVICES**

### **Acquisitions:**

- 1112 Items invoiced/received.
- 1027 Items ordered.
- 133 Items on-order.
- 126 Items received not processed.
- 5 Items cancelled.
- 4 Items returned.
- 2 Donations.
- 2 Replacements.

### **Cataloged:**

- 3293 Items added to the collection.

### **Withdrawals:**

- 366 Items withdrawn from the collection.

**Material Maintenance:**

- 58 Items repaired in house.

**Other Activities:**

- 548 Items moved from the new shelf to the regular collection.
- 256 Postage processed.
- 123 Invoices processed.
- 112 Invoices archived.
- 70 Call number transfers.
- 35 Withdrawn books donated to Better World Books.
- 17 Pre-cat records created.
- 14 Title transfers.
- 3 West Chicago Suburban Life scanned and converted to searchable PDF.
- 2 High School Summer Reading books converted back to regular collection.
- 2 Missing items reclaimed.
- 1 Digital movie added to the collection.

**YOUTH SERVICES****Programs**

Eight story presentations were given in September with a total of 102 patrons attending. Special programs included Lets make churros!, Toddler Obstacle Course, Mary Poppins Cricut Craft, Tie-dye t-shirts, Sensory Saturday and a Snoopy scavenger hunt. These programs brought in another 80 patrons to the library.

**Passive Activities**

The department offered a Papel picado take-home bag for 10 patrons to enjoy. Several crafts were provided throughout the month including an Olmec head magnet craft in celebration of the Olmec Trail and Hispanic Heritage Month. As September was Library Card Sign-Up Month with a Snoopy theme, we supplied Peanuts based crossword puzzles and drawing activities. Patrons enjoyed a number of Fall themed activities including gnome bookmarks, tree crafts, word searches and scarecrow building kits. All told, 198 passive activities were given.

**Outreach**

With the return of the school year, the department focuses on school outreach in order to develop a solid relationship with incoming new students, library personnel and students in general.

- Library staff visited 5 institutions in the community to disseminate programming and library card sign-up flyers for 262 patrons.
- An additional 300 flyers were delivered to remaining schools in the community.
- One member of the YS staff joined the outreach committee at the park district for a special event to engage with 145 community members.
- Staff members presented outreach stories to 158 students at schools and the park district.
- Collaboration with the community's Birth-3 organization began with an in-house storytime for 23 patrons.

Youth Services engaged with a total of 788 members of the community.

### **Professional Development**

- One member of the department attended the LACONI YSS presents: A Day at the National Museum of Mexican Art and shared ideas for programming and crafts with other members of the team.
- Two staff members attended the DCM Wonder Clubs Training at the Dupage Childrens Museum in Naperville. This exciting, informative seminar provided fully developed, STEAM learning opportunities for 1<sup>st</sup> – 5<sup>th</sup> grade children including materials, professional support and free museum passes.
- Library staff attended various new material and genre specific collection development webinars throughout the month

# IT Report

## Wireless Overview

September had **751 unique clients** with 1.01Tb of data used.

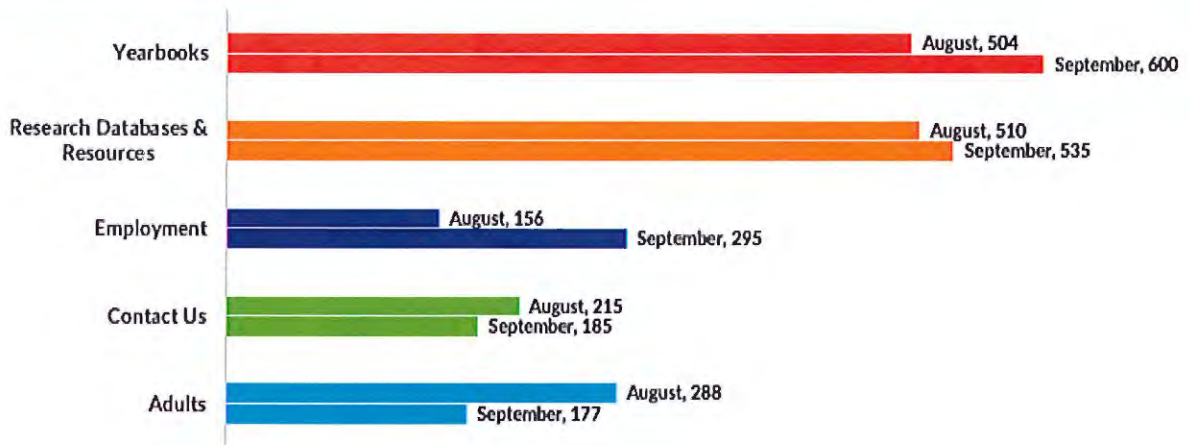
### WiFi Usage September 2023 - September 2024



## Website

In September we had **8,734 website visits**.

### Top 5 Pages in September



## Computer Usage

**We had 586 users in September.** The chart below shows the total usage and average time logged in to a machine.

	Total Logins (August)	Average Time Per Session (August)	Total Logins (September)	Average Time Per Session (September)
Adult	468	44 Minutes	490	44 Minutes
Youth	71	39 Minutes	92	45 Minutes
Newspaper	6	1 Hour 4 Minutes	4	36 Minutes





# WEST CHICAGO PUBLIC LIBRARY DISTRICT

## RESOLUTION 24-05

STATE OF ILLINOIS        )  
  )  
COUNTY OF DUPAGE        )

WEST CHICAGO PUBLIC LIBRARY DISTRICT  
DUPAGE COUNTY, ILLINOIS

### ESTIMATE OF FUNDS NEEDED FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025

I, Corrine Jakacki-Dattomo, do hereby certify that I am the regularly appointed, qualified, and acting Treasurer of the West Chicago Public Library District, DuPage County, Illinois, and that as such, I am the chief fiscal officer of said Library District.

I do hereby certify that the following is an estimate of funds needed, by source anticipated to be received by the West Chicago Public Library District in the fiscal year beginning July 1, 2024 and ending June 30, 2025.

**Estimated Revenue**

1.	Balance on Hand July 1, 2024, all funds	\$ 1,729,043
2.	Property Taxes to be Received	2,845,551
3.	Replacement tax	65,000
4.	Interest	46,000
5.	Grants	42,958
6.	Other receipts (fines, fees, gifts, etc.)	9,500
	<b>TOTAL</b>	<b><u>4,738,052</u></b>

I do further certify that the above estimate of revenues anticipated to be received in the fiscal year beginning July 1, 2024, and ending June 30, 2025 was made in full compliance with the provisions of 35 ILCS 200/18-50, as amended.

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Corrine Jakacki-Dattomo, Treasurer  
And Chief Fiscal Officer,  
Board of Library Trustees,  
West Chicago Public Library District



# WEST CHICAGO PUBLIC LIBRARY DISTRICT

TENTATIVE

## ORDINANCE NO.24-04

### AN ORDINANCE PROVIDING FOR THE LEVYING AND ASSESSMENT OF TAXES BY THE WEST CHICAGO PUBLIC LIBRARY DISTRICT, DUPAGE COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025

WHEREAS, on the 26th day of August 2024, an Ordinance entitled, "AN ORDINANCE PROVIDING FOR THE BUDGET AND APPROPRIATIONS OF THE WEST CHICAGO PUBLIC LIBRARY DISTRICT, DUPAGE COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025" was duly passed and approved and the same has been published according to the law, there having been appropriated for the fiscal year beginning July 1, 2024 and ending June 30, 2025, the sum of \$3,753,500 for library purposes of the West Chicago Public Library District.

NOW, THEREFORE, BE IT ORDAINED by the Board of Library Trustees of the West Chicago Public Library District as follows:

SECTION 1: That the Board of Library Trustees of the West Chicago Public Library District, in accordance with the provisions of the statute in such case made and provided, have duly ascertained the amount of appropriations for all corporate purposes legally made to be in the amount of THREE MILLION SEVEN HUNDRED FIFTY THREE THOUSAND FIVE HUNDRED DOLLARS (\$3,753,500) and do hereby determine that of that amount there shall be collected from this tax levy for the said year beginning July 1, 2024 and ending June 30, 2025, the sum of THREE MILLION SIXTY-EIGHT THOUSAND THREE HUNDRED DOLLARS (\$3,068,300).

SECTION 2: The Budget and Appropriation Ordinance is incorporated by reference.

SECTION 3: That the purpose for which said appropriations and tax levy are made, and the sum or amounts appropriated to be collected and used for each purpose and amounts to be raised by tax levy and hereby ascertained to be as follows:

ACCOUNT	2024 APPROPRIATION	2024 LEVY
Salaries	1,500,000	1,485,000
Insurance-Health, Dental, Life	300,000	290,000
FICA	125,000	110,000
Unemployment Compensation	5,000	2,000
Worker's Compensation	4,000	2,300
Administrative Expenses	95,000	83,000
Administrative Technology Expense	200,000	170,000
Library Materials-Books	175,000	155,000
Library Materials-Periodicals	12,500	9,500
Library Materials-Audio Visual	60,000	51,000
Technology Services	150,000	121,000
Library Material Maintenance	13,000	11,000
Programs	52,000	45,000
Marketing & Promotions	42,000	29,500
Facilities & Operations	225,000	190,000
Utilities	95,000	90,000
Professional Services	90,000	81,000
Library Board Expenses	10,000	8,000
Capital Equipment Expenses	375,000	0
<b>TOTAL LIBRARY FUND</b>	<b>\$ 3,528,500</b>	<b>2,933,300</b>

The foregoing appropriations are hereby appropriated from the general property for corporate purposes. Said appropriations, less estimated amount receivable from other sources, are hereby levied from the tax for general corporate purposes.

ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)

Illinois Municipal Retirement Fund Payments	<b>175,000</b>	<b>135,000</b>
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The foregoing appropriation is hereby appropriated from the proceeds of a special tax to pay the Library District's contribution to the Illinois Municipal Retirement Fund and is in addition to all other library district taxes as provided by law. Said appropriation is hereby levied from the proceeds of a special tax for Illinois Municipal Retirement Fund contributions in addition to all other library district taxes, as provided by law.

SPECIAL RESERVE FUND

Library Building, Equipment, Materials	<b>50,000</b>	<b>0</b>
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GENERAL OBLIGATION BOND FUND

General Obligation Bond Debt Service	<b>0</b>	<b>0</b>
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NEW BUILDING CONSTRUCTION FUND

New Building Construction Fund	<b>0</b>	<b>0</b>
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SUMMARY

<u>Account</u>	<u>Account Appropriated</u>	
Total Library Fund	<b>\$ 3,528,500</b>	<b>2,933,300</b>
Illinois Municipal Retirement Fund	<b>\$ 175,000</b>	<b>135,000</b>
Special Reserve Fund	<b>\$ 50,000</b>	<b>0</b>
General Obligation Bond Fund	<b>0</b>	<b>0</b>
New Building Construction Fund	<b>0</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>\$ 3,753,500</b>	<b>3,068,300</b>

SECTION 4: That the Secretary is hereby directed to file a certified copy of this Ordinance with the County Clerk of DuPage County within the time specified by law.

SECTION 5: That this Ordinance shall be in full force and effect from and after its passage and approval as required by law.

ADOPTED this 25th day of November, 2024, pursuant to a roll call vote as follows:

VOTE: [ Y = Yes; N = No; ABS = Absent; ABST = Abstain ]

Bloom \_\_\_\_\_ Fokta \_\_\_\_\_ Grotto \_\_\_\_\_ Jakacki-Dattomo \_\_\_\_\_

Kelsey \_\_\_\_\_ Navadomskis \_\_\_\_\_ Weninger \_\_\_\_\_

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**Patricia Weninger, President**  
**Board of Library Trustees**  
**West Chicago Public Library District**

ATTEST:

SEAL

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



DRAFT

**WEST CHICAGO PUBLIC LIBRARY DISTRICT**  
**SALARY SCHEDULE 1/1/2025 – 12/31/2025**

Pay Grade	TITLE	MINIMUM	MIDPOINT	MAXIMUM
6	Library Director	SET BY BOARD	SET BY BOARD	SET BY BOARD
5	Adult Services Manager Youth Services Manager Human Resources Manager Circulation Services Manager Technical Services Manager	54,557 52,763	69,753 67,136	84,949 82,156
4	Adult Services Librarian Young Adult Librarian Youth Services Librarian Technical Services Librarian Information Technology Librarian Public Relations Specialist Facilities Assistant	45,608 44,108	58,391 56,471	71,174 68,834
3	Technical Services Assistant Adult Services Assistant Youth Services Assistant Administrative Assistant Bookkeeper Senior Circulation Clerk	19.39 18.75	23.42 22.65	27.45 26.55
2	Maintenance Assistant	18.55 17.94	21.84 21.12	25.13 24.30
1	Circulation Clerk	15.00 14.00	16.75 15.75	18.50 17.50

Exempt Employees

Hourly Employees

Approved by Board of Library Trustees: 11/22/2010; 02/28/2011; 11/26/2012; 02/25/2013; 04/28/2014; 06/23/2024; 01/26/2015; 03/23/2015; 04/26/2017; 05/22/2017; 02/26/2018; 05/28/2019/ 11/25/2019/ 11/23/2020; 11/22/2021; 11/28/2022; 11/27/2023