



WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES MEETING
LIBRARY PROGRAM ROOM
MONDAY, FEBRUARY 23, 2026
7:00 PM

AGENDA

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 or in writing, not less than five (5) working days prior to the meeting.

- A. Call to Order Corrine Jakacki-Dattomo, President
- B. Roll Call Patricia Weninger, Secretary
- C. Approval of the Minutes
1. Board Meeting – January 26, 2026 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 February 2026 ACTION
2. Financial Statements for January 2026
- H. Communications
1. Letter of Resignation from the Library Board ATTACHMENT
- I. Reports
1. President Corrine Jakacki-Dattomo, President
2. Library Director ATTACHMENT
3. Department Managers ATTACHMENT
- J. Unfinished Business
1. Recommendations for Destruction of Old Closed Minutes ACTION
- K. New Business
1. Ordinance 26-01: An Ordinance Declaring a Vacancy and/or Appointing a Library Trustee ACTION

Oath of Office – New Library Trustee

In accordance with Illinois Statute 75 ILCS 16/30-40(a) the required oath will be administered and subscribed before the Secretary of the board by the new trustee.

Oath of Office: Do you _____, solemnly swear or affirm that you will support the Constitution of the United States, and the Constitution of the State of Illinois, and that you will faithfully discharge the duties of the Office of Trustee of the West Chicago Public Library District to the best of your ability.

a. Sufiyan Mohammed

Term to End 2027

2. Election of Officers

ACTION

- a. Vice President
- b. Secretary
- c. Treasurer

3. Appointment of Committees

Corrine Jakacki-Dattomo, President

- a. Finance
- b. Policy

L. Closed Session

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

M. Return to Open Session

N. Adjournment

DRAFT MINUTES ONLY

WEST CHICAGO PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MONDAY, JANUARY 26, 2026
7:03 P.M.

A. CALL TO ORDER: President Jakacki called the meeting to order at 7:03 p.m.

B. ROLL CALL:

TRUSTEES PRESENT: Corrine Jakacki, President; Scott Grotto, Vice President; Maureen Navadomskis, Treasurer; Pat Weninger, Secretary; and Laura Finch and Aimee Cavataio, Members. (Michael Wonderly entered after roll call.)

STAFF PRESENT: Benjamin R. Weseloh, Library Director; Amanda Ghobrial, Assistant Director and HR Manager; Gabriel Cardenas, Circulation Manager; Jennifer Gunn, Adult Services Manager; Luke Sutton, Youth Services Manager.

C. APPROVAL OF THE MINUTES:

1. Regular Board Meeting - November 24, 2025: Ms. Weninger moved to approve the Minutes of the November 24, 2025 Board Meeting, as amended; seconded by Ms. Aimee Cavataio.

- Page 2, Item I-1, second sentence, add Ms. Weninger's name to the trustees who planned to attend and did attend the Illinois Library Legislative Meetup.

Motion carried by unanimous voice vote.

D. RECOGNITION OF THE PUBLIC: None.

E. PUBLIC COMMENTS: None.

F. AGENDA - ADDITIONS/DELETIONS:

G. CLOSED SESSION, In accordance with the Illinois Open Meetings Act 5 ILCS120/20(c)(11): Mr. Grotto moved to go into Closed Session; seconded by Ms. Weninger. Staff left the meeting room, and the closed meeting in executive session was held.

(Mr. Wonderly entered the meeting during Executive Session.)

(Mr. Grotto exited the board meeting after Executive Session.)

H. RETURN TO OPEN SESSION:

I. PRESENTATION:

1. Annual Financial Report (Audit)

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Year Ended June 30, 2025:

Aimee Paradee, Audit Manager from Lauterbach and Amen, presented on the Library District's audit. Review of the Annual Financial Report included discussion of the Independent Auditor's Report. The auditors gave the Library an unmodified opinion, the cleanest and highest opinion that the District could be awarded.

On Page 5, the MD&A, Management Discussion and Analysis, is a high level overview of the financials. The District's net position increased by \$137,000, about 5% increase, over the fiscal year; the District's reported government-wide revenue at year-end was approximately \$3 million, and government-wide expenses were approximately \$2.8 million. On Page 9, the chart reflecting Revenue By Source identifies the majority of the District's revenue during the fiscal year was from property taxes, followed by investment income, a couple small grants, and charges for services.

Page 16, the major funds reflect the Library ended the fiscal year with assets valued at \$4.5 million, and the net ending fund balance in the general fund was approximately \$1.4 million, which represents a decrease of approximately \$142,000.

Page 47, ending assets for IMRF were approximately \$200,000; and the capital projects fund was \$127,000.

Page 20, Ms. Paradee mentioned the Notes to the Financial Statements, including 1, the Summary of Significant Accounting Policies; 2, Stewardship, Compliance, and Accountability; 3, Detail Notes on All Funds; and 4, Other Information.

The Library's IMRF membership, as listed on Page 31, includes 85 plan members as of the 12/31/24 reporting period, comprised of active plan members currently receiving benefits, and plan members entitled to but not yet receiving benefits. The IMRF fund in the current year is 90.3% funded. The District's OPEB plan -- Other Post Employment Benefit -- has 17 members.

The auditors recommends that the Library give extra attention to IT security awareness and monitoring of emerging risks because there are a lot of risks in the IT world right now and for accounting software in general. Upcoming GASB standards going into fiscal year '26 include GASB 104, which will change the way tangible versus nontangible assets are recorded.

J. TREASURER'S REPORT:

1. Approval of the Bills for December 2025: Ms. Navadomskis moved to approve the payment of the bills for December 2025 in the amount of \$273,195.32; seconded by Ms. Weninger.

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

2. Approval of the Bills for January 2026: Ms. Navadomskis moved to approve the payment of the bills for January 2026 in the amount of \$217,748.23; seconded by Mr. Wonderly.

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

3. Financial Statements for November 2025: Covered under Item L-2.

4. Financial Statements for December 2025: Covered under Item L-2.

K. COMMUNICATIONS:

1. Memo About Recent Amendments to OMA and FOIA: The Library's attorney provided a letter regarding amendments to Public Act 104-0438, portions of OMA and FOIA, effective as of January 1, 2026, on five relevant provisions that affect Public Libraries. The amendments include that public bodies may not hold meetings on an election day; remote attendance by board members is permitted if the absence is due to military service; public bodies may require that the source of FOIA request verify that the requester is a person.

I. REPORTS:

1. President: President Jakacki thanked the Trustees for taking the special harassment training. Ms. Jakacki and Mr. Weseloh will discuss if the board can do a group training session. The ILA website offers several training opportunities, such as grant writing, how to run a meeting, and a description of the OMA.

Ms. Jakacki asked if the trustees who attended the Legislative Meetup could provide the remaining board members some feedback on the event. Discussion was had that the amount of information conveyed during the event was not as comprehensive or as detailed as previous years.

The legislators are working on legislation changes, such as the increase in costs of audio and digital books; they're trying to introduce legislation that will bring the price of books down for libraries in light of the fact that the cost of an e-audio book to a consumer is significantly lower than the cost to a library.

Mr. Weseloh would like to see some type of simultaneous-use model for e-book and e-audio book pricing.

2. Library Director: Director Weseloh stated that the Library is 50% of the way through the fiscal year elapsed. Revenue received is 97% of budget, representing approximately \$100,000 short of the budgeted revenue. The Per Capita Grant of approximately \$43,000 and the second half of the PPRT of approximately \$25,000 have yet to be posted, as well as some interest and service fees are not yet posted.

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Expenditures are running slightly below the fiscal year elapsed at 49%. The first of two PPRT disbursements was received in December in the amount of \$28,544.37. The second disbursement will be received in June.

Mr. Weseloh attended the SWAN board meeting. Lauterbach and Amen presented the audit for SWAN, which also had an unmodified opinion. The auditor's Annual Financial Report to SWAN included the same note in their audit about the recommendation for increased IT security. The SWAN budget will be presented at the Committee of the Whole meeting on February 3rd, 2026. The Library's fees currently are anticipated to rise about 4%, which is in line with the CPI.

Ms. Jakacki stated her Library email has received four phishing attempts in the last week. She forwarded them to the Library's IT specialist, and he confirmed they were phishing attempts and to share the information with Artic Wolf, the website manager.

Library staff and Mr. Weseloh worked on completing the Per Capita Grant. The Library is meeting most of the core standards with the exception of the creation of a succession plan, and staff continue to work on that. Mr. Weseloh would like to work with the board on standardizing training for new library trustees.

The We-Go Full Steam Ahead public art initiative is moving forward. Three large trains are going into production, and the committee is looking for additional train sponsors for both the large and small trains. The Museum and Library will have a small model of a train that will be posted to generate interest as well. A call for artists is currently out now, and a May kickoff is planned.

Mr. Weseloh received from notice from HR Source about the risks of Smart Glasses in the workplace and the fact that that technology is able to view and record without third parties being aware, which creates privacy and surveillance concerns. The Library will need to consider having policy around the issue.

(Staff left at 9:00).

3. Department Managers (Circulation Services Presentation): Written reports from department managers were included in the board packets. The Circulation Services Presentation was rescheduled for the February board meeting.

J. UNFINISHED BUSINESS: None.

K. NEW BUSINESS:

1. Library Conduct Policy: The proposed changes to the policy were provided to the trustees in their board packets. Policies are reviewed

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every three years unless there is a reason to do so sooner. Library conduct is one of the most referred to policies that the Library has; in both the youth and adult departments.

The Adult Services department staff have been complaining that individuals have been coming into the Library, who smell very heavily of body odor and camp fire smoke, to the point where it becomes overwhelming and fills the entire department. Mr. Weseloh spoke with the Library's attorney, who indicated that the individuals in the library cannot be confronted until there is something stated in the Library conduct policy.

As a result of this situation, the policy was brought before the board rather than the Policy Committee to be addressed more expeditiously. Discussion was had regarding the proposed changes to the policy. The modified policy will include hygiene and body odor, camp fire smell, and excessive perfume or cologne. Persons asked to leave the library due to these odors may return to the building as soon as the problem is remedied.

Ms. Weninger moved to approve the policy with amendments; seconded by Mr. Wonderly. Motion carried by unanimous voice vote.

L. CLOSED SESSION: None held.

M. RETURN TO OPEN SESSION: None.

N. ADJOURNMENT: President Jakacki stated that the closed session was held earlier in the meeting, and the discussion in closed session is to remain confidential. Ms. Jakacki adjourned the meeting at 9:13 p.m.

West Chicago Public Library District
Unpaid Bills Detail
As of February 17, 2026

	Transaction		Memo/Description	Amount
	Date	Type		
ACC Business 800-322-3076				
	02/12/2026	Bill	Jan 11, 2026 thru February 10, 2026	616.78
Total for ACC Business				\$ 616.78
Alarm Detection Systems 630-844-6306				
	02/08/2026	Bill	204101-1081 Backflow Annual Fire Test	600.00
Total for Alarm Detection Systems				\$ 600.00
Amazon Capital Services				
	01/08/2026	Bill	1DR9-RWC3-KWWD AV-Mat Just Dance 2026 Ed Code in Box (Returned)	24.99
	01/15/2026	Bill	1KWT-QQ3K-R9N6 Books and Items for Phonics	236.14
	01/16/2026	Bill	1QDV-GW7X-NF1G Copy Paper	204.30
	01/16/2026	Bill	1GGV-VGVT-C9ML Ink for Stamps	6.50
	01/16/2026	Bill	1MKQ-XTQ4-JVKP Tea towels for program	39.88
	01/17/2026	Bill	1J97-VPXW-T4QP Post-its	17.52
	01/19/2026	Bill	1WRK-FYMG-PFHF Pokemon Themed Program Supplies	131.57
	01/21/2026	Bill	1CX7-KC9G-GFYM Retractable Keychains	35.99
	01/21/2026	Bill	17WW-XR3N-GM1K Cord and Clips Program Supplies	31.86
	01/21/2026	Bill	1DH7-HD4J-GJ9F Botley, LED Keychain Flashlights, Batteries	103.01
	01/22/2026	Bill	17MX-HY9P-4LL1 Program Mason Jar Craft Supplies	103.08
	01/22/2026	Bill	137N-GMKL-WJYW Books	49.97
	01/22/2026	Bill	1W9F-MCTF-7TDC Horse Themed Program Supplies	53.05
	01/22/2026	Bill	11PK-VC1G-X63Q Pokemon Themed Program Supplies	80.71
	01/24/2026	Bill	1PN1-NGXV-4P7K Chinese New Year Themed Program Supplies	181.81
	01/24/2026	Bill	13TN-GPJ9-WDPQ Program Craft Supplies	156.11
	01/29/2026	Bill	13MC-WVHH-7LKQ USB C to HDMI Cable	9.99
	02/01/2026	Bill	1Q6H-CXQD-1P6L Program Craft Supplies	18.98

	02/02/2026	Bill	1XNL-1PCQ-M76R	Ice Cube Trays	6.99
	02/04/2026	Bill	1TKM-3QMV-GY3Y	Replacement Batteries for Musical Board Book	4.99
	02/04/2026	Bill	19WN-YYPR-H6RV	Paper Trimmer	27.27
	02/05/2026	Bill	1FY7-GJXJ-97RW	Book	22.12
	02/05/2026	Bill	1FY7-GJXJ-9DTP	Laptop Carrying Bags for LOT	43.86
	02/05/2026	Bill	1YNR-9HKD-9639	Green Paper	13.63
	02/07/2026	Bill	149G-6NMG-PTP6	AV-Mat	168.55
	02/10/2026	Bill	1PMJ-LVX9-JYR9	AV-Mat	29.97
	02/10/2026	Bill	1HMJ-YNTY-9DH9	Program Craft Supplies	159.06
	02/10/2026	Bill	1MV9-NCRK-L34M	Program Craft Supplies	23.63
	02/10/2026	Bill	14GV-1XGN-3X7Q	AA Batteries	30.99
Total for Amazon Capital Services Anderson Elevator Co. 708-345-9710					\$ 2,016.52
	02/01/2026	Bill	INV-113895-Q5X9	Elevator Maintenance February	193.00
Total for Anderson Elevator Co. Andy Frain 630-820-3820					\$ 193.00
	01/31/2026	Bill	389572	Security Officer January 2026	1,665.60
Total for Andy Frain Background Resources 630-873-2270					\$ 1,665.60
	01/31/2026	Bill	24623	File# 141821 01/27/2026	24.00
Total for Background Resources Bigleaf Networks, Inc. 888-244-3133					\$ 24.00
	02/01/2026	Bill	INV145307	Monthly February 2026	558.88
Total for Bigleaf Networks, Inc. Buck Services 630-876-8184					\$ 558.88
	01/16/2026	Bill	65719	January 2026	2,416.66
Total for Buck Services Carolyn Law Antiques, LLC (815) 761-2485					\$ 2,416.66
	01/10/2026	Bill	65202	Women Silversmiths Program 3/18/2026	50.00
Total for Carolyn Law Antiques, LLC					\$ 50.00

Cengage Learning
800-877-4253

02/09/2026 Bill 999102334510 Books 131.16

Total for Cengage Learning \$ 131.16

Cintas Corporation
847-228-3970

01/29/2026 Bill 5315343004 1st Aid Cabinet Supplies 73.89

01/31/2026 Bill 9357561041 Waterbreak Cooler Agreement Monthly 50.50

01/31/2026 Bill 9357561043 Lifeline View DL Agreement Monthly 100.00

Total for Cintas Corporation \$ 224.39

City of West Chicago
630-293-2200

02/01/2026 Bill From 11/04/2025 To 01/04/2026 488.66

Total for City of West Chicago \$ 488.66

Comcast
800-391-3000

01/22/2026 Bill Jan 29, 2026 to Feb 28, 2026 364.64

Total for Comcast \$ 364.64

Comcast Business

02/01/2026 Bill 263037663 Recurring Charges up to and including Jan 31, 2026 560.00

Total for Comcast Business \$ 560.00

ComEd
877-426-6331

01/20/2026 Bill 12/16/2025 through 1/17/2026 1,267.04

Total for ComEd \$ 1,267.04

De Lage Landen Financial
800-736-0220

02/04/2026 Bill 595746206 02/01/2026-02/28/2026 1,496.23

Total for De Lage Landen Financial \$ 1,496.23

Demco
800-962-4463

01/26/2026 Bill 7755243 Mt. Rushmore Large Format Poster 58.94

02/02/2026 Bill 7758381 Book Jacket Cover 14" x 200' 91.82

Total for Demco \$ 150.76

First Security Systems, Inc.
630-961-5900

01/21/2026 Bill 3403561 Card Access Job ID 16621 Work Completed to Date 6,350.00

Total for First Security Systems, Inc.				<u>\$ 6,350.00</u>
Flood Brothers				
	02/05/2026 Bill	8722076	February 2026	69.45
Total for Flood Brothers				<u>\$ 69.45</u>
Gehrke Technology Group 847-487-9110				
	02/11/2026 Bill	2600582	Water Treatment Service February 2026	125.00
Total for Gehrke Technology Group				<u>\$ 125.00</u>
Globe Life				
	01/22/2026 Bill		Premiums due 2/1/2026	82.50
Total for Globe Life				<u>\$ 82.50</u>
Governmental Accounting, Inc. 847-991-3909				
	02/02/2026 Bill	60512	Monthly Contract Billing	1,575.00
Total for Governmental Accounting, Inc.				<u>\$ 1,575.00</u>
Grant and Power Landscaping 630-231-0069				
	02/03/2026 Bill	70164	Snow February	3,944.00
Total for Grant and Power Landscaping				<u>\$ 3,944.00</u>
IHLS-OCLC 618-619-2076				
	02/13/2026 Bill	33742	IFM Debits and IFM Administration Fee 1/1/26-1/31/26	15.26
Total for IHLS-OCLC				<u>\$ 15.26</u>
Ingram Library Services 800-937-8200				
	01/02/2026 Bill	93355230	Books	19.95
	01/07/2026 Bill	93495593	Books	158.23
	01/08/2026 Bill	93528934	Books	326.18
	01/09/2026 Bill	93561906	Books	692.57
	01/12/2026 Bill	93629174	Books	22.78
	01/12/2026 Bill	93629173	Books	264.51
	01/14/2026 Bill	93695449	Books	333.34
	01/14/2026 Bill	93695448	Books	708.76
	01/15/2026 Bill	93748834	Books	488.46
	01/16/2026 Bill	93768108	Books	53.85

	01/16/2026 Bill	93768109	Books	85.21
	01/20/2026 Bill	93838336	Books	21.08
	01/22/2026 Bill	93899723	Books	286.13
	01/22/2026 Bill	93899724	Books	746.03
	01/22/2026 Bill	93899725	Books	13.73
	01/23/2026 Bill	93931142	Books	27.44
	01/23/2026 Bill	93931141	Books	772.57
	01/26/2026 Bill	93971001	Books	863.76
	01/15/2026 Vendor Credit	93759204	Books	-30.35
Total for Ingram Library Services Just Elevator Inspection Service, Inc. 708-385-2073				\$ 5,854.23
	01/30/2026 Bill	10304	Annual Elevator Inspection	125.00
Total for Just Elevator Inspection Service, Inc. Klein, Thorpe and Jenkins, LTD 312-984-6400				\$ 125.00
	01/19/2026 Bill	254800	0846-014 Harassment Investigation	350.00
	01/19/2026 Bill	254799	0846-012 Labor and Employment	1,075.00
Total for Klein, Thorpe and Jenkins, LTD LIMRICC 630-393-1483				\$ 1,425.00
	02/05/2026 Bill		Monthly Billing-February 2026	25,265.26
Total for LIMRICC Midwest Mechanical 630-850-2300				\$25,265.26
	02/03/2026 Bill	MC0000149459	WP2632 7 OF 12 2/1/2026 TO 2/28/2026	1,007.33
Total for Midwest Mechanical Midwest Tape 800-875-2785				\$ 1,007.33
	01/09/2026 Bill	508284050	AV-Mat	129.70
	01/20/2026 Bill	508330315	AV-Mat	12.79
	01/20/2026 Bill	508330314	AV-Mat	377.92
	01/23/2026 Bill	508345359	AV-Mat	100.48
	01/30/2026 Bill	508377087	AV-Mat	25.49
Total for Midwest Tape				\$ 646.38

Morgan Birge & Associates Inc.
312-670-0000

01/27/2026 Bill 83153 Monthly Billing for January 310.11

Total for Morgan Birge & Associates Inc.

\$ 310.11

NCPERS

02/01/2026 Bill 5650032026 March 2026 16.00

Total for NCPERS

\$ 16.00

New Readers Press ProLiteracy
800-448-8878

02/12/2026 Bill 37288 News For You 48 Weeks 70.24

Total for New Readers Press ProLiteracy

\$ 70.24

Nicor
888-642-6748

02/05/2026 Bill 1/5/2026-2/3/2026 1,734.05

Total for Nicor

\$ 1,734.05

Orkin Pest Control
630-505-7258

02/12/2026 Bill Pest Control Standard Monthly February 2026 111.00

Total for Orkin Pest Control

\$ 111.00

OverDrive
216-573-6886

01/31/2026 Bill 01018CP26032701 Ebooks and Audiobooks 69.38

01/31/2026 Bill 01018CP26029466 Ebooks and Audiobooks 165.37

02/02/2026 Bill 01018CO26035185 Ebooks and Audiobooks 808.63

02/02/2026 Bill 01018CO26035177 Ebooks and Audiobooks 632.37

Total for OverDrive

\$ 1,675.75

Paddock Publications
847-427-4343

02/09/2026 Bill 356894 308987/2364359 ORD 25-02 10/16/2025 DH Legals 358.87

Total for Paddock Publications

\$ 358.87

Rails
630-734-5115

02/05/2026 Bill 15557 Swank-Movie License Fee-01/01/26 to 12/31/26 448.00

Total for Rails

\$ 448.00

Rotary Club of West Chicago
630-231-3003

02/04/2026 Bill 0225-2026 Annual Dues Annual Dues for 2026 700.00

Total for Rotary Club of West Chicago				<u>\$ 700.00</u>	
Sikich LLC 630-565-8400					
	01/22/2026	Bill	I556853	Laptop Refresh 2026	56.25
	01/28/2026	Bill	N557106	Annual Billing for 2026-2027	784.00
	02/06/2026	Bill	I557664	Remote Support and DMARC	1,575.00
	02/12/2026	Bill	I558071	Staff Transition to Serverless	281.25
	02/13/2026	Bill		Datto Monthly Billing for March	296.00
Total for Sikich LLC					<u>\$ 2,992.50</u>
Swan 630-326-7146					
	01/22/2026	Bill	12452	Reciprocal Borrowing & Inter-Library Loans	81.69
Total for Swan					<u>\$ 81.69</u>
T-Mobile					
	02/12/2026	Bill		January 21-February 20, 2026	178.40
Total for T-Mobile					<u>\$ 178.40</u>
Unique Management Services 800-879-5453					
	02/01/2026	Bill	6150296	Placements 01/02, 01/08, 01/15, 01/22, 01/29	137.90
	02/02/2026	Bill	6151534	Curbside Communicator February 2026	40.00
Total for Unique Management Services					<u>\$ 177.90</u>
USA Today 800-872-0001					
	02/01/2026	Bill		03/01/26-02/28/27	392.53
Total for USA Today					<u>\$ 392.53</u>
VISA					
	01/31/2026	Bill	2135 2/6/26		175.00
	01/31/2026	Bill	2101 2.6.26		277.05
	01/31/2026	Bill	3013 2.6.26		432.41
	01/31/2026	Bill	2127 2.6.26		540.14
	01/31/2026	Bill	2093 2.6.26		210.43
	01/31/2026	Bill	1168 2.1.26		159.90
Total for VISA					<u>\$ 1,794.93</u>
VISOgraphic 630-590-6100					

	02/06/2026 Bill	249548	WCPLD Newsletter Spring 2026	3,165.95
Total for VISOgraphic Warehouse Direct, Inc.				\$ 3,165.95
	01/16/2026 Bill	6076178-0	Napkins 1PK	11.58
	01/20/2026 Bill	6078289-0	Napkins 1CT	52.67
	02/02/2026 Bill	6086337-0	Hand Soap and Liners	147.65
	02/03/2026 Bill	6086337-1	Disinfectant Wipes	50.07
	02/05/2026 Bill	6087330-0	Can Liners	43.97
Total for Warehouse Direct, Inc. Wheaton Public Library 630-668-1374				\$ 305.94
	02/03/2026 Bill		Reciprocal Borrowing Reimbursement Claim	28.00
	02/03/2026 Bill		Reciprocal Borrowing Reimbursement Claim	72.95
Total for Wheaton Public Library Xtreme Environmental Solutions 630-293-7880				\$ 100.95
	02/13/2026 Bill	135-WCL	February 2026	25.00
Total for Xtreme Environmental Solutions Yr End Adj				\$ 25.00
	06/30/2025 Journal Entry	AJE4 6.30.25		6,773.00
Total for Yr End Adj				\$ 6,773.00
TOTAL				\$80,721.54

Tuesday, Feb 17, 2026 12:55:45 PM GMT-8

West Chicago Public Library District
Transaction Detail by Account
 January 10 - February 6, 2026

	Date	Transaction Type	Name	Memo/Description	Split	Amount	Balance
11CC TCM Bank							
CARD 11 Director - #1168							
	01/25/2026	Expenditure	Zoom Video Communications	Zoom renewal	41425 Expense:ADMINISTRATIVE TECHNOLOGY EXPEN:WARRANTIES/EXTENDED CARE	159.90	159.90
Total for CARD 11 Director - #1168						\$ 159.90	
CARD 31 Director - #2093							
	01/18/2026	Expenditure	U-Haul Moving & Storage	10' Truck	41342 Expense:ADMINISTRATIVE EXPENSES:ADMINISTRATIVE MISC	180.43	180.43
	01/18/2026	Expenditure	Thorntons	Gas	41342 Expense:ADMINISTRATIVE EXPENSES:ADMINISTRATIVE MISC	30.00	210.43
	01/19/2026	Expenditure	Illinois Secretary of State	Notary Public Commission Application Fee	41342 Expense:ADMINISTRATIVE EXPENSES:ADMINISTRATIVE MISC	16.00	226.43
	01/21/2026	Credit Card Credit	Illinois Secretary of State	Refund Notary Public Commission Application Fee	41342 Expense:ADMINISTRATIVE EXPENSES:ADMINISTRATIVE MISC	-16.00	210.43
Total for CARD 31 Director - #2093						\$ 210.43	
CARD 41 AS- #2101							
	01/12/2026	Expenditure	US Postal Service	Postage	41338 Expense:ADMINISTRATIVE EXPENSES:POSTAGE	10.48	10.48
	01/26/2026	Expenditure	HR Direct	Compliance Forms Library Renewal/Performance	41342 Expense:ADMINISTRATIVE EXPENSES:ADMINISTRATIVE MISC	99.00	109.48
	01/26/2026	Expenditure	Costco	Snack Foods	41344 Expense:ADMINISTRATIVE EXPENSES:SUPPLIES-FOOD	62.61	192.09
	01/29/2026	Expenditure	Rosati's Pizza	Pizza	44130 Expense:PROGRAMS:PROGRAMS-YOUNG ADULT	55.98	248.05
	02/01/2026	Expenditure	Universon Yums	YUM YUM BOX	44130 Expense:PROGRAMS:PROGRAMS-YOUNG ADULT	29.00	277.05
Total for CARD 41 AS- #2101						\$ 277.05	
CARD 61 PR- #2135							
	02/01/2026	Expenditure	Constant Contact	2/1/2026 Monthly Payment	44210 Expense:MARKETING & PROMOTIONS:MARKETING	175.00	175.00
Total for CARD 61 PR- #2135						\$ 175.00	
CARD 71 IT- #2127							
	01/10/2026	Expenditure	Adobe Inc.	Creative Cloud All Apps Monthly	41410 Expense:ADMINISTRATIVE TECHNOLOGY EXPEN:SOFTWARE STAFF	207.15	207.15
	01/10/2026	Expenditure	Spotify	Spotify Premium 1 month	41410 Expense:ADMINISTRATIVE TECHNOLOGY EXPEN:SOFTWARE STAFF	11.99	219.14
	01/26/2026	Expenditure	American Library Association	ALA Membership 2026	41330 Expense:ADMINISTRATIVE EXPENSES:ASSOCIATION DUES	297.00	516.14
	02/02/2026	Expenditure	dmarclan, inc.	Basic Monthly	41410 Expense:ADMINISTRATIVE TECHNOLOGY EXPEN:SOFTWARE STAFF	24.00	540.14
Total for CARD 71 IT- #2127						\$ 540.14	
CARD 81 YS- #3013							
	01/12/2026	Expenditure	Oriental Trading Company	Wood Signs	-Split-	53.44	53.44
	01/12/2026	Expenditure	Oriental Trading Company	Holiday Craft Supplies	44140 Expense:PROGRAMS:PROGRAMS-YOUTH	198.75	252.19
	01/29/2026	Expenditure	Dollar Tree Store	Program Supplies Kidz Family Baking	44140 Expense:PROGRAMS:PROGRAMS-YOUTH	37.50	289.69
	02/03/2026	Expenditure	Anderson Book Store	Anderson's 24th Annual Children's Literature Breakfast	41330 Expense:ADMINISTRATIVE EXPENSES:ASSOCIATION DUES	142.72	432.41
Total for CARD 81 YS- #3013						\$ 432.41	
Total for 11CC TCM Bank						\$ 1,794.93	

Thursday, Feb 12, 2026 05:49:25 PM GMT-8 - Cash Basis

Petty Cash Check Detail
West Chicago Public Library District
January 2026

	<u>Transaction date</u>	<u>Transaction type</u>	<u>Num</u>	<u>Name</u>	<u>Memo/Description</u>	<u>Amount</u>
10600 Republic Bank Petty Cash						
36454						
	01/13/2026	Check	6014	LIMRICC-UCGA	4TH Quarter UCGA	62.16
36455						
	01/20/2026	Check	6015	Mireya Garcia-Carrasco	Purchased items for Snow-tastic Program	24.05
						86.21

Friday, February 13, 2026 02:01 AM GMTZ

Manual Check Detail
West Chicago Public Library District
January 2026

	Transaction date	Transaction type	Num	Name	Memo/Description	Amount
10650 Republic Bank Checking 4130						
36664	01/12/2026	Check	ACH 1.12.26	IMRF	January PR 2026	17,055.63
36665	01/12/2026	Check	ACH 1.12	Ampion	January Billing 2026	759.65
36666	01/12/2026	Check	ACH 1.12.26 2	Ampion	January 2026 Billing	380.53
36696	01/13/2026	Check	Fees Jan 26		January 2026 Service Fee	138.25
36667	01/30/2026	Check	ACH 1.30.26	Employee Benefits Corporation	January Fee Invoicing	60.00
						18,394.06

Tuesday, February 17, 2026 08:57 PM GMTZ

Financial Report

For the 7 Month(s) Ended January 31, 2026
FISCAL YEAR 2026



WEST CHICAGO
PUBLIC LIBRARY DISTRICT

WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary

For the 7 Month(s) Ended January 31, 2026

58% of Fiscal Year

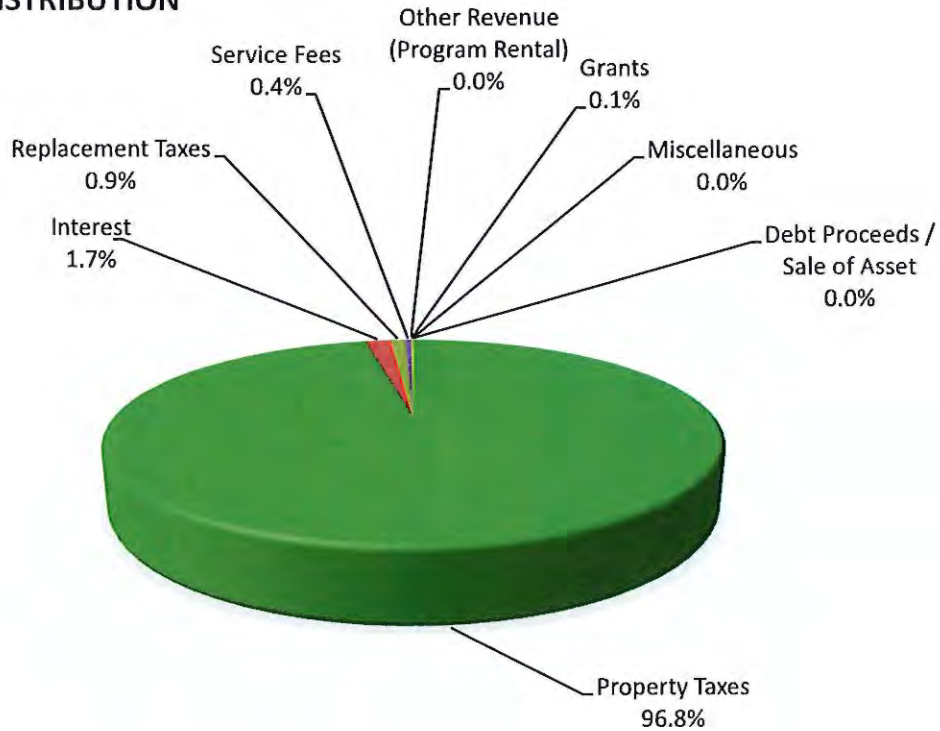
Account Description	Total Actual	Total Budget	% of Budget
REVENUE			
Property Taxes	2,968,837	2,976,853	100%
Interest	52,063	76,350	68%
Replacement Taxes	28,544	50,952	56%
Service Fees	12,886	12,200	106%
Other Revenue (Program Rental)	-	-	0%
Grants	2,903	42,958	7%
Miscellaneous	789	1,500	53%
Debt Proceeds / Sale of Asset	-	-	0%
Transfer-In	-	-	0%
	<u>Actual Revenues</u> 3,066,024	<u>3,160,813</u>	<u>97%</u>
	<u>Budgeted Revenues</u> 3,160,813		
	% Diff 97%		
Account Description	Total Actual	Total Budget	% of Budget
OPERATING EXPENDITURES			
Personnel	1,047,507	1,999,073	52%
IMRF	76,169	127,000	60%
Administrative	40,878	90,162	45%
Admin Technology	86,496	172,358	50%
Library Materials - Books	74,300	129,315	57%
Library Materials - Periodicals	9,043	10,950	83%
Library Materials - Audio & Visual	16,992	59,535	29%
Library Material - Maintenance	1,439	10,520	14%
Technology Services	68,398	96,573	71%
Programs	22,509	41,149	55%
Marketing & Promotion	15,215	31,005	49%
Facilities & Operations	116,390	215,901	54%
Utilities	56,428	99,102	57%
Professional Services	61,885	65,570	94%
Board Expenses	1,866	12,600	15%
	<u>Actual Expenditures</u> 1,695,516	<u>3,160,813</u>	<u>54%</u>
	<u>Budgeted Expenditures</u> 3,160,813		
	% Diff 54%		
SURPLUS / (DEFICIT) FROM OPERATIONS	<u>1,370,507</u>	<u>-</u>	<u>n/a</u>
CAPITAL EXPENDITURES & DEBT SERVICE			
Equipment & Building	292,755	325,000	90%
	<u>Actual Expenditures</u> 292,755	<u>325,000</u>	<u>90%</u>
	<u>Budgeted Expenditures</u> 325,000		
	% Diff 90%		
TOTAL SURPLUS / (DEFICIT)	<u>1,077,752</u>	<u>(325,000)</u>	
BEGINNING FUND BALANCE	1,627,313		
ENDING FUND BALANCE	<u>2,705,065</u>		

WEST CHICAGO PUBLIC LIBRARY DISTRICT

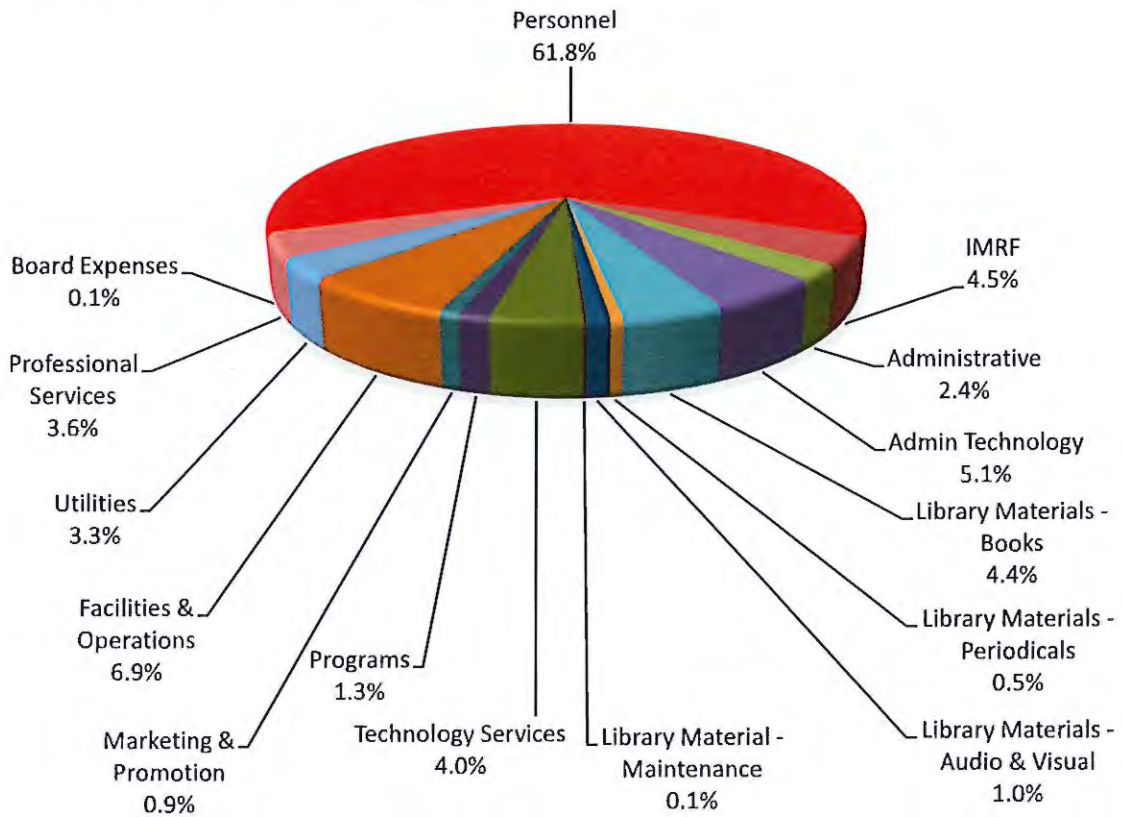
Budget vs. Actual Summary

For the 7 Month(s) Ended January 31, 2026

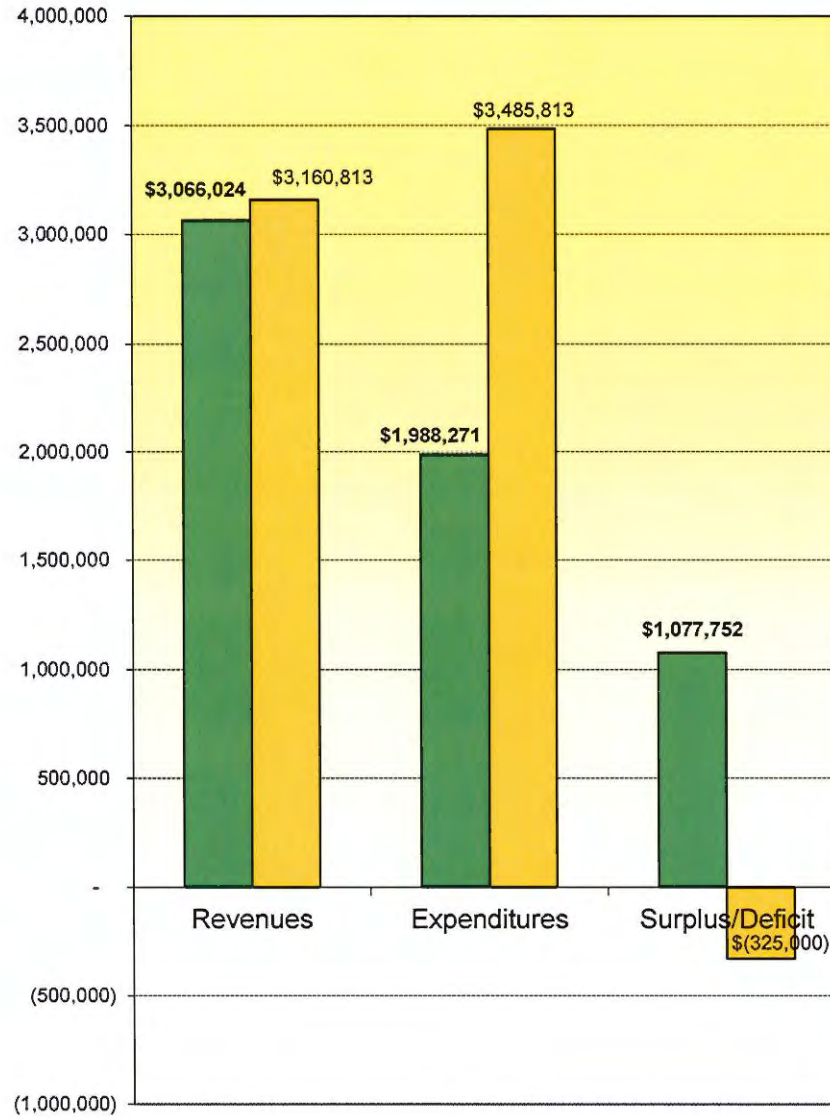
REVENUE DISTRIBUTION



OPERATIONAL EXPENDITURE DISTRIBUTION



WEST CHICAGO PUBLIC LIBRARY DISTRICT
 Budget vs. Actual Summary
 For the 7 Month(s) Ended January 31, 2026



■ YTD ■ Budget

WEST CHICAGO PUBLIC LIBRARY DISTRICT
 Budget vs. Actual Summary
 For the 7 Month(s) Ended January 31, 2026

58% Of Fiscal Year

Account Description	General	IMRF	Special Reserve	Total Actual	Total Budget	% of Budget
REVENUE						
Property Taxes	2,833,321	135,517	-	2,968,837	2,976,853	100%
Interest	49,759	1,369	935	52,063	76,350	68%
Replacement Taxes	28,544	-	-	28,544	50,952	56%
Service Fees	12,886	-	-	12,886	12,200	106%
Other Revenue (Program Rental)	-	-	-	-	-	0%
Grants	2,903	-	-	2,903	42,958	7%
Miscellaneous	789	-	-	789	1,500	53%
Debt Proceeds / Sale of Asset	-	-	-	-	-	0%
Transfer-In	-	-	-	-	-	0%
Actual Revenues	2,928,203	136,886	935	3,066,024	3,160,813	97%
Budgeted Revenues	3,042,663	118,150	-	3,160,813		
% Diff	96%	116%	n/a	97%		
OPERATING EXPENDITURES						
Personnel	1,047,507	-	-	1,047,507	1,999,073	52%
IMRF	-	76,169	-	76,169	127,000	60%
Administrative	40,878	-	-	40,878	90,162	45%
Admin Technology	86,496	-	-	86,496	172,358	50%
Library Materials - Books	74,300	-	-	74,300	129,315	57%
Library Materials - Periodicals	9,043	-	-	9,043	10,950	83%
Library Materials - Audio & Visual	16,992	-	-	16,992	59,535	29%
Library Material - Maintenance	1,439	-	-	1,439	10,520	14%
Technology Services	68,398	-	-	68,398	96,573	71%
Programs	22,509	-	-	22,509	41,149	55%
Marketing & Promotion	15,215	-	-	15,215	31,005	49%
Facilities & Operations	116,390	-	-	116,390	215,901	54%
Utilities	56,428	-	-	56,428	99,102	57%
Professional Services	61,885	-	-	61,885	65,570	94%
Board Expenses	1,866	-	-	1,866	12,600	15%
Actual Expenditures	1,619,347	76,169	-	1,695,516	3,160,813	54%
Budgeted Expenditures	3,033,813	127,000	-	3,160,813		
% Diff	53%	60%	n/a	54%		
CAPITAL EXPENDITURES & DEBT SERVICE						
Equipment & Building	292,755	-	-	292,755	325,000	90%
Actual Expenditures	292,755	-	-	292,755	325,000	n/a
Budgeted Expenditures	-	-	325,000	325,000		
% Diff	n/a	n/a	n/a	n/a		
	General	IMRF	Special Reserve	Total Actual	Total Budget	
TOTAL SURPLUS / (DEFICIT)	1,016,101	60,716	935	1,077,752	(325,000)	
BEGINNING FUND BALANCE	1,436,810	63,252	127,251	1,627,313	1,627,313	
ENDING FUND BALANCE	2,452,911	123,968	128,186	2,705,065	1,302,313	
Fund Balance as % of Total Expenditures	128%	163%	n/a	136%		

WEST CHICAGO PUBLIC LIBRARY DISTRICT
Budget vs. Actual Detail
January 31, 2026

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
Revenues									
30010 · PROPERTY TAXES	0.00	248,071.08	2,833,320.76	135,516.62	0.00	2,968,837.38	2,976,853.00	-8,015.62	99.73%
32010 · PERS PROPERTY REPLACEMENT TAX	0.00	4,246.00	28,544.37	0.00	0.00	28,544.37	50,952.00	-22,407.63	56.02%
33000 · INTEREST INCOME	6,007.61	6,250.00	49,759.06	1,369.10	0.00	51,128.16	75,000.00	-23,871.84	68.17%
33040 · INTEREST-IL FUND BLDG CONST	124.36	112.50	0.00	0.00	935.09	935.09	1,350.00	-414.91	69.27%
35100 · FINES	0.00	0.00	27.40	0.00	0.00	27.40	0.00	27.40	100.00%
35150 · PHOTOCOPY/MICROFORM/COPY/FAX	793.08	791.67	5,974.65	0.00	0.00	5,974.65	9,500.00	-3,525.35	62.89%
35510 · LOST AND PAID MATERIALS	54.68	100.00	6,592.88	0.00	0.00	6,592.88	1,200.00	5,392.88	549.41%
35710 · NON RESIDENT FEES	0.00	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	0.00%
36030 · MEMORIALS AND DONATIONS	0.00	8.33	0.00	0.00	0.00	0.00	100.00	-100.00	0.00%
36035 · DONATIONS-SUMMER READING	0.00	83.33	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.00%
36045 · DEVELOPER DONATIONS	0.00	16.67	0.00	0.00	0.00	0.00	200.00	-200.00	0.00%
38010 · PER CAPITA GRANT	0.00	3,579.83	0.00	0.00	0.00	0.00	42,958.00	-42,958.00	0.00%
38020 · OTHER GRANTS	0.00	0.00	2,903.35	0.00	0.00	2,903.35	0.00	2,903.35	100.00%
38022 · FAMILY LITERACY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
39010 · OTHER INCOME	0.00	16.67	789.00	0.00	0.00	789.00	200.00	589.00	394.5%
39015 · PROGRAM ROOM RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
39016 · PROGRAM ROOM REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
39100 · DEBT PROCEEDS / SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
39200 · TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	6,979.73	263,401.08	2,928,202.77	136,885.72	935.09	3,066,023.58	3,160,813.00	-94,789.42	97.0%
Expenditures									
1E · PERSONNEL									
41100 · SALARIES	170,237.75	132,148.08	838,291.32	0.00	0.00	838,291.32	1,585,777.00	-747,485.68	52.86%
41110 · INS-HEALTH, DENTAL, LIFE, FSA	23,948.30	24,734.83	144,517.40	0.00	0.00	144,517.40	296,818.00	-152,300.60	48.69%
41120 · FICA EXPENSE	12,467.34	9,333.33	61,886.70	0.00	0.00	61,886.70	112,000.00	-50,113.30	55.26%
41130 · UNEMPLOYMENT COMPENSATION	62.16	175.00	433.79	0.00	0.00	433.79	2,100.00	-1,666.21	20.66%
41140 · WORKERS COMPENSATION	0.00	198.17	2,378.00	0.00	0.00	2,378.00	2,378.00	0.00	100.00%
Subtotal	206,715.55	166,589.42	1,047,507.21	0.00	0.00	1,047,507.21	1,999,073.00	-951,565.79	52.4%
2E · ADMINISTRATIVE EXPENSES									
41310 · PROFESSIONAL DEVELOPMENT	0.00	1,184.58	3,162.00	0.00	0.00	3,162.00	14,215.00	-11,053.00	22.24%
41320 · TRAVEL	0.00	424.67	3,013.62	0.00	0.00	3,013.62	5,096.00	-2,082.38	59.14%
41330 · ASSOCIATION DUES	447.00	504.25	2,052.00	0.00	0.00	2,052.00	6,051.00	-3,999.00	33.91%
41332 · PAYROLL PROCESSING	1,234.42	745.33	4,675.30	0.00	0.00	4,675.30	8,944.00	-4,268.70	52.27%
41334 · OFFICE SUPPLIES GENERAL	359.96	975.00	3,389.33	0.00	0.00	3,389.33	11,700.00	-8,310.67	28.97%
41336 · OFFICE EQUIPMENT	1,571.04	1,535.83	11,069.66	0.00	0.00	11,069.66	18,430.00	-7,360.34	60.06%
41338 · POSTAGE	1,510.48	750.00	4,713.23	0.00	0.00	4,713.23	9,000.00	-4,286.77	52.37%
41342 · ADMINISTRATIVE MISC	458.63	135.50	1,573.26	0.00	0.00	1,573.26	1,626.00	-52.74	96.76%
41344 · SUPPLIES-FOOD	82.61	791.67	6,373.09	0.00	0.00	6,373.09	9,500.00	-3,126.91	67.09%
41346 · MATERIALS & RESOURCE RECOVERY	78.80	133.33	679.65	0.00	0.00	679.65	1,600.00	-920.35	42.48%
41348 · CIRCULATION SERVICES SUPPLIES	35.99	333.33	176.94	0.00	0.00	176.94	4,000.00	-3,823.06	4.42%
Subtotal	5,778.93	7,513.50	40,878.08	0.00	0.00	40,878.08	90,162.00	-49,283.92	45.34%

WEST CHICAGO PUBLIC LIBRARY DISTRICT
Budget vs. Actual Detail
January 31, 2026

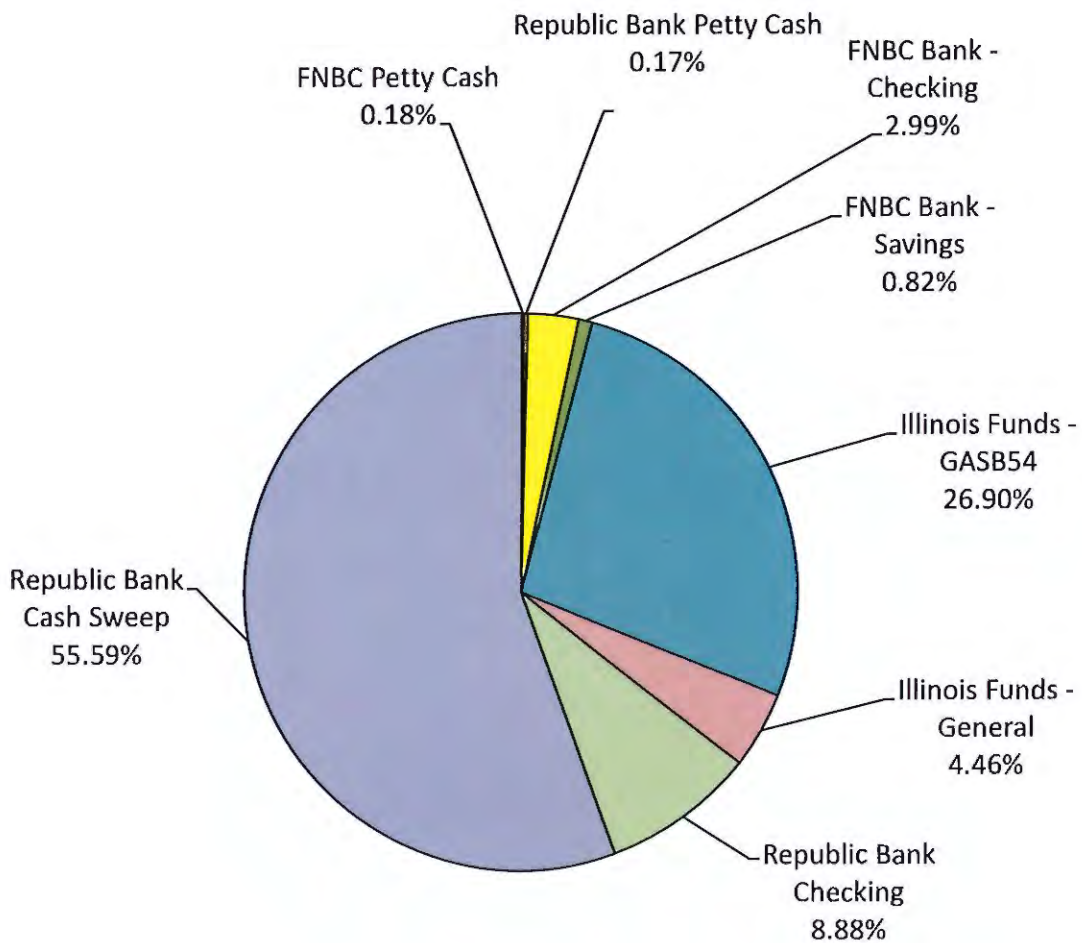
	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
3E · ADMINISTRATIVE TECHNOLOGY EXPEN									
41400 · IT EQUIPMENT UPGRADES-STAFF	9.99	710.58	11,781.78	0.00	0.00	11,781.78	8,527.00	3,254.78	138.17%
41410 · SOFTWARE STAFF	339.39	4,345.42	8,729.47	0.00	0.00	8,729.47	52,145.00	-43,415.53	16.74%
41415 · PHONE SYSTEM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
41420 · TECHNOLOGY MANAGEMENT	7,578.62	8,209.67	54,695.59	0.00	0.00	54,695.59	98,516.00	-43,820.41	55.52%
41425 · WARRANTIES/EXTENDED CARE	159.90	1,097.50	11,289.31	0.00	0.00	11,289.31	13,170.00	-1,880.69	85.72%
Subtotal	8,087.90	14,363.17	86,496.15	0.00	0.00	86,496.15	172,358.00	-85,861.85	50.18%
4E · LIBRARY MATERIALS-BOOKS									
42112 · REFERENCE-ELECTRONIC	0.00	2,950.58	34,761.22	0.00	0.00	34,761.22	35,407.00	-645.78	98.18%
42120 · BOOKS-ADULT	4,304.42	5,750.00	27,902.86	0.00	0.00	27,902.86	69,000.00	-41,097.14	40.44%
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	369.97	250.00	1,471.49	0.00	0.00	1,471.49	3,000.00	-1,528.51	49.05%
42140 · BOOKS-YOUTH	2,633.76	1,711.50	9,941.04	0.00	0.00	9,941.04	20,538.00	-10,596.96	48.4%
42170 · RBP/ILL BOOK REPLACEMENT	81.69	83.33	223.10	0.00	0.00	223.10	1,000.00	-776.90	22.31%
Subtotal	7,389.84	10,776.25	74,299.71	0.00	0.00	74,299.71	129,315.00	-55,015.29	57.46%
5E · LIBRARY MATERIALS-PERIODICALS									
42210 · PERIODICALS	108.00	912.50	9,042.99	0.00	0.00	9,042.99	10,950.00	-1,907.01	82.58%
Subtotal	108.00	912.50	9,042.99	0.00	0.00	9,042.99	10,950.00	-1,907.01	82.58%
6E · LIBRARY MATERIALS-AUDIO VISUAL									
42320 · AV MATERIALS-ADULT	2,097.41	3,833.33	14,941.36	0.00	0.00	14,941.36	46,000.00	-31,058.64	32.48%
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	423.02	836.25	2,050.66	0.00	0.00	2,050.66	10,035.00	-7,984.34	20.44%
Subtotal	2,520.43	4,961.25	16,992.02	0.00	0.00	16,992.02	59,535.00	-11,484.34	28.54%
7E · TECHNOLOGY SERVICES									
42400 · LIBRARY CONSORTIUM	8,632.50	2,877.50	25,897.50	0.00	0.00	25,897.50	34,530.00	-8,632.50	75.0%
42405 · INTERNET SERVICES	2,100.30	2,072.67	14,569.49	0.00	0.00	14,569.49	24,872.00	-10,302.51	58.58%
42420 · SOFTWARE PUBLIC	840.00	1,976.50	12,602.70	0.00	0.00	12,602.70	23,718.00	-11,115.30	53.14%
42445 · IT EQUIPMENT/UPGRADES-PUBLIC	56.25	1,121.08	15,328.30	0.00	0.00	15,328.30	13,453.00	1,875.30	113.94%
Subtotal	11,629.05	8,047.75	68,397.99	0.00	0.00	68,397.99	96,573.00	-9,240.00	70.83%
8E · LIBRARY MATERIAL MAINTENANCE									
42500 · PROCESSING-TECHNICAL SERVICES	429.25	857.50	1,439.31	0.00	0.00	1,439.31	10,290.00	-8,850.69	13.99%
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	429.25	876.67	1,439.31	0.00	0.00	1,439.31	10,520.00	-8,850.69	13.68%
9E · PROGRAMS									
44120 · PROGRAMS-ADULT	876.71	1,075.42	8,211.74	0.00	0.00	8,211.74	12,905.00	-4,693.26	63.63%
44130 · PROGRAMS-YOUNG ADULT	256.41	291.67	1,389.22	0.00	0.00	1,389.22	3,500.00	-2,110.78	39.69%
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	384.89	833.75	7,799.52	0.00	0.00	7,799.52	10,005.00	-2,205.48	77.96%
44145 · EVENTS AND OUTREACH	0.00	883.33	5,108.41	0.00	0.00	5,108.41	10,600.00	-5,491.59	48.19%
Subtotal	1,518.01	3,429.08	22,508.89	0.00	0.00	22,508.89	41,149.00	-7,697.07	54.7%
10E · MARKETING & PROMOTIONS									
44210 · MARKETING	175.00	297.25	2,476.60	0.00	0.00	2,476.60	3,567.00	-1,090.40	69.43%
44215 · WEBSITE	0.00	408.50	3,198.79	0.00	0.00	3,198.79	4,902.00	-1,703.21	65.26%
44220 · PROMO MATERIALS-ADULT	0.00	266.67	567.82	0.00	0.00	567.82	3,200.00	-2,632.18	17.74%
44240 · PROMO MATERIALS-YOUTH	0.00	141.67	90.00	0.00	0.00	90.00	1,700.00	-1,610.00	5.29%
44245 · PROGRAM GUIDE	1,300.00	1,469.67	8,881.90	0.00	0.00	8,881.90	17,636.00	-8,754.10	50.36%
44250 · SURVEYS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	1,475.00	2,583.75	15,215.11	0.00	0.00	15,215.11	31,005.00	-15,789.89	49.07%

WEST CHICAGO PUBLIC LIBRARY DISTRICT
Budget vs. Actual Detail
January 31, 2026

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
11E - FACILITIES & OPERATIONS									
45110 - JANITORIAL SERVICE	2,416.66	2,416.67	16,916.62	0.00	0.00	16,916.62	29,000.00	-12,083.38	58.33%
45112 - SECURITY SERVICE	1,665.60	1,846.08	12,242.16	0.00	0.00	12,242.16	22,153.00	-9,910.84	55.26%
45115 - JANITORIAL SUPPLIES	0.00	508.33	2,659.10	0.00	0.00	2,659.10	6,100.00	-3,440.90	43.59%
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	3,944.00	2,317.92	11,832.00	0.00	0.00	11,832.00	27,815.00	-15,983.00	42.54%
45130 - EXTERIOR LANDSCAPING	0.00	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	0.00	766.67	4,631.78	0.00	0.00	4,631.78	9,200.00	-4,568.22	50.35%
45150 - HVAC R & M	1,132.33	2,083.33	18,812.02	0.00	0.00	18,812.02	25,000.00	-6,187.98	75.25%
45155 - GENERAL BLDG SERVICES	163.48	836.67	10,018.98	0.00	0.00	10,018.98	10,040.00	-21.02	99.79%
45160 - CONTRACT INSPECTION & MAINTENAN	525.75	2,071.75	12,367.15	0.00	0.00	12,367.15	24,861.00	-12,493.85	49.75%
45165 - INTERIOR R & M-OTHER	6,350.00	2,583.33	9,935.42	0.00	0.00	9,935.42	31,000.00	-21,064.58	32.05%
Subtotal	16,197.82	17,991.75	116,390.23	0.00	0.00	116,390.23	215,901.00	-99,510.77	53.91%
12E - UTILITIES									
45310 - UTILITIES-GAS	1,658.29	1,041.67	5,735.63	0.00	0.00	5,735.63	12,500.00	-6,764.37	45.89%
45320 - UTILITIES-ELECTRIC	2,407.22	4,333.33	23,276.87	0.00	0.00	23,276.87	52,000.00	-28,723.13	44.76%
45330 - UTILITIES-TELEPHONE	488.51	1,951.67	19,270.93	0.00	0.00	19,270.93	23,420.00	-4,149.07	82.28%
45340 - UTILITIES-WATER	0.00	833.33	7,481.79	0.00	0.00	7,481.79	10,000.00	-2,518.21	74.82%
45350 - UTILITIES-TRASH	91.14	98.50	662.98	0.00	0.00	662.98	1,182.00	-519.02	56.09%
Subtotal	4,645.16	8,258.50	56,428.20	0.00	0.00	56,428.20	99,102.00	-42,673.80	56.94%
13E - PROFESSIONAL SERVICES									
45500 - INSURANCE	0.00	1,928.33	16,623.00	0.00	0.00	16,623.00	23,140.00	-6,517.00	71.84%
45505 - AUDIT	0.00	960.83	11,530.00	0.00	0.00	11,530.00	11,530.00	0.00	100.0%
45510 - LEGAL	3,765.00	1,000.00	21,775.00	0.00	0.00	21,775.00	12,000.00	9,775.00	181.46%
45515 - PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
45520 - ACCOUNTING	1,713.41	1,575.00	11,956.91	0.00	0.00	11,956.91	18,900.00	-6,943.09	63.26%
Subtotal	5,478.41	5,464.17	61,884.91	0.00	0.00	61,884.91	65,570.00	-3,685.09	94.38%
14E - LIBRARY BOARD EXPENSES									
45600 - CONFERENCE & TRAINING-BOARD	0.00	625.00	120.00	0.00	0.00	120.00	7,500.00	-7,380.00	1.6%
45605 - PROF SERVICES-SECRETARIAL	340.00	341.67	1,700.00	0.00	0.00	1,700.00	4,100.00	-2,400.00	41.46%
45610 - LEGAL NOTICES AND ADS	0.00	83.33	46.00	0.00	0.00	46.00	1,000.00	-954.00	4.6%
Subtotal	340.00	1,050.00	1,866.00	0.00	0.00	1,866.00	12,600.00	-10,734.00	14.81%
15E - CAPITAL EQUIPMENT									
46500 - CAPTIAL 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	0.00	0.00	292,755.00	0.00	0.00	292,755.00	0.00	292,755.00	100.0%
Subtotal	0.00	27,083.33	292,755.00	0.00	0.00	292,755.00	325,000.00	-32,245.00	90.08%
16E - GRANT EXPENSES									
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%
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	15,003.52	10,583.33	0.00	76,169.37	0.00	76,169.37	127,000.00	-50,830.63	59.98%
Subtotal	15,003.52	10,583.33	0.00	76,169.37	0.00	76,169.37	127,000.00	-50,830.63	59.98%
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	287,316.87	290,484.42	1,912,101.80	76,169.37	0.00	1,988,271.17	3,485,813.00	-1,497,541.83	57.04%
	-280,337.14	-27,083.33	1,016,100.97	60,716.35	935.09	1,077,752.41	-325,000.00	1,402,752.41	-331.62%

**West Chicago Public Library District
Investments
January 31, 2026**

Bank	Description	Type	Current Rate	Bank Value
Petty Cash	Cash	PC	n/a	100
FNBC Petty Cash	#0874	PC	0.02%	5,001
Petty Cash - Circulations	Cash	PC	n/a	60
Republic Bank Petty Cash	#9473	PC	n/a	4,914
FNBC Bank - Checking	#6031	A/P	0.10%	84,098
FNBC Bank - Savings	#0317	MM	1.66%	23,188
Illinois Funds - GASB54	#6950	MM	Various	756,985
Illinois Funds - General	#5519 / 1507	MM	Various	125,539
Republic Bank Checking	#4130	A/P	n/a	250,000
Republic Bank Cash Sweep	#2419	MM	2.37%	1,564,643
Total				\$ 2,814,526



West Chicago Public Library District

Financial Analysis

For the 7 Month(s) Ended January 31, 2026



WEST CHICAGO
PUBLIC LIBRARY DISTRICT

Revenue Highlights

58% of Budget Year

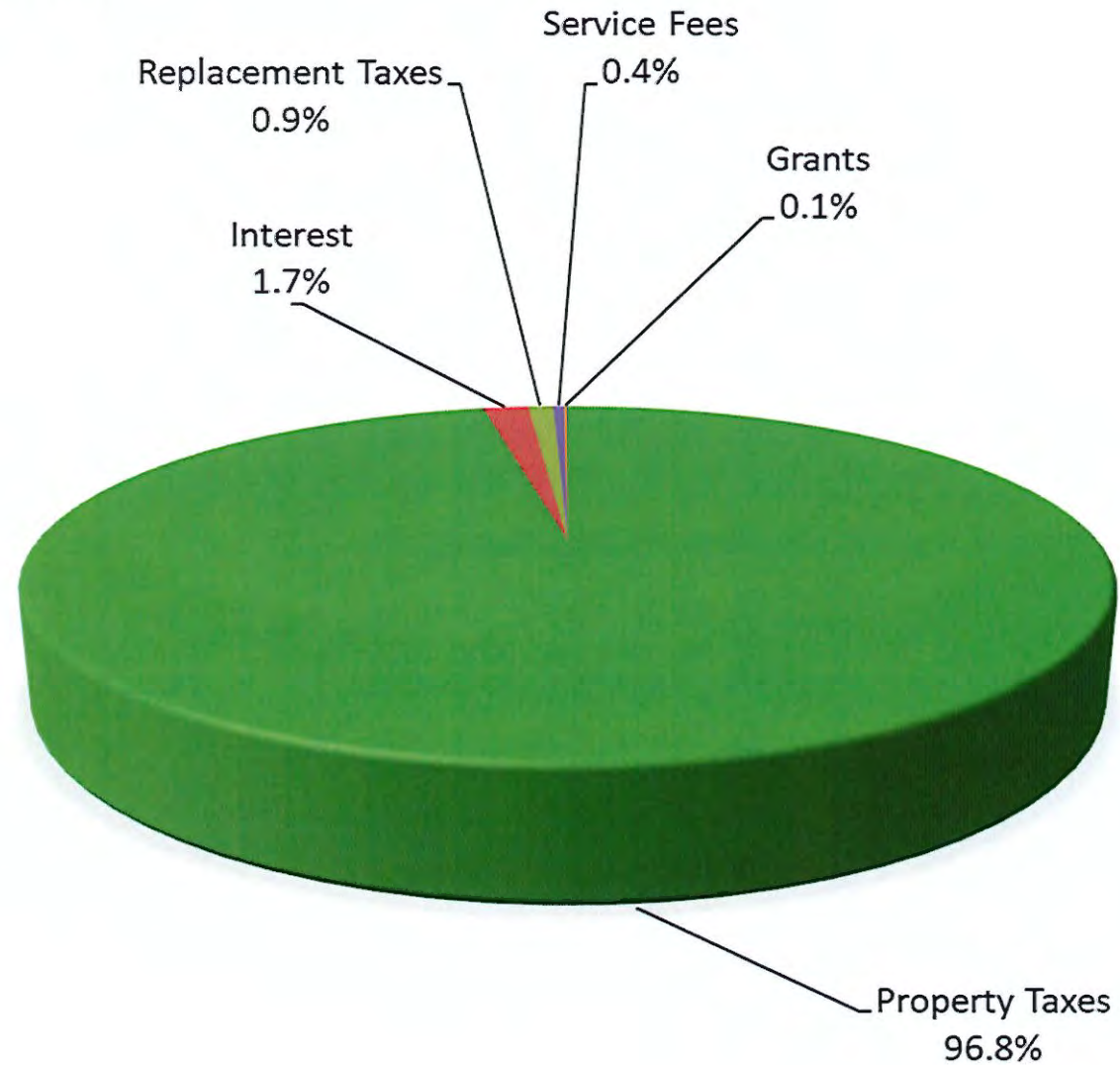
- 97% of Total Budget
- Property Taxes
 - Collected \$2,968,837 or 100% of Budgeted Property Taxes (1st & 2nd Installment from DuPage County)
- Replacement Taxes
 - Collected \$28,544 or 56%
- Interest
 - Collected \$52,063 or 68% of Budget
- Service Fees
 - Collected \$12,886 or 106% of Budget

Revenues

Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
Property Taxes	2,968,837	2,976,853	100%	2,828,700	5%
Interest	52,063	76,350	68%	61,772	-16%
Replacement Taxes	28,544	50,952	56%	30,212	-6%
Service Fees	12,886	12,200	106%	7,781	66%
Other Revenue (Program Rental)	-	-	n/a	20	-100%
Grants	2,903	42,958	7%	-	n/a
Miscellaneous	789	1,500	53%	226	249%
Debt Proceeds / Sale of Asset	-	-	n/a	-	n/a
Transfer-In	-	-	n/a	-	n/a
Actual Revenues	<u>3,066,024</u>	<u>3,160,813</u>	<u>97%</u>	<u>2,928,711</u>	<u>5%</u>
Budgeted Revenues	<u>3,160,813</u>				
% Diff	97%				

Revenues

REVENUE DISTRIBUTION



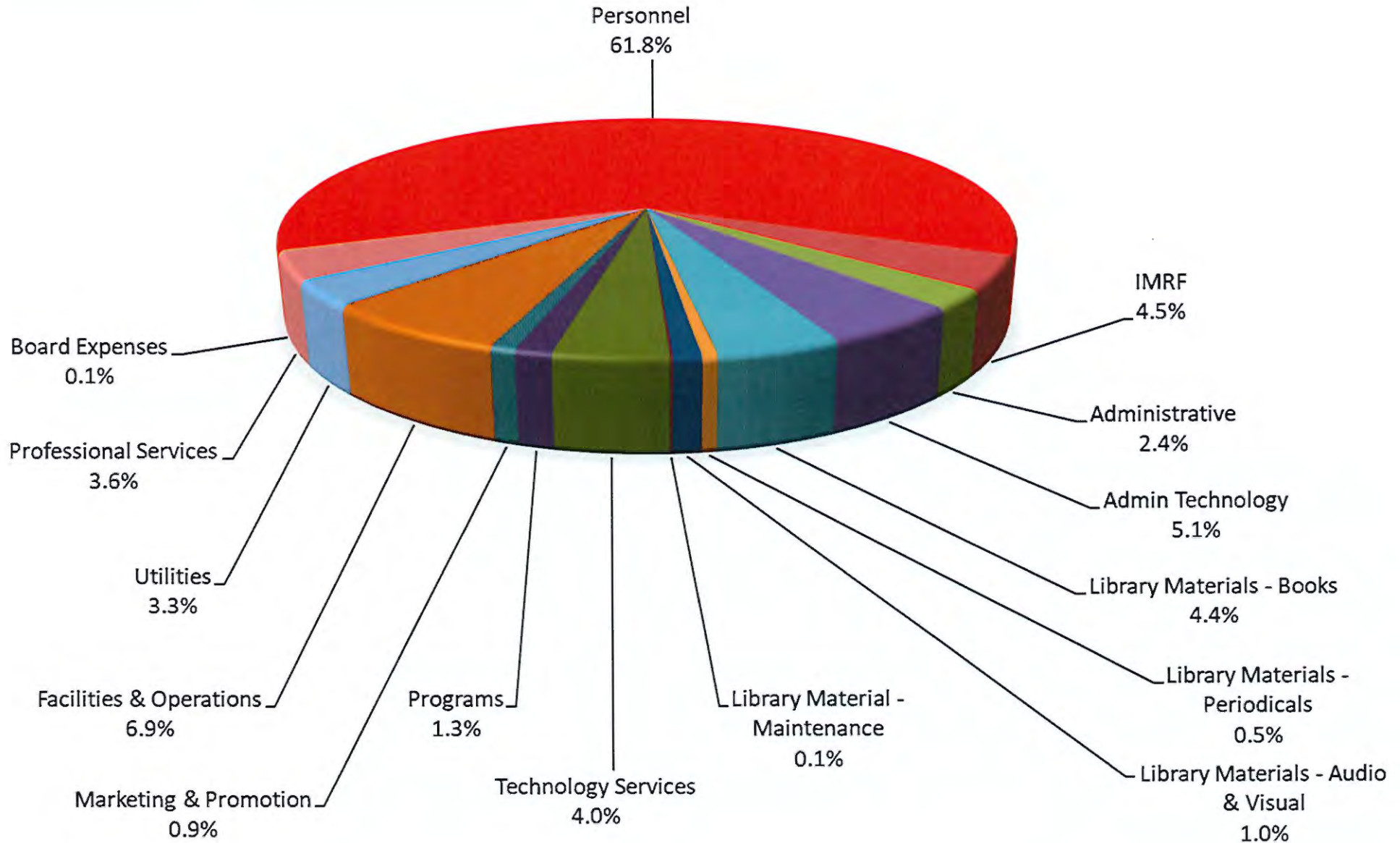
Expenditure Highlights

58% of Budget Year

- 57% of Total Budget
- Personnel
 - 52% of Budget
- Admin. Technology
 - 50% of Budget
- Library Materials
 - 57% of Budget
- Professional Services
 - 94% of Budget
 - Hanover Insurance payment \$15,539
- Facilities & Operations
 - 54% of Budget
- Utilities
 - 57% of Budget

Expenditures

OPERATIONAL EXPENDITURE DISTRIBUTION



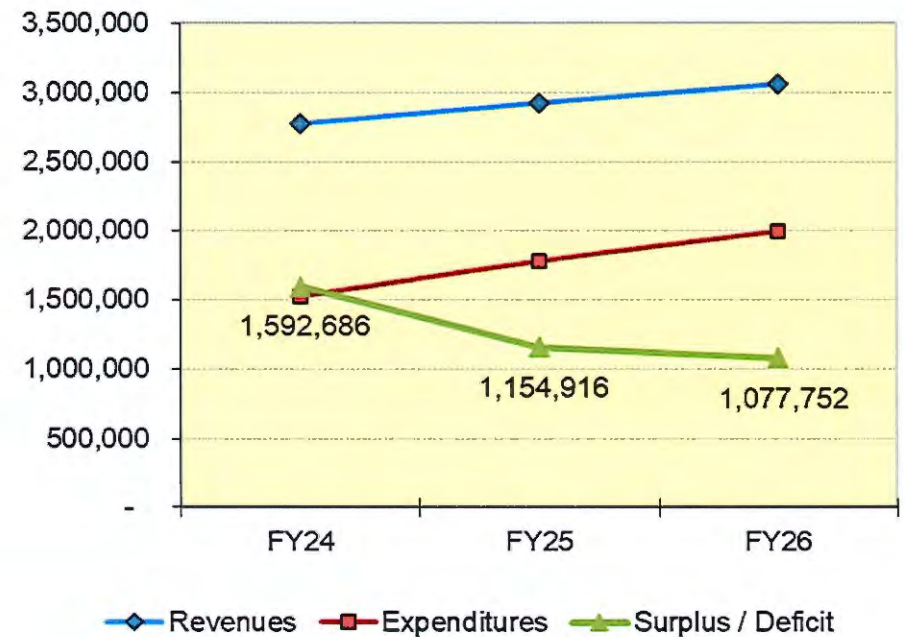
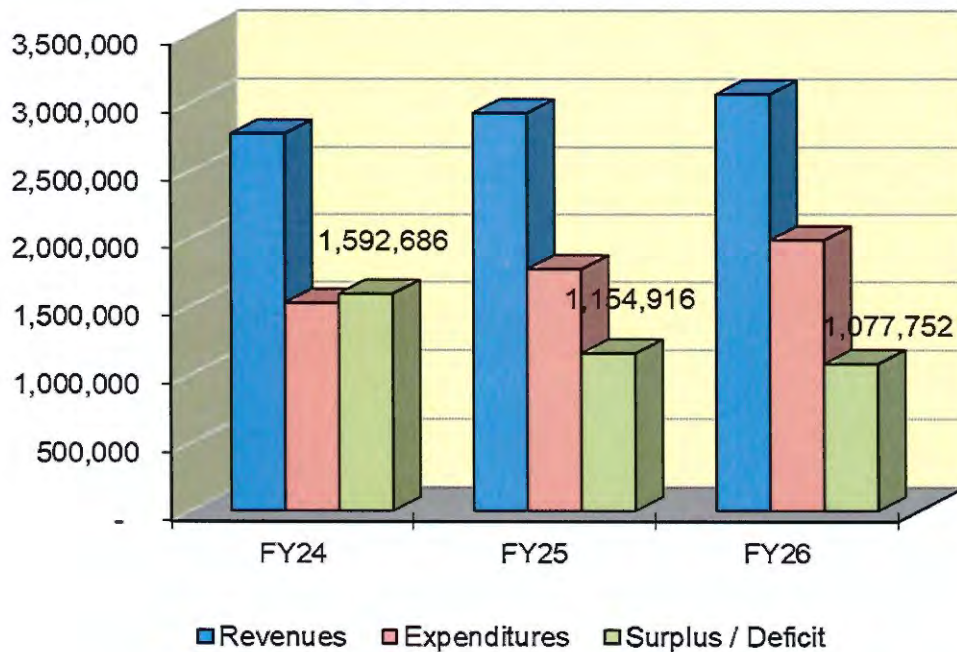
Expenditures

Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
OPERATING EXPENDITURES					
Personnel	1,047,507	1,999,073	52%	977,443	7%
IMRF	76,169	127,000	60%	17,697	330%
Administrative	40,878	90,162	45%	41,184	-1%
Admin Technology	86,496	172,358	50%	127,522	-32%
Library Materials - Books	74,300	129,315	57%	90,248	-18%
Library Materials - Periodicals	9,043	10,950	83%	8,476	7%
Library Materials - Audio & Visual	16,992	59,535	29%	22,535	-25%
Library Material - Maintenance	1,439	10,520	14%	2,044	-30%
Technology Services	68,398	96,573	71%	68,092	0%
Programs	22,509	41,149	55%	17,147	31%
Marketing & Promotion	15,215	31,005	49%	15,670	-3%
Facilities & Operations	116,390	215,901	54%	102,544	14%
Utilities	56,428	99,102	57%	51,201	10%
Professional Services	61,885	65,570	94%	51,279	21%
Board Expenses	1,866	12,600	15%	2,185	-15%
Actual Expenditures	1,695,516	3,160,813	54%	1,595,268	6%
Budgeted Expenditures	3,160,813				
% Diff	54%				
CAPITAL EXPENDITURES & DEBT SERVICE					
Equipment & Building	292,755	325,000	90%	178,527	64%
Grant Expenses	-	-	n/a	-	n/a
Actual Expenditures	292,755	325,000	90%	178,527	64%
Budgeted Expenditures	325,000				
% Diff	90%				

Revenue, Expenditure & Fund Balance

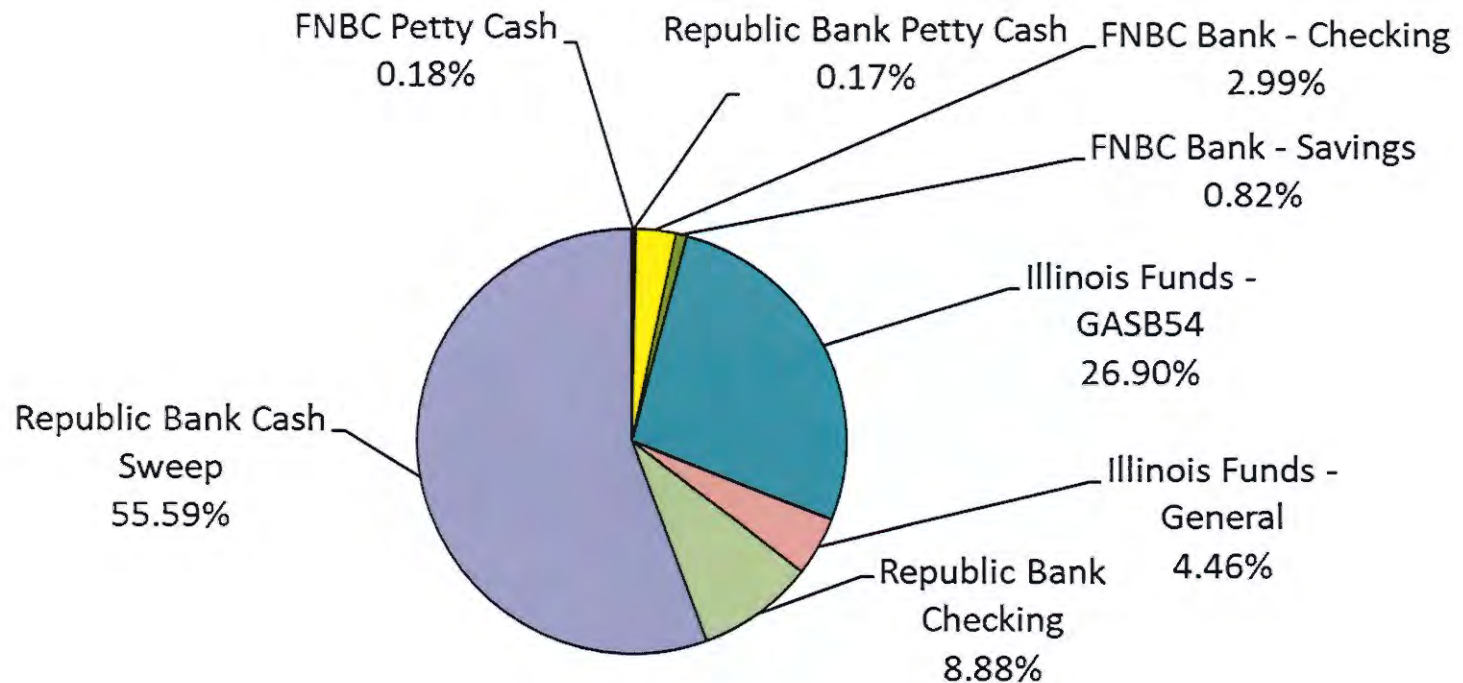
For the 7 Month(s) Ended January 31, 2026

	General	IMRF	Special Reserve	Total Actual
TOTAL SURPLUS / (DEFICIT)	1,016,101	60,716	935	1,077,752
BEGINNING FUND BALANCE	1,436,810	63,252	127,251	1,627,313
ENDING FUND BALANCE	2,452,911	123,968	128,186	2,705,065
Fund Balance as % of Total Expenditures	128%	163%	n/a	136%



Investments

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Petty Cash	Cash	PC	n/a	100
FNBC Petty Cash	#0874	PC	0.02%	5,001
Petty Cash - Circulations	Cash	PC	n/a	60
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Republic Bank Checking	#4130	A/P	n/a	250,000
Republic Bank Cash Sweep	#2419	MM	2.37%	1,564,643
Total				\$ 2,814,526



Dear President Jakacki,

It is with a heavy heart and much regret that I write to announce my resignation from the West Chicago Public Library District Board of Trustees. While I am no longer at a place in my life where I can give this position the sustained, committed attention it deserves I will always appreciate the chance to contribute to the health and growth of this vital community resource. If in the future the board ever finds itself in need of community members to participate in limited initiatives or focus groups, please know I would be happy to assist.

Once again I thank you and the board for the opportunity to serve the library and the West Chicago community.

Sincerely,

Scott Grotto

Library Director Report

February 2026

FINANCIAL UPDATE

- ❖ Fiscal Year Elapsed = 58.3%
- ❖ Investment Funds (Illinois Funds Accounts – Interest for November and December 2025)
 - GASB 54 Emergency Fund: \$756,984.59 (+ \$2,452.34)
 - New Building & Construction Fund: \$38,385.59 (+ \$124.36)
 - General (Corporate) Fund: \$87,153.06 (+ \$282.36)
- ❖ Library staff will begin working on the draft of the fiscal 2027 budget in March. It is anticipated that the first draft of the budget will be presented at a finance committee meeting in April. Any adjustments or changes recommended during the finance committee meeting will be made and a revised draft budget will be presented to the committee in May with the anticipation of approval by the full board at the May board meeting.

PERSONNEL

- ❖ The Library Director:
 - Attended the SWAN Board meeting on 1/23 at the Itasca Public Library
 - Attended the board meeting on 1/26
 - Met with the IT Librarian and Sikich on 1/27 for the Quarterly Business Review meeting
 - Attended the Council of Governments meeting on 1/27 at High School District 94
 - Attended the Library Foundation meeting on 2/2
 - Attended the SWAN Committee of the Whole meeting on 2/3 remotely for the SWAN budget presentation
 - Attended Rotary meetings on 2/4 & 18 at St. Andrews Golf Course
 - Attended the Dolly Parton Imagination Library meeting via Zoom on 2/6
 - Hosted the managers advisory meeting on 2/9
 - Hosted the administrative services team meeting on 2/10
 - Took a floating holiday for Martin Luther King's birthday on 2/12
 - Met with Molly from WeGo Together for Kids on 2/17 to discuss the Dolly Parton Imagination Library launch and associated logistics and planning
 - Attended the Fox Valley Library Directors Group meeting on 2/19 at the Naperville Public Library (Nichols Branch)
 - Attended the SWAN Board meeting at the Itasca Public Library on 2/20
- ❖ Employee Highlights
 - Juan M., Facilities Assistant, celebrated his one-year anniversary on 2/10
 - Mike N., Technical Services Manager, celebrated his eighteenth year anniversary on 2/8
- ❖ Coming and Going...
 - Sarah T., Youth Services Librarian, began on 2/16
 - David S., Maintenance Assistant, retired on 2/11 after 25 years of service! THANK YOU, DAVE!

Facilities Monthly Report – February 2026

Maintenance and Repair

- Secured and organized wiring on public printers located on the first and second floors.
- Corrected an issue with the water dispenser display not showing bottle count by restarting the unit on the second floor.
- Investigated noise reported from YS Manager's VAV box. The sound is from a bearing that is failing; Delta was contacted for servicing.
- Met with Nesko Electric to review pricing for lighting repairs related to an existing light fixture, replacement of a wall pack on basement exterior stairway with LED wall pack, replacement and relocation of light fixture in elevator pit.

Facilities and Building Operations

- Installed slat wall in the Teen Area to support space organization and future use.
- Replaced HDMI port in the Program Room.
- Conducted a full property inspection to ensure all windows were properly secured.
- Midwest Lighting removed exterior Christmas decorations from the property.
- Placed identification numbers on emergency exit doors and ordered required exterior signage for the sprinkler room.
- Monthly maintenance of the Read & Roll story walk, including exchanging story.
- Contacted DuPage County Health Department to request to restock our supply of Narcan. Since we started the program in Late Nov. 2025, we have given out 94 units.

Safety, Testing, and Inspections

- Responded to multiple incidents involving the fire alarm panel entering trouble mode. First Security responded and rebooted the panel to restore normal operation.
- Completed the annual elevator certification inspection, which passed.
- Conducted the monthly elevator emergency telephone test with no issues identified.
- Conducted the monthly fire extinguisher inspection with no issues identified.
- Electrical surge protector system reviewed; no changes or issues noted.
- Irrigation system Main water line: no leaks dial reads 0.0
- Annual Fire inspection was conducted with West Chicago Fire Marshal, additional signage was placed for Sprinkler room. No other concerns, inspection passed.
- Completed Backflow annual inspection which required a replacement of a control valve (1 of 5), inspection passed.

Vendor Coordination and Compliance

- First Security is coordinating with Schlage to obtain a replacement lock for the Program Closet, as the current lock does not secure properly.
- First Security is also working with Suburban Lock to address exposed hole openings on the Program Room doors resulting from prior hardware modifications.
- Received confirmation from Midwest Mechanical that carpet production is scheduled for February 18, with delivery expected by February 24. Installation will be scheduled upon arrival to address staining by replacing carpet tiles in the elevator and Administrative Office areas.
- Updated Certificate of Insurance for Orkin after it expired at the end of January.
- Contacted three local upholsterers to request estimates for reupholstering 24 seats that are in need of repair. (same furniture that we are looking to replace)

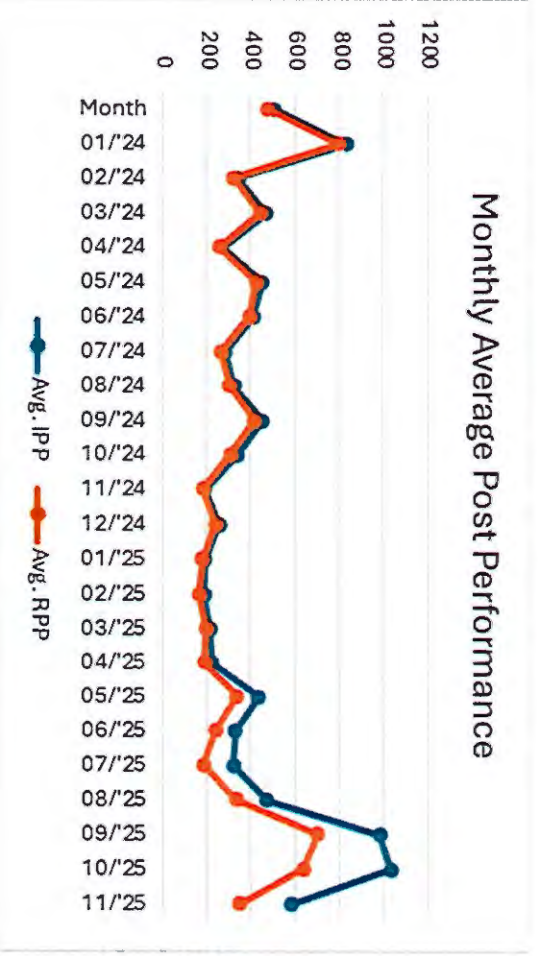
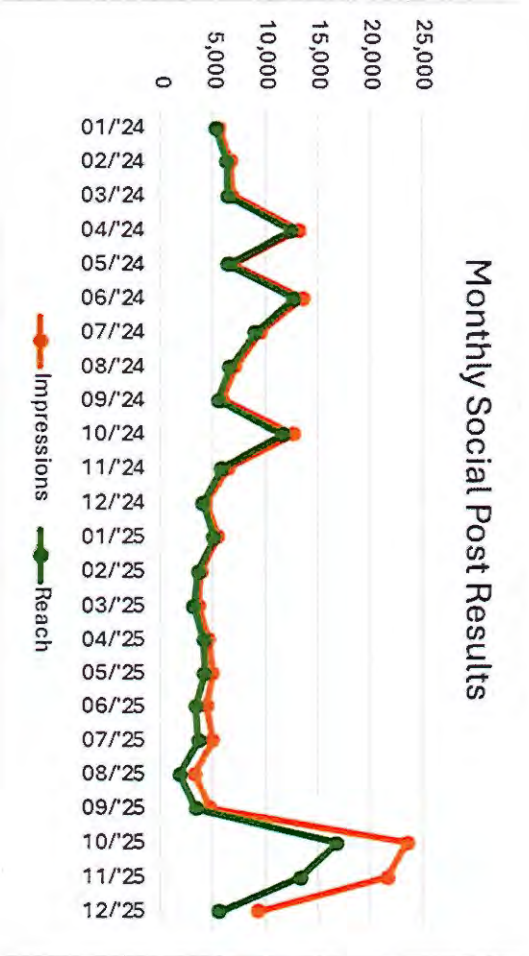
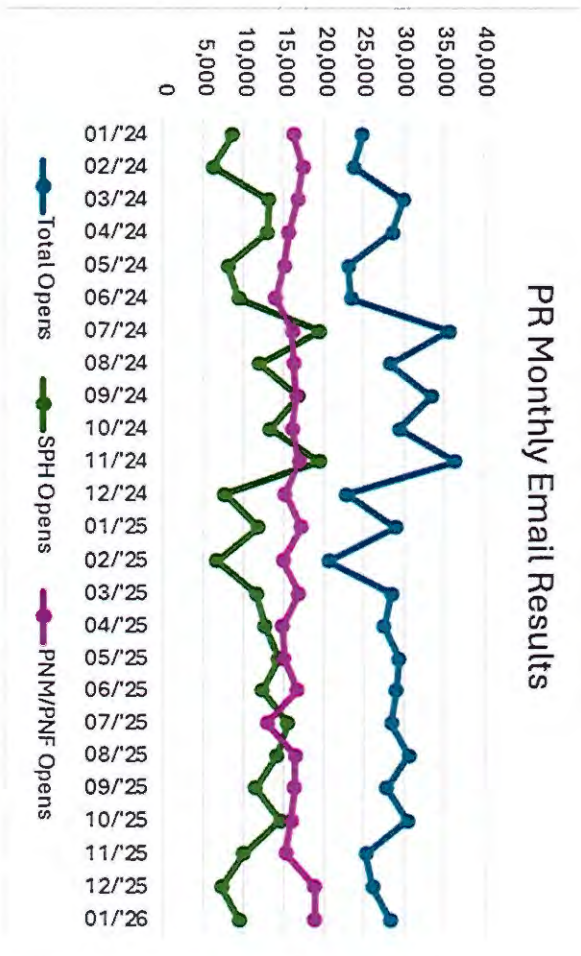
Department Reports

January 2026

ADMINISTRATIVE SERVICES – PUBLIC RELATIONS

- Email Campaigns – January
 - Total opens: 28,300
 - December '25 +8.3%
 - November '25 +11.94%
 - January '25 -2.4%
 - Biweekly Program Newsletters x 9
 - Total opens: 18,893
 - December '25 ~
 - November '25 +24%
 - January '25 +9.91%
 - Special Program Highlight Emails x 4
 - December '25 – 4 sent
 - November '25 – 5 sent
 - January '25 – 7 sent
 - Total Opens: 9,407
 - December '25 +29.63%
 - November '25 -6.33%
 - January '25 -20.42%
 - Events promoted by an SPH email include:
 - Teen Café – Junk Journals
 - Self Defense Workshop
 - Teen Homework Help
 - Lunar New Year Lantern Festival
- Social Media Campaigns
 - Social posts x 14
 - December '25 – 16 posted
 - November '25 – 21 posted
 - January '25 – 21 posted
 - Total impressions: 7,066
 - December '25 -24%
 - November '25 -68.4%
 - January '25 +29%
 - Total reach: 4,326

- December '25 -22.74%
 - November '25 -68.71%
 - January '25 -16.1%
- Other Work Completed & Physical Materials
 - New tabletop flyers and 11" x 17" in-house promo materials created and posted in the building
 - First set of blog material and new webpages optimized, currently in the hands of our creators to be checked, before launch. There will be a new webpage posted by the end of the month, and the blog will now launch officially in March.
 - It has been a halting start to this new work with our departments, but we are on the right track, and excited to share with our patrons what we have been developing!
 - New centralized program planning/entry system designed and created (on MS Teams). This should streamline our program guide development and communications process, as well as facilitate communications and programming across departments.
 - Assisted Teen Librarian in creating a Teen Instagram account to try to improve outreach to this critical patron demographic.
 - Designed and manufactured several hundred outreach flyers in three variations for teens both in Winter and Spring quarter.
 - Poster for Alice's Ordinary People program designed and posted.
 - Program Guide for Spring completed and sent to publisher. They were pushed out to our community on February 6th.
 - Led quarterly priority meeting for promotion with department managers.
 - A supplemental planning meeting happened with Event Committee chair to discuss broader scope/annual promotional requirements/goals/plans. We now have a high-level overview of the tactics to be used for large-scale inter-departmental programming through the end of next fiscal year.



ADULT SERVICES- January 2026

ENGAGEMENT:

Programs: We offered 8, in-person programs in January with a total attendance of 84

Some programs included:

- Illinois Tollway: I-Pass on Demand
- Crafternoon: Snowman Warmer
- Healthy West Chicago: Healthy Snacks
- Gettin' Crafty: Card Making
- Page Turner Book Club
- Adult and Teen Personal Safety & Self Defense

We also facilitated a sublimation printer program, A little less conversation, a little more craftin!: Elvis Craft/Manualidad de Elvis, with Youth services.

Passive Programming:

We hosted the Illinois Libraries Present with Jonathan Eig.

We Began our *Winter is for the Birds* Reading Challenge and in January, 42 patrons registered, 36 are active readers, 24 have completed the challenge and 20 have redeemed their rewards.

Take and Makes:

45 snowman bookmarks were taken in January.

Seed Library:

60 patrons took winter seeds from our seed library.

OUTREACH/PROGRAM PROMOTION

- Edith and Allison provided personal reader's advisory services and delivered materials to 26 residents from Franciscan Court and Aperion Care Senior Facilities in January. 34 books were delivered and 2 new library cards were issued.
- Deborah attended the January Western Dupage Chamber of Commerce meeting.

Displays:

Adult Services staff created 9 **physical book and material displays** in January, including the staff picks shelf and lobby display, in which to promote programs and the collection. We also continue to update browse categories, visual reader's advisory and best seller **digital menu displays** in Aspen (our website catalog).

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

ADULT SERVICES - TEEN

Programming: A total of 19 teens attended **six** in-person programs in January. Programs included *Snack Testers, T.A.B. Tabletops N Treats, Video Game Club, Teen Café and Homework Help.*

Passive Programming: 41 teens went home with Take N Make kits in January.

Displays: Books in English and Spanish were displayed in the teen area along the theme of *New Year, New You*, including books about stress management, fitness, journaling and meditation.

New T.A.B. Member: A new T.A.B member joined in January, increasing membership to 6. They helped take down the holiday decor in the Adult and Teen Services areas. They donated a total of 5 hours this month.

CIRCULATION SERVICES**Circulation Statistics January 2026:**

- 12,651 Total Items checked out, 1.44% increase from January 2025.
- 3,210 Electronic materials checked out, 0.31% decrease from January 2025.
- The total value of the materials checked out by our patrons was \$133,640.84 during January 2025.
- During January 2025, we had 159 patrons using self-check and a total of 463 items checked out.

Patron Statistics January 2026:

- 4,920 Visitors to the library during January 2025.
- 75 New patrons added, 14.77% decrease from January 2025.
- 9,142 Card holders, 8.73% decrease from January 2025.
- 31.60% of the district population have library cards, a 3.34% decrease from January 2025.

TECHNICAL SERVICES

Acquisitions:

- 725 Items invoiced/received.
- 602 Items ordered.
- 220 Items received not processed.
- 167 Items on-order.
- 1 Item cancelled.
- 0 Items returned.
- 0 Replacements.
- 0 Donations.

Cataloged:

- 1968 Items added to the collection.

Withdrawals:

- 566 Items withdrawn from the collection.

Material Maintenance:

- 22 Items repaired in house.

Other Activities:

- 297 Postage processed.
 - 208 Received.
 - 89 Outgoing.
- 178 Items moved from the new shelf to the regular collection.
- 99 Invoices processed.
- 21 Records created.
- 4 Missing items reclaimed.
- 3 West Chicago Suburban Life scanned and converted to searchable PDF.

Miscellaneous:

According to Knowledge Exchange, for calendar year 2025, we successfully diverted 4,500 pounds of withdrawn library materials from the waste stream. Knowledge Exchange estimates that this recovery effort offset the resource-intensive production of virgin paper by conserving 28 trees, 39,000 pounds of CO₂e, and 93,000 gallons of process water.

YOUTH SERVICES

Programs

- The Youth Services Department hosted 14 in-person programs during an especially frigid January. Despite the weather, 132 patrons enjoyed eight staple *Stories and Puppets* and *Wiggle Worms* story time programs and a special story from the Morton Arboretum. Thirteen people attended the *Toddler Obstacle Course*. Other programs for January included an Elvis Presley Cricut cutting craft, a Three Kings craft and celebration, a winter snow themed craft, and an MLK Day of Service celebration where attendees created cards for assisted living seniors and blankets for St. Sophia's Forgotten Felines. All told, 184 patrons attended synchronous programs in January. While no large-scale programming took place, we were very pleased with participation in story time programming.
- The department produced several in-house, passive crafts with themes of winter mittens, arctic tundra, hot chocolate, and penguins. Staff created to-go program bags themed for Winnie the Pooh, penguins, and foam stickers/cutouts. Patrons engaged with 225 passive crafts and take-home bags in January.
- The Winter Reading Challenge, titled *Birds of a Feather Read Together*, began at the end of December 2025 and will extend through the last week of February. Readers were asked to color bird feathers for every thirty minutes of reading, with a total of 30 possible feathers. Thus far, 30 readers have registered for the program; one reader per feather! Approximately half of the participants have collected a midway prize with several weeks left in the program.

Outreach

- Collaboration with Birth to three was especially fruitful in January. The department held three story times for a total of 61 visitors. In this weekly event, children are given a copy of the story read by library staff.

- Staff visited three schools in District 33 for library time outreach, reaching a total of 75 people. Two schools set up times to visit the library for a tour, story, and crafts as well. Pioneer School had a parent and child event where staff passed out program flyers, schedules, and library card promotional materials. Staff interacted with 175 people through outreach efforts.

Professional Development

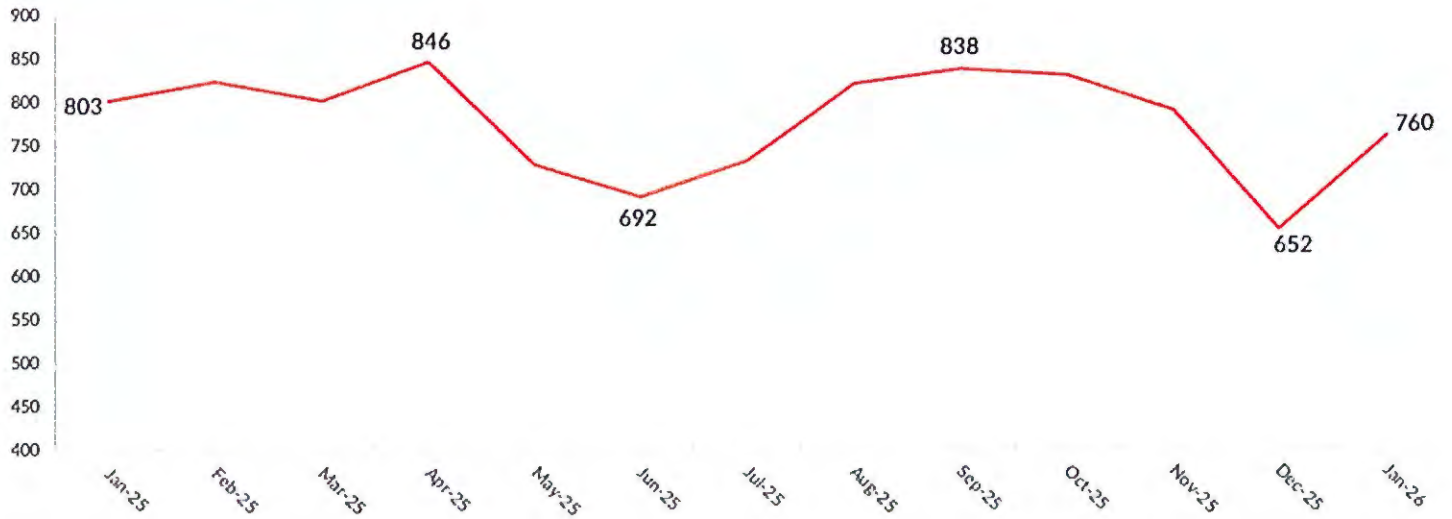
- Staff have completed several in-house training programs through the Traliant platform on topics of harassment, inclusion, cybersecurity, and more.
- Staff attended collection development webinars on various peer-reviewed, new, and forthcoming material publications. The YS Manager attended a partner meeting with WeGo Together for Kids and a special seminar on Mental Health.

IT Report – January

Wireless Overview

January had **760 unique clients** with 1.36Tb of data used.

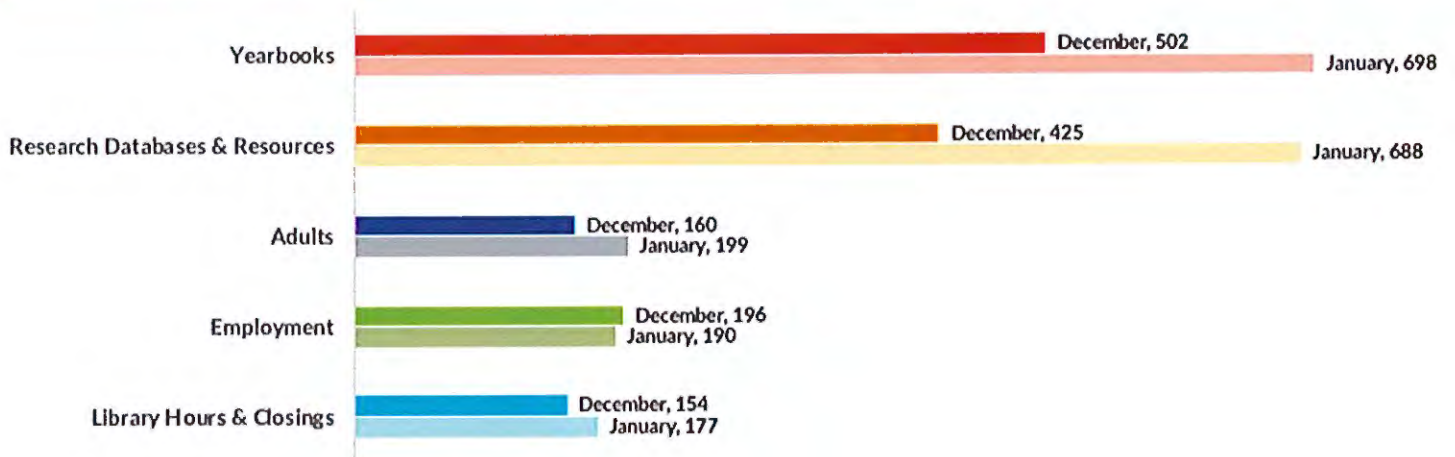
WiFi Usage Jan 2026



Website

In January we had **9,598 website visits**.

Top 5 Pages in Jan 2026



Computer Usage

We had 469 users in January. The chart below shows the total usage and average time logged in to a machine.

	Total Logins (December)	Average Time Per Session (December)	Total Logins (January)	Average Time Per Session (January)
Adult	338	46 Minutes	394	41 Minutes
Youth	21	35 Minutes	50	50 Minutes
Newspaper	0	0 Minutes	25	7 Minutes

- Our WiFi Access points were all updated to the latest security package to protect us from any malicious actors who may try to break in through our wireless connections.
- The Seed Library webpage was updated to reflect the new varieties of seeds now available in Adult Services.
- A new Newspaper Archive computer was set up and installed in Adult Services.



WEST CHICAGO PUBLIC LIBRARY DISTRICT

2/23/26

ORDINANCE NO. 26-01

ORDINANCE DECLARING A VACANCY

(Scott Grotto Resignation)

WHEREAS, Scott Grotto was elected Library Trustee to a four year term expiring in 2027; and
WHEREAS, Scott Grotto submitted his resignation to be effective on February 23, 2026; and
WHEREAS, the result of the foregoing is that there will be a vacancy on the Board of Library Trustees (Library Board) with a term that runs until the April, 2027 regular election; and

WHEREAS, the Public Library District Act of 1991, 75 ILCS 16/1-1 et seq (the "Act"), provides that vacancies in the office of Library Trustee shall be declared by the Library Board; and

WHEREAS, under the Act, vacancies shall be filled by appointment of the remaining Library Trustees until the next regular library election within ninety (90) days of declaring the vacancy.

NOW, THEREFORE, the Library Board hereby ordains as follows:

- A. The Library Board accepts Scott Grotto's resignation effective on February 23, 2026.
- B. A vacancy in the office of Library Trustee is declared effective on February 23, 2026;
- C. By separate Ordinance, the Library Board will appoint someone to serve as Library Trustee until the next regular election in April, 2027.

This Ordinance adopted February 23, 2026.

Ayes: _____

Nays: _____

Abstain: _____

Absent: _____

By: _____
Corrine Jakacki-Dattomo, President
Board of Library Trustees
West Chicago Public Library District

ATTEST:

Patricia Weninger, Secretary
Board of Library Trustees
West Chicago Public Library District



WEST CHICAGO PUBLIC LIBRARY DISTRICT

2/23/26

ORDINANCE NO. 26-01

AN ORDINANCE DECLARING A VACANCY AND APPOINTING A LIBRARY TRUSTEE

(Scott Grotto Vacancy/Sufiyan Mohammed Appointment)

WHEREAS, Scott Grotto was elected as a Library Trustee; and

WHEREAS, Scott Grotto recently resigned; and

WHEREAS, the Library District Act, 75 ILCS 16/30-25, provides that, when a Library Trustee declines to serve (resigns), a vacancy in the office of Library Trustee shall be declared by the Library Board; and

WHEREAS, vacancies shall be filled by appointment of the Library Trustees until the next regular library election.

NOW, THEREFORE, BE IT ORDAINED that the Library Trustees hereby:

- A. Declare a vacancy in the office of Library Trustee for a term set to expire in April, 2027.
- B. Appoint Sufiyan Mohammed to fill the vacancy until the next regular election of Library Trustees in April, 2027.

This Ordinance is effective upon passage.

PASSED this 23rd day of February, 2026, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

By: _____
Corrine Jakacki-Dattomo, President
Board of Library Trustees
West Chicago Public Library District

ATTEST:

Patricia Weninger, Secretary
Board of Library Trustees
West Chicago Public Library District