



WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD MEETING
BOARD OF LIBRARY TRUSTEES
MAIN PROGRAM ROOM
MONDAY, OCTOBER 27, 2025
7:00 PM

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AGENDA

- A. Call to Order Corrine Jakacki-Dattomo, President
- B. Roll Call Patricia Weninger, Secretary
- C. Approval of the Minutes
1. Special Board Meeting – September 22, 2025 (Budget & Appropriation Hearing) ACTION
 2. Regular Board Meeting – September 22, 2025 ACTION
- D. Recognition of the Public
- E. Public Comments -- Limited to 3 Minutes
- F. Agenda – Additions/Deletions
- G. Treasurer's Report Maureen Navadomskis, Treasurer
1. Approval of the Bills for October 2025
 2. Financial Statements for September 2025
- H. Communications
1. Levy Ordinance Reminder ATTACHMENT
(Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd.)
- I. Reports
1. President Corrine Jakacki-Dattomo
 2. Library Director ATTACHMENT
 3. Department Managers ATTACHMENT

J. Unfinished Business

None

K. New Business

1. Resolution 25-03 Estimate of Funds Needed for the Fiscal Year Beginning July 1, 2025 and Ending June 30, 2026 **ACTION**
2. Adopt Tentative Levy Ordinance 25-03: An Ordinance for the Levying and Assessment of Taxes by the West Chicago Public Library District, DuPage County, Illinois, for the Fiscal Year Beginning July 1, 2025 and Ending June 30, 2026. **ACTION**

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

MAIN PROGRAM ROOM

MONDAY, SEPTEMBER 22, 2025

6:45 PM

MINUTES

1. Call to Order

The meeting was called to order by board president Jakacki-Dattomo at 6:45 p.m.

2. Roll Call

Roll call was conducted by Secretary Weninger. Present were Aimee Cavataio, Patricia Weninger, Michael Wonderly, and Corrine Jakacki-Dattomo; Laura Finch entered the meeting at 6:58 p.m. Absent were Scott Grotto and Maureen Navadomskis. A quorum was present.

3. Public Present

There was no public present.

4. Public Hearing:

Ordinance 25-02: An Ordinance Providing for the Budget and Appropriation of the West Chicago Public Library District, DuPage County, Illinois for the Fiscal Year Beginning July 1, 2025 and Ending June 30, 2026.

There was no public comment on the tentative budget and appropriation ordinance.

5. Adjournment

Board president Jakacki-Dattomo declared the meeting adjourned at 7:00 p.m.

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WEST CHICAGO PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MONDAY, SEPTEMBER 22, 2025
7:00 P.M.

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

B. ROLL CALL:

TRUSTEES PRESENT: Corrine Jakacki, President; Pat Weninger, Secretary; Aimee Cavataio, Laura Finch, and Michael Wonderly, Members.

STAFF PRESENT: Benjamin R. Weseloh, Library Director; Amanda Ghobrial, Assistant Director and HR Manager; Jennifer Gunn, Adult Services Manager; Michael Novy, Technical Services; Juan Martinez, Facilities Assistant; Nick Del Giudice, Public Relations Specialist; Jason Rock, Information Technology Librarian; Gabriel Cardenas, Circulation Manager; Luke Sutton, Youth Services Manager.

C. APPROVAL OF THE MINUTES:

1. Board Meeting - August 25, 2025: Ms. Weninger moved to approve the Minutes of the August 25, 2025 board meeting as amended; seconded by Mr. Wonderly.

- Page 2, Item H-2 Communications, second to last sentence should read "...will consider this policy change at the next policy meeting." Motion carried by unanimous voice vote.

D. RECOGNITION OF THE PUBLIC: None.

E. PUBLIC COMMENTS: None.

F. AGENDA - ADDITIONS/DELETIONS: None.

G. TREASURER'S REPORT:

1. Approval of the Bills for September 2025: Ms. Cavataio moved to approve the bills for September in the amount of \$399,491.94; seconded by Ms. Weninger.

Roll Call Vote - Yes: Ms. Cavataio, Ms. Finch, Ms. Weninger, Mr. Wonderly, Ms. Jakacki. Motion carried.

2. Financial Statements: Mr. Weseloh covered the Financial Statements under his Director's Report, Item I-2.

H. COMMUNICATIONS:

1. West Chicago Development Presentation: Mayor Daniel Bovey provided a presentation the City's plans for downtown West Chicago redevelopment. (The presentation was made upon the Mayor's arrival after New Business,

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Item K-1.)

The Mayor outlined his priorities for downtown revitalization. The City currently owns approximately 25 acres of land in the downtown area, 15 acres of which are across the street from the library building. Grant funds were provided to clean up the land, and that will be completed by the end of 2025. The property was a rail yard and scrap yard for 100 years.

The City is looking to turn this property into a City Center-type plaza to function as a community gathering space, including a large brick plaza, green spaces, and a building with business incubator spaces.

The West Chicago community has long been identified as having the assets of being bilingual and multicultural in nature with its immigrant roots of Irish, German, and Mexican heritage. Waves of immigrants arrived to build the railroads, and the city has been built on the strength of its multicultural origins. The city has also enjoyed the ingenuity of its entrepreneurs who have started small businesses throughout the years.

As a result, the City would like to create incubator spaces in five specific areas: food & beverages; the arts; professional spaces; retail; and the trades.

The City Center is envisioned to have an outdoor band shell; and the City will be looking for creative funding options. The overall space would be designed to attract local residents as well as visitors from outside the city boundaries.

The mayor also mentioned that the land behind the library and behind the Main Street buildings seems to be underutilized; and consideration will be given to opportunities to put that space to better use in connection with the City Center.

I. REPORTS:

1. President: President Jakacki noted the library staff will be providing their visions and initiatives of the Library for the coming year and beyond.
2. Library Director: Director Weseloh reported that the Library is 16.67% through its fiscal year elapsed. The Library's revenues collected equal 52% of budget; and the second installment of tax distributions should bring in a majority of the remaining budgeted revenues. To date 55% of the budgeted property tax revenue has been collected. Expenditures are running on par at 16% of budget.

The Library's contracted auditor from Lauterbach and Amen was onsite on

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September 15 and 16, 2025 to perform the field work. Staff responded to follow-up questions as needed. The audit process is running on schedule. Receipt of the audit is anticipated early to mid December 2025.

An early fiscal 2025 Per Capita Grant check was received in the amount of \$42,668.80.

A new contract was signed with Interstate Gas Supply for the natural gas supply. The current rate per therm is 36 cents; the new rate with IGS is 46 cents. Both gas and electric utilities expenses are expected to increase this fiscal year.

Staff training will be held on September 16, 2025 for the utilization of a Narcan supply onsite in the library pursuant to State statute. Narcan, the opioid antagonist, is to be available free of charge, Effective January 1, 2026 in accordance with the Local Libraries Act.

The exterior brickwork began September 16, 2025 to repair the west and north walls of the Library.

RAILS has now posted some Director's University webinars online for on-demand viewing by all staff and trustees. Two of the programs cover succession planning and Roberts Rules of Order. Trustees were told to contact Mr. Weseloh if they would like to attend one of the RAILS training webinars.

Mr. Weseloh and Ms. Ghobrial will be attending the ILA annual conference in Rosemont October 14-16, 2025.

The Library is participating in the WeGo Loteria in celebration of Hispanic Heritage Month. Game boards are available at the circulation desk and other locations around town. The Library's game artwork is on the front door of the building and is a police dog. There are 42 loteria-inspired artworks installed throughout West Chicago.

The Public Policy and Advocacy section of the American Library Association has reported that congressional committees that decide the federal budget have acted in support of libraries. The first version of the relevant bills include funding for library services and the Institute of Museum and Library Services. The bills includes a slight increase in funding for the Library Services and Technology Act, and level funding called for in the Innovative Approaches to Literacy Program, which is housed in the Department of Education.

3. Department Managers: Written reports were included in the board packets.

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J. UNFINISHED BUSINESS: None.

K. NEW BUSINESS:

1. Initiatives and Goals for FY 2026: Each staff member present provided an overview of their respective department's initiatives, goals, and focus areas for FY26. Several of the highlights include:

Youth Services: The Guadalajara International Book Fair is attended by a couple West Chicago Library staff members in collaboration with the American Library Association; Park District and Cantigny story times are scheduled; and school visits include author visits and digital resources information. A Flight Path Grant was received which will fund programming based on birding. Youth and Adult Services departments will collaborate on two programs on the topic of birding.

A grant was received from WeGo Together for Kids and will be used to implement an accessibility collection. A shelf shift was completed during the August in-service, and a large nonfiction weed was completed.

Additional electronic databases will be added to the Library's digital presence; and more original digital content will be created such as video tutorials and screencasts, which will be available on the Library's website.

Facilities: The facilities assistant has worked with Bell Tech to improve air quality and air flow throughout the building. Gutter repair and replacement is underway on the building. Five new card readers have been installed on doors as improved security to replace key locks.

Assistant Library Director: The new Assistant Library Director is focussing on professional development in order to support staff and ensure they have clear understanding of library policies and procedures, as well as developing team-building behaviors, shared expectations, and performance and conduct.

Circulation: The Circulation Department has a partnership with the high school to offer training to the transition group students. This semester four students are participating.

The Circulation Department donates books when visiting the local nursing homes and senior resident apartments. Year to date 1100 items have been donated, including books, audiobooks, and movies. School librarians are being encouraged to use the Library's databases and online catalog.

The department has a goal to increase the number of new library cards by 15-20%. In 2024, 800 new cards were issued.

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(Mayor Bovey entered.)

Technical Services: Technical services continues to work on a digitization project, including current holdings, acquired collections, and materials related to WCPL history. The department lead would like to explore partnerships to digitization efforts, implement more inventory controls, and catalogue the items in the archive room to make them more accessible to the public.

Young Adults: The Adult and Teens services departments have budgeted to expand its digital collection of e-books and e-audio books based on increasing patron demand. The departments are also focussed on expanding and promoting the Library of Things, including items like a telescope kit or Chromebooks.

The teen librarian oversees the Teen Advisory Board, which provides feedback on what teens would like to see available in the library; and the teen librarian has been given permission by the high school to set up a promotional table quarterly at the school. Teens can volunteer in the library.

The department has a cooperative effort between the Adult/Teen departments and the Youth department to coordinate on themes for some of their displays and programs. The themes of the musical "Wicked," and bird migration, will be featured in joint displays, crafts, and activities. Both the Youth and Adult/Teen services have chosen a bird theme for their winter reading challenges.

Information Technology: The full Adobe suite has been added to a computer station as a result of patron interest; and an updated Cricut machine has been purchased to augment in-person programming, create displays, and to make take-and-makes for adults and teens. The department provides technology assistance to the Wayne Township Senior Center, and some of the patrons there have signed up for library cards. A library staff member attends the West Chicago Chamber of Commerce meetings and shares information about Library services and programs.

Two bulletin boards have been purchased on which will be displayed instruction in both English and Spanish on how to independently use the copy/print/fax machine. Library computers, both staff and patron, are replaced on a cycle as they become outdated.

Public Relations: A blog page will be added to the Library's website, which will enable staff to communicate directly with patrons on the Library's channel regarding services, programs, and new items in the collection. The website will continue to be updated to incorporate ADA-compliant features by the 2027 implementation deadline.

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The Director listed several capital improvements which have been discussed in the past and will be considered for strategic planning purposes. Some include:

A facilities assessment including major systems of boilers, air handling, and elevator; renovations and use of space; building expansion; handicapped parking location; Library of Things expansion; Makerspace with a lab; a designated eating/ drinking area; video gaming/movie viewing area; move the server rack to the basement; and improved display case space.

Outdoor wish list includes: an external community board/digital sign; a large raised gazebo for programming; a public hold shelf; a public food pantry.

Staff would like to see the return of the annual Teen Multicultural Dinner hosted by the teens; bring the history of West Chicago Public Library up to date from its current end date of 1953; the development of a new strategic plan; a sensory/calming room; and the return of the used book sale.

(Mayor Bovey left after giving his presentation.)
(Staff left.)

2. Approval of Ordinance 25-02: Budget and Appropriation Ordinance of the West Chicago Public Library District For the Fiscal Year Beginning July 1, 2025, and ending June 30, 2026: Ms. Weninger moved to approve a revised version of the Budget and Appropriations Ordinance in the amount of \$4,208,000; seconded by Mr. Wonderly. The revised version incorporates addition funds for hiring strategic planning consultants and increased utility expenses.

The budget stays the same budget at \$3,355,813.
Roll Call Vote - Yes: Ms. Cavataio, Ms. Finch, Ms. Weninger, Mr. Wonderly, Ms. Jakacki. Motion carried.

3. Adoption of the Certified Estimate of Revenues by Source:
Ms. Weninger moved to approve the Adoption of the Certified Estimate of Revenues By Source; seconded by Mr. Wonderly.
Roll Call Vote - Yes: Ms. Cavataio, Ms. Finch, Ms. Weninger, Mr. Wonderly, Ms. Jakacki. Motion carried.

L. CLOSED SESSION: None held.
M. RETURN TO OPEN SESSION: None.

N. ADJOURNMENT: Ms. Jakacki stated there was no need for a closed session, and therefore there is no need for a return to open session. She adjourned the meeting at 8:59 p.m.

WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD MEETING DATE: 27-Oct-25

FINANCIAL STATEMENT DATE: September 30, 2025

Payroll dated:

9/12/2025	Net Payroll	\$	41,103.72
	Federal Liability Payment	\$	12,478.67
	State Liability Payment	\$	2,543.52
	Paylocity Fee	\$	168.18

9/26/2025	Net Payroll	\$	40,291.19
	Federal Liability Payment	\$	12,149.91
	State Liability Payment	\$	2,470.94
	Paylocity Fee	\$	404.81

Net Payroll
Federal Liability Payment
State Liability Payment
Paylocity Fee

TOTAL		\$	111,610.94
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Republic Bank

Operating - Manual Cks	Check No.	\$	27,731.79
Operating - System Cks	Check No.	\$	205,582.57
Operating - Credit Card	Check No.	\$	3,400.57
Librarian's Petty Cash	Check No.	\$	300.00

TOTAL		\$	237,014.93
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Total Bills for Approval		\$	348,625.87
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Board Approval

Signature: _____

Board Approval Date: _____

West Chicago Public Library District Unpaid Bills Detail

As of October 20, 2025

Transaction Type	Date	Num	Due Date	Open Balance
Bill	10/11/2025		11/10/2025	461.73
				\$ 461.73
Bill	09/12/2025	11QG-1T4Q-7F3R	10/12/2025	15.64
Bill	09/12/2025	13NT-VDYL-96NL	10/12/2025	18.59
Bill	09/15/2025	1TMQ-WNK1-DDCJ	10/15/2025	43.99
Bill	09/15/2025	1691-MQRP-71H7	10/15/2025	6.99
Bill	09/15/2025	17GQ-KQJX-3C1J	10/15/2025	71.81
Bill	09/16/2025	173R-JX6F-4GVF	10/16/2025	272.26
Bill	09/16/2025	1MRC-71Y7-DTXX	10/16/2025	83.00
Bill	09/16/2025	1QV7-4KXY-CKCH	10/16/2025	42.43
Bill	09/17/2025	1WHP-JF7N-7KC4	10/17/2025	12.98
Bill	09/23/2025	1YQ6-XVX3-4YR7	10/23/2025	15.99
Bill	09/23/2025	1WQT-NFNH-4K3T	10/23/2025	9.79
Bill	09/27/2025	1F6V-L4FC-TP17	10/27/2025	59.98
Bill	09/29/2025	14V3-MCQ1-9PQQ	10/29/2025	16.38
Bill	09/29/2025	1CRK-YQYR-CVY3	10/29/2025	7.91
		1DNP-MMWK-		
Bill	09/29/2025	CR1H	10/29/2025	69.86
Bill	09/29/2025	1YM9-KPYK-CNYG	10/29/2025	16.49
Bill	09/29/2025	1Q76-C79Q-CTJV	10/29/2025	21.99
Bill	09/29/2025	1FHY-KYXT-9PPR	10/29/2025	39.97
Bill	09/29/2025	1NGQ-D1TY-9V7J	10/29/2025	47.09
Bill	10/01/2025	1PG7-MH4W-7HKY	10/31/2025	29.98
Bill	10/01/2025	1LX9-4D6R-C3P1	10/31/2025	101.27

ACC Business
800-322-3076

Total for ACC Business
Amazon Capital Services

Bill	10/01/2025	17PL-YNLJ-7NYV	10/31/2025	92.59
Bill	10/01/2025	1QNV-7GK1-969J	10/31/2025	25.71
Bill	10/02/2025	1WVK-FQ4T-7TWP	11/01/2025	128.27
Bill	10/02/2025	14GT-LVCR-7FP6	11/01/2025	13.95
Bill	10/05/2025	1W4G-JQ3M-C3V3	11/04/2025	49.15
Bill	10/06/2025	1LHP-Y1GQ-CCLP	11/05/2025	27.47
Bill	10/06/2025	1R3V-TXYD-GG74	11/05/2025	11.95
Bill	10/06/2025	1XMD-6KQ1-9YDH	11/05/2025	14.99
Bill	10/07/2025	1LR4-3NJJ-6X4H	11/06/2025	59.96
Bill	10/07/2025	1K33-HQK7-6JG7	11/06/2025	9.88
Bill	10/07/2025	1KY9-NMLW-6Q94	11/06/2025	19.54
Bill	10/08/2025	17FK-NLYM-F1JQ	11/07/2025	8.39
Bill	10/13/2025	1GKV-JKPY-RY4G	11/12/2025	83.71
Bill	10/13/2025	1KKV-PVMD-TDY3	11/12/2025	62.93
Bill	10/13/2025	1HTK-7FNV-RJ1P	11/12/2025	69.57
Bill	10/13/2025	1MYG-DH4Q-RJ36	11/12/2025	24.92
Bill	10/15/2025	1LG6-N64F-7FH7	11/14/2025	13.95
Bill	10/16/2025	13VP-LLKV-7R1Y	11/15/2025	64.27
Bill	10/16/2025	1NGT-DKQT-47VJ	11/15/2025	25.02
				\$ 1,810.61

Total for Amazon Capital Services
Anderson Elevator Co.
708-345-9710

Bill	10/01/2025	INV-109006-V5P3	10/31/2025	193.00
				\$ 193.00

Total for Anderson Elevator Co.
Andy Frain
630-820-3820

Bill	09/30/2025	383058	10/30/2025	1,769.70
				\$ 1,769.70

Total for Andy Frain
Bigleaf Networks, Inc.
888-244-3133

Bill	10/01/2025	INV134568	10/31/2025	558.88
				\$ 558.88

Total for Bigleaf Networks, Inc.
Buck Services
630-876-8184

Bill	09/10/2025	64865	10/10/2025	2,416.66
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Decker Inc.
(800) 762-4899

Total for Decker Inc. Edith Clayton	Bill	10/02/2025	634122A	11/01/2025	68.60
					<u>\$ 68.60</u>
Total for Edith Clayton Efficiency Reporting 630-682-8887	Bill	09/20/2025		10/20/2025	50.12
					<u>\$ 50.12</u>
Total for Efficiency Reporting Flood Brothers	Bill	09/23/2025	20778er	10/23/2025	340.00
					<u>\$ 340.00</u>
Total for Flood Brothers Gehrke Technology Group 847-487-9110	Bill	10/03/2025	8472328	11/02/2025	66.14
					<u>\$ 66.14</u>
Total for Gehrke Technology Group Globe Life	Bill	10/08/2025	2503402	11/07/2025	125.00
					<u>\$ 125.00</u>
Total for Globe Life Governmental Accounting, Inc. 847-991-3909	Bill	10/17/2025		11/16/2025	55.00
					<u>\$ 55.00</u>
Total for Governmental Accounting, Inc. HR Direct 866-463-4574	Bill	10/01/2025	60386	10/31/2025	1,575.00
					<u>\$ 1,575.00</u>
Total for HR Direct IHLS-OCLC 618-619-2076	Bill	10/02/2025	INV18110588	11/01/2025	106.28
					<u>\$ 106.28</u>
Total for IHLS-OCLC Ingram Library Services 800-937-8200	Bill	10/06/2025	33377	11/05/2025	61.30
					<u>\$ 61.30</u>
	Bill	09/02/2025	90180925	10/02/2025	188.21

Bill	09/02/2025	90192377	10/02/2025	533.19
Bill	09/03/2025	90226208	10/03/2025	36.90
Bill	09/05/2025	90284005	10/05/2025	246.49
Bill	09/08/2025	90317084	10/08/2025	438.19
Bill	09/08/2025	90322821	10/08/2025	75.98
Bill	09/12/2025	90441010	10/12/2025	600.71
Bill	09/12/2025	90441009	10/12/2025	279.02
Bill	09/12/2025	90453220	10/12/2025	14.29
Bill	09/16/2025	90519197	10/16/2025	69.66
Bill	09/16/2025	90533542	10/16/2025	311.41
Bill	09/18/2025	90581374	10/18/2025	507.11
Bill	09/19/2025	90610325	10/19/2025	948.30
Bill	09/22/2025	90644797	10/22/2025	112.77
Bill	09/22/2025	90644799	10/22/2025	19.38
Bill	09/22/2025	90644798	10/22/2025	67.42
Bill	09/24/2025	90725300	10/24/2025	338.43
Bill	09/24/2025	90725299	10/24/2025	30.10
Bill	09/25/2025	90765167	10/25/2025	200.51
Bill	09/25/2025	90757248	10/25/2025	1,108.46
Bill	09/30/2025	90860378	10/30/2025	14.29
Vendor Credit	09/11/2025	90434288		-16.94
				\$ 6,123.88

Total for Ingram Library Services
Kellenberger Electric, Inc.

\$ 350.00

Total for Kellenberger Electric, Inc.
Kings III Of America, LLC

\$ 207.75

Total for Kings III Of America, LLC
Klein, Thorpe and Jenkins, LTD
312-984-6400

Bill	10/16/2025	1151	11/15/2025	350.00
Bill	10/01/2025	3162778	10/31/2025	207.75
Bill	09/22/2025	252119	10/22/2025	1,250.00
Bill	09/22/2025	252120	10/22/2025	1,525.00
Bill	10/15/2025	252604	11/14/2025	150.00

\$ 207.75

Total for Klein, Thorpe and Jenkins, LTD Lauterbach & Amen, LLP 630-393-1483		Bill	10/15/2025	252605	11/14/2025	2,550.00
						<u>\$ 5,475.00</u>
Total for Lauterbach & Amen, LLP LIMIRIC 630-393-1483		Bill	09/29/2025	108879	10/29/2025	8,570.00
						<u>\$ 8,570.00</u>
Total for LIMIRIC		Bill	10/07/2025		11/06/2025	23,055.75
						<u>\$ 23,055.75</u>
Midwest Lighting and Exterior Pros		Bill	10/13/2025		11/12/2025	4,000.00
						<u>\$ 4,000.00</u>
Total for Midwest Lighting and Exterior Pros		Bill	10/03/2025	MC0000146870	11/02/2025	1,007.33
Midwest Mechanical 630-850-2300		Bill	10/07/2025	S25178WP-02	11/06/2025	90,000.00
						<u>\$ 91,007.33</u>
Total for Midwest Mechanical		Bill	09/04/2025	507696145	10/04/2025	32.24
Midwest Tape 800-875-2785		Bill	09/04/2025	507696143	10/04/2025	14.99
		Bill	09/16/2025	507750427	10/16/2025	133.71
		Bill	09/16/2025	507750426	10/16/2025	49.99
		Bill	09/16/2025	507750650	10/16/2025	55.48
		Bill	09/16/2025	507750429	10/16/2025	60.73
		Bill	09/19/2025	507768961	10/19/2025	19.49
		Bill	09/19/2025	507768859	10/19/2025	11.24
		Bill	09/29/2025	507812629	10/29/2025	25.49
						<u>\$ 403.36</u>
Total for Midwest Tape Mobile Beacon 401-934-0500		Bill	10/08/2025		11/07/2025	1,200.00
						<u>\$ 1,200.00</u>
Total for Mobile Beacon Morgan Birge & Associates Inc. 312-670-0000						

Total for Morgan Birge & Associates Inc.

Nicor
888-642-6748

Bill	09/27/2025	82030	10/27/2025	309.91
				<u>\$ 309.91</u>

Total for Nicor

NIR Roof Care, Inc.
800-221-7663

Bill	10/06/2025		11/05/2025	354.95
				<u>\$ 354.95</u>

Total for NIR Roof Care, Inc.

Orkin Pest Control
630-505-7258

Bill	09/23/2025	181778	10/23/2025	2,615.00
Bill	09/24/2025	181804	10/24/2025	1,300.00
				<u>\$ 3,915.00</u>

Total for Orkin Pest Control

OverDrive
216-573-6886

Bill	09/24/2025	284199411	10/24/2025	111.00
				<u>\$ 111.00</u>

Total for OverDrive

Peregrine, Stime, Newman, Ritzman
630-665-1900

Bill	09/01/2025	01018CP25264689	10/01/2025	97.32
Bill	09/01/2025	01018CP25266197	10/01/2025	161.81
Bill	09/02/2025	01018CO25270189	10/02/2025	311.88
Bill	09/03/2025	01018CO25272007	10/03/2025	685.49
Bill	09/03/2025	01018CO25272005	10/03/2025	611.28
Bill	09/30/2025	01018CP25301023	10/30/2025	136.86
Bill	09/30/2025	01018CP25302286	10/30/2025	59.53
Bill	10/06/2025	01018CO25311354	11/05/2025	695.46
Bill	10/06/2025	01018CO25311356	11/05/2025	622.96
				<u>\$ 3,382.59</u>

Total for OverDrive

Peregrine, Stime, Newman, Ritzman
630-665-1900

Bill	10/01/2025	62929	10/31/2025	562.50
				<u>\$ 562.50</u>

Total for Peregrine, Stime, Newman, Ritzman

Sikich LLC
630-566-8400

Bill	09/15/2025	I548397	10/15/2025	296.00
Bill	09/15/2025	MS548327	10/15/2025	6,136.23
Bill	09/25/2025	I548983	10/25/2025	2,166.75

Bill	09/26/2025	1549194	10/26/2025	160.50
Bill	10/01/2025	N549655	10/31/2025	9,920.00
Bill	10/15/2025	1550652	11/14/2025	296.00
Bill	10/15/2025	MS550582	11/14/2025	6,136.23
				<u>\$ 25,111.71</u>

Total for Sikich LLC
Swan
630-326-7146

Bill	09/12/2025	12133	10/12/2025	270.00
Bill	10/07/2025	12229	11/06/2025	8,632.50
				<u>\$ 8,902.50</u>

Total for Swan
T-Mobile

Bill	09/21/2025		10/21/2025	178.35
				<u>\$ 178.35</u>

Total for T-Mobile
Today's Business Solutions, Inc.
630-537-1370

Bill	10/16/2025	18990	11/15/2025	3,012.20
				<u>\$ 3,012.20</u>

Total for Today's Business Solutions, Inc.
Uline

Bill	09/30/2025	198610989	10/30/2025	269.79
				<u>\$ 269.79</u>

Total for Uline
Unique Management Services
800-879-5453

Bill	10/01/2025	6144175	10/31/2025	40.00
Bill	10/01/2025	6144263	10/31/2025	39.40
				<u>\$ 79.40</u>

Total for Unique Management Services
Xtreme Environmental Solutions
630-293-7880

Bill	09/25/2025	130-WCL	10/25/2025	25.00
Bill	10/16/2025	131-WCL	11/15/2025	25.00
				<u>\$ 50.00</u>
				<u>\$ 205,582.57</u>

Total for Xtreme Environmental Solutions
TOTAL

Financial Report

For the 3 Month(s) Ended September 30, 2025
FISCAL YEAR 2026



WEST CHICAGO
PUBLIC LIBRARY DISTRICT

WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary

For the 3 Month(s) Ended September 30, 2025

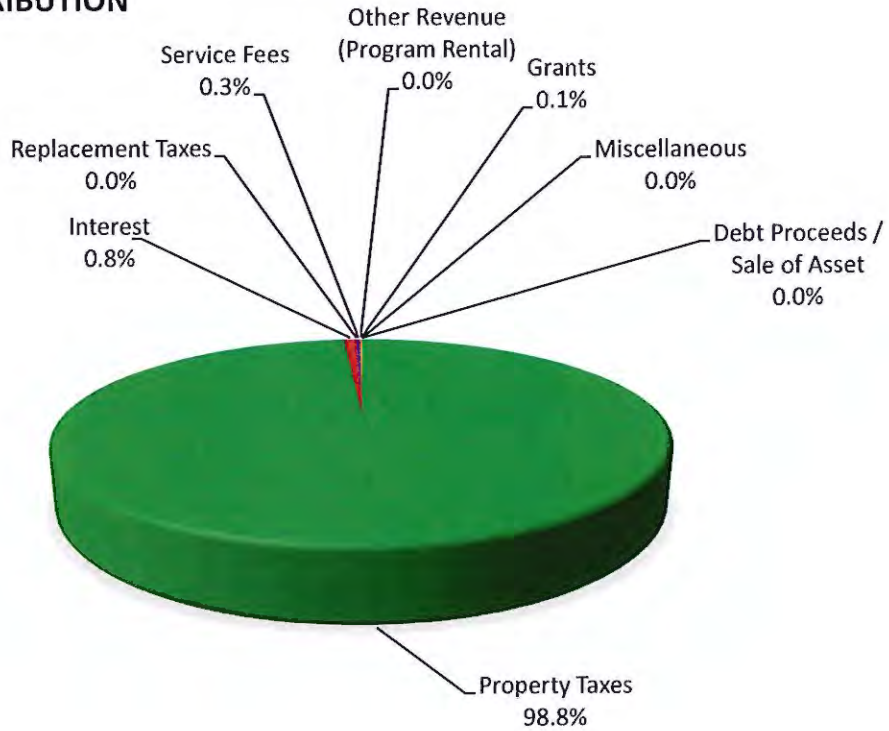
25% of Fiscal Year

Account Description	Total Actual	Total Budget	% of Budget
REVENUE			
Property Taxes	2,894,104	2,976,853	97%
Interest	23,341	76,350	31%
Replacement Taxes	-	50,952	0%
Service Fees	8,640	12,200	71%
Other Revenue (Program Rental)	-	-	0%
Grants	2,903	42,958	7%
Miscellaneous	20	1,500	1%
Debt Proceeds / Sale of Asset	-	-	0%
Transfer-In	-	-	0%
	<u>Actual Revenues</u> 2,929,009	<u>3,160,813</u>	<u>93%</u>
	<u>Budgeted Revenues</u> 3,160,813		
	% Diff 93%		
OPERATING EXPENDITURES			
Personnel	414,212	1,999,073	21%
IMRF	30,285	127,000	24%
Administrative	18,833	90,162	21%
Admin Technology	42,663	172,358	25%
Library Materials - Books	44,897	129,315	35%
Library Materials - Periodicals	2,327	10,950	21%
Library Materials - Audio & Visual	6,227	59,535	10%
Library Material - Maintenance	491	10,520	5%
Technology Services	27,047	96,573	28%
Programs	9,344	41,149	23%
Marketing & Promotion	9,684	31,005	31%
Facilities & Operations	59,186	215,901	27%
Utilities	32,066	99,102	32%
Professional Services	41,591	65,570	63%
Board Expenses	726	12,600	6%
	<u>Actual Expenditures</u> 739,580	<u>3,160,813</u>	<u>23%</u>
	<u>Budgeted Expenditures</u> 3,160,813		
	% Diff 23%		
SURPLUS / (DEFICIT) FROM OPERATIONS	<u>2,189,430</u>	<u>-</u>	<u>n/a</u>
CAPITAL EXPENDITURES & DEBT SERVICE			
Equipment & Building	146,378	325,000	45%
	<u>Actual Expenditures</u> 146,378	<u>325,000</u>	<u>45%</u>
	<u>Budgeted Expenditures</u> 325,000		
	% Diff 45%		
TOTAL SURPLUS / (DEFICIT)	<u>2,043,052</u>	<u>(325,000)</u>	
BEGINNING FUND BALANCE	1,627,313		
ENDING FUND BALANCE	<u>3,670,365</u>		

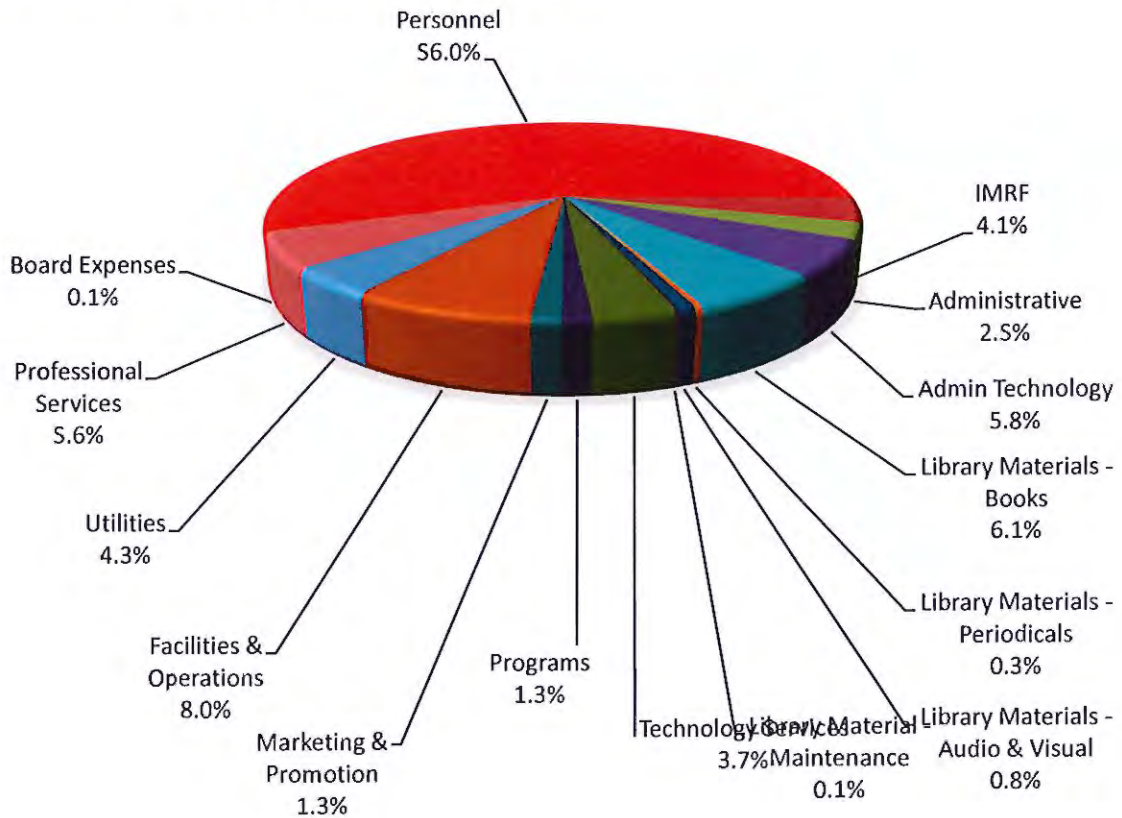
WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary
For the 3 Month(s) Ended September 30, 2025

REVENUE DISTRIBUTION



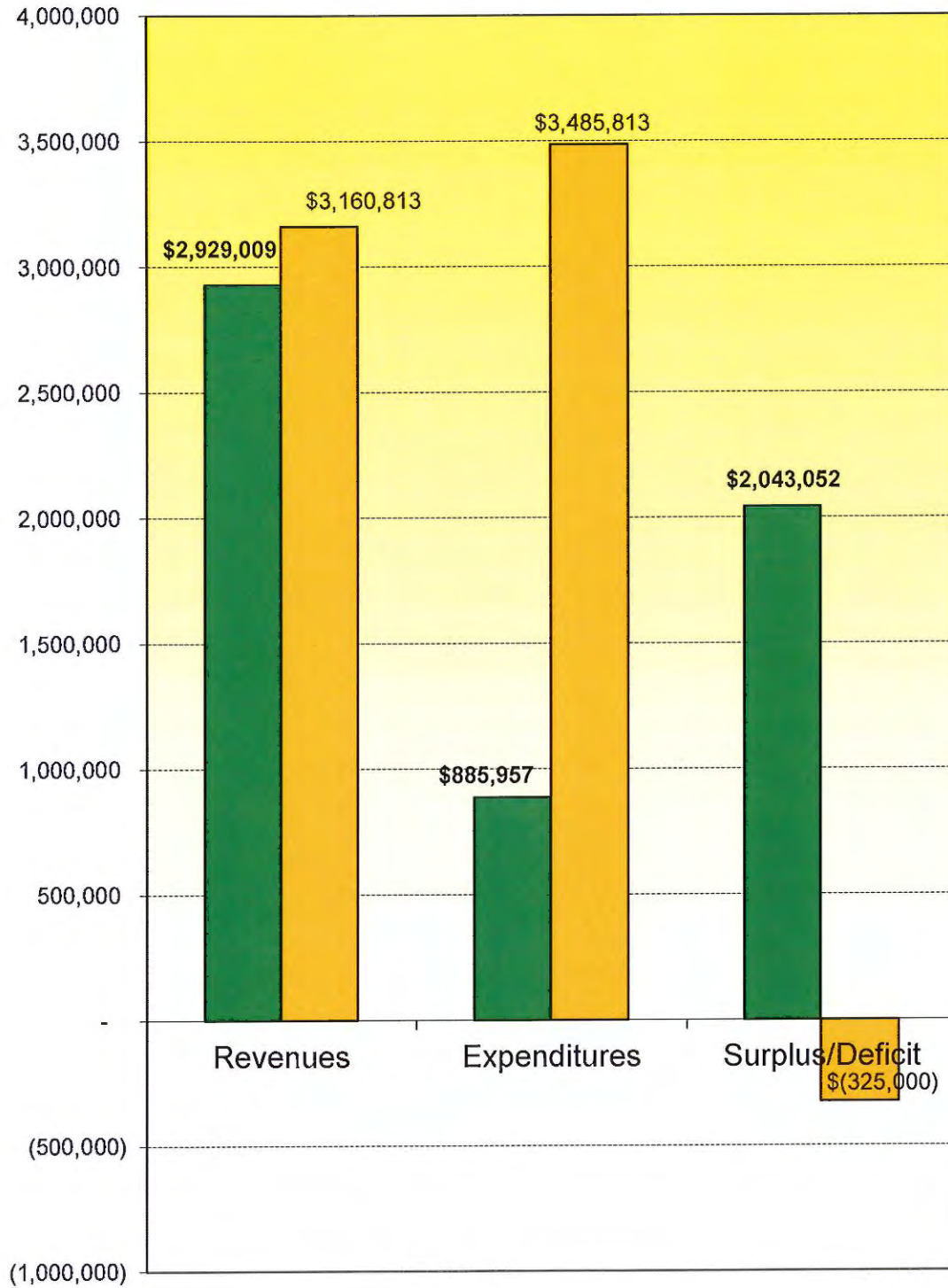
OPERATIONAL EXPENDITURE DISTRIBUTION



WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary

For the 3 Month(s) Ended September 30, 2025



WEST CHICAGO PUBLIC LIBRARY DISTRICT
Budget vs. Actual Summary
For the 3 Month(s) Ended September 30, 2025

25% Of Fiscal Year

Account Description	General	IMRF	Special Reserve	Total Actual	Total Budget	% of Budget
REVENUE						
Property Taxes	2,744,928	149,176	-	2,894,104	2,976,853	97%
Interest	22,197	726	418	23,341	76,350	31%
Replacement Taxes	-	-	-	-	50,952	0%
Service Fees	8,640	-	-	8,640	12,200	71%
Other Revenue (Program Rental)	-	-	-	-	-	0%
Grants	2,903	-	-	2,903	42,958	7%
Miscellaneous	20	-	-	20	1,500	1%
Debt Proceeds / Sale of Asset	-	-	-	-	-	0%
Transfer-In	-	-	-	-	-	0%
Actual Revenues	2,778,689	149,902	418	2,929,009	3,160,813	93%
Budgeted Revenues	3,042,663	118,150	-	3,160,813		
% Diff	91%	127%	n/a	93%		
OPERATING EXPENDITURES						
Personnel	414,212	-	-	414,212	1,999,073	21%
IMRF	-	30,285	-	30,285	127,000	24%
Administrative	18,833	-	-	18,833	90,162	21%
Admin Technology	42,663	-	-	42,663	172,358	25%
Library Materials - Books	44,897	-	-	44,897	129,315	35%
Library Materials - Periodicals	2,327	-	-	2,327	10,950	21%
Library Materials - Audio & Visual	6,227	-	-	6,227	59,535	10%
Library Material - Maintenance	491	-	-	491	10,520	5%
Technology Services	27,047	-	-	27,047	96,573	28%
Programs	9,344	-	-	9,344	41,149	23%
Marketing & Promotion	9,684	-	-	9,684	31,005	31%
Facilities & Operations	59,186	-	-	59,186	215,901	27%
Utilities	32,066	-	-	32,066	99,102	32%
Professional Services	41,591	-	-	41,591	65,570	63%
Board Expenses	726	-	-	726	12,600	6%
Actual Expenditures	709,295	30,285	-	739,580	3,160,813	23%
Budgeted Expenditures	3,033,813	127,000	-	3,160,813		
% Diff	23%	24%	n/a	23%		
CAPITAL EXPENDITURES & DEBT SERVICE						
Equipment & Building	146,378	-	-	146,378	325,000	45%
Actual Expenditures	146,378	-	-	146,378	325,000	n/a
Budgeted Expenditures	-	-	325,000	325,000		
% Diff	n/a	n/a	n/a	n/a		
TOTAL SURPLUS / (DEFICIT)						
	1,923,016	119,617	418	2,043,052	(325,000)	
BEGINNING FUND BALANCE	1,436,810	63,252	127,251	1,627,313	1,627,313	
ENDING FUND BALANCE	3,359,826	182,869	127,669	3,670,365	1,302,313	
Fund Balance as % of Total Expenditures	393%	604%	n/a	414%		

WEST CHICAGO PUBLIC LIBRARY DISTRICT
Budget vs. Actual Detail
September 30, 2025

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
Revenues									
30010 · PROPERTY TAXES	1,290,576.50	248,071.08	2,744,927.89	149,176.47	0.00	2,894,104.36	2,976,853.00	-82,748.64	97.22%
32010 · PERS PROPERTY REPLACEMENT TAX	0.00	4,246.00	0.00	0.00	0.00	0.00	50,952.00	-50,952.00	0.0%
33000 · INTEREST INCOME	15,317.85	6,250.00	22,196.98	725.86	0.00	22,922.84	75,000.00	-52,077.16	30.56%
33040 · INTEREST-IL FUND BLDG CONST	277.07	112.50	0.00	0.00	418.40	418.40	1,350.00	-931.60	30.99%
35100 · FINES	1.00	0.00	2.60	0.00	0.00	2.60	0.00	2.60	100.0%
35150 · PHOTOCOPYMICROFORMICOPY/FAX	1,704.12	791.67	2,448.24	0.00	0.00	2,448.24	9,500.00	-7,051.76	25.77%
35110 · LOST AND PAID MATERIALS	5,795.23	100.00	5,898.21	0.00	0.00	5,898.21	1,200.00	4,698.21	491.52%
35710 · NON RESIDENT FEES	291.30	125.00	291.30	0.00	0.00	291.30	1,500.00	-1,208.70	19.42%
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	83.33	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
36045 · DEVELOPER DONATIONS	0.00	16.67	0.00	0.00	0.00	0.00	200.00	-200.00	0.0%
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	2,903.35	0.00	2,903.35	0.00	0.00	2,903.35	0.00	2,903.35	100.0%
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	20.00	16.67	20.00	0.00	0.00	20.00	200.00	-180.00	10.0%
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%
	1,316,886.42	263,401.08	2,778,688.57	149,902.33	418.40	2,929,009.30	3,160,813.00	-231,803.70	92.67%
Expenditures									
1E · PERSONNEL									
41100 · SALARIES	225,915.15	132,148.08	327,605.25	0.00	0.00	327,605.25	1,585,777.00	-1,258,171.75	20.66%
41110 · INS-HEALTH, DENTAL, LIFE, FSA	40,748.91	24,734.83	59,648.57	0.00	0.00	59,648.57	296,818.00	-237,169.43	20.1%
41120 · FICA EXPENSE	16,847.38	9,333.33	24,346.69	0.00	0.00	24,346.69	112,000.00	-87,653.31	21.74%
41130 · UNEMPLOYMENT COMPENSATION	233.08	175.00	233.08	0.00	0.00	233.08	2,100.00	-1,866.92	11.1%
41140 · WORKERS COMPENSATION	0.00	198.17	2,378.00	0.00	0.00	2,378.00	2,378.00	0.00	100.0%
	283,744.52	166,589.42	414,211.59	0.00	0.00	414,211.59	1,999,073.00	-1,584,861.41	20.72%
2E · ADMINISTRATIVE EXPENSES									
41310 · PROFESSIONAL DEVELOPMENT	800.00	1,184.58	2,600.00	0.00	0.00	2,600.00	14,215.00	-11,615.00	18.29%
41320 · TRAVEL	2,331.21	424.67	2,331.21	0.00	0.00	2,331.21	5,096.00	-2,764.79	45.75%
41330 · ASSOCIATION DUES	0.00	504.25	100.00	0.00	0.00	100.00	6,051.00	-5,951.00	1.65%
41332 · PAYROLL PROCESSING	1,156.95	745.33	1,662.83	0.00	0.00	1,662.83	8,944.00	-7,281.17	18.59%
41334 · OFFICE SUPPLIES GENERAL	1,020.85	975.00	1,913.53	0.00	0.00	1,913.53	11,700.00	-9,786.47	16.36%
41336 · OFFICE EQUIPMENT	3,103.48	1,535.83	4,599.69	0.00	0.00	4,599.69	18,430.00	-13,830.31	24.96%
41338 · POSTAGE	1,557.78	750.00	1,574.25	0.00	0.00	1,574.25	9,000.00	-7,425.75	17.49%
41342 · ADMINISTRATIVE MISC	115.94	135.50	207.88	0.00	0.00	207.88	1,626.00	-1,418.12	12.79%
41344 · SUPPLIES-FOOD	1,116.45	791.67	3,535.42	0.00	0.00	3,535.42	9,500.00	-5,964.58	37.22%
41346 · MATERIALS & RESOURCE RECOVERY	226.55	133.33	226.55	0.00	0.00	226.55	1,600.00	-1,373.45	14.16%
41348 · CIRCULATION SERVICES SUPPLIES	12.86	333.33	82.13	0.00	0.00	82.13	4,000.00	-3,917.87	2.05%
	11,441.25	7,513.50	18,833.49	0.00	0.00	18,833.49	90,162.00	-71,328.51	20.89%

WEST CHICAGO PUBLIC LIBRARY DISTRICT
Budget vs. Actual Detail
September 30, 2025

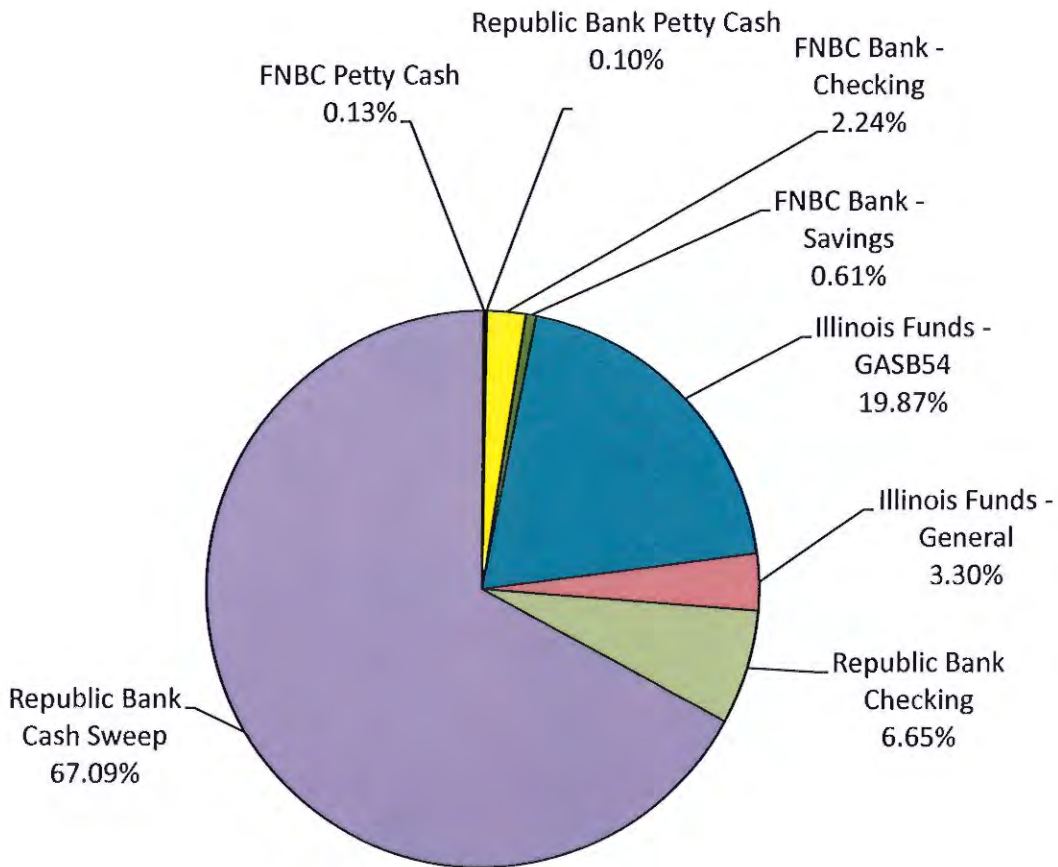
	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
3E - ADMINISTRATIVE TECHNOLOGY EXPEN									
41400 - IT EQUIPMENT UPGRADES-STAFF	8,160.54	710.58	9,016.54	0.00	0.00	9,016.54	8,527.00	489.54	105.74%
41410 - SOFTWARE STAFF	3,781.78	4,345.42	4,017.66	0.00	0.00	4,017.66	52,145.00	-48,127.34	7.71%
41415 - PHONE SYSTEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
41420 - TECHNOLOGY MANAGEMENT	14,965.89	8,209.67	28,419.50	0.00	0.00	28,419.50	98,516.00	-70,096.50	28.85%
41425 - WARRANTIES/EXTENDED CARE	0.00	1,097.50	1,209.41	0.00	0.00	1,209.41	13,170.00	-11,960.59	9.18%
Subtotal	26,908.21	14,363.17	42,663.11	0.00	0.00	42,663.11	172,358.00	-129,694.89	24.75%
4E - LIBRARY MATERIALS-BOOKS									
42112 - REFERENCE-ELECTRONIC	1,067.00	2,950.58	28,392.86	0.00	0.00	28,392.86	35,407.00	-7,014.14	80.19%
42120 - BOOKS-ADULT	8,586.96	5,750.00	11,213.24	0.00	0.00	11,213.24	69,000.00	-57,786.76	16.25%
42122 - BOOKS-LITERACY	0.00	30.83	0.00	0.00	0.00	0.00	370.00	-370.00	0.0%
42130 - BOOKS-YOUNG ADULT	551.94	250.00	551.94	0.00	0.00	551.94	3,000.00	-2,448.06	18.4%
42140 - BOOKS-YOUTH	3,764.84	1,711.50	4,693.39	0.00	0.00	4,693.39	20,538.00	-15,844.61	22.85%
42170 - RBP/ILL BOOK REPLACEMENT	0.00	83.33	45.94	0.00	0.00	45.94	1,000.00	-954.06	4.59%
Subtotal	13,970.74	10,776.25	44,897.37	0.00	0.00	44,897.37	129,315.00	-84,417.63	34.72%
5E - LIBRARY MATERIALS-PERIODICALS									
42210 - PERIODICALS	1,949.20	912.50	2,327.20	0.00	0.00	2,327.20	10,950.00	-8,622.80	21.25%
Subtotal	1,949.20	912.50	2,327.20	0.00	0.00	2,327.20	10,950.00	-8,622.80	21.25%
6E - LIBRARY MATERIALS-AUDIO VISUAL									
42320 - AV MATERIALS-ADULT	3,939.05	3,833.33	5,386.87	0.00	0.00	5,386.87	46,000.00	-40,613.13	11.71%
42330 - AV MATERIALS-YOUNG ADULT	0.00	291.67	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	0.0%
42340 - AV MATERIALS-YOUTH	752.53	836.25	840.21	0.00	0.00	840.21	10,035.00	-9,194.79	8.37%
Subtotal	4,691.58	4,961.25	6,227.08	0.00	0.00	6,227.08	59,535.00	-12,694.79	10.46%
7E - TECHNOLOGY SERVICES									
42400 - LIBRARY CONSORTIUM	0.00	2,877.50	8,632.50	0.00	0.00	8,632.50	34,530.00	-25,897.50	25.0%
42405 - INTERNET SERVICES	4,375.30	2,072.67	6,395.70	0.00	0.00	6,395.70	24,872.00	-18,476.30	25.71%
42420 - SOFTWARE PUBLIC	3,335.50	1,976.50	4,055.50	0.00	0.00	4,055.50	23,718.00	-19,662.50	17.1%
42445 - IT EQUIPMENT/UPGRADES-PUBLIC	7,105.00	1,121.08	7,963.55	0.00	0.00	7,963.55	13,453.00	-5,489.45	59.2%
Subtotal	14,815.80	8,047.75	27,047.25	0.00	0.00	27,047.25	96,573.00	-25,151.95	28.01%
8E - LIBRARY MATERIAL MAINTENANCE									
42500 - PROCESSING-TECHNICAL SERVICES	364.99	857.50	491.12	0.00	0.00	491.12	10,290.00	-9,798.88	4.77%
42510 - CATALOGING TOOL	0.00	19.17	0.00	0.00	0.00	0.00	230.00	-230.00	0.0%
42515 - DIGITALIZATION PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	364.99	876.67	491.12	0.00	0.00	491.12	10,520.00	-9,798.88	4.67%
9E - PROGRAMS									
44120 - PROGRAMS-ADULT	1,298.09	1,075.42	3,306.79	0.00	0.00	3,306.79	12,905.00	-9,598.21	25.62%
44130 - PROGRAMS-YOUNG ADULT	713.26	291.67	778.34	0.00	0.00	778.34	3,500.00	-2,721.66	22.24%
44135 - PROGRAMS-SUMMER READING	0.00	344.92	0.00	0.00	0.00	0.00	4,139.00	-4,139.00	0.0%
44140 - PROGRAMS-YOUTH	2,109.27	833.75	3,173.75	0.00	0.00	3,173.75	10,005.00	-6,831.25	31.75%
44145 - EVENTS AND OUTREACH	983.56	883.33	2,085.12	0.00	0.00	2,085.12	10,600.00	-8,514.88	19.67%
Subtotal	5,104.18	3,429.08	9,344.00	0.00	0.00	9,344.00	41,149.00	-15,346.13	22.71%
10E - MARKETING & PROMOTIONS									
44210 - MARKETING	1,497.68	297.25	1,672.68	0.00	0.00	1,672.68	3,567.00	-1,894.32	46.89%
44215 - WEBSITE	3,198.79	408.50	3,198.79	0.00	0.00	3,198.79	4,902.00	-1,703.21	65.26%
44220 - PROMO MATERIALS-ADULT	170.49	266.67	306.27	0.00	0.00	306.27	3,200.00	-2,893.73	9.57%
44240 - PROMO MATERIALS-YOUTH	90.00	141.67	90.00	0.00	0.00	90.00	1,700.00	-1,610.00	5.29%
44245 - PROGRAM GUIDE	3,165.95	1,469.67	4,415.95	0.00	0.00	4,415.95	17,636.00	-13,220.05	25.04%
44250 - SURVEYS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	8,122.91	2,583.75	9,683.69	0.00	0.00	9,683.69	31,005.00	-21,321.31	31.23%

WEST CHICAGO PUBLIC LIBRARY DISTRICT
Budget vs. Actual Detail
September 30, 2025

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
11E - FACILITIES & OPERATIONS									
45110 - JANITORIAL SERVICE	4,833.32	2,416.67	7,249.98	0.00	0.00	7,249.98	29,000.00	-21,750.02	25.0%
45112 - SECURITY SERVICE	3,643.50	1,846.08	5,517.30	0.00	0.00	5,517.30	22,153.00	-16,635.70	24.91%
45115 - JANITORIAL SUPPLIES	504.43	508.33	1,081.75	0.00	0.00	1,081.75	6,100.00	-5,018.25	17.73%
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	414.58	0.00	0.00	0.00	0.00	4,975.00	-4,975.00	0.0%
45120 - SNOW REMOVAL	0.00	2,317.92	0.00	0.00	0.00	0.00	27,815.00	-27,815.00	0.0%
45130 - EXTERIOR LANDSCAPING	4,345.00	2,146.42	16,975.00	0.00	0.00	16,975.00	25,757.00	-8,782.00	65.9%
45140 - EXTERIOR R & M-OTHER	453.53	786.67	978.53	0.00	0.00	978.53	9,200.00	-8,221.47	10.64%
45150 - HVAC R & M	10,947.70	2,083.33	13,890.70	0.00	0.00	13,890.70	25,000.00	-11,109.30	55.56%
45155 - GENERAL BLDG SERVICES	3,249.00	836.67	3,661.00	0.00	0.00	3,661.00	10,040.00	-6,379.00	36.46%
45160 - CONTRACT INSPECTION & MAINTENAN	7,317.09	2,071.75	8,330.22	0.00	0.00	8,330.22	24,861.00	-16,530.78	33.51%
45165 - INTERIOR R & M-OTHER	1,004.31	2,583.33	1,501.81	0.00	0.00	1,501.81	31,000.00	-29,498.19	4.85%
Subtotal	36,297.86	17,991.75	59,186.29	0.00	0.00	59,186.29	215,901.00	-156,714.71	27.41%
12E - UTILITIES									
45310 - UTILITIES-GAS	1,286.86	1,041.67	1,845.36	0.00	0.00	1,845.36	12,500.00	-10,654.64	14.76%
45320 - UTILITIES-ELECTRIC	7,073.56	4,333.33	9,882.32	0.00	0.00	9,882.32	52,000.00	-42,117.68	19.0%
45330 - UTILITIES-TELEPHONE	16,476.32	1,951.67	17,494.06	0.00	0.00	17,494.06	23,420.00	-5,925.94	74.7%
45340 - UTILITIES-WATER	2,545.78	833.33	2,545.78	0.00	0.00	2,545.78	10,000.00	-7,454.22	25.46%
45350 - UTILITIES-TRASH	207.28	98.50	298.42	0.00	0.00	298.42	1,182.00	-883.58	25.25%
Subtotal	27,589.80	8,258.50	32,065.94	0.00	0.00	32,065.94	99,102.00	-67,036.06	32.36%
13E - PROFESSIONAL SERVICES									
45500 - INSURANCE	162.00	1,928.33	16,623.00	0.00	0.00	16,623.00	23,140.00	-6,517.00	71.84%
45505 - AUDIT	9,530.00	960.83	9,530.00	0.00	0.00	9,530.00	11,530.00	-2,000.00	82.65%
45510 - LEGAL	3,550.00	1,000.00	10,322.50	0.00	0.00	10,322.50	12,000.00	-1,677.50	86.02%
45515 - PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
45520 - ACCOUNTING	3,410.00	1,575.00	5,115.00	0.00	0.00	5,115.00	18,900.00	-13,785.00	27.06%
Subtotal	16,652.00	5,464.17	41,590.50	0.00	0.00	41,590.50	65,570.00	-23,979.50	63.43%
14E - LIBRARY BOARD EXPENSES									
45600 - CONFERENCE & TRAINING-BOARD	0.00	625.00	0.00	0.00	0.00	0.00	7,500.00	-7,500.00	0.0%
45605 - PROF SERVICES-SECRETARIAL	680.00	341.67	680.00	0.00	0.00	680.00	4,100.00	-3,420.00	16.59%
45610 - LEGAL NOTICES AND ADS	46.00	83.33	46.00	0.00	0.00	46.00	1,000.00	-954.00	4.6%
Subtotal	726.00	1,050.00	726.00	0.00	0.00	726.00	12,600.00	-11,874.00	5.76%
15E - CAPITAL EQUIPMENT									
46500 - CAPITAL EQUIPMENT & BUILDING	0.00	27,083.33	0.00	0.00	0.00	0.00	325,000.00	-325,000.00	0.0%
46510 - CAPITAL PROJECTS-INTERIOR	146,377.50	0.00	146,377.50	0.00	0.00	146,377.50	0.00	146,377.50	100.0%
Subtotal	146,377.50	27,083.33	146,377.50	0.00	0.00	146,377.50	325,000.00	-178,622.50	45.04%
16E - GRANT EXPENSES									
49600 - GRANT EXPENSES	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%
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
19E - IMRF EXPENSES									
92500 - IMRF EXPENSE	20,916.21	10,583.33	0.00	30,284.97	0.00	30,284.97	127,000.00	-96,715.03	23.85%
Subtotal	20,916.21	10,583.33	0.00	30,284.97	0.00	30,284.97	127,000.00	-96,715.03	23.85%
70E - SPECIAL RESERVE EXPENDITURES									
70000 - HVAC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
90E - TRANSFERS OUT									
90000 - TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Net Income	619,672.77	290,484.42	855,672.13	30,284.97	0.00	885,957.10	3,485,813.00	-2,599,855.90	25.42%
	697,213.55	-27,083.33	1,923,016.44	119,617.35	418.40	2,043,052.20	-325,000.00	2,368,052.20	-628.63%

**West Chicago Public Library District
Investments
September 30, 2025**

Bank	Description	Type	Current Rate	Bank Value
Petty Cash	Cash	PC	n/a	100
FNBC Petty Cash	#0874	PC	0.03%	5,000
Petty Cash - Circulations	Cash	PC	n/a	60
Republic Bank Petty Cash	#9473	PC	n/a	3,779
FNBC Bank - Checking	#6031	A/P	0.09%	84,070
FNBC Bank - Savings	#0317	MM	2.59%	23,047
Illinois Funds - GASB54	#6950	MM	Various	746,796
Illinois Funds - General	#5519 / 1507	MM	Various	123,849
Republic Bank Checking	#4130	A/P	n/a	250,000
Republic Bank Cash Sweep	#2419	MM	2.71%	2,520,924
Total				\$ 3,757,624



West Chicago Public Library District

Financial Analysis

For the 3 Month(s) Ended September 30, 2025



WEST CHICAGO
PUBLIC LIBRARY DISTRICT

Revenue Highlights

25% of Budget Year

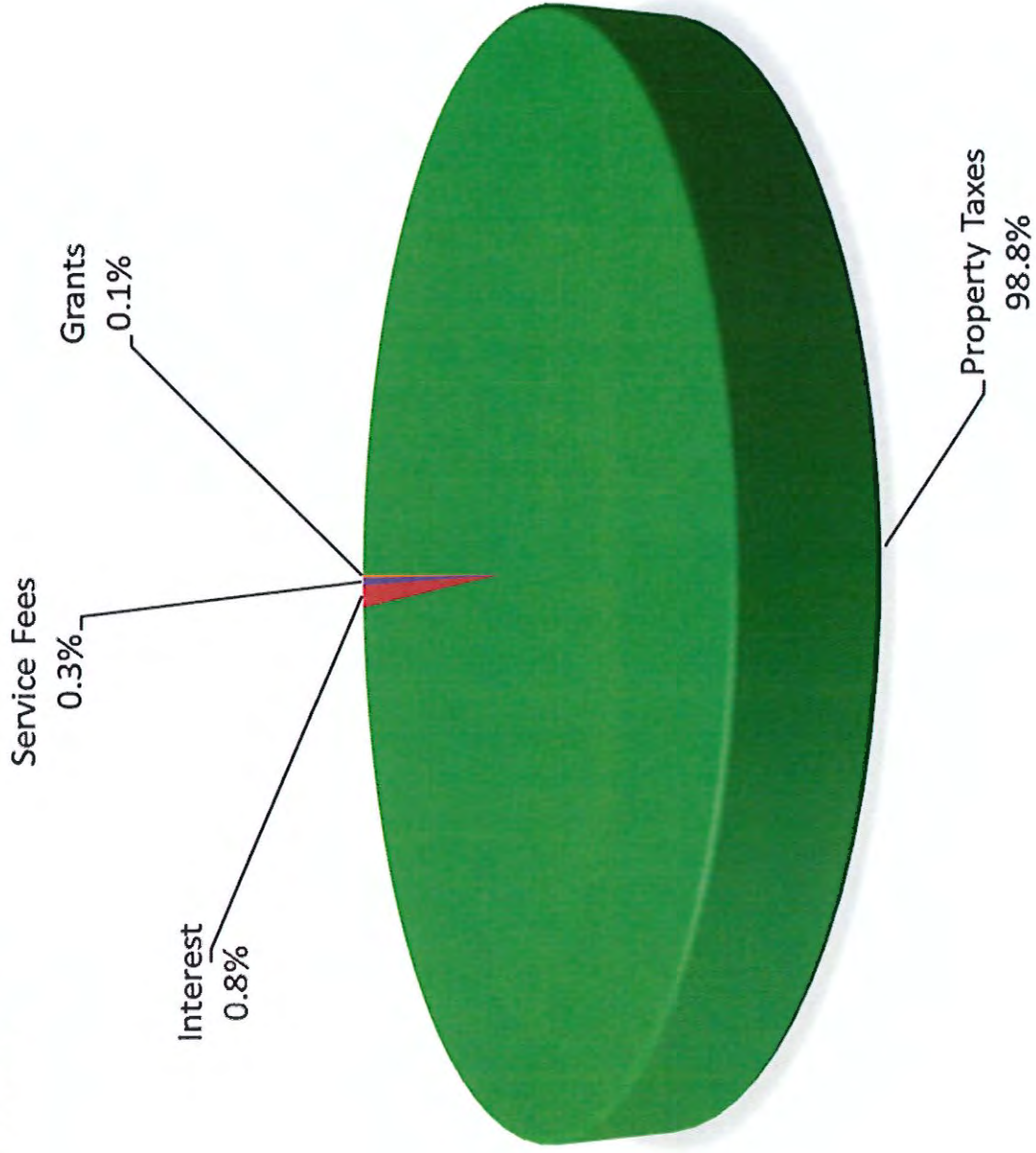
- 93% of Total Budget
- Property Taxes
 - Collected \$2,894,104 or 97% of Budgeted Property Taxes (1st & 2nd Installment from DuPage County)
- Replacement Taxes
 - Collected \$0 or 0%
- Interest
 - Collected \$23,341 or 31% of Budget
- Service Fees
 - Collected \$8,640 or 71% of Budget

Revenues

Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
Property Taxes	2,894,104	2,976,853	97%	2,742,304	6%
Interest	23,341	76,350	31%	27,590	-15%
Replacement Taxes	-	50,952	0%	-	n/a
Service Fees	8,640	12,200	71%	3,383	155%
Other Revenue (Program Rental)	-	-	n/a	-	n/a
Grants	2,903	42,958	7%	-	n/a
Miscellaneous	20	1,500	1%	184	-89%
Debt Proceeds / Sale of Asset	-	-	n/a	-	n/a
Transfer-In	-	-	n/a	-	n/a
Actual Revenues	2,929,009	3,160,813	93%	2,773,461	6%
Budgeted Revenues	3,160,813				
% Diff					93%

Revenues

REVENUE DISTRIBUTION



Expenditure Highlights

25% of Budget Year

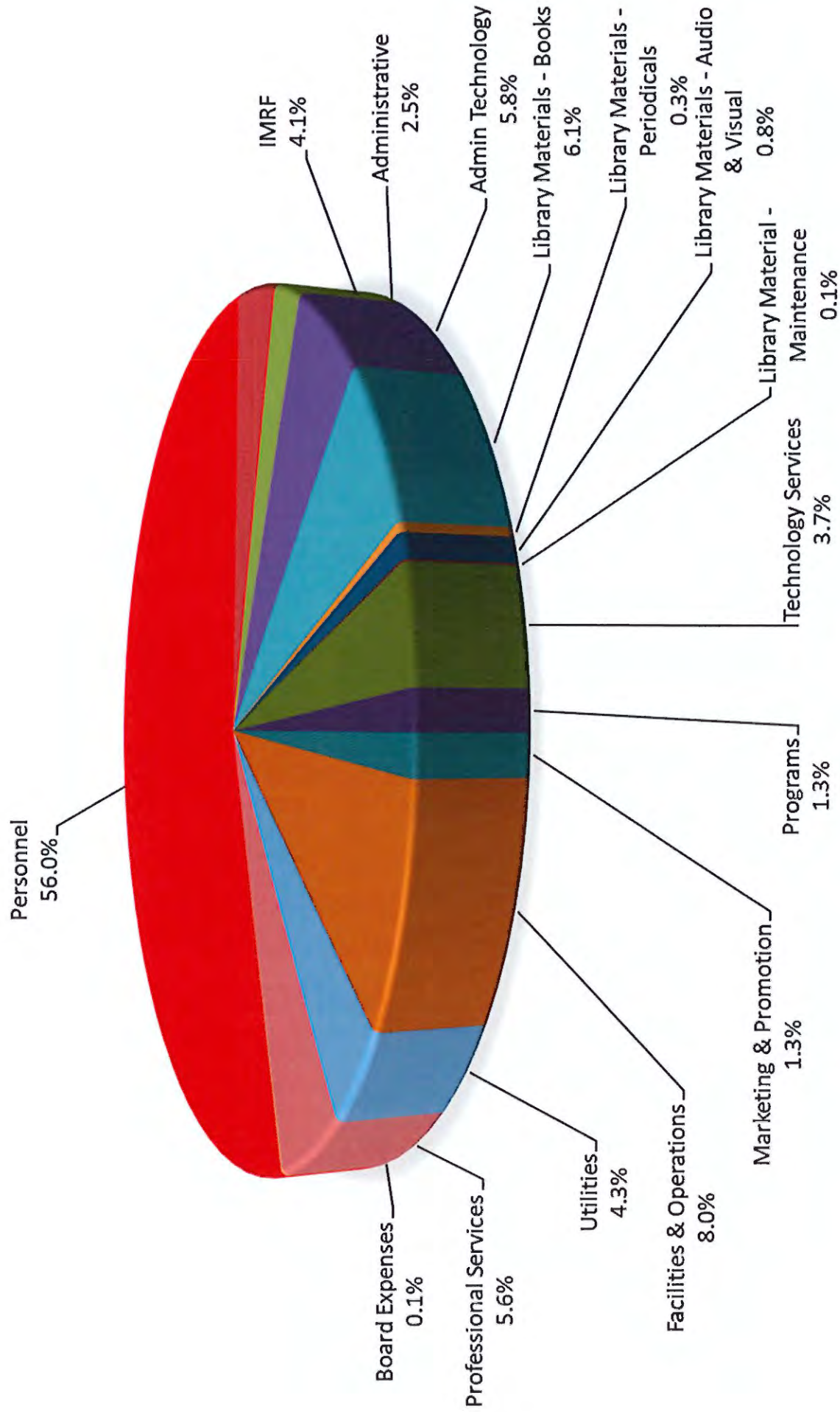
- 25% of Total Budget
- Personnel
 - 21% of Budget
- Admin. Technology
 - 25% of Budget
- Library Materials
 - 27% of Budget
- Professional Services
 - 63% of Budget
 - Hanover Insurance payment \$15,539
- Facilities & Operations
 - 27% of Budget
- Utilities
 - 32% of Budget

Expenditures

Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
OPERATING EXPENDITURES					
Personnel	414,212	1,999,073	21%	391,732	6%
IMRF	30,285	127,000	24%	17,697	71%
Administrative	18,833	90,162	21%	20,386	-8%
Admin Technology	42,663	172,358	25%	77,834	-45%
Library Materials - Books	44,897	129,315	35%	62,165	-28%
Library Materials - Periodicals	2,327	10,950	21%	1,840	26%
Library Materials - Audio & Visual	6,227	59,535	10%	10,023	-38%
Library Material - Maintenance	27,047	96,573	28%	26,261	3%
Technology Services	491	10,520	5%	702	-30%
Programs	9,344	41,149	23%	11,464	-18%
Marketing & Promotion	9,684	31,005	31%	7,900	23%
Facilities & Operations	59,186	215,901	27%	48,367	22%
Utilities	32,066	99,102	32%	19,224	67%
Professional Services	41,591	65,570	63%	36,989	12%
Board Expenses	726	12,600	6%	721	1%
Actual Expenditures	739,580	3,160,813	23%	733,307	1%
Budgeted Expenditures	3,160,813				
% Diff	23%				
CAPITAL EXPENDITURES & DEBT SERVICE					
Equipment & Building	146,378	325,000	45%	155,956	-6%
Grant Expenses	-	-	n/a	-	n/a
Actual Expenditures	146,378	325,000	45%	155,956	-6%
Budgeted Expenditures	325,000				
% Diff	45%				

Expenditures

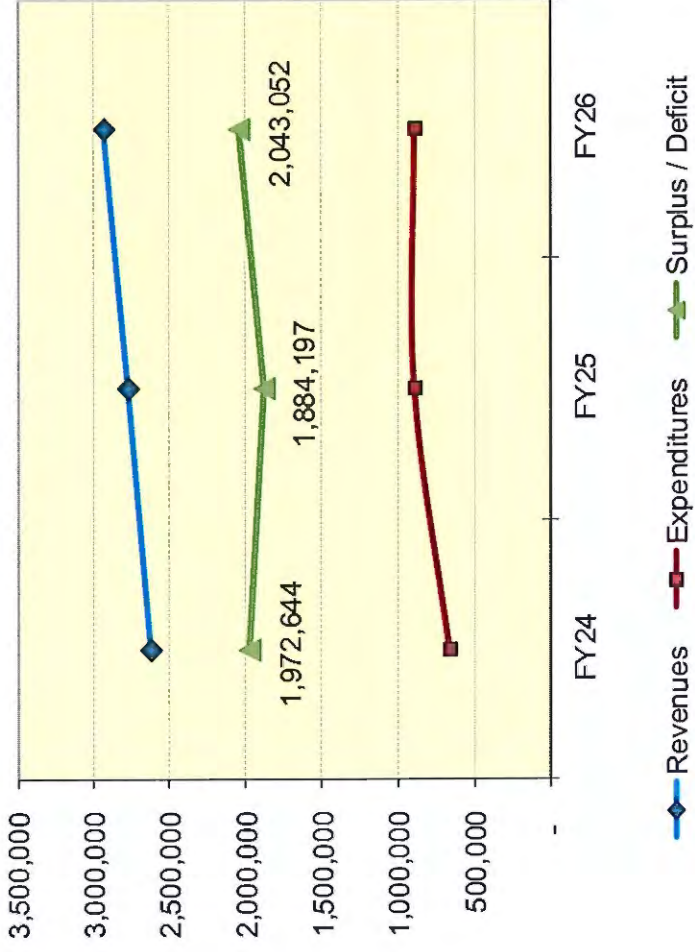
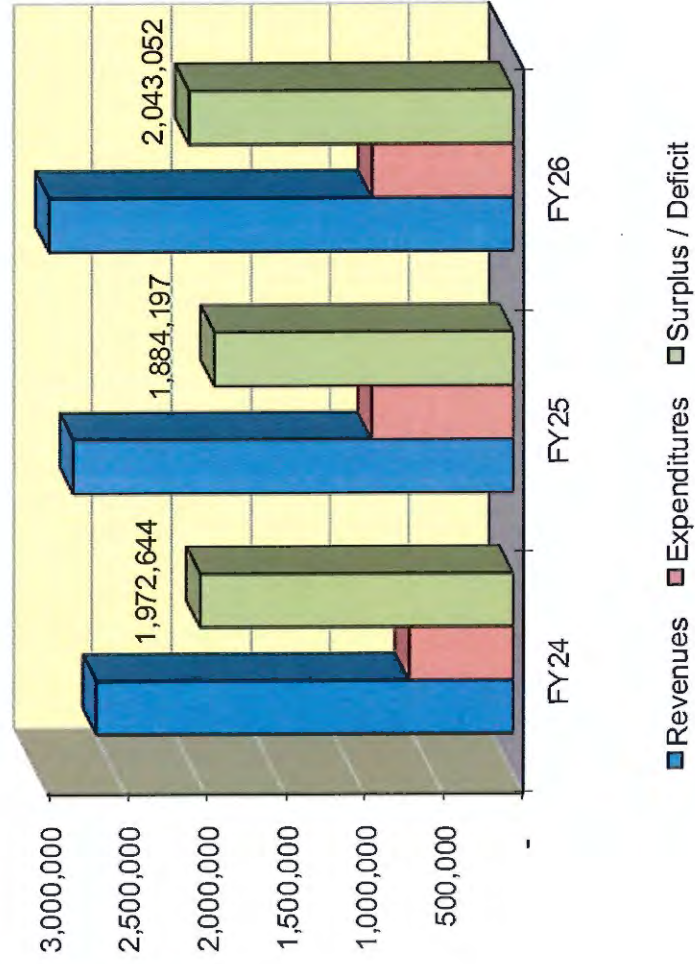
OPERATIONAL EXPENDITURE DISTRIBUTION



Revenue, Expenditure & Fund Balance

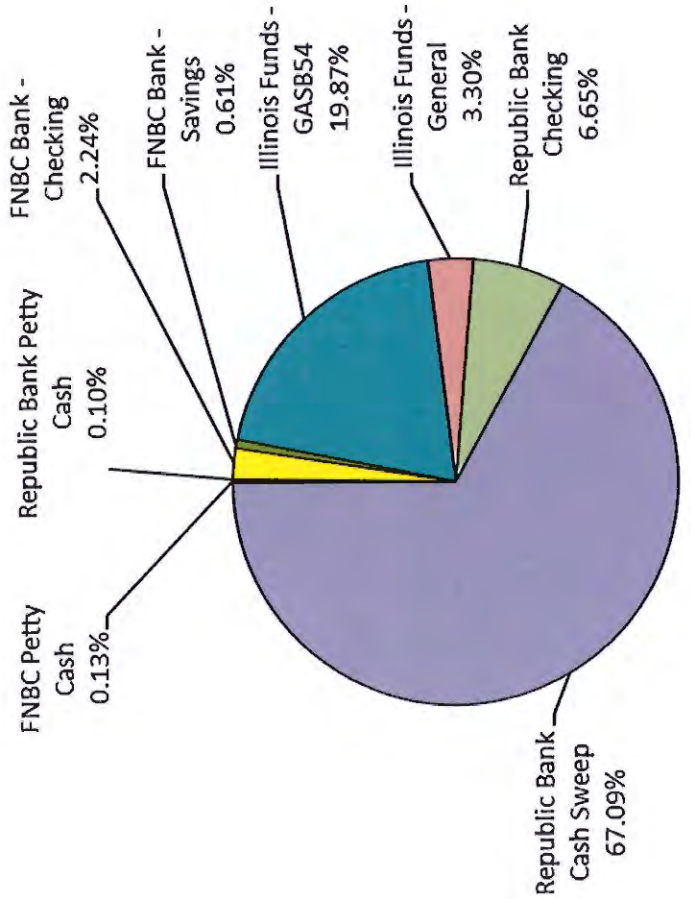
For the 3 Month(s) Ended September 30, 2025

	General	IMRF	Special Reserve	Total Actual
TOTAL SURPLUS / (DEFICIT)	1,923,016	119,617	418	2,043,052
BEGINNING FUND BALANCE	1,436,810	63,252	127,251	1,627,313
ENDING FUND BALANCE	3,359,826	182,869	127,669	3,670,365
Fund Balance as % of Total Expenditures	393%	604%	n/a	414%



Investments

Bank	Description	Type	Current Rate	Bank Value
Petty Cash	Cash	PC	n/a	100
FNBC Petty Cash	#0874	PC	0.03%	5,000
Petty Cash - Circulations	Cash	PC	n/a	60
Republic Bank Petty Cash	#9473	PC	n/a	3,779
FNBC Bank - Checking	#6031	A/P	0.09%	84,070
FNBC Bank - Savings	#0317	MM	2.59%	23,047
Illinois Funds - GASB54	#6950	MM	Various	746,796
Illinois Funds - General	#5519 / 1507	MM	Various	123,849
Republic Bank Checking	#4130	A/P	n/a	250,000
Republic Bank Cash Sweep	#2419	MM	2.71%	2,520,924
Total				\$ 3,757,624





THE LAW OFFICES OF

Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd.

HARTMAN E. STIME (1927-1991)
ROY I. PEREGRINE
THOMAS M. NEWMAN
ROGER A. RITZMAN
MARK A. RITZMAN

October 21, 2025

LEVY ORDINANCE REMINDER

A. LIBRARY DISTRICTS

The deadline for passing your Levy Ordinance is
Tuesday, December 2, 2025
(the first Tuesday in December)¹

The deadline for filing your Levy Ordinance with the
County Clerk is Tuesday, December 30, 2025
(the last Tuesday in December)²

B. CITY/VILLAGE LIBRARIES

City Libraries and Village Libraries should confirm with City Officials/Village Officials that all necessary Library financial information has been provided and that the City Levy/Village Levy incorporates the Library Levy.

¹ 75 ILCS 16/30-85(b)

² 75 ILCS 16/30-85(c)

*To avoid any problem with filing and County Clerk holiday schedules, we recommend filing at least one week before Tuesday, December 30, 2025.

[https://psnrbc.com/sharepoint.com/sites/PS/Shared Documents/General/ILIBRARYDIST/FORMS/Levy Ordinance Reminder 2025.docx](https://psnrbc.com/sharepoint.com/sites/PS/Shared%20Documents/General/ILIBRARYDIST/FORMS/Levy%20Ordinance%20Reminder%202025.docx)

Library Director Report

October 2025

FINANCIAL UPDATE

- ❖ Fiscal Year Elapsed = 25.0%
- ❖ Investment Funds (Illinois Funds Accounts)
 - GASB 54 Emergency Fund: \$744,124.20 (+ \$2,)
 - New Building & Construction Fund: \$37,733.43 (+ \$1)
 - General (Corporate) Fund: \$85,672.35 (\$42,897.39 [\$42,668.80 PCG])

PERSONNEL

- ❖ The Library Director:
 - Attended the WeGo Full Steam Ahead meeting on 9/18
 - Attended the Green & Greet Par-Tee Western DuPage Chamber of Commerce event on 9/18
 - Attended the SWAN Board Meetings on 9/19 and 10/17 at the Tinley Park Public Library
 - Participated in a Zoom meeting on 9/22 with the IT Librarian and Sikich regarding Arctic Wolf implementation for staff training and a secure technology environment
 - Attended the Special Board Meeting and the Library Board meeting on 9/22
 - Met with the management team on 9/22 to finalize the presentation to the board regarding FY 26 goals, initiatives, and focus areas and strategic initiatives for the future
 - Attended the Downtown Business and Property Owners meeting with the Assistant Director on 9/23 held at the Fox Community Center
 - Presented with the Facilities Assistant the digital sign concept to the Historical Preservation Commission on 9/23
 - Attended the Joint Review Board (JRB) meeting for the three TIF districts on 9/24
 - Attended Rotary meeting on 10/1
 - Attended the WeGo Full Steam Ahead committee meeting on 10/9
 - Had the Budget & Appropriation Ordinance published in the Daily Herald on 10/16
 - Attended the Illinois Library Association Annual Conference October 14-16 held at the Donald E. Stephens Convention Center in Rosemont, IL
 - Attended the SWAN Board meeting at the Tinley Park Public Library on 10/17
 - Used five (5) vacation days since the last board meeting
- ❖ Employee Highlights
 - Luke S., Youth Services Manager, celebrated his 2-year anniversary on 10/9
 - John W., Technical Services Assistant, celebrated his 6-year anniversary on 10/21
 - Deborah A., Adult Services Librarian, celebrated her 1-year anniversary on 10/21
 - Benjamin W., Library Director, celebrated his 19-year anniversary on 10/23

Facilities Monthly Report – October 2025

BUILDING SYSTEMS (HVAC / MECHANICAL / ENERGY)

- Continued correspondence with Energy Advisor to review energy usage; all systems trending stable.
- Adjusted exterior lighting schedules to match seasonal daylight changes and improve evening energy efficiency.
- Monitored boiler and HVAC systems—no reported alarms or runtime issues.

SECURITY & ACCESS CONTROL

- Kings III was notified of their elevator phone service having issues during call (voice fades in and out).
- 2nd Floor keys were tested for verification of location use and labeling.
- Updated Vendor COI Expiration Calendar and inspection log for compliance tracking.

BUILDING EXTERIOR & STRUCTURAL

- Tuckpointing and caulking continued on east and south elevations, with main-entrance closure coordinated and public notice issued.
- Underground drainage system was installed and inspected for our downspouts installation.
- Replaced damaged stop signs and installed pedestrian crossing signage at driveway exit.
- Sanded and patched drywall at 1st floor (Youth Department) to repair previous mounting holes.

SIGNAGE & FACILITY IMPROVEMENTS

- Worked with Parvin-Clauss to produce a revised EMC monument sign rendering per Historic Preservation Commission feedback.
- Contacted Nesko to discuss electrical routing and estimate for powering the EMC.
- Walked through the building with Image360 to review new interior signage options.
- Moved Wi-Fi signage and donation plaque to improved visibility areas; installed new eye hooks for display use.

FURNITURE & FACILITY IMPROVEMENTS

- Confirmed furniture showroom itinerary for October 24 – MooreCo and HON visits coordinated with Garvey's.
- Assisted Adult Department with new Teen Area layout adjustments and Program Room setup for guest events.
- Prepared 2nd-floor Art Exhibition area with tables and display staging.
- Verified operation of smart TV for programming use. (Youth Department)
- Monitored and improved janitorial coverage, including revised cleaning checklist and shift routine for Buck Services.
- Polished door handles, cleaned Teen Area seating, and performed touch-ups throughout the building.

COMMUNITY ENGAGEMENT & EVENTS

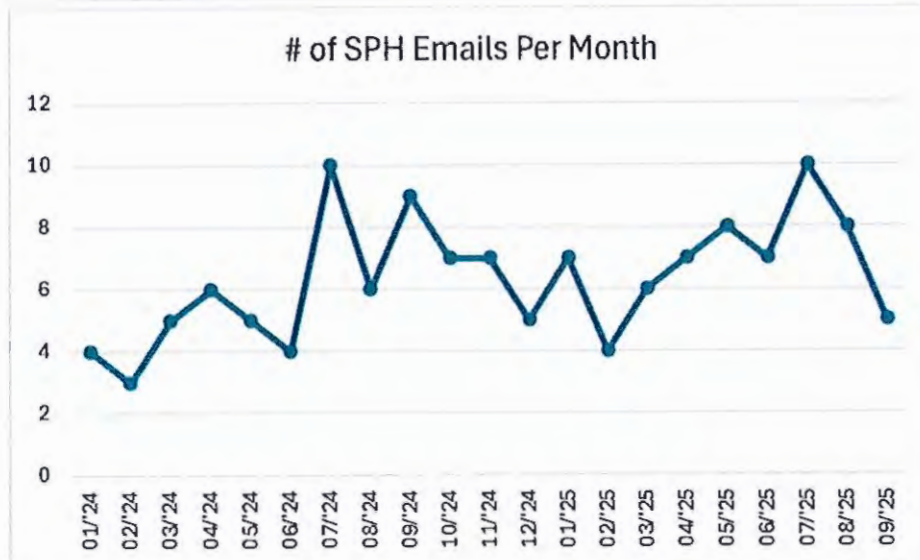
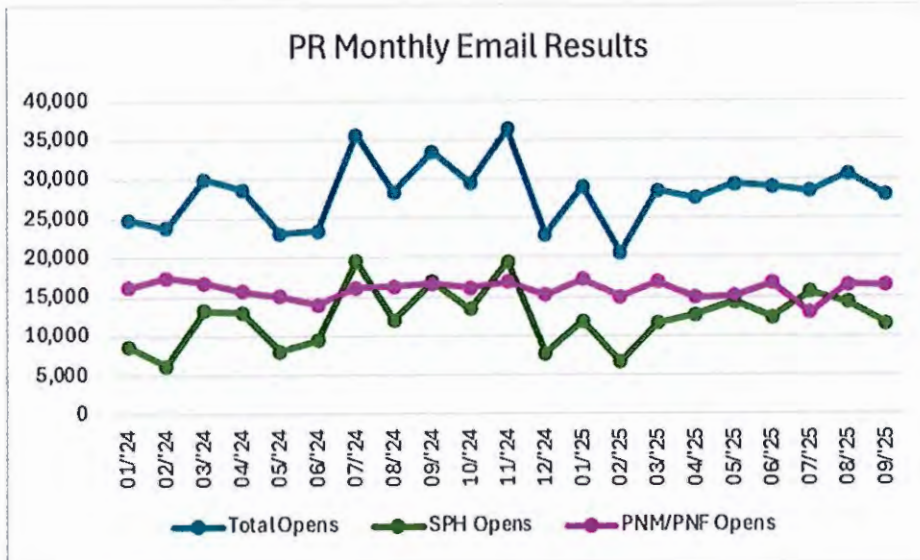
- Supported planning for Halloween Event and coordinated setup logistics.
- Assisted Adult Department with Art Show preparation and Program Room layout.
- Prepared staff communications and signage for ongoing exterior projects to ensure safe public access.

Department Reports

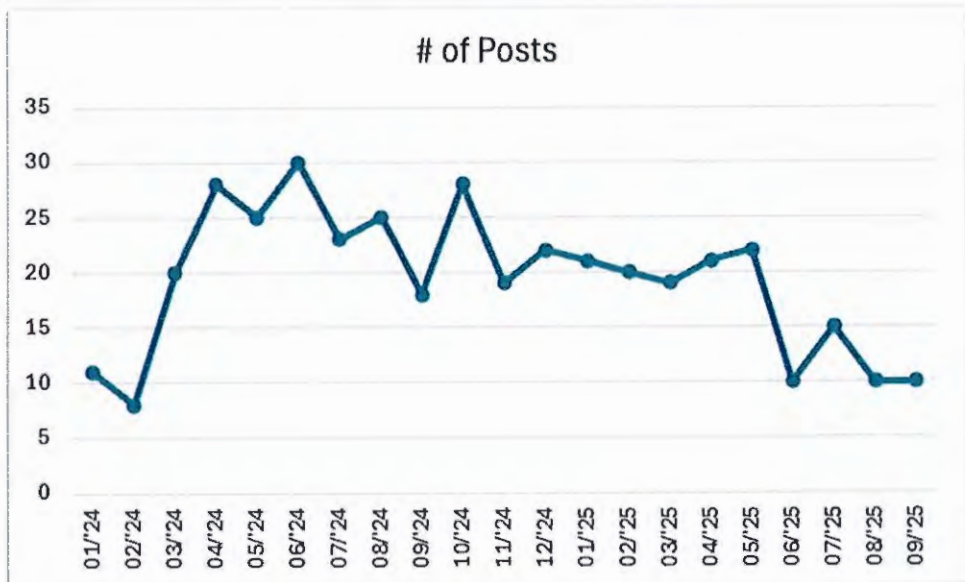
September 2025

ADMINISTRATIVE SERVICES – PUBLIC RELATIONS

- Email Campaigns – September
 - Total opens: 27,894
 - August '25 -9%
 - July '25 -2%
 - September '24 -17%
 - Biweekly Program Newsletters x 9
 - ♣ Total opens: 16,363
 - August '25 -0.5%
 - July '25 +26.4%
 - September '24 -1.43%
 - Special Program Highlight Emails x 5 sent
 - August '25 - 8 sent
 - July '25 - 10 sent
 - September '24 - 9 sent
 - ♣ Total opens: 11,531
 - August '25 -18.48%
 - July '25 -25.7%
 - September '24 -31.7%
 - Events promoted by an SPH email include:
 - ♣ YS—September
 - ♣ Nature Walk Ages 0-5
 - ♣ Mid-Autumn Moon Festival Storytime
 - ♣ MARS Academy
 - ♣ Calaveras of West Chicago



- Social Media Campaigns
 - Social Posts x 10
 - August '25 – 10 posted
 - July '25 – 15 posted
 - September '24 – 18 posted
 - Total impressions: 4,718
 - August '25 +46.1%
 - July '25 -5.56%
 - September '24 -20.2%
 - Total reach: 3,349
 - August '25 +81.7%
 - July '25 -8.1%
 - September '24 -39.5%



- Other Work Completed & Physical Materials
 - Liaised with community organizations to complete program room reservations including for two financial literacy programs.
 - New Program Guide Schedule created and shared with departments for upcoming 2026 calendar year.
 - New Posters for Autumn Quarter created and displayed
 - New Business Cards designed. They have since been ordered and delivered!
 - Participated in Strategic Planning meeting with other staff.

ADULT SERVICES

Patron Anecdote:

One of our patrons, June, is a regular at our craft programs. She sometimes sends photos of her crafts in her home to show us how they look. She sent a great one this month – it has crafts from 3 different previous programs! The bilingual Beaded Corn, Felt Beaded Bowls, and Candle Wreath.



ENGAGEMENT:

Programs: We offered 7, in-person programs in September with a total attendance of 65.

Some programs included: *Page Turner Junction Book Club* | *HWC Veggie Spring Rolls class* | *Bilingual Gettin' Crafty class* where we made signs with our sublimation printer | *Crafternoon felt beaded bowls* | *Needlecrafters* | *Microsoft Word and Excel*

Passive Programming: We hosted a Transformers themed scavenger hunt for National Library Card Sign Up Month

We began our *Fall into Reading 2025 Challenge*

Seed Library: The Seed Library is closed for the season as of September 15th. 28 seed packets were taken in September. Only 5 packets of the fall varieties were remaining, so most were checked out!



OUTREACH/PROGRAM PROMOTION

Edith and Allison provided personal reader's advisory services, delivered materials and provided a craft activity for 53 residents from Franciscan Court and Aperion Care Senior Facilities and Wood Glen Senior Living Community in September.

In September, David and Rosario went to Wayne Township Senior Center and provided personal *Device Advice* appointments for four people and promoted library services and programs for seniors that live within the West Chicago Public Library District boundaries. One of them wrote a heartfelt letter to Ben afterwards, describing how meaningful their help was.

Allison attended a Silent Book Club held at Raised Bakery. We are considering partnering with them to host this or other community book clubs or events in the future.



Displays:

Juan helped us install 2 new bulletin boards that Rosario and David decorated. One is near the Spanish collection and has announcements and materials posted for Spanish Speaking Patrons. The second is above the Copy machine with detailed instructions for using the Copy/Fax/Print center.

Adult Services staff created 9 **physical book and material displays** to promote programs and the collection in September. We also updated the browse categories, visual reader's advisory and best seller **digital menu displays** in Aspen (our website catalog).

AS staff created some promotional posters for our internal displays and some bookmarks and flyers to circulate as part of our displays and to distribute at programs.

ADULT SERVICES - TEEN

The Teen area revamp is complete! Juan hung the whiteboard which contains an interactive magnetic poetry activity and assembled/installed the wire gondola display, balloon arch, and slat walls. Juan added 2 bookshelves which are being utilized as book display and school/homework supply locations. There has been a noticeable increase in teens using the space. We hope they spread the word to their friends.

ENGAGEMENT:

Therese S., Jenn and Theresa D. hosted 319 students and 45 school staff members from Lemay Middle School on September 26. Therese prepared a powerpoint presentation and craft for the first half of the visit. Students wrote their favorite book title on a leaf that became an interactive craft/decoration for the teen area. You can see their leaves displayed in the Teen area through November. Jenn hosted a scavenger hunt that Therese created to familiarize the teens with the collections and services offered in the Adult and Teen areas of the library. The teens also were encouraged to ask the staff at the reference and greeter desks for assistance which, hopefully, made them more comfortable

interacting with library staff when they visit on their own. Each class was sent with library programming information for the students to take home.



Programming: A total of 19 teens attended 4 programs in September.

Snack Testers – 7 patrons. Czech Republic PowerPoint presentation for trivia questions and pictures of each snack packaging after tasting/rating/sharing.

T.A.B. – 5 patrons attended. Members helped assemble 151 Holiday gift tag take and make kits. Teens liked assembling the kits. Potential volunteers for the Trunk N Treat.

Tabletops N Treats – 2 patrons.

Video Game Club – 5 patrons attended.

Displays:

David and Therese created a slideshow for the monitor in the Teen Area. Book slides highlight authors/books for Hispanic Heritage Month.

OUTREACH:

Therese S. and David visited the West Chicago Community High School where the librarians greeted them with enthusiasm and are looking forward to future collaboration.

CIRCULATION SERVICES

Circulation Statistics September 2025:

- 12,936 Total Items checked out, 6.39% decrease from September 2024.
- 3,064 Electronic materials checked out, 14.98% decrease from September 2024.
- The total value of the materials checked out by our patrons was \$112,621.64 during September 2025.
- During September 2025, we had 141 patrons using self-check and a total of 431 items checked out.

Patron Statistics September 2025:

- 5,910 Visitors to the library during September 2025.
- 112 New patrons added, 16.50% decrease from September 2024.
- 8,998 Card holders, 11.32% decrease from September 2024.
- 31.10% of the district population have library cards, a 3.97% decrease from September 2024.

Other Activities Circulation Department

Gabriel completed and submitted a grant application and the library was a recipient of a grant from **StarNet** to support the study of local birds and bird migration. The funding will be administered by Youth and Adult Services to develop and promote related educational programs. A portion of the grant was provided as materials, including binoculars and books, which will be added to the library collection in the next months.

TECHNICAL SERVICES

Acquisitions:

- 603 Items ordered.
- 596 Items invoiced/received.
- 365 Items received not processed.
- 188 Items on-order.
- 5 Items cancelled.
- 2 Items returned.
- 1 Donation.
- 0 Replacements.

Cataloged:

- 2367 Items added to the collection.

Withdrawals:

- 378 Items withdrawn from the collection.

Material Maintenance:

- 11 Items repaired in house.

Other Activities:

- 583 Items moved from the new shelf to the regular collection.
- 309 Postage processed.
- 95 Invoices archived.
- 80 Invoices processed.
- 16 Records created.
- 6 Missing items reclaimed.
- 2 E/J Kit Records Updated.
- 1 Title transfer.

Miscellaneous

- 3047 bookplates were viewed via the Illinois Digital Archives. The top viewed plate was *Dr. Joseph C. Egbert, Home* with 8 views.

YOUTH SERVICES

Programs

- The Youth Services Department offered nine Storytime programs including two weekly programs on Monday and Tuesday and one *Dragons Love Tacos* themed special program. Combined, these programs hosted 192 patrons. Other programs included a nature walk, found materials art program with Gallery 200, a Mushroom Plaque woodburning program and a book club. These events brought a further twelve patrons for a total of 204 patrons.
- Three grab & go bags were provided for 66 children aged 6-11 with themes of New Books, Share & Care and *The Hobbit*. A further 207 visitors engaged with various activity sheets, crafts, scavenger hunts and make & takes bringing total participation in asynchronous programming to 273 patrons.
- Special displays for the month of September included Banned Books Week showcasing materials which have been challenged for content throughout the country. Staff created special signage and décor beginning September 1st to promote Library Card Sign-Up Month.

Outreach

- Librarians hosted six Storytimes at District 33 schools and daycares in September seeing 44 people.

- Staff attended 5 curriculum events at schools and daycares engaging with 242 members of the community with conversation, questions and programming information.

Professional Development

- Librarians attended various webinars and Zoom conferences on collection development, new publisher materials and Narcan implementation.

IT Report – September

Wireless Overview

September had **838 unique clients** with 1.36Tb of data used.

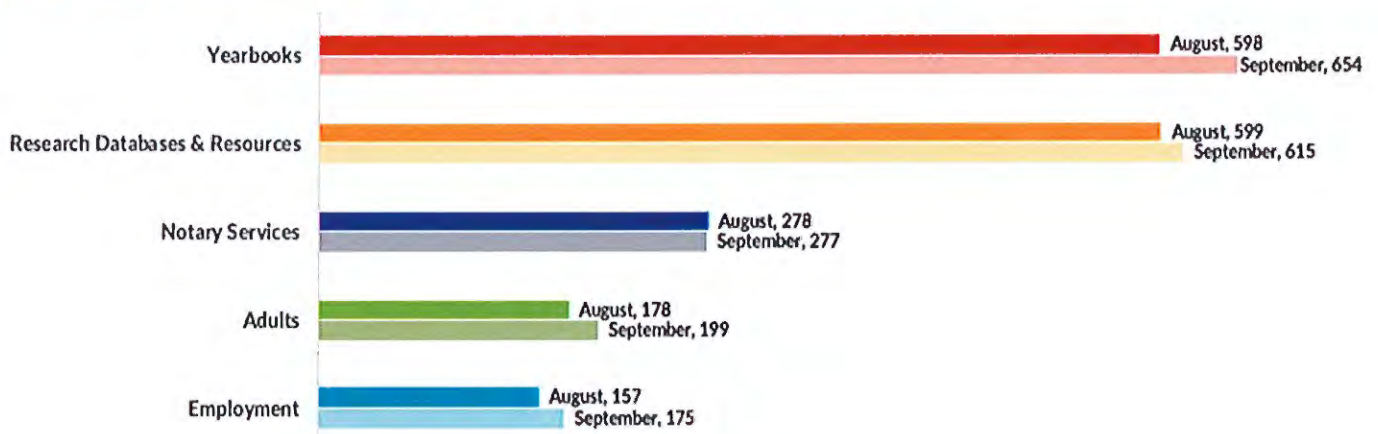
WiFi Usage September 2025



Website

In September we had **8,345 website visits**.

Top 5 Pages in September



Computer Usage

We had 524 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	399	51 Minutes	433	52 Minutes
Youth	160	33 Minutes	77	53 Minutes
Newspaper	1	45 Minutes	14	36 Minutes

- The first stage of setting up and replacing the remaining Windows 10 computers was completed. The rest of the machines will be completed upon delivery in October.
- With the retirement of bookkeeper her emails were forwarded to the appropriate staff and her OneDrive was archived. All her accounts were transferred to her manager and the technical services assistant.
- The beginning of our Arctic Wolf Managed Security Awareness push happened. This program is designed to help staff become more aware of the various ways bad actors may try to cause malicious trouble within our network. It will send a quick 5 minutes lesson twice a month with useful information. Once a month it will send a phishing email designed to fool you and test you on the lessons you've learned.
- TBS services such as MyPC, ePrintIT, and Papercut were updated to the latest version to keep us up to date with the latest technology.



WEST CHICAGO PUBLIC LIBRARY DISTRICT

RESOLUTION 25-03

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, 2025 AND ENDING JUNE 30, 2026

I, Maureen Navadomskis, 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, 2025 and ending June 30, 2026.

Estimated Revenue

1.	Balance on Hand July 1, 2025, all funds	\$ 1,627,312
2.	Property Taxes to be Received	2,976,853
3.	Replacement tax	50,952
4.	Interest	76,350
5.	Grants	42,958
6.	Other receipts (fines, fees, gifts, etc.)	13,700

TOTAL **4,788,125**

I do further certify that the above estimate of revenues anticipated to be received in the fiscal year beginning July 1, 2025 and ending June 30, 2026 was made in full compliance with the provisions of 35 ILCS 200/18-50, as amended.

Maureen Navadomskis, Treasurer
And Chief Fiscal Officer,
Board of Library Trustees,
West Chicago Public Library District



WEST CHICAGO PUBLIC LIBRARY DISTRICT

TENTATIVE

ORDINANCE NO. 25-03

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, 2025 AND ENDING JUNE 30, 2026

WHEREAS, on the 22nd day of September 2025, an Ordinance entitled, "BUDGET AND APPROPRIATION OF THE WEST CHICAGO PUBLIC LIBRARY DISTRICT, DUPAGE COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 AND ENDING JUNE 30, 2026" 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, 2025 and ending June 30, 2026, the sum of \$4,508,000 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 FOUR MILLION FIVE HUNDRED EIGHT THOUSAND DOLLARS (\$4,508,000) and do hereby determine that of that amount there shall be collected from this tax levy for the said year beginning July 1, 2025 and ending June 30, 2026, the sum of **THREE MILLION TWO HUNDRED THREE THOUSAND DOLLARS (\$3,203,000)**.

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	2025 APPROPRIATION	2025 LEVY
Salaries	\$ 1,665,000	1,595,000
Insurance-Health, Dental, Life	\$ 350,000	324,000
FICA	\$ 130,000	113,000
Unemployment Compensation	\$ 5,000	2,400
Worker's Compensation	\$ 6,000	2,400
Administrative Expenses	\$ 115,000	93,000
Administrative Technology Expense	\$ 250,000	174,000
Library Materials-Books	\$ 165,000	132,000
Library Materials-Periodicals	\$ 16,000	11,500
Library Materials-Audio Visual	\$ 75,000	65,000
Technology Services	\$ 175,000	100,000
Library Material Maintenance	\$ 16,000	11,000
Programs	\$ 60,000	45,000
Marketing & Promotions	\$ 90,000	33,700
Facilities & Operations	\$ 400,000	218,000
Utilities	\$ 150,000	102,000
Professional Services	\$ 135,000	68,000
Library Board Expenses	\$ 30,000	13,000
Capital Equipment Expenses	\$ 375,000	0
TOTAL LIBRARY FUND	\$ 4,208,000	3,103,000

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.

