



WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD OF LIBRARY TRUSTEES MEETING
MONDAY, AUGUST 24, 2026
7:00 PM
LIBRARY PROGRAM ROOM

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 Laura Finch, Secretary
- C. Approval of the Minutes
 - 1. Board Meeting – July 27, 2026 ACTION
- D. Recognition of the Public
- E. Public Comments -- Limited to 3 Minutes
- F. Agenda – Additions/Deletions
- G. Treasurer's Report Aimee Cavataio, Treasurer
 - 1. Approval of the Bills for August 2026
 - 2. Financial Statements for July 2026
- H. Communications ATTACHMENT
 - 1. Posting of Suicide Hotline Information
(Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd.)
- I. Reports
 - 1. President Corrine Jakacki-Dattomo
Secretary's Audit – President appoints two (2) trustees to review the District's 7/1/2025 – 6/30/2026 minutes [75 ILCS 16/30-65 (c)]
 - 2. Library Director ATTACHMENT
 - 3. Department Managers ATTACHMENT
- J. Unfinished Business
 - 1. None

K. New Business

1. Presentation and Assessment of visits to other libraries

Laura Finch

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, JULY 27, 2026
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, Vice President; Aimee Cavataio, Treasurer; and Maureen Navadomskis, Member. (Laura Finch, Secretary, entered at 7:02 p.m.)
Absent: Sufiyan Mohammed and Michael Wonderly.

President Jakacki asked Ms. Weninger to serve as secretary until Ms. Finch arrives.

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

C. APPROVAL OF THE MINUTES:

1. Regular Meeting - June 22, 2026: Ms. Cavataio moved to approve the Board Meeting Minutes from June 22, 2026, as amended; seconded by Ms. Navadomskis. Motion carried by unanimous voice vote.

(Ms. Finch entered the meeting.)

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 June and July 2026: Ms. Cavataio moved to approve the July bills in the amount of 254,259.29; seconded by Ms. Weninger.

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

2. Financial Statements for June 2026: Ms. Cavataio reported that the Library closed out its fiscal year in a solid position; nearly all the revenue expected was received, and expenses were slightly lower than budgeted. The Library's fund balances remain healthy with about

DRAFT MINUTES ONLY

\$1.6 million across funds.

H. COMMUNICATIONS:

1. Hourly Rate For Legal Services: The law firm that provides legal services to the Library is increasing its hourly rate as of July 1, 2026, to \$245 an hour. The previous hourly rate which had been in effect since June 2019 was \$225 an hour.

2. Budget & Appropriations Ordinance Reminder: Director Weseloh stated that at the July board meeting, the trustees will be approving the Tentative Budget and Appropriations Ordinance under New Business. The ordinance will be published in the newspaper for 30 days ahead of time; and the public hearing is scheduled for September 14, 2026, which is a special board meeting date for the board.

3. Election of Library Trustees: August 25, 2026 will be the first day to circulate nominating petitions, and Mr. Weseloh will have the nominating packets ready for pickup in the library at that time. The period within which to file the petitions will be the week from November 16 to 23, 2026.

The consolidated election will be held on April 6, 2027, at which time four trustee seats will be up for election. The expiring terms are those of Ms. Jakacki, Ms. Navadomskis, Ms. Weninger, and Mr. Mohammed, who filled the end of Mr. Grotto's term. Trustees were asked to share the information about the available positions within their circles of friends in the community.

I. REPORTS:

1. President: President Jakacki stated the public hearing on September 14, 2026 is scheduled for 7:00 p.m.

2. Library Director: The June financials are unaudited, and the numbers will change slightly after the audit. A PPRT check was received in the amount of \$29,224.27, which is not reflected in the financials.

The IRS made an adjustment midyear to the business mileage reimbursement rate, which is now 76¢ per mile, up from 72.5¢ per mile.

Mr. Weseloh was on vacation the first two weeks of July. The RFP for the strategic plan was uploaded on the Library's website the first of July. Mr. Weseloh sent it to five or six consultants for strategic planning that were listed on RAILS; one proposal has been received to date. The deadline to submit a proposal is August 18, 2026.

The Illinois Library Association annual conference is October 6 through 8, 2026; early bird registration is from July 20 to July 31, 2026. The trustee day for ILA is on Thursday, October 8, 2026. Mr. Weseloh

DRAFT MINUTES ONLY

asked the trustees to let him know by August 24, 2026 if they plan to attend.

July 25, 2026 was the ribbon-cutting event for the Full Steam Ahead art initiative, held in Reed Keppler Park. The Ball Horticultural train is installed and on display at Reed Keppler Park. Two large painted trains and three small painted trains were on display for those in attendance. The trains will be placed throughout the town. There will be passports and a map for people to identify the locations of the trains, the businesses at the various locations will stamp the passports as people visit the locations, and prizes will be awarded to persons who collect all of the stamps for the trains.

The curbside book pickup/drop-off service will be ending August 1, 2026. Patron use has dwindled considerably since the COVID years, down to five patrons per month this past year. Staff hope a drive-up window can be installed to better serve patrons in the future.

Mr. Weseloh reminded the trustees to complete the cyber security training which is very helpful in learning best practices and how to avoid common pitfalls relating to cybercrimes and breaches.

The director stated that on Saturday, August 1, 2026, the Library's Summertime Celebration will be held on the Library lawn from 12:30 p.m. to 3:30 p.m. The event will include a variety of activities, food, and fun for community members of all ages.

Four or five staff members attended the ALA conference.

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

J. UNFINISHED BUSINESS: None.

K. NEW BUSINESS:

1. Adopt Tentative Ordinance 26-04: Ms. Weninger moved to adopt the Budget & Appropriation Ordinance of the West Chicago Public Library District for the fiscal year beginning July 1, 2026, and ending July 30, 2027; seconded by Ms. Cavataio.
Roll Call Vote - Yes: Cavataio, Finch, Navadomskis, Weninger, Jakacki.
Motion carried.

2. Schedule Special Board Meeting Date for September 14, 2026 at 7:15 p.m. to Approve Ordinance 26-04, Budget & Appropriation Ordinance of the West Chicago Public Library District for the fiscal year beginning July 1, 2026, and ending June 30, 2027. Ms. Weninger moved to approve Ordinance 26-04, scheduling a Special Board Meeting Date of September 14, 2026, at 7:15 p.m.; seconded by Ms. Navadomskis.

DRAFT MINUTES ONLY

Motion carried by unanimous voice vote.

L. CLOSED SESSION: None held.

M. RETURN TO OPEN SESSION: None required.

N. ADJOURNMENT: President Jakacki stated the Board will have two meetings in September; that there was no reason to move into closed session; and that there would be no need to return to open session. President Jakacki adjourned the meeting at 7:22 p.m.

WEST CHICAGO PUBLIC LIBRARY DISTRICT

BOARD MEETING DATE: 24-Aug-26

FINANCIAL STATEMENT DATE: July 31, 2026

Payroll dated:

7/2/2026	Net Payroll	\$	41,275.67
	Federal Liability Payment	\$	12,701.25
	State Liability Payment	\$	2,568.88
	Paylocity Fee	\$	-
7/17/2026	Net Payroll	\$	42,523.11
	Federal Liability Payment	\$	12,891.18
	State Liability Payment	\$	2,618.67
	Paylocity Fee	\$	-
7/31/2026	Net Payroll	\$	43,334.98
	Federal Liability Payment	\$	13,275.74
	State Liability Payment	\$	2,686.74
	Paylocity Fee	\$	1,245.70

TOTAL		\$	175,121.92
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Republic Bank

Operating - Manual Cks	Check No.	\$	44,409.84
Operating - System Cks	Check No.	\$	114,864.67
Operating - Credit Card	Check No.	\$	3,788.00
Librarian's Petty Cash	Check No.	\$	322.91

TOTAL		\$	163,385.42
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Total Bills for Approval		\$	338,507.34
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Board Approval

Signature: _____

Board Approval Date: _____

West Chicago Public Library District
Bills Total
As of August 18, 2026

	Transaction Type	Date	Num	Memo/Description	Amount
4imprint, Inc. 877-446-7746					
	B#	07/27/2026	31875022	YS: Imprinted Pencils	453.68
					<u>\$ 453.68</u>
Total for 4imprint, Inc. ACC Business 800-322-3076					
	B#	08/11/2026	2227829114	Jul 11 thru Aug 10, 2026	618.78
					<u>\$ 618.78</u>
Total for ACC Business					
Amazon Capital Services					
	B#	07/20/2026	1YLY-3RC9-R8JV	EO: Candy	48.49
	B#	07/20/2026	1XX6-V11N-PPWR	MHW&A Kit Supplies Yoga Mat Bag	12.99
	B#	07/20/2026	1YLY-3RC9-R9PD	YS: Program Charging Station for Multiple Devices	39.99
	B#	07/20/2026	1XX6-V11N-QPMC	YS: Program Craft Supplies	67.54
	B#	07/20/2026	1KPR-YH01-RGNX	YA: Board Game	8.98
	B#	07/21/2026	1Y4R-G4NN-PJGT	AS: Program Patriotic Rubber Ducks Parly Favors	18.99
	B#	07/22/2026	1CGL-VMK9-N94C	EO: Halloween Themed Giveaways	219.76
	B#	07/22/2026	1PD7-PPF3-KHTR	Kit Supplies Large Yoga Mat Bag (replaces item that will be returned)	33.99
	B#	07/24/2026	13CW-M991-XXTR	FAC: Nitrile Gloves	24.81
	B#	07/24/2026	1F3P-QC79-7RC4	FAC: Monoprice 1/4" TRS Cable 100 Feet Qty2	94.50
	B#	07/24/2026	13KF-XP1J-TNKJ	FAC: Floor Cable Cover Protector	57.99
	B#	07/24/2026	1R1D-FDDN-7NF7	FAC: Counterlop Paper Towel Holders	50.38
	B#	07/25/2026	16XL-KFVW-QX16	YA: Program Craft Supplies	154.29
	B#	07/27/2026	1T39-JLOX-KDKQ	YA: Program Craft Supply Item	19.09
	B#	07/27/2026	1FOX-NQWC-XP6J	IT: SocketScan S740 Universal Barcode Scanner	341.17
	B#	07/27/2026	1LWX-47PJ-YRMP	FAC: 5 Gal Plastic Dispenser with Spigot 2PK	72.95
	B#	07/28/2026	166Y-7Q6T-TDYG	YS: Program Craft Supplies	273.74
	B#	07/28/2026	1CR6-MKH4-F7MH	TS: Large Duffie Bag for LOT Bag of Bulthorn Kit	30.00
	B#	07/29/2026	1DC8-QWMM-GD7R	YS: Program Shark Themed Toys	60.72
	B#	07/29/2026	1QLF-9V6D-GRFW	AG: Command Picture Hanging Strips	9.69
	B#	07/29/2026	17VK-9HMD-GLQL	IT: USB-C Charger Block	4.99
	B#	08/03/2026	17L1-639Y-67C6	AS: Program Craft Supplies	47.95
	B#	08/08/2026	1H3Q-FWGC-M1VF	AS: Program Mini Jigsaw Puzzles	56.71
	B#	08/10/2026	19Y9-KHC4-NYN3	AS: Program Craft Supplies	55.98
	B#	08/13/2026	1MJ3-X1PT-39XC	ST: Dinosaur Themed Craft Supplies for Program	65.48
	B#	08/13/2026	1F9G-67QD-3DKO	NH: Program Craft Supplies Greenery and Dinosaur	84.37
	B#	08/13/2026	1JGW-JPRR-TJKX	JG: Chocolates	23.47
	B#	08/13/2026	1JK6-PWQG-WMPX	Book PO# FIC0811DA271550AMZN	19.99
	B#	08/14/2026	1KN3-MHNA-RGFM	GC: Index Organizer Boxes	53.44
	Vendor Credit	07/31/2026	1YRY-C46H-FFRR	AS: Credit for Returned Wrong Item Shipped Original Invoice 1RRL-CG7T-7TY4	-8.53
	Vendor Credit	07/31/2026	146D-6J79-FDY9	TS: Credit Memo for Returned Yoga Mat from Invoice 1XX6-V11N-PPWR	-12.99
					<u>\$ 2,050.92</u>
Total for Amazon Capital Services					
American National Sprinkler & Lighting 847-566-0099					
	B#	07/24/2026	100111616	Sprinkler Renovation Completed Per Proposal# 98296399	3,200.00
					<u>\$ 3,200.00</u>
Total for American National Sprinkler & Lighting					
Anderson Elevator Co. 708-345-9710					
	B#	08/01/2026	INV-120999-F6C5	Elevator Maintenance for the month of August 2026	205.00
					<u>\$ 205.00</u>
Total for Anderson Elevator Co.					
Andy Frain Services, Inc. 630-620-3820					
	B#	07/31/2026	399228	Library Safety Officer July 2026	1,873.60
					<u>\$ 1,873.60</u>
Total for Andy Frain Services, Inc.					
Armbrust Solutions 630-668-6273					
	B#	08/13/2026	141405848	8/13/26 Inspection of two sump pro systems; need to replace batteries and 30 amp fuses	339.00
					<u>\$ 339.00</u>
Total for Armbrust Solutions					
Benjamin Weseloh					
	B#	06/19/2026	FY26-BW061926	SWAN Board Meeting Richton Park Public Library 6/18/2026	88.00
	B#	06/05/2026		SWAN Board Meeting Glen Ellyn Public Library 7/17/2026	19.08
					<u>\$ 105.08</u>
Total for Benjamin Weseloh					
Bhavya G Nanjundaiyer					
	B#	08/05/2026		Program Presenter: Gettin' Crafty Rangoli 8/24/2026	275.00
					<u>\$ 275.00</u>
Total for Bhavya G Nanjundaiyer					
Bigleaf Networks, Inc./Avidbank 888-244-3133					
	B#	08/01/2026	INV161000	Monthly 8/1/2026-8/31/2026	558.88
					<u>\$ 558.88</u>
Total for Bigleaf Networks, Inc./Avidbank					

Buck Services 630-476-8184	BILL	08/15/2026	INV 1327	FAC: Cleaning Service for August 2026	2,416.66
Total for Buck Services					\$ 2,416.66
Cengage Learning Inc 800-377-4253	BILL	07/28/2026	999102970094	LP Books	57.00
	BILL	08/13/2026	999103011170	LP Book	32.80
Total for Cengage Learning Inc					\$ 89.80
Chicago Sun Times 688-648-4637	BILL	08/01/2026	A/N: 108762 FY27	52 Weeks 7Day Starting 9/7/2026	752.60
Total for Chicago Sun Times					\$ 752.60
Cinco Books	BILL	08/01/2026	51441	SPAN LANG Books	509.79
Total for Cinco Books					\$ 509.79
CINTAS CORP 847-228-3970	BILL	07/20/2026	5348790408	1st Aid Supplies	71.09
	BILL	07/31/2026	9383777547	WATERBREAK COOLER AGREEMENT	50.50
	BILL	07/31/2026	9383777548	LIFELINE VIEW AED DL(ENG/SP) AGREEMENT	100.00
Total for CINTAS CORP					\$ 221.59
Cintas Fire 636525 630-978-0600	BILL	08/03/2026	DF94799001	INSP, ELIGHT, CITY INSP SUBMITTAL FEE, Service Charge	295.63
Total for Cintas Fire 636525					\$ 295.63
City of West Chicago 630-293-2200	BILL	08/01/2026		Water Bill for Service From 05/04/2026 To 07/04/2026	1,926.83
Total for City of West Chicago					\$ 1,926.83
Comcast 800-391-3000	BILL	07/22/2026		Service from 7/29/2026-8/23/2026	355.62
Total for Comcast					\$ 355.62
Comcast Business	BILL	08/01/2026	279585592	Billing activity up to and including Jul 31, 2026	560.00
Total for Comcast Business					\$ 560.00
Efficiency Reporting 630-682-8887	BILL	08/06/2026	FY26-2111Per	Minutes Board of Trustees Meeting 6-22-26	340.00
Total for Efficiency Reporting					\$ 340.00
Flood Brothers Disposal & Recycling Services	BILL	08/07/2026	9089261	August 2026 2YD Trash Service	69.45
Total for Flood Brothers Disposal & Recycling Services					\$ 69.45
Gehrke Technology Group, Inc 847-487-9110	BILL	08/10/2026	2802723	Water Treatment for August 2026	125.00
Total for Gehrke Technology Group, Inc					\$ 125.00
Globe Life	BILL	07/23/2026		Billing for premiums due on 8/1/26	82.50
Total for Globe Life					\$ 82.60
Governmental Accounting, Inc. 847-991-3909	BILL	08/01/2026	60702	Monthly Contract Billing	1,575.00
Total for Governmental Accounting, Inc.					\$ 1,575.00
IHLS-OCLC 618-619-2076	BILL	08/11/2026	34983	IFM Debits and Admin Fee 7/1/2026-7/31/2026	15.35
Total for IHLS-OCLC					\$ 15.35
Illinois Library Association 312-644-1896	BILL	08/13/2026	339378	JG: 2026 ILA Annual Conference Full Conference Registration	400.00
	BILL	08/13/2026	339379	TSS: 2026 ILA Annual Conference-Full Conference Registration	400.00
Total for Illinois Library Association					\$ 800.00
Ingram Library Services 800-937-8200	BILL	07/07/2026	97713973	Books	259.28
	BILL	07/10/2026	97794368	Books	706.63
	BILL	07/15/2026	97603475	YA: Books	14.29
	BILL	07/16/2026	97942123	AS: Books	196.74
	BILL	07/20/2026	97984383	AS: Books	36.90
	BILL	07/20/2026	97984382	Books	89.59
	BILL	07/21/2026	98016205	Books	875.78
	BILL	07/26/2026	98130588	Books	119.71
	BILL	07/29/2026	98219787	AS: Books	21.08
	BILL	07/31/2026	98268117	Books	1,702.33
Vendor Credit		07/22/2026	98060161	AS: Credit Memo Book Received Damaged	-18.08

	Vendor Credit	07/01/2026	97635033	Summer Reading Computer Books Non-Return Credit	-13.92
Total for Ingram Library Services					\$ 4,000.33
Juan Martinez	B#	08/05/2026		JM: IL Supply Company 8/4/26 and Poplar Creek Library 7/3/26: Narcan Box	81.24
					\$ 81.24
Total for Juan Martinez Klein, Thorpe and Jenkins, LTD 312-884-6400					
	B#	08/15/2026	FY26-262073	ADMIN: Professional Services through 7/31/2026 on Matter Number 0846-012 6/8-6/15/2026	598.00
Total for Klein, Thorpe and Jenkins, LTD LIMRIGG 630-393-1483					\$ 598.00
	B#	08/10/2026		Monthly Billing-August 2026	24,253.86
Total for LIMRIGG Midwest Mechanical 630-350-2300					\$ 24,253.86
	B#	07/15/2026	112188173	Quoted Work--Install New ASME Rated Pressure Safety Relief Valves On Both Boilers	3,116.00
	B#	07/31/2026	112189182	FAC: SC# 2605-0764 Replace Worn Pump Collar On Hot Water Pump #1	619.00
	B#	08/03/2026	MC0000154847	8/1/26-8/31/26 1 of 12 Preventative Maintenance	1,007.37
Total for Midwest Mechanical Midwest Tape, LLC 800-876-2765					\$ 4,742.37
	B#	07/07/2026	509103855	AS: AV-Mat	47.98
	B#	07/07/2026	509103853	AS: AV-Mat	85.98
	B#	07/20/2026	509168102	AS: AV-Mat	50.23
	B#	07/22/2026	509171612	TS: Playaway Lanyards	29.99
	B#	07/31/2026	509213123	AS: AV-Mat	20.24
	B#	07/31/2026	509213125	AS: AV-Mat	22.49
Total for Midwest Tape, LLC Mobile Beacon 401-934-0500					\$ 266.91
	B#	08/08/2026		Renewal of hotspots	2,840.00
Total for Mobile Beacon Morgan Birge & Associates Inc. 312-670-0000					\$ 2,840.00
	B#	07/27/2026	84779	Monthly Billing for July 2026	311.18
Total for Morgan Birge & Associates Inc. NCPERS Group Life Ins.					\$ 311.16
	B#	08/01/2026	5650092026	Coverage Period 8/1/2026-9/30/2026	16.00
Total for NCPERS Group Life Ins. Nesko Electric Company					\$ 16.00
	B#	08/30/2026	FY26-40573	FAC: Electrical Work done on 2/27/2026 per proposal of 2/18/2026	1,782.00
	B#	08/30/2026	FY26-40572	FAC: Electrical Work done on 3/25/2026 Replace Driver in Second Floor Light Fixture	2,357.00
Total for Nesko Electric Company Nicole Hernandez					\$ 4,139.00
	B#	07/20/2026		Reaching Forward 5/22/2026 Rosemont Convention Center	61.62
Total for Nicole Hernandez Nikor Gas 888-642-6748					\$ 61.62
	B#	08/07/2026		6/4/26-8/6/26	390.19
Total for Nikor Gas NIR Roof Care, Inc. 800-221-7663					\$ 390.19
	B#	07/29/2026	187003	Completed July 2026 Service Visit #94647 and February 2027 Roof Care Plan Service Visit	1,300.00
Total for NIR Roof Care, Inc. Oriental Trading Company 800-228-0476					\$ 1,300.00
	B#	07/16/2026	74281056701	Back to School Grab & Go and Ghost Buckets for YS Programs	100.46
Total for Oriental Trading Company OverDrive, Inc. 216-573-6886					\$ 100.46
	B#	07/28/2026	01018CO26249345	AS: Ebooks	935.64
	B#	07/28/2026	01018CO26249343	AS: Ebooks/Audiobooks	1,139.13
	B#	07/31/2026	01018CP26257031	Ebooks/Audiobooks	232.29
	B#	07/31/2026	01018CP26256571	Ebooks/Audiobooks	113.63
Total for OverDrive, Inc. RAILS 630-734-5116					\$ 2,420.79
	B#	07/30/2026	16356	eRead Illinois Membership Fee--Palace Project 7/1/20 to 6/30/27	1,650.00
Total for RAILS Royal Publishing 800-397-5834					\$ 5,378.00
	B#	08/13/2026	16548	EBSCO Database Flagship Package	5,378.00
	B#	07/24/2026	8202867	2026 West Chicago 1/4 Page Banner for FALL/WIN/SPR COMBO BSOC	765.00
Total for Royal Publishing Sarah Tattersall					\$ 765.00
	B#	06/27/2026	FY26-STM#eage	ST: ALA Annual 8/27/2026 McCormick Place	30.01
Total for Sarah Tattersall					\$ 30.01

Sikich LLC
630-566-8400

Bill	08/10/2026	I568517	Fortinet 24/7 Email, 24/7 Comprehensive Support, Adv HW, Firmware & General Updates	2,733.00
Bill	08/17/2026		IT: DATTO Monthly Billing for September 2026	296.00
Bill	08/17/2026	I568818	IT: Billable Services MFA Reconfiguration & Risk-Based Policies	337.50
Bill	08/17/2026		IT: Managed IT Monthly Billing for September 2026	6,385.29
Bill	08/18/2026	D589183	IT: Computer Refresh	27,663.00
Vendor Credit	08/18/2026	N565592 CM	IT: Credit Memo for unused Warranty for Server Agreement	-4,188.00
				\$ 33,226.79

Total for Sikich LLC
Unique Management Services, Inc.
800-879-8453

Bill	08/01/2026	6162087	Placements 07-02, 07-09, 07-16, 07-23, 07-30	147.75
				\$ 147.75

Total for Unique Management Services, Inc.
US Postal Service (CMRS-FP)

Bill	08/13/2026		FP Meter Postage	1,500.00
				\$ 1,500.00

Total for US Postal Service (CMRS-FP)
VISA

Bill	08/14/2026	VISA 6334 8.9.26		550.04
Bill	08/14/2026	VISA 2127 8.9.26		528.68
Bill	08/14/2026	VISA 2093 8.9.26		429.13
Bill	08/14/2026	VISA 2135 8.9.26		175.10
Bill	08/14/2026	VISA 2101 8.9.26		1,014.31
Bill	08/14/2026	VISA 6775 8.9.26		1,092.74
				\$ 3,788.00

Total for VISA
VISographic
630-590-8100

Bill	08/07/2026	251766	West Chicago Public Library Newsletter--Fall 2026 with Postage	3,044.54
				\$ 3,044.54

Total for VISographic
Warehouse Direct, Inc.

Bill	07/24/2026	6188381-0	AP: Binder X-Life DRing 3" Qty 2	56.30
Bill	07/24/2026	6188253-0	FAC: Can Liners	97.06
Bill	07/27/2026	6188764-0	AP: Binder X-Life DRing 3" Qty 2 ordered Qty1 received (Credit Memo issued)	56.30
Vendor Credit	07/27/2026	C8188381-0	Credit for AP: Binder X-Life DRing 3" Qty 2 Invoiced Qty1 received see INV 6188764-0	-28.15
				\$ 181.51

Total for Warehouse Direct, Inc.
Xtreme Environmental Solutions, Inc.
630-293-7880

Bill	08/13/2026	141-WCL	Hauler Flood Brothers Savings Month August 2026	25.00
				\$ 25.00
				\$114,864.67

Total for Xtreme Environmental Solutions, Inc.
TOTAL

Tuesday, Aug 18, 2026 01:51:53 PM GMT-7

West Chicago Public Library District
Transaction Detail by Account
July 10 - August 9, 2026

	Date	Transaction Type	Num	Name	Class	Memo/Description	Split	Amount	Balance
11CC Bankers Bank									
CARD 31 Director - #2093									
	07/12/2026	Expenditure		Dimples Donuts	Food		41344 Expense:ADMINISTRATIVE EXPENSES:SUPPLIES-FOOD	79.13	79.13
	08/01/2026	Expenditure		Illinois Library Association	BW: 2026 ILA Annual Conference 10/6-10/8 Peoria Civic Center		41310 Expense:ADMINISTRATIVE EXPENSES:PROFESSIONAL DEVELOPMENT	350.00	429.13
								\$ 429.13	
Total for CARD 31 Director - #2093									
CARD 41 HR- #2101									
	07/10/2026	Expenditure		Chicago Tribune	Chicago Tribune Subscription Charge every 8 weeks		42210 Expense:LIBRARY MATERIALS-PERIODICALS:PERIODICALS	196.00	196.00
	07/08/2026	Expenditure		Costco	Food (cost minus \$65 Shop Card)		41344 Expense:ADMINISTRATIVE EXPENSES:SUPPLIES-FOOD	53.31	249.31
	08/01/2026	Expenditure	338907	Illinois Library Association	AG: ILA Annual Conference Registration 10/6-10/8/2026		41310 Expense:ADMINISTRATIVE EXPENSES:PROFESSIONAL DEVELOPMENT	350.00	599.31
	08/03/2026	Expenditure	69924	HR Source	AG: Employment Law Conference 2026 on 11/12/2026		41310 Expense:ADMINISTRATIVE EXPENSES:PROFESSIONAL DEVELOPMENT	415.00	1,014.31
								\$ 1,014.31	
Total for CARD 41 HR- #2101									
CARD 61 PR- #2135									
	08/01/2026	Expenditure		Constant Contact	Constant Contact August 2026		44210 Expense:MARKETING & PROMOTIONS:MARKETING	175.10	175.10
								\$ 175.10	
Total for CARD 61 PR- #2135									
CARD 71 IT- #2127									
	07/10/2026	Expenditure	3545693393	Adobe Inc.	IT: Acrobat Pro and Creative Cloud All Apps		41410 Expense:ADMINISTRATIVE TECHNOLOGY EXPEN:SOFTWARE STAFF	400.87	400.87
	07/25/2026	Expenditure		Spotify	Premium Individual (1 month)		41410 Expense:ADMINISTRATIVE TECHNOLOGY EXPEN:SOFTWARE STAFF	12.99	413.86
	07/26/2026	Expenditure	LLOEH9Q5-0002	POSTERBOOKING DUBAI	Pro monthly and International Transaction Fee		-Split-	49.49	463.35
	08/07/2026	Expenditure	149240	Printix	2026-07-07-2026-08-07 plus International Transaction Fee		-Split-	63.33	526.68
								\$ 526.68	
Total for CARD 71 IT- #2127									
CARD 91 FAC- #6334									
	07/10/2026	Expenditure	1486-7220	Userve	FAC: Food Handler Training		41310 Expense:ADMINISTRATIVE EXPENSES:PROFESSIONAL DEVELOPMENT	14.95	14.95
	07/20/2026	Expenditure		Jewel Osco	Program Food		44130 Expense:PROGRAMS:PROGRAMS-YOUNG ADULT	23.96	38.91
	07/20/2026	Expenditure		Jewel Osco	Program Food		44130 Expense:PROGRAMS:PROGRAMS-YOUNG ADULT	7.99	46.90
	07/22/2026	Expenditure		Costco	FAC: Transaction for gloves (wrung without tax)		45115 Expense:FACILITIES & OPERATIONS:JANITORIAL SUPPLIES	38.97	85.87
	07/22/2026	Expenditure		Costco	FAC: Transaction for gloves (wrung with tax)		45115 Expense:FACILITIES & OPERATIONS:JANITORIAL SUPPLIES	41.89	127.76
	07/22/2026	Credit Card Credit		Costco	FAC: Refund for Transaction for gloves (wrung with tax)		45115 Expense:FACILITIES & OPERATIONS:JANITORIAL SUPPLIES	-41.89	85.87
	07/24/2026	Expenditure		Menards	FAC: Misc. Supplies		45115 Expense:FACILITIES & OPERATIONS:JANITORIAL SUPPLIES	292.99	378.83
	07/29/2026	Expenditure		Menards	FAC: Misc. Supplies including Contractor Hoo		45115 Expense:FACILITIES & OPERATIONS:JANITORIAL SUPPLIES	78.24	457.07
	08/07/2026	Expenditure		Menards	FAC: Misc. Supplies including Antifog Safety Glasses		45115 Expense:FACILITIES & OPERATIONS:JANITORIAL SUPPLIES	92.97	550.04
								\$ 550.04	
Total for CARD 91 FAC- #6334									
CARD 92 AS-#6775									
	07/16/2026	Expenditure		Fairytale Entertainment	Deposit for Feb 15, 2027 K-Pop DJ Party		44130 Expense:PROGRAMS:PROGRAMS-YOUNG ADULT	165.00	165.00
	07/16/2026	Expenditure	4295813	American Library Association	JG: ALA Individual Type I Membership Dues		41330 Expense:ADMINISTRATIVE EXPENSES:ASSOCIATION DUES	125.00	290.00
	07/21/2026	Expenditure		Seed Savers Exchange	AS: Seeds for Seed Library #501146800		44120 Expense:PROGRAMS:PROGRAMS-ADULT	64.72	354.72
	07/28/2026	Expenditure		Costco	Water Juice Pop		-Split-	51.44	406.16
	08/01/2026	Expenditure	17773601	Universal Yums	YA: YUM YUM BOX Aug 2026		44130 Expense:PROGRAMS:PROGRAMS-YOUNG ADULT	29.00	435.16
	08/04/2026	Expenditure		4imprint, Inc.	EO: Phone Holder teacher gifts		44145 Expense:PROGRAMS:EVENTS AND OUTREACH	513.59	948.74
	08/05/2026	Expenditure		Chicago Tribune	Boscon News subscription every 8 weeks		42210 Expense:LIBRARY MATERIALS-PERIODICALS:PERIODICALS	144.00	1,092.74
								\$ 1,092.74	
Total for CARD 92 AS-#6775									
								\$ 3,788.00	
Total for 11CC Bankers Bank									

Friday, Aug 14, 2026 08:54:18 AM GMT-7 - Cash Basis

West Chicago Public Library District
Petty Cash Check Detail
July 2026

	Transaction date	Transaction type	Num	Name	Description	Amount
10600 Republic Bank Petty Cash						
38088						
	07/15/2026	Check	6023	United States Treasury	Form 720-V Q2 2026	96.00
38089						
	07/15/2026	Check	6024	LIMRICC-UCGA	Q2 UCGA 2026	201.91
38223						
	07/29/2026	Check	6025	Poplar Creek Public Library District	Spinning Wood Rack For Magazines	25.00
					Total	322.91

Monday, August 17, 2026 04:07 PM GMT-05:00

West Chicago Public Library District
Manual Check Detail
July 2026

	Transaction date	Transaction type	Num	Name	Description	Amount
10650 Republic Bank Checking 4130						
38416						
	07/01/2026	Check	July 2026	Cook and Kocher Insurance Group	July 2026	6,286.00
38392						
	07/03/2026	Check	July 2026	IMRF	July 2026	16,735.49
38393						
	07/13/2026	Check	July 2026	Ampion	July 2026 Billing	828.91
38394						
	07/13/2026	Check	July 2026 2	Ampion	July 2026 Billing	778.44
38395						
	07/14/2026	Check	July 2026 Fees		July 2026	130.00
38225						
	07/15/2026	Check	ACH 7.15.26	Hanover Insurance Group	7/1/26-7/1/27 Business Owners Advantage with Umbrella Policy	17,276.00
	07/15/2026	Check	ACH 7.15.26	Hanover Insurance Group	7/1/26-7/1/27 Workers Compensation Policy	2,315.00
38396						
	07/31/2026	Check	July 2026	Employee Benefits Corporation	July 2026	60.00
					Total	44,409.84

Wednesday, August 19, 2026 06:53 AM GMT-05:00

Financial Report

For the 1 Month(s) Ended July 31, 2026
FISCAL YEAR 2026



WEST CHICAGO
PUBLIC LIBRARY DISTRICT

WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary
For the 1 Month(s) Ended July 31, 2026

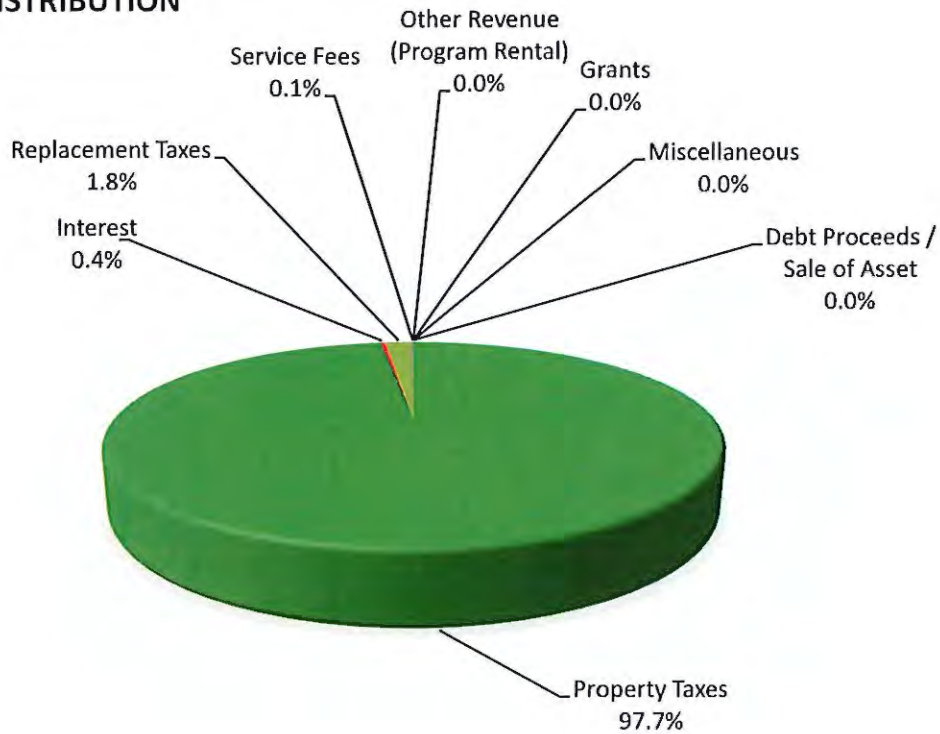
8% of Fiscal Year

Account Description	Total Actual	Total Budget	% of Budget
REVENUE			
Property Taxes	1,615,325	2,976,853	54%
Interest	6,363	76,350	8%
Replacement Taxes	29,224	50,952	57%
Service Fees	1,828	12,200	15%
Other Revenue (Program Rental)	-	-	0%
Grants	-	42,958	0%
Miscellaneous	8	1,500	1%
Debt Proceeds / Sale of Asset	-	-	0%
Transfer-In	-	-	0%
Actual Revenues	1,652,749	3,160,813	52%
Budgeted Revenues	3,160,813		
% Diff	52%		
Account Description	Total Actual	Total Budget	% of Budget
OPERATING EXPENDITURES			
Personnel	216,127	2,013,377	11%
IMRF	16,200	135,175	12%
Administrative	9,348	91,268	10%
Admin Technology	12,301	157,242	8%
Library Materials - Books	25,822	134,072	19%
Library Materials - Periodicals	532	10,975	5%
Library Materials - Audio & Visual	4,692	60,515	8%
Library Material - Maintenance	224	10,430	2%
Technology Services	12,053	147,162	8%
Programs	7,066	48,390	15%
Marketing & Promotion	3,109	33,620	9%
Facilities & Operations	19,265	181,499	11%
Utilities	2,013	85,493	2%
Professional Services	26,281	103,080	25%
Board Expenses	-	7,842	0%
Actual Expenditures	355,032	3,220,140	11%
Budgeted Expenditures	3,220,140		
% Diff	11%		
SURPLUS / (DEFICIT) FROM OPERATIONS	1,297,716	(59,327)	n/a
CAPITAL EXPENDITURES & DEBT SERVICE			
Equipment & Building	-	-	0%
Actual Expenditures	-	-	0%
Budgeted Expenditures	-		
% Diff	0%		
TOTAL SURPLUS / (DEFICIT)	1,297,716	(59,327)	
BEGINNING FUND BALANCE	1,638,597		
ENDING FUND BALANCE	2,936,313		

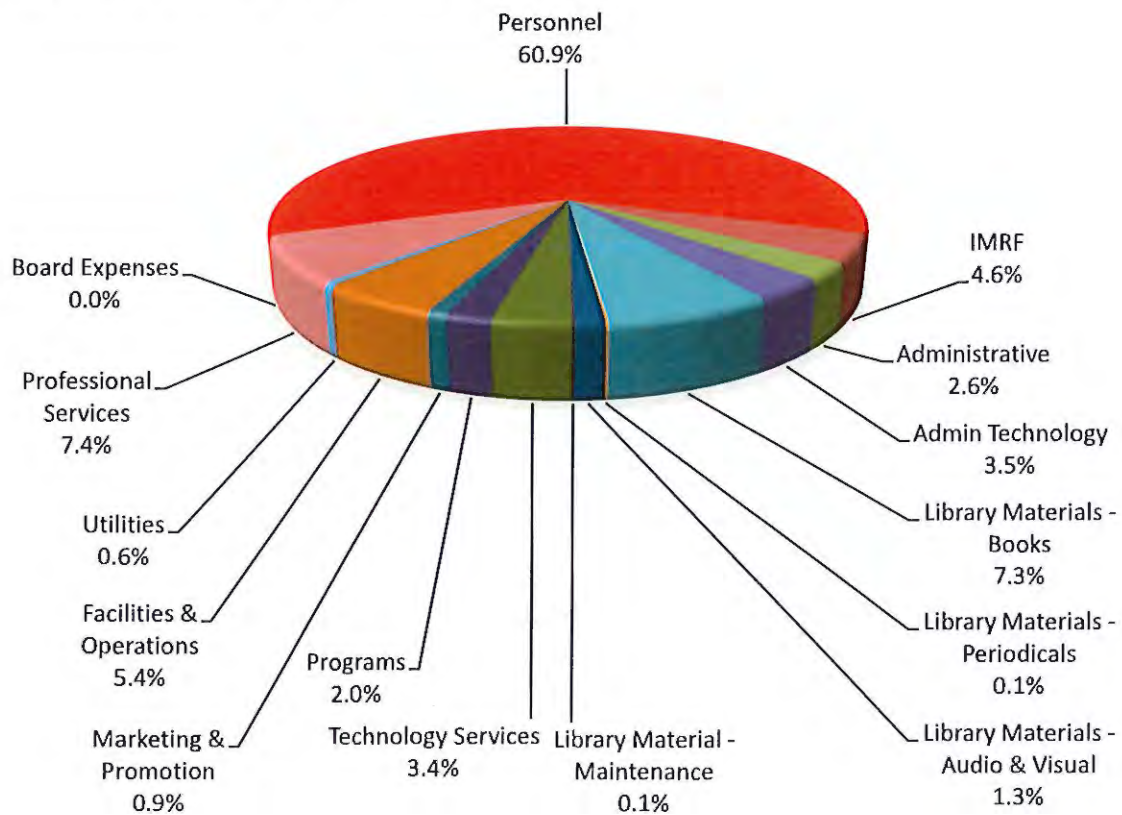
WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary
For the 1 Month(s) Ended July 31, 2026

REVENUE DISTRIBUTION



OPERATIONAL EXPENDITURE DISTRIBUTION



WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary
For the 1 Month(s) Ended July 31, 2026



■ YTD ■ Budget

WEST CHICAGO PUBLIC LIBRARY DISTRICT

Budget vs. Actual Summary
For the 1 Month(s) Ended July 31, 2026

8% Of Fiscal Year

Account Description	General	IMRF	Special Reserve	Total Actual	Total Budget	% of Budget
REVENUE						
Property Taxes	1,553,174	62,151	-	1,615,325	2,976,853	54%
Interest	6,105	133	125	6,363	76,350	8%
Replacement Taxes	29,224	-	-	29,224	50,952	57%
Service Fees	1,828	-	-	1,828	12,200	15%
Other Revenue (Program Rental)	-	-	-	-	-	0%
Grants	-	-	-	-	42,958	0%
Miscellaneous	8	-	-	8	1,500	1%
Debt Proceeds / Sale of Asset	-	-	-	-	-	0%
Transfer-In	-	-	-	-	-	0%
Actual Revenues	1,590,340	62,284	125	1,652,749	3,160,813	52%
Budgeted Revenues	3,042,663	118,150	-	3,160,813		
% Diff	52%	53%	n/a	52%		
OPERATING EXPENDITURES						
Personnel	216,127	-	-	216,127	2,013,377	11%
IMRF	-	16,200	-	16,200	135,175	12%
Administrative	9,348	-	-	9,348	91,268	10%
Admin Technology	12,301	-	-	12,301	157,242	8%
Library Materials - Books	25,822	-	-	25,822	134,072	19%
Library Materials - Periodicals	532	-	-	532	10,975	5%
Library Materials - Audio & Visual	4,692	-	-	4,692	60,515	8%
Library Material - Maintenance	224	-	-	224	10,430	2%
Technology Services	12,053	-	-	12,053	147,162	8%
Programs	7,066	-	-	7,066	48,390	15%
Marketing & Promotion	3,109	-	-	3,109	33,620	9%
Facilities & Operations	19,265	-	-	19,265	181,499	11%
Utilities	2,013	-	-	2,013	85,493	2%
Professional Services	26,281	-	-	26,281	103,080	25%
Board Expenses	-	-	-	-	7,842	0%
Actual Expenditures	338,833	16,200	-	355,032	3,220,140	11%
Budgeted Expenditures	3,084,965	135,175	-	3,220,140		
% Diff	11%	12%	n/a	11%		
CAPITAL EXPENDITURES & DEBT SERVICE						
Equipment & Building	-	-	-	-	-	0%
Actual Expenditures	-	-	-	-	-	n/a
Budgeted Expenditures	-	-	-	-		
% Diff	n/a	n/a	n/a	n/a		
	General	IMRF	Special Reserve	Total Actual	Total Budget	
TOTAL SURPLUS / (DEFICIT)	1,251,507	46,084	125	1,297,716	(59,327)	
BEGINNING FUND BALANCE	1,437,266	72,547	128,784	1,638,597	1,638,597	
ENDING FUND BALANCE	2,688,773	118,631	128,909	2,936,313	1,579,270	
Fund Balance as % of Total Expenditures	794%	732%	n/a	827%		

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

	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
Revenues									
30010 • PROPERTY TAXES	1,615,325.28	248,071.08	1,553,173.95	62,151.33	0.00	1,615,325.28	2,976,853.00	-1,361,527.72	54.26%
32010 • PERS PROPERTY REPLACEMENT TAX	29,224.27	4,246.00	29,224.27	0.00	0.00	29,224.27	50,952.00	-21,727.73	57.36%
33000 • INTEREST INCOME	6,237.91	6,250.00	6,104.93	132.98	0.00	6,237.91	75,000.00	-68,762.09	8.32%
33040 • INTEREST-IL FUND BLDG CONST	124.77	112.50	0.00	0.00	124.77	124.77	1,350.00	-1,225.23	9.24%
35150 • PHOTOCOPY/MICROFORM/COPY/FAX	836.79	791.67	836.79	0.00	0.00	836.79	9,500.00	-8,663.21	8.81%
35710 • NON RESIDENT FEES	317.56	125.00	317.56	0.00	0.00	317.56	1,500.00	-1,182.44	21.17%
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	0.46	16.67	0.46	0.00	0.00	0.46	200.00	-199.54	0.23%
38010 • PER CAPITA GRANT	0.00	3,579.83	0.00	0.00	0.00	0.00	42,958.00	-42,958.00	0.0%
38020 • OTHER GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
39010 • OTHER INCOME	8.00	16.67	8.00	0.00	0.00	8.00	200.00	-192.00	4.0%
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%
	1,645,941.60	263,401.08	1,590,339.67	62,284.31	124.77	1,652,748.75	3,160,813.00	-1,508,064.25	52.29%
Expenditures									
1E • PERSONNEL									
41100 • SALARIES	179,672.09	132,035.17	179,672.09	0.00	0.00	179,672.09	1,584,422.00	-1,404,749.91	11.34%
41110 • INS-HEALTH, DENTAL, LIFE, FSA	20,748.84	25,268.42	20,748.84	0.00	0.00	20,748.84	303,221.00	-282,472.16	6.84%
41120 • FICA EXPENSE	13,189.08	10,109.92	13,189.08	0.00	0.00	13,189.08	121,319.00	-108,129.92	10.87%
41130 • UNEMPLOYMENT COMPENSATION	201.91	175.00	201.91	0.00	0.00	201.91	2,100.00	-1,898.09	9.62%
41140 • WORKERS COMPENSATION	2,315.00	192.92	2,315.00	0.00	0.00	2,315.00	2,315.00	0.00	100.0%
Subtotal	216,126.92	167,781.42	216,126.92	0.00	0.00	216,126.92	2,013,377.00	-1,797,250.08	10.74%
2E • ADMINISTRATIVE EXPENSES									
41310 • PROFESSIONAL DEVELOPMENT	5,013.95	1,069.58	5,013.95	0.00	0.00	5,013.95	12,835.00	-7,821.05	39.07%
41320 • TRAVEL	61.62	852.50	61.62	0.00	0.00	61.62	10,230.00	-10,168.38	0.6%
41330 • ASSOCIATION DUES	225.00	547.67	225.00	0.00	0.00	225.00	6,572.00	-6,347.00	3.42%
41332 • PAYROLL PROCESSING	1,245.70	883.33	1,245.70	0.00	0.00	1,245.70	10,600.00	-9,354.30	11.75%
41334 • OFFICE SUPPLIES GENERAL	964.77	791.67	964.77	0.00	0.00	964.77	9,500.00	-8,535.23	10.16%
41336 • OFFICE EQUIPMENT	1,496.23	1,535.83	1,496.23	0.00	0.00	1,496.23	18,430.00	-16,933.77	8.12%
41338 • POSTAGE	0.00	750.00	0.00	0.00	0.00	0.00	9,000.00	-9,000.00	0.0%
41342 • ADMINISTRATIVE MISC	208.70	200.08	208.70	0.00	0.00	208.70	2,401.00	-2,192.30	8.69%
41344 • SUPPLIES-FOOD	132.44	508.33	132.44	0.00	0.00	132.44	6,100.00	-5,967.56	2.17%
41346 • MATERIALS & RESOURCE RECOVERY	0.00	133.33	0.00	0.00	0.00	0.00	1,600.00	-1,600.00	0.0%
41348 • CIRCULATION SERVICES SUPPLIES	0.00	333.33	0.00	0.00	0.00	0.00	4,000.00	-4,000.00	0.0%
Subtotal	9,348.41	7,605.67	9,348.41	0.00	0.00	9,348.41	91,268.00	-81,919.59	10.24%

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

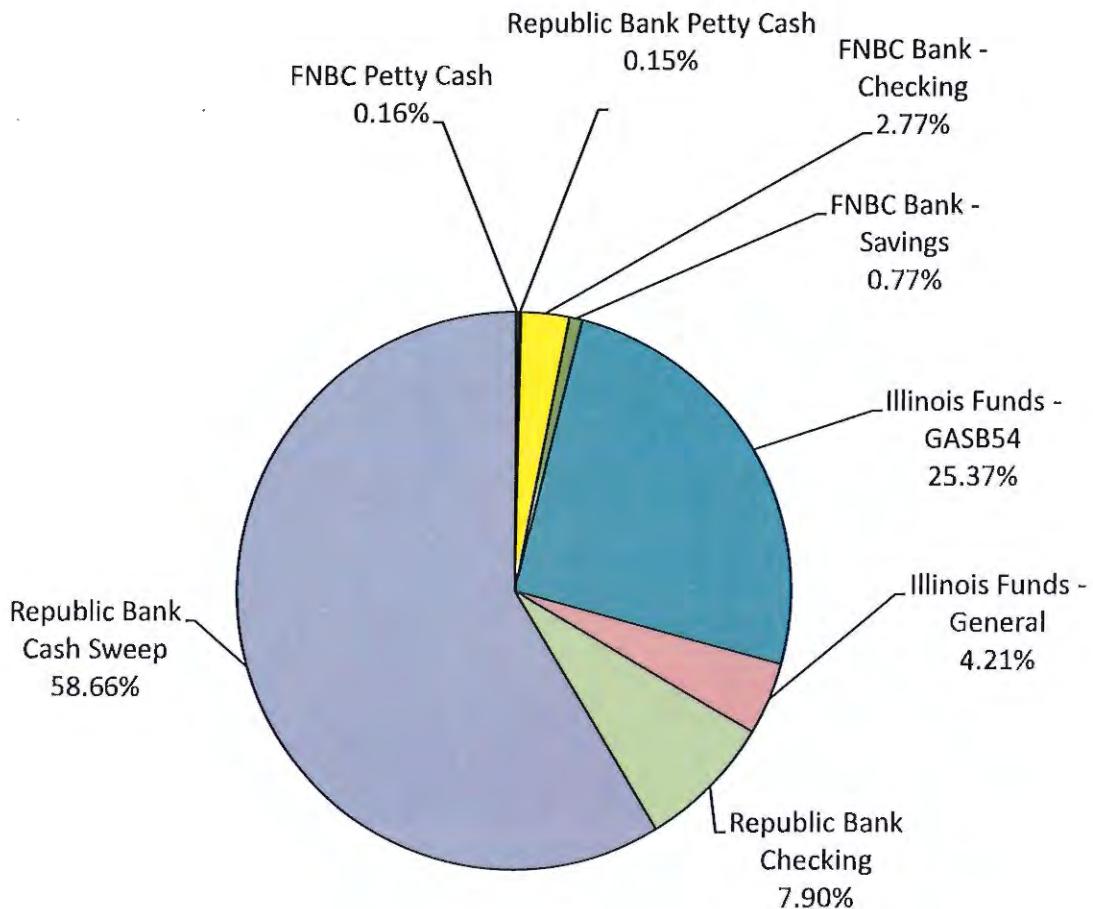
	Monthly Total	Monthly Budget	General	IMRF	Special Reserve	YTD Total	YTD Budget	\$ Over Budget	% of Budget
3E · ADMINISTRATIVE TECHNOLOGY EXPEN									
41400 · IT EQUIPMENT UPGRADES-STAFF	346.16	2,600.25	346.16	0.00	0.00	346.16	31,203.00	-30,856.84	1.11%
41410 · SOFTWARE STAFF	577.56	1,096.33	577.56	0.00	0.00	577.56	13,156.00	-12,578.44	4.39%
41420 · TECHNOLOGY MANAGEMENT	6,917.98	8,052.67	6,917.98	0.00	0.00	6,917.98	96,632.00	-89,714.02	7.16%
41425 · WARRANTIES/EXTENDED CARE	4,459.41	1,354.25	4,459.41	0.00	0.00	4,459.41	16,251.00	-11,791.59	27.44%
Subtotal	12,301.11	13,103.50	12,301.11	0.00	0.00	12,301.11	157,242.00	-144,940.89	7.82%
4E · LIBRARY MATERIALS-BOOKS									
42112 · REFERENCE-ELECTRONIC	20,061.20	3,183.17	20,061.20	0.00	0.00	20,061.20	38,198.00	-18,136.80	52.52%
42120 · BOOKS-ADULT	3,856.28	5,750.00	3,856.28	0.00	0.00	3,856.28	69,000.00	-65,143.72	5.59%
42122 · BOOKS-LITERACY	1,512.00	30.83	1,512.00	0.00	0.00	1,512.00	370.00	1,142.00	408.65%
42130 · BOOKS-YOUNG ADULT	250.12	250.00	250.12	0.00	0.00	250.12	3,000.00	-2,749.88	8.34%
42140 · BOOKS-YOUTH	142.19	1,875.33	142.19	0.00	0.00	142.19	22,504.00	-22,361.81	0.63%
42170 · RBP/ILL BOOK REPLACEMENT	0.00	83.33	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
Subtotal	25,821.79	11,172.67	25,821.79	0.00	0.00	25,821.79	134,072.00	-108,250.21	19.26%
5E · LIBRARY MATERIALS-PERIODICALS									
42210 · PERIODICALS	531.50	914.58	531.50	0.00	0.00	531.50	10,975.00	-10,443.50	4.84%
Subtotal	531.50	914.58	531.50	0.00	0.00	531.50	10,975.00	-10,443.50	4.84%
6E · LIBRARY MATERIALS-AUDIO VISUAL									
42320 · AV MATERIALS-ADULT	4,508.68	3,458.33	4,508.68	0.00	0.00	4,508.68	41,500.00	-36,991.32	10.86%
42330 · AV MATERIALS-YOUNG ADULT	0.00	375.00	0.00	0.00	0.00	0.00	4,500.00	-4,500.00	0.0%
42340 · AV MATERIALS-YOUTH	113.53	959.58	113.53	0.00	0.00	113.53	11,515.00	-11,401.47	0.99%
42350 · LIBRARY OF THINGS-ADULT	69.98	83.33	69.98	0.00	0.00	69.98	1,000.00	-930.02	7.0%
42360 · LIBRARY OF THINGS-YOUTH	0.00	166.67	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
Subtotal	4,692.19	5,042.92	4,692.19	0.00	0.00	4,622.21	60,515.00	-15,901.47	7.64%
7E · TECHNOLOGY SERVICES									
42400 · LIBRARY CONSORTIUM	9,224.50	3,074.83	9,224.50	0.00	0.00	9,224.50	36,898.00	-27,673.50	25.0%
42405 · INTERNET SERVICES	2,093.28	2,130.33	2,093.28	0.00	0.00	2,093.28	25,564.00	-23,470.72	8.19%
42420 · SOFTWARE PUBLIC	720.00	4,612.00	720.00	0.00	0.00	720.00	55,344.00	-54,624.00	1.3%
42445 · IT EQUIPMENT/UPGRADES-PUBLIC	14.89	2,446.33	14.89	0.00	0.00	14.89	29,356.00	-29,341.11	0.05%
Subtotal	12,052.67	12,263.50	12,052.67	0.00	0.00	12,052.67	147,162.00	-83,965.11	8.19%
8E · LIBRARY MATERIAL MAINTENANCE									
42500 · PROCESSING-TECHNICAL SERVICES	223.57	850.00	223.57	0.00	0.00	223.57	10,200.00	-9,976.43	2.19%
42510 · CATALOGING TOOL	0.00	19.17	0.00	0.00	0.00	0.00	230.00	-230.00	0.0%
Subtotal	223.57	869.17	223.57	0.00	0.00	223.57	10,430.00	-9,976.43	2.14%
9E · PROGRAMS									
44120 · PROGRAMS-ADULT	1,970.66	1,052.08	1,970.66	0.00	0.00	1,970.66	12,625.00	-10,654.34	15.61%
44130 · PROGRAMS-YOUNG ADULT	620.92	291.67	620.92	0.00	0.00	620.92	3,500.00	-2,879.08	17.74%
44135 · PROGRAMS-SUMMER READING	-13.92	381.67	-13.92	0.00	0.00	-13.92	4,580.00	-4,593.92	-0.3%
44140 · PROGRAMS-YOUTH	542.45	923.75	542.45	0.00	0.00	542.45	11,085.00	-10,542.55	4.89%
44145 · EVENTS AND OUTREACH	3,946.00	1,383.33	3,946.00	0.00	0.00	3,946.00	16,600.00	-12,654.00	23.77%
Subtotal	7,066.11	4,032.50	7,066.11	0.00	0.00	7,066.11	48,390.00	-23,196.55	14.6%
10E · MARKETING & PROMOTIONS									
44210 · MARKETING	940.10	510.33	940.10	0.00	0.00	940.10	6,124.00	-5,183.90	15.35%
44215 · WEBSITE	0.00	191.50	0.00	0.00	0.00	0.00	2,298.00	-2,298.00	0.0%
44220 · PROMO MATERIALS-ADULT	14.99	325.00	14.99	0.00	0.00	14.99	3,900.00	-3,885.01	0.38%
44240 · PROMO MATERIALS-YOUTH	453.86	150.00	453.86	0.00	0.00	453.86	1,800.00	-1,346.14	25.21%
44245 · PROGRAM GUIDE	1,700.00	1,624.83	1,700.00	0.00	0.00	1,700.00	19,498.00	-17,798.00	8.72%
Subtotal	3,108.95	2,801.67	3,108.95	0.00	0.00	3,108.95	33,620.00	-30,511.05	9.25%

WEST CHICAGO PUBLIC LIBRARY DISTRICT
Budget vs. Actual Detail
July 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	2,416.66	0.00	0.00	2,416.66	29,000.00	-26,583.34	8.33%
45112 - SECURITY SERVICE	1,873.80	1,901.92	1,873.80	0.00	0.00	1,873.80	22,823.00	-20,949.20	8.21%
45115 - JANITORIAL SUPPLIES	826.18	566.67	826.18	0.00	0.00	826.18	6,800.00	-5,973.82	12.15%
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	2,335.92	0.00	0.00	0.00	0.00	28,031.00	-28,031.00	0.0%
45130 - EXTERIOR LANDSCAPING	0.00	1,313.08	0.00	0.00	0.00	0.00	15,757.00	-15,757.00	0.0%
45140 - EXTERIOR R & M-OTHER	3,200.00	795.83	3,200.00	0.00	0.00	3,200.00	9,550.00	-6,350.00	33.51%
45150 - HVAC R & M	1,751.33	2,090.67	1,751.33	0.00	0.00	1,751.33	25,088.00	-23,336.67	6.98%
45155 - GENERAL BLDG SERVICES	250.50	258.33	250.50	0.00	0.00	250.50	3,100.00	-2,849.50	8.08%
45160 - CONTRACT INSPECTION & MAINTENAN	5,806.00	2,197.92	5,806.00	0.00	0.00	5,806.00	26,375.00	-20,569.00	22.01%
45165 - INTERIOR R & M-OTHER	3,141.00	833.33	3,141.00	0.00	0.00	3,141.00	10,000.00	-6,859.00	31.41%
Subtotal	19,265.47	15,124.92	19,265.47	0.00	0.00	19,265.47	181,499.00	-162,233.53	10.62%
12E - UTILITIES									
45310 - UTILITIES-GAS	0.00	1,208.33	0.00	0.00	0.00	0.00	14,500.00	-14,500.00	0.0%
45320 - UTILITIES-ELECTRIC	1,607.35	4,000.00	1,607.35	0.00	0.00	1,607.35	48,000.00	-46,392.65	3.35%
45330 - UTILITIES-TELEPHONE	311.16	700.00	311.16	0.00	0.00	311.16	8,400.00	-8,088.84	3.7%
45340 - UTILITIES-WATER	0.00	1,110.92	0.00	0.00	0.00	0.00	13,331.00	-13,331.00	0.0%
45350 - UTILITIES-TRASH	94.45	105.17	94.45	0.00	0.00	94.45	1,262.00	-1,167.55	7.48%
Subtotal	2,012.96	7,124.42	2,012.96	0.00	0.00	2,012.96	85,493.00	-83,480.04	2.36%
13E - PROFESSIONAL SERVICES									
45500 - INSURANCE	24,576.00	2,050.00	24,576.00	0.00	0.00	24,576.00	24,600.00	-24.00	99.9%
45505 - AUDIT	0.00	1,215.00	0.00	0.00	0.00	0.00	14,580.00	-14,580.00	0.0%
45510 - LEGAL	0.00	1,250.00	0.00	0.00	0.00	0.00	15,000.00	-15,000.00	0.0%
45515 - PROFESSIONAL SERVICES	0.00	2,500.00	0.00	0.00	0.00	0.00	30,000.00	-30,000.00	0.0%
45520 - ACCOUNTING	1,705.00	1,575.00	1,705.00	0.00	0.00	1,705.00	18,900.00	-17,195.00	9.02%
Subtotal	26,281.00	8,590.00	26,281.00	0.00	0.00	26,281.00	103,080.00	-76,799.00	25.5%
14E - LIBRARY BOARD EXPENSES									
45600 - CONFERENCE & TRAINING-BOARD	0.00	250.00	0.00	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
45605 - PROF SERVICES-SECRETARIAL	0.00	320.17	0.00	0.00	0.00	0.00	3,842.00	-3,842.00	0.0%
45610 - LEGAL NOTICES AND ADS	0.00	83.33	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
Subtotal	0.00	653.50	0.00	0.00	0.00	0.00	7,842.00	-7,842.00	0.0%
15E - CAPITAL EQUIPMENT									
46500 - CAPITAL EQUIPMENT & BUILDING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
46510 - CAPITAL PROJECTS-INTERIOR	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%
16E - GRANT EXPENSES									
49600 - GRANT EXPENDITURES	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	16,199.82	11,264.58	0.00	16,199.82	0.00	16,199.82	135,175.00	-118,975.18	11.98%
Subtotal	16,199.82	11,264.58	0.00	16,199.82	0.00	16,199.82	135,175.00	-118,975.18	11.98%
70E - SPECIAL RESERVE EXPENDITURES									
70000 - SPECIAL RESERVE EXPENDITURES	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%
	355,032.47	268,345.00	338,832.65	16,199.82	0.00	354,962.49	3,220,140.00	-2,865,177.51	11.02%
Net Income	1,290,909.13	-4,943.92	1,251,507.02	46,084.49	124.77	1,297,786.26	-59,327.00	1,357,113.26	-2,187.51%

**West Chicago Public Library District
Investments
July 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	4,711
FNBC Bank - Checking	#6031	A/P	0.10%	84,140
FNBC Bank - Savings	#0317	MM	1.66%	23,378
Illinois Funds - GASB54	#6950	MM	Various	771,245
Illinois Funds - General	#5519 / 1507	MM	Various	127,904
Republic Bank Checking	#4130	A/P	n/a	240,000
Republic Bank Cash Sweep	#2419	MM	2.16%	1,783,209
Total				\$ 3,039,747



West Chicago Public Library District

Financial Analysis

For the 1 Month(s) Ended July 31, 2026



WEST CHICAGO
PUBLIC LIBRARY DISTRICT

Revenue Highlights

8% of Budget Year

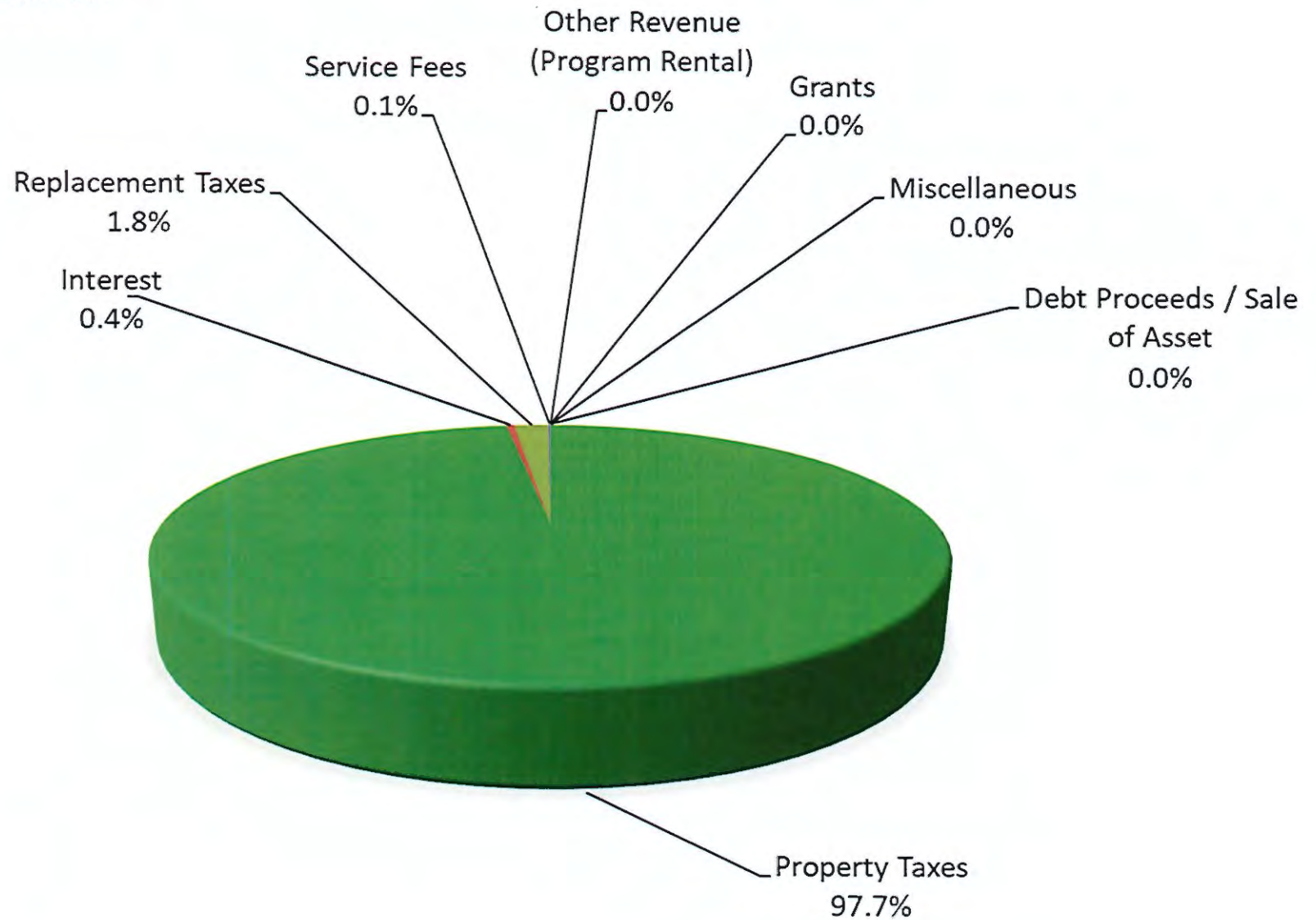
- 52% of Total Budget
- Property Taxes
 - Collected \$1,615,325 or 54% of Budgeted Property Taxes (1st Installment from DuPage County)
- Replacement Taxes
 - Collected \$29,224 or 57%
- Interest
 - Collected \$6,363 or 8% of Budget
- Service Fees
 - Collected \$1,828 or 15% of Budget

Revenues

Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
Property Taxes	1,615,325	2,976,853	54%	1,603,528	1%
Interest	6,363	76,350	8%	7,746	-18%
Replacement Taxes	29,224	50,952	57%	-	n/a
Service Fees	1,828	12,200	15%	849	115%
Other Revenue (Program Rental)	-	-	n/a	-	n/a
Grants	-	42,958	0%	-	n/a
Miscellaneous	8	1,500	1%	-	n/a
Debt Proceeds / Sale of Asset	-	-	n/a	-	n/a
Transfer-In	-	-	n/a	-	n/a
Actual Revenues	1,652,749	3,160,813	52%	1,612,123	3%
Budgeted Revenues	3,160,813				
% Diff	52%				

Revenues

REVENUE DISTRIBUTION



Expenditure Highlights

8% of Budget Year

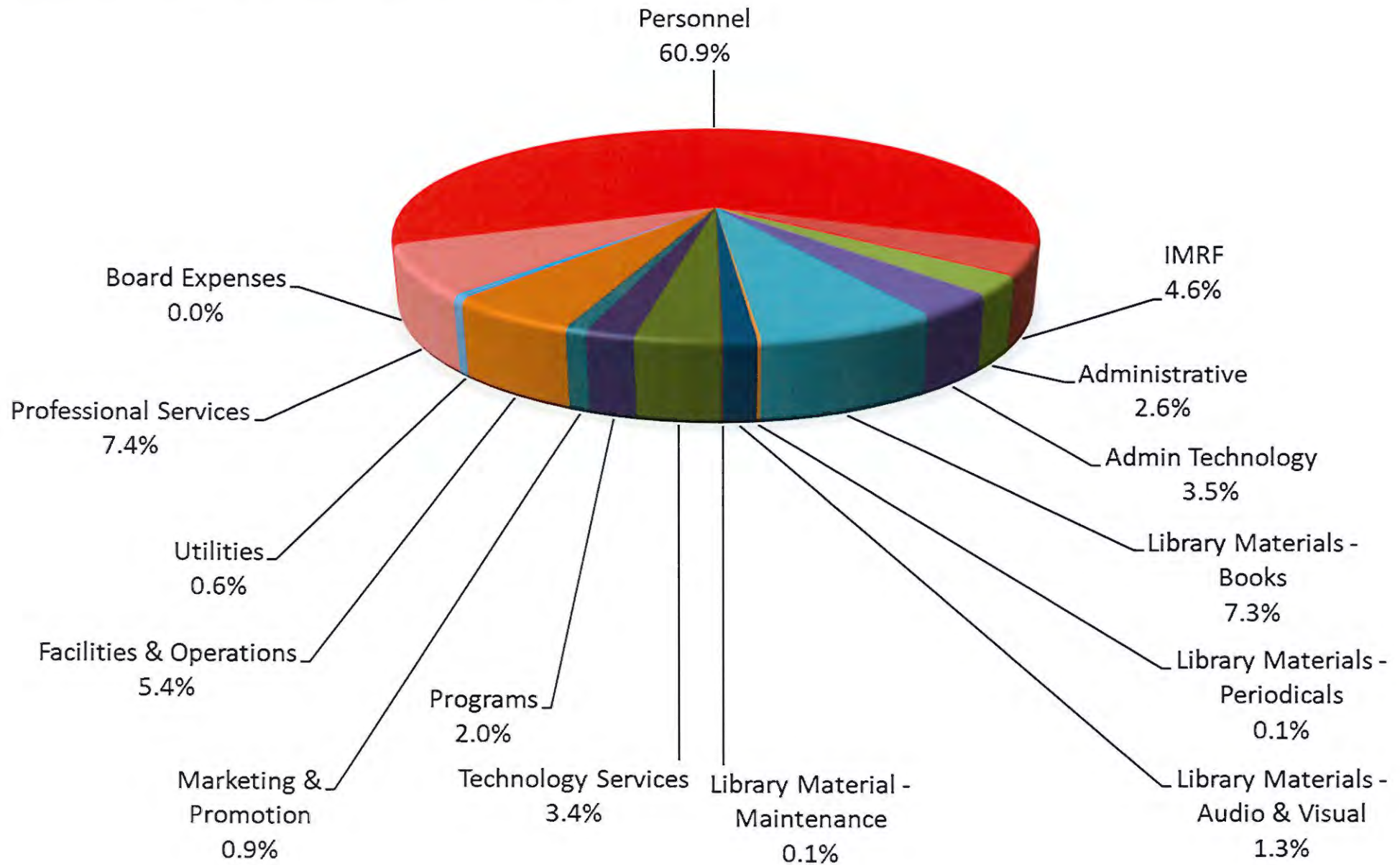
- 11% of Total Budget
- Personnel
 - 11% of Budget
 - 3 Payrolls in July
- Admin. Technology
 - 8% of Budget
- Library Materials
 - 19% of Budget
- Professional Services
 - 25% of Budget
 - Hanover Insurance payment \$19,591
- Facilities & Operations
 - 11% of Budget
- Utilities
 - 2% of Budget

Expenditures

Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
OPERATING EXPENDITURES					
Personnel	216,127	2,013,377	11%	130,467	66%
IMRF	16,200	135,175	12%	9,369	73%
Administrative	9,348	91,268	10%	7,392	26%
Admin Technology	12,301	157,242	8%	15,755	-22%
Library Materials - Books	25,822	134,072	19%	30,927	-17%
Library Materials - Periodicals	532	10,975	5%	378	41%
Library Materials - Audio & Visual	4,692	60,515	8%	1,536	205%
Library Material - Maintenance	224	10,430	2%	12,231	-98%
Technology Services	12,053	147,162	8%	126	9466%
Programs	7,066	48,390	15%	4,240	67%
Marketing & Promotion	3,109	33,620	9%	1,561	99%
Facilities & Operations	19,265	181,499	11%	22,888	-16%
Utilities	2,013	85,493	2%	4,476	-55%
Professional Services	26,281	103,080	25%	24,939	5%
Board Expenses	-	7,842	0%	-	n/a
Actual Expenditures	355,032	3,220,140	11%	266,285	33%
Budgeted Expenditures	3,220,140				
% Diff	11%				

Expenditures

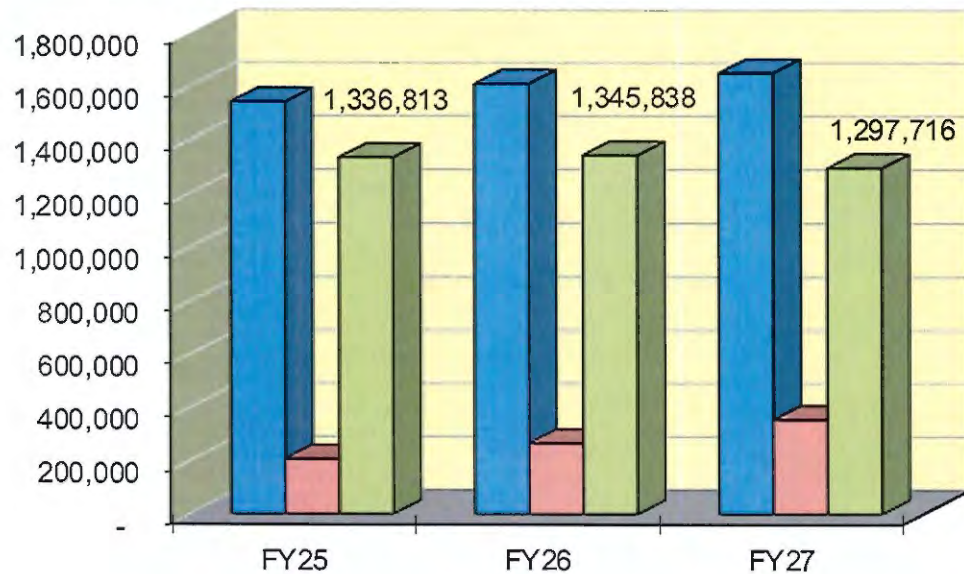
OPERATIONAL EXPENDITURE DISTRIBUTION



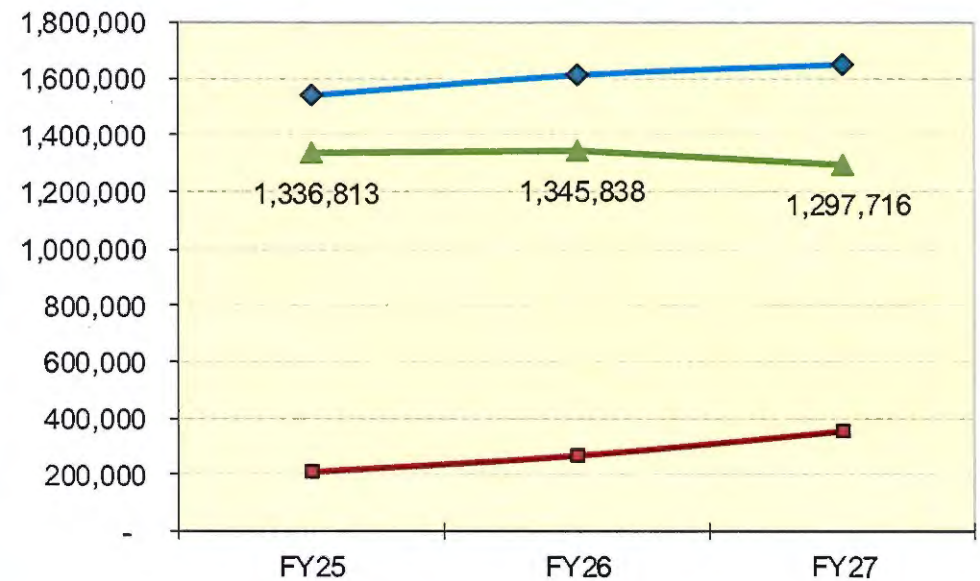
Revenue, Expenditure & Fund Balance

For the 1 Month(s) Ended July 31, 2026

	General	IMRF	Special Reserve	Total Actual	Total Budget
TOTAL SURPLUS / (DEFICIT)	1,251,507	46,084	125	1,297,716	(59,327)
BEGINNING FUND BALANCE	1,437,266	72,547	128,784	1,638,597	1,638,597
ENDING FUND BALANCE	2,688,773	118,631	128,909	2,936,313	1,579,270
Fund Balance as % of Total Expenditures	794%	732%	n/a	827%	



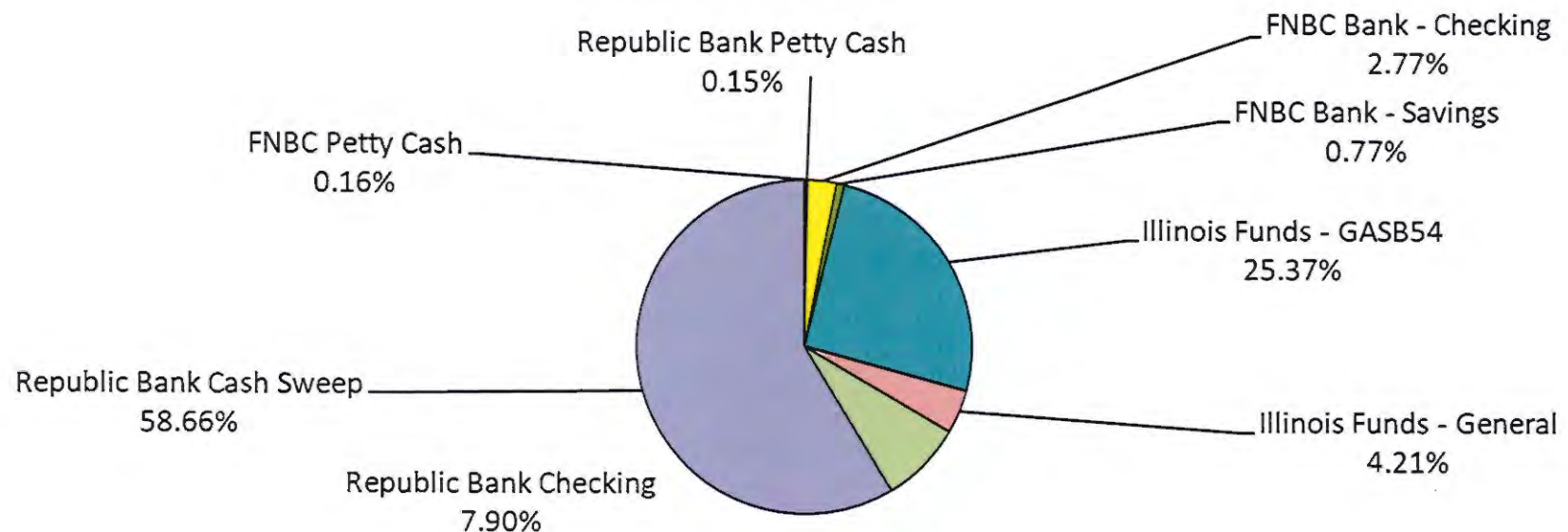
■ Revenues ■ Expenditures ■ Surplus / Deficit



◆ Revenues ■ Expenditures ▲ Surplus / Deficit

Investments

Bank	Description	Type	Current Rate	Bank Value
Petty Cash	Cash	PC	n/a	100
FNBC Petty Cash	#0874	PC	0.02%	5,001
Petty Cash - Circulations	Cash	PC	n/a	60
Republic Bank Petty Cash	#9473	PC	n/a	4,711
FNBC Bank - Checking	#6031	A/P	0.10%	84,140
FNBC Bank - Savings	#0317	MM	1.66%	23,378
Illinois Funds - GASB54	#6950	MM	Various	771,245
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Republic Bank Checking	#4130	A/P	n/a	240,000
Republic Bank Cash Sweep	#2419	MM	2.16%	1,783,209
Total				\$ 3,039,747



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HARTMAN E. STIME (1927-1991)
ROY I. PEREGRINE (1928 – 2022)
THOMAS M. NEWMAN
ROGER A. RITZMAN
MARK A. RITZMAN

POSTING OF SUICIDE HOTLINE INFORMATION

TO: Public Library Clients
FROM: Roger Ritzman/Mark Ritzman
DATE: August 13, 2026

This Memo simply advises you that, effective January 1, 2027, Public Libraries (and other facilities) are required to “place contact information for the 9-8-8 National Suicide Prevention Lifeline in the library in a prominent location that is visible to and accessible by patrons”.

The relevant legislation:

- a. Was passed August 7, 2026 as P.A. 104-0808;
- b. Is effective January 1, 2027.

The sections of this Public Act applicable to Public Libraries are attached.

Roger A. Ritzman/Mark A. Ritzman
PEREGRINE, STIME, NEWMAN,
RITZMAN & BRUCKNER, LTD.
221 E. Illinois Street, P.O. Box 564
Wheaton, Illinois 60187-0564
(630) 665-1900
(630) 665-0407 Fax
rritzman@psnrb.com
mrizzman@psnrb.com

Section 10. The Illinois Local Library Act is amended by adding Section 1-9 as follows:

(75 ILCS 5/1-9 new)

Sec. 1-9. Suicide prevention information. A public library shall place contact information for the 9-8-8 National Suicide Prevention Lifeline in the library in a prominent location that is visible to and accessible by patrons.

Section 15. The Public Library District Act of 1991 is amended by adding Section 1-27 as follows:

(75 ILCS 16/1-27 new)

Sec. 1-27. Suicide prevention information. A public library shall place contact information for the 9-8-8 National Suicide Prevention Lifeline in the library in a prominent location that is visible to and accessible by patrons.

Library Director Report

August 2026

FINANCIAL UPDATE

- ❖ Fiscal Year Elapsed = 8.33%
- ❖ Investment Funds (Illinois Funds Accounts)
 - GASB 54 Emergency Fund: \$ 771,244.64 (+ \$2,460.16)
 - New Building & Construction Fund: \$39,108.68 (+ \$124.77)
 - General (Corporate) Fund: \$88,794.88 (+ \$283.27)

PERSONNEL

- ❖ The Library Director:
 - Participated in the WeGo Full Steam Ahead ribbon cutting ceremony on 7/25
 - Participated in the board meeting on 7/27
 - Participated in the taxing bodies administrators meeting on 7/28
 - Participated in the Sikich Quarterly Business Review meeting with the IT Librarian on 7/28
 - Participated in the Board meeting on 7/27
 - Attended National Night Out on 8/4 in Reed Keppler Park
 - Ensured the legal notice for the Budget & Appropriation hearing was published in the Daily Herald on 8/7
 - Participated in the community engagement round table meeting at city hall on 8/12
 - Received candidate nominating petition information from the DuPage Election Commission on 8/12; candidate nominating petition packets will be available for pickup in the administrative office or via download from the Library's website on 8/25
 - Participated in a business review meeting with Governmental Accounting, the Assistant Library Director, the Technical Services Manager, and the Technical Services Assistant on 8/13
 - Participated in the WeGo Full Steam Ahead committee meeting on 8/13 at the City Museum
 - Attended an Illinois Funds Investor Update webinar on 8/13
 - Hosted the managers advisory meeting on 8/17
 - Hosted the administrative team meeting on 8/18
 - Participated in the Rotary meeting on 8/19
- ❖ Employee Highlights
 - Karina Z., Circulation Services Clerk, celebrated her 2-year anniversary on 8/1
 - Abigail Z., Circulation Services Clerk, celebrated her 2-year anniversary on 8/12

*** Both Karina and Abigail submitted their resignations in August; Karina's last day is 8/18 and Abigail's last day is 8/22*

- Job advertisements were posted internally and to the RAILS jobs board for the Circulation Services Clerk position. We have interviewed three candidates as of the writing of this report.

Facilities Monthly Report - August 2026

Building Systems and Mechanical Operations

- Midwest Mechanical conducted a midseason cooling inspection, verified chiller operation, and worked with Delta Controls to confirm that the VAV boxes were operating properly.
- Midwest Mechanical was onsite and replaced the motor pulley on the return fan motor.
- Midwest Mechanical confirmed a fluid leak on the chilled water piping. The pipe insulation will need to be removed for further inspection. The area will continue to be monitored, and additional work will be scheduled when the chiller is offline.
- Delta Controls discovered the outside air reference sensor was corroded. A replacement quote will be provided.

Fire and Life Safety Systems

- During the month of August, 21 Narcan units were provided to patrons.
- Monthly Safety and Facility Inspections Completed:
 - Monthly AED inspection completed and first aid supplies restocked through Cintas.
 - Elevator emergency telephone test completed with no issues identified.
 - Fire extinguisher inspections completed. All units were operational.
 - Electrical surge protector system reviewed. No issues were noted.
 - Irrigation system main water line checked. No leaks observed; meter reading remained at 0.0.

Building Exterior and Structural Maintenance

- NIR Roofing completed the second annual roof maintenance service. The technician was informed of two leaks occurring in the Adult Department area. During the inspection, popped and exposed fasteners were found underneath the ridge flashing near the leak location. Additional failed sealant, a cracked field membrane, and failed areas along the ridge were also identified. Polyurethane sealant was applied to all noted areas, and the area will continue to be monitored for any future water leaks.
- The Golden Read-triever Little Free Library unit was brought onsite for repairs. The unit has water damage, cracked varnish, failing sealer, and exterior paint issues that will be addressed.

Furniture, Fixtures, and Facility Improvements

- Picked up the micro pantry from West Chicago High School, next step is to find a designated area in the building for it.
- Removed the curbside A-frame sign, as curbside service has ended.
- Several doors were stained to keep them refreshed, including the Administrative Office, Director's Office, HR Office, Program Room, and first floor public restroom doors.
- A loose floor tile step was repaired using spray adhesive to prevent the tile from lifting on the top of the second floor stairs.

Health, Safety, and Compliance

- Completed the Food Protection Manager Certification which is valid for 5 years.
- The Narcan distribution box was exchanged due to the lock mechanism not working properly. This was also a good opportunity to update the box to the new Padagis product.
- Six domestic abuse hotline signs were replaced in the public restrooms using updated signage received from Metropolitan Family Services DuPage.
- The library experienced a tornado shelter in place event this month. Signage, seating, and communication were effective, and staff were able to inform patrons of the situation without issue.

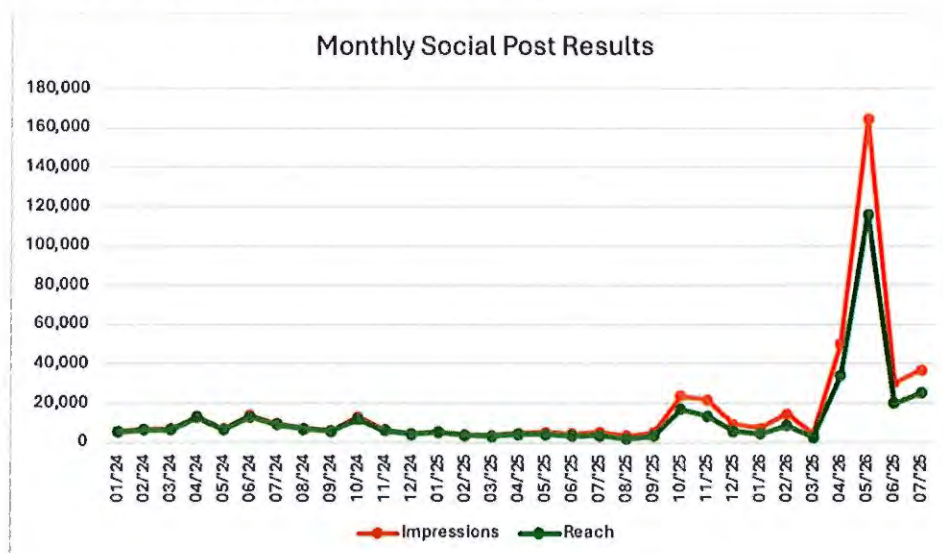
Department Reports

July 2026

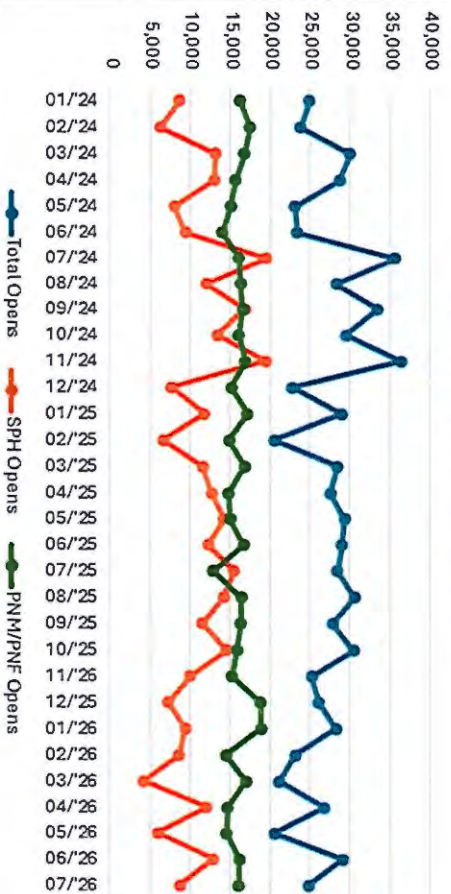
ADMINISTRATIVE SERVICES – PUBLIC RELATIONS

- Email Campaigns – July
 - Total opens: 24,836
 - June '26 -14.3%
 - May '26 +20.9%
 - July '25 -12.2%
 - Biweekly Program Newsletters x 9
 - Total opens: 16,080
 - June '26 -0.04%
 - May '26 +10.16%
 - July '25 +24.29%
 - Special Program Highlight Emails x 5
 - June '26 – 7 sent
 - May '26 – 8 sent
 - July '25 – 10 sent
 - Total opens: 8,756
 - June '26 -32.5%
 - May '26 +47.33%
 - July '25 -43.68%
 - Events promoted by an SPH email include:
 - Mak & Take Bread Program
 - America250 Trivia
 - Summertime Celebration
 - We the Native People
 - Puzzle Race
- Social Media Campaigns
 - Social Posts x 24
 - June '26 – 22 posted
 - May '26 – 14 posted
 - July '25 – 15 posted
 - Total impressions: 36,666
 - June '26 +21.12%

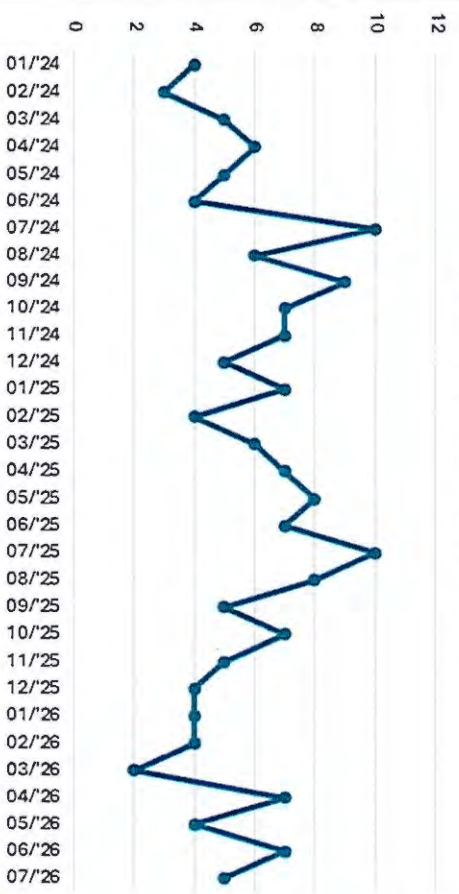
- May '26 -78.8%
 - July '25 +634.78%
 - Total reach: 25,113
 - June '26 +26.1%
 - May '26 -79.44%
 - July '25 +589.35%
- Other work completed & Physical Materials
 - Program Guide
 - Guide produced and sent to publisher on-time!
 - Guide hit mailboxes on targeted date!
 - Photographed several library programs including the Teddy Bear Picnic, the Hoop Dancing program, as well as our visit from NASA's Kennedy Space Center's Jarrod Bales.
 - Handled design and placement of new annual ad in WCCHS's annual athletics program. We got a different placement this year, and will see how it goes! This advertisement is generally always aimed directly at Teens and their parents, highlighting YA resources and programming.
 - Edited, optimized, and published one additional blog from the YS department. This was later shared on social media.
 - YA Flyers created and manufactured
 - x 100 flyers about HW Help
 - x 300 flyers for Teen outreach
 - x 50 Brainfuse flyers
 - Met with Dept. Managers to establish Autumn '26 promotional priorities.
 - Developed new promotional schedules for Autumn Quarter.
 - Communicated end of curbside service to the public.
 - Caught up with Arctic Wolf trainings.



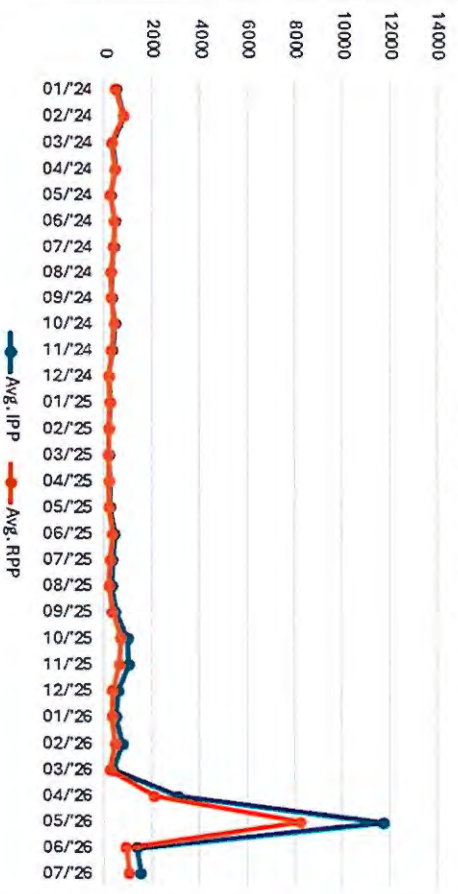
PR Monthly Email Results



of SPH Emails Per Month



Monthly Average Post Performance



ADULT SERVICES-July, 2026

ENGAGEMENT:

Programs: We offered 13 in-person programs in July with a total attendance of 108.

Some programs included:

Abraham Lincoln program | Gettin' Crafty: Macrame Feathers | Developing Sound Financial Skills | Make, Take & Bake Your own Bread | Page Turner Book Club | Microsoft Word and Excel with the IT Librarian | Needlecrafters | Ritmos y Remedios: Móctel y Collage

Passive Programming in July:

We concluded our Summer Reading program and participants were encouraged to participate in library activities to earn entries to our final prize drawing. The results were:

Adults Summer Reading: 84 registered, 59 active readers, 41 challenge completions, and a total of 97 rewards redeemed (including registration, mid-point, & final rewards).

Attend an Adult Services Library Program in June	12
Attend an Adult Services Library Program in July	7
Check Out a Book to Read Without a Screen or Device	21
Check Out an Item From the Library of Things	9
Check Out an eBook or Audiobook	20
Check Out a Book Binge Box or a Flix Pix Binge Box	7
Try a Take & Make Activity	11

Take and Makes:

We gave out 40 Patriotic Popsicle Take & Makes in July.

Seed Library:

77 seed packets were taken from our seed library in July. We have given out a total of 796 seed packets this year.

Blog posts:

Therese wrote a Blog Post that will be published soon on our website.

OUTREACH/PROGRAM PROMOTION

Edith and Theresa visited Aperion Care on July 7. They offered book exchange and magazine donation. 18 attended the book exchange, 10 books were delivered, 13 were returned, and 2 new cards were requested.

Edith and Allison visited Franciscan Court on July 21, offering book exchange, gave Book Talks and led a discussion with the residents. 9 attended the book exchange, 17 requested books were delivered, 16 were returned, and 4 books from Book Talks were checked out.

Rosario and David visited Wayne Township Senior Center to provide technology assistance in July. 4 people attended.

Leigh Anne went with David to National Night Out.

Allison, Leigh Anne, Rosario and David attended Mosaic Market in July and provided games for the community.

Deborah attended the Chamber of Commerce meeting and promoted library programs and resources.

Allison attended the Silent Book Club at Raised Bakery, shared what is happening at the library and promoted West Chicago Library's second Outdoor Silent Bookclub and Book swap happening in August.

We hosted the League of Women Voters' Declaration of 1776 display from July 13- Aug 5.

Displays:

Adult Services staff created **10 physical book and material displays** in July, including the staff picks shelf and our portable display rack, to promote programs and the collection. Some of those were:

International Cookbooks | America 250: Events in America | America 250: Stories that Shaped a Nation | Books with Summer in the Title.

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, bookmarks and flyers for our internal displays and to give out at programs and special events.

AS STAFF:

Professional Development:

Our staff has continued to complete the Arctic Wolf training this month.

Deborah completed Food Handler Certification Training in July, therefore our entire department is now Food Handler Certified.

ADULT SERVICES - TEEN

Programming: A total of **24** teens attended **seven** in-person programs in June. Programs included *Teen Advisory Board, Video Game Club, Teen Café Ice Cream in a Bag, Tabletops n Treats, NASA & Aviation Day, Snack Testers and Pokemon Club.*

15 teens took coil Basket Take and Makes in July.

1 Binge Bag request filled.

Teen Summer Reading: 28 registered, 18 active readers, 16 challenge completions, and a total of 45 rewards redeemed (including registration, mid-point, & final rewards).

Try a Take & Make Activity	12
Request a Teen Binge Bag	2
Check Out a Gaming Sytstem in the Teen Area	5
Check Out a Book to Read Without a Screen or Device	17
Attend a Teen Library Program in July	3
Attend an Teen Library Program in June	11
Check Out an eBook or Audiobook	11



Above: Teens making Ice Cream in a Bag

Displays:

We had a Summer/Beach theme for the Teen Area book displays. Therese also took over half of the Lobby Book display and it has dramatically increased the amount of check outs.

We also updated the slides for our rotating digital display in the Teen Space for the month of July.

Therese attended the YAM 2026 conference on July 25 (Sponsored by Anderson's Bookshop). Here are some of her takeaways:

Keynote Speakers Session: Tiffany D. Jackson and Nic Stone

Session 1: Six Feet Under

- Authors discussed writing process. To ensure reader's interest, they end each chapter with a cliffhanger.
- Shared the importance of setting on impact of pacing. If set in a small/confined location – pacing is determined by how much/speed information would be known.

Session 2: Coming of Age. It's hard

- The authors were asked about representation in YA. Most stated that it has improved but that there is still room for it to be better.
- Discussed how YA authors are being pushed to either write for a younger and/or older reader audience.
- Shared how some elements of their books are based on their own personal experiences/personality. 1 author used her childhood journals in her book.
- The number of titles being published for middle schoolers is shrinking. Partly because if they are reading, they are reading high school books.

Session 3: Mental Health Matters

- Authors openly shared their struggles with mental health and how their books/writing strive to convey the message that this is normal. That their characters are more than their condition.

Session 4: Love in the digital age

- All the authors on this panel agreed that technology has made it harder to write romance due to the constant connectivity and the ability to track individuals. Technology can add an additional layer of heartbreak.
- 1 author uses astrological sign as the basis for character development. Layer additional traits. The love interest/friend is the opposing astrological sign.
- All authors think of character name as being a separate "character."

Will use titles/authors from this conference to select/build eBooks/eAudiobooks collection.

These books (written and shared by the authors) are already in the YA collection:

- How to lose yourself completely by Peter Bognanni
- Estela, Undrowning by Rene Pena-Govea
- This could all go bad by Spencer Hall
- That which feeds us Kela Kendall

CIRCULATION SERVICES

Circulation Statistics July 2026:

- 14,160 Total Items checked out, 8.53% decrease from July 2025.
- 3,576 Electronic materials checked out, 8.17% increase from July 2025.
- The total value of the materials checked out by our patrons was \$104,177.57 during July 2026.
- During July 2026, we had 186 patrons using self-check and a total of 678 items checked out.

Patron Statistics July 2026:

- 6,503 Visitors to the library during July 2025.
- 80 New patrons added, 13.04% decrease from July 2025.
- 9,526 Card holders, 6.99% increase from July 2025.
- 32.93% of the district population have library cards, a 2.15% increase from July 2025.

TECHNICAL SERVICES

Acquisitions:

- 615 Items invoiced/received.
- 584 Items ordered.
- 164 Items received not processed.

- 108 Items on-order.
- 7 Items returned.
- 5 Item cancelled.
- 0 Donations.
- 0 Replacements.

Material Added:

- 1549 Items added to the collection.



Withdrawals:

- 233 Items withdrawn from the collection.

Material Maintenance:

- 33 Items repaired in-house.

Other Activities:

- 455 Items moved from the new shelf to the regular collection.
- 238 Postage processed.
- 182 Kits checked for missing or damaged materials.
- 136 Invoices processed.
- 30 Records created.
- 11 Call # Transfers.

- 6 E/J kit records updated.
- 6 Missing items reclaimed.
- 6 West Chicago Suburban Life scanned and converted to searchable PDF.
- 4 Award titles updated.

YOUTH SERVICES

Programs

The Youth Services department ran 15 in-person programs in July hosting 187 total patrons. While our mainstay story programs were on hold for the summer break, we held several special story time programs along with crafting, arts, and guest speaker events.

- Three Sunny Yoga Stories programs were held along with Starry Campout stories and Summertime Tales for 46 people.
- The second of three Baila Conmigo dance programs was held at the end of the month.
- A NASA representative visited the library to educate 39 patrons with information on Aviation Day and the organization's inner workings. The program ended with a drinking straw rocket craft and launch.
- A special Teddy Bear Picnic was held for thirty grumbly bear cubs.
- Staff met with the Pokemon Club for the third time in July.
- Connect and Play program offered various means of interaction for a 'playdate' for several families.
- A collaboration with Adult Services staff called Ritmos Y Remedios served patrons delicious mocktails to collage crafters in a program focused on the Spanish-speaking community.

Program Highlight

Dragon lovers were treated to a dragon egg crafting program. Attendees wrapped foam eggs in clay and bedazzled them with charms, gems, sequins and other supplies to create their own beautiful interpretations.

Asynchronous Programs

A good deal of passive programming was offered last month. Staff produced a number of Grab & Go bags as well as crafts, cut & paste activities, and a summer-long drawing program.

- Take-home bags for patriotic bicycle decorating, trinket boxes, lemonade cups, stretchy bracelets, Rock n Roll Bingo and outer space were enjoyed by 232 kids.

- The Let's Draw program which has been running throughout the summer offered step-by-step instructions on how to draw various pop-culture characters. These instructional sheets were provided for 65 users.
- Staff made mazes, word searches, count & color sheets, and cut/paste crafts with themes of America 250, telling time, sharks, teddy bears, and spooky things.

Outreach

YS staff had a busy month of outreach in July as we continue efforts to make strong connections with daycares, partnerships, and organizations throughout West Chicago and beyond. All told, we engaged with 270 people.

- Two story time programs were held for Birth to Three in the library's program room.
- Staff visited Children of America, Winfield Kindercare and West Chicago KinderCare for nine story time programs.
- Summer Storytime was held at Cantigny Park in the beginning of the month.
- Staff assisted with WeGo Together for Kids' summer play group.
- We attended WGTK's Mobil Rx event to assist with activities.

Outreach Highlight

At an effective resource sharing opportunity, the library was asked to present programs, services, and materials available to the Wheaton Bible Church. Sixty-eight people watched this bilingual presentation. Many folks inquired about various resources and several Circulation staff members mentioned patrons visiting the library in the following weeks after attending the program. These large-scale presentations provide quality information for staff to understand community needs while reaching patrons on the outskirts of the community.

Professional Development

- Sarah attended an online webinar called Collection Development Magic regarding best practices in collection development.
- Staff attended various collection development and publication webinars and DuPage Early Childhood Collaboration meetings.
- Arctic Wolf cybersecurity training.

IT Report – July

Wireless Overview

July had **735 unique clients** with 1.15Tb of data used.

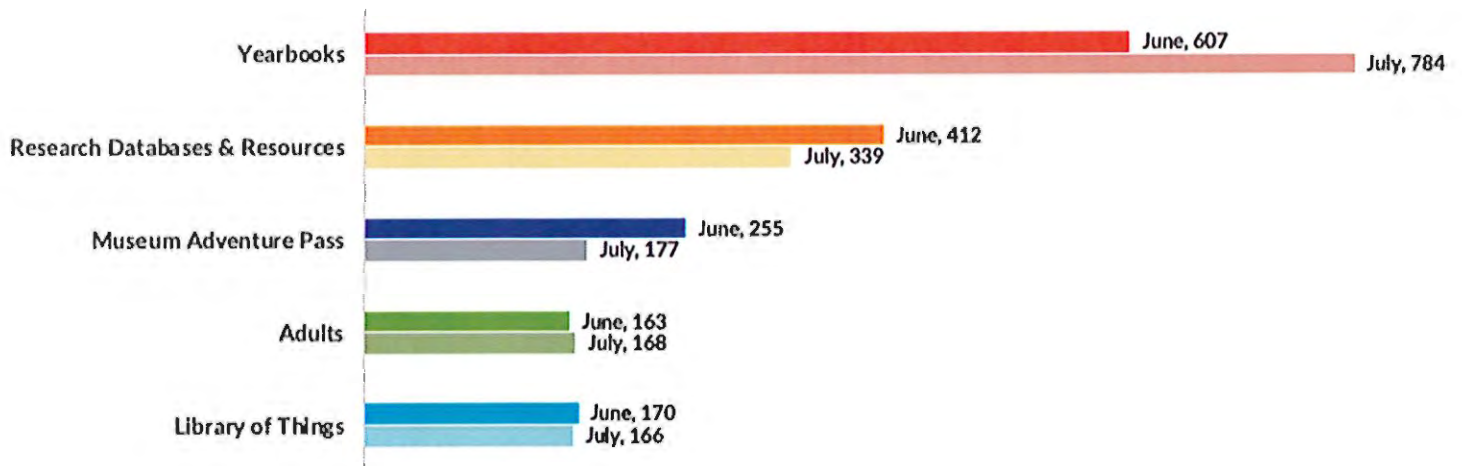
WiFi Usage July 2026



Website

In July we had **9,721 website visits**.

Top 5 Pages in July 2026



Computer Usage

We had 496 users in July. The chart below shows the total usage and average time logged in to a machine.

	Total Logins (June)	Average Time Per Session (June)	Total Logins (July)	Average Time Per Session (July)
Adult	393	48 Minutes	450	37 Minutes
Youth	95	50 Minutes	45	44 Minutes
Newspaper	4	17 Minutes	1	44 Minutes

- The firewall firmware was updated to keep us as secure as possible from incoming malicious traffic
- In order to support a growing cloud environment in the library, the drivers on our print server were brought up to date
- To increase the stability of our wifi connection firmware updates were pushed out and changes were made to the settings to allow for a smoother experience for patrons.
- Some ALA Session highlights. I went to "One World, Many Libraries: Global Visions for AI" Librarians from Queens library talked about their program where they partnered with NYU to offer a 5 week peer to peer course to introduce AI to the general public. They showed some of the classes they offered such as an intro to iPhone AI for beginners. They ended the session by talking about their podcast where they have locals of various backgrounds share their stories of where they came from, their family histories, and how they are involved in the community.
- "AI and Accessibility: Benefits and Potential Bias" The presenter talked about how various words that describe disabilities are often flagged as "bad words" so AI doesn't really know how to handle helping people with disabilities. AI developers haven't really trained AI to deal with anyone with a disability. He went into detail about how to use AI to give better Alt tags to photos and graphics on websites. He talked about AR glasses, such as Meta glasses, and how they are now being trained to help the blind navigate the world without the need of a seeing eye dog. He gave some great overview of the various AI tools out there and their strengths and weaknesses.
- "Reimagining Public Libraries with AI: Chicago Public Library's Citywide Strategy for Equity, Innovation, and Empowerment" This was all about Chicago Public Library and their push to make library services more accessible with AI. They partnered with Microsoft to integrate CoPilot into their system to do things like create a real time translation tool for multilingual delivery services or have the AI go through their catalog to create fast AI powered searches of the catalog to help patrons find exactly the information they are looking for. It's all experimental right now, but it will be interesting if this partnership ends up creating library specific AI taught on factual reference materials that will help staff connect patrons with materials quickly.



WEST CHICAGO PUBLIC LIBRARY DISTRICT

Secretary's Audit 2025-2026

This is to testify that we have examined the Secretary's minutes and other records for the past year and find they are in order and have no errors or discrepancies for FY 2025-2026.

Library Board Trustee

Library Board Trustee

August 24, 2026