

Indian Prairie Public Library
 401 Plainfield Road
 Darien, Illinois 60561

**Board of Trustees Regular Meeting
 February 15, 2012 – 7 p.m. – Conference Room**

All agenda items may be acted upon by the Board of Trustees

- A. Roll Call
 Marian Krupicka, Crystal Megaridis, Paul Oggerino, Jo Ann Schusterich, Luanne Spiros, Victoria Suriano, Robert Thomas

- B. Mission Statement: We enrich peoples' lives by providing opportunities to explore, connect, and be inspired.

 Vision Statement: Our community depends upon the Indian Prairie Public Library District as a vital and trusted resource for achieving personal goals and enhancing quality of life. With welcoming, state-of-the-art service, the library is an essential center of learning, inspiration, and community pride.

- C. Public Comment

- D. Communications and Announcements
 - 1. City of Darien to IPPL Board re: Citizen of the Year Item D1
 - 2. Darien Patch re: Darien Citizens of the Year Item D2
 - 3. Illinois State Library Future of Resource Sharing Committee Item D3
 - 4. Illinois Library Day April 18, 2012 Item D4

- E. Omnibus Consent Agenda
 - 1. Minutes of Regular Board Meeting, January 18, 2012 Item E1
 - 2. Treasurer's Report – January 2012 Item E2
 - 3. Action on Bill/Additional Bills – January 2012 Item E3
 - 4. Treasurer's Report & Action on Bills – November 2011 Item E4
 - 5. Treasurer's Report & Action on Bills – October 2011 Item E5
 - 6. Statement of Receipts and Disbursements for Fiscal Period Item E6
 July 1, 2011 Through December 31, 2011

- F. Items Deleted from Omnibus Consent Agenda

- G. Library Director's Report Item G Information

- H. Staff Report
 Debbie Sheehan, Head of Circulation Services Information

BOARD MEETING – FEBRUARY 15, 2012 – PAGE 2

- I. Reports
1. Darien Committee for Intergovernmental Coordination (Megaridis) Information
 2. Darien Chamber Economic Summit (Bukovac) Item I2 Information
 3. WB/BR Chamber of Commerce Meeting (handout at meeting) Information
 4. Darien Chamber of Commerce (none)
 5. RAILS Board (Bukovac) Item I5 Information
 6. Trustee Workshop (Spiros) Information
 7. Building and Grounds Committee (no report)
 8. Finance Committee (no report)
 9. Plan/Annexation Committee (no report)
 10. Policy Committee (no report)
- J. Unfinished Business
None
- K. New Business
New Web Site Design
- L. Meetings Scheduled – Building and Grounds Committee Feb. 29, 2012
Policy Committee – March 5, 2012
- M. Community Events
- N. Library Events
1. Book Discussion, *Rum Punch* by Elmore Leonard, February 16, 7 p.m.
 2. FAFSA Workshop, February 16, 7:30 p.m.
 3. Practice ACT, February 18, 9:30 a.m.
 4. President's Day Lego Creations, February 20, 3:30 p.m.
 5. Book Discussion, *Heads You Lose* by Lisa Lutz & David Hayward, February 20, 6:30 p.m. at Cooper's Hawk in Burr Ridge
 6. Savvy Shopping, February 21, 7 p.m.
 7. After School Chess, February 23, 3:45 p.m.
 8. R U Game, February 24, 6:30 p.m.
 9. Waltzing Australia, February 26, 2 p.m.
 10. Intro to Excel, February 28, 3:30 p.m.
 11. Intro to PowerPoint 2010, February 28, 6 p.m.
 12. Famous African-American Women, February 29, 7 p.m.
- O. Adjournment



DI

CITY OF DARIEN

In the County of DuPage and the State of Illinois
Incorporated 1969

January 31, 2012

INDIAN PRAIRIE PUBLIC LIBRARY
Attention: Jamie Bukovac, Director
401 Plainfiel Road
Darien, Illinois 60561

Dear Director Bukovac:

A dinner-dance honoring Darien's Citizen of the Year for 2012, **Rob & Char Vuillaume**, will be held on Saturday, March 24, 2012 at Alpine Banquets, 8230 S. Cass Avenue, Darien, Illinois, with cocktails at 6:00 P.M. and dinner at 7:00 P.M. Your attendance will make the occasion even more festive.

The \$30.00 per person cost includes a full-course dinner, three hours of open bar and dancing. For reservations, you may call City Hall at 852-5000, Ext. 8102 or email Fran Mazzolini at fran@mazzolini.org. Please specify at that time the full names of those attending and their dinner choice of "**Prime Rib**" or "**Chicken Wellington**." Checks should be made out to "City of Darien" and mailed to: City of Darien, Attn: Citizen of the Year Committee, 1702 Plainfield Road, Darien, Illinois 60561 or dropped off at City Hall. Payment should be received no later than Friday, March 16.

You are also personally invited to attend a cake and coffee reception for **Rob & Char**, to be held at City Hall on Monday, March 5th at 7:30 P.M.

We eagerly anticipate your joining us for these very special and gala occasions.

Sincerely,

Kathleen Moesle Weaver

Kathleen Moesle Weaver
MAYOR

/fm



Update: [Continue the conversation on Facebook by 'Liking' Darien Patch.](#) »

32° F
Hi:48 LO:30

DarienPatch

[Patch Newsletter](#) [Nearby](#) [Join](#) [Sign In](#)

Editor [Lauren Williamson](#): Heard some news you want us to check out? Let me know:
lauren.williamson@patch.com

- [Home](#)
- [News](#)
- [Events](#)
- [Places](#)
- [Traffic & Gas](#)
- [Gallery](#)
- [More](#)
-

Volunteers in the News

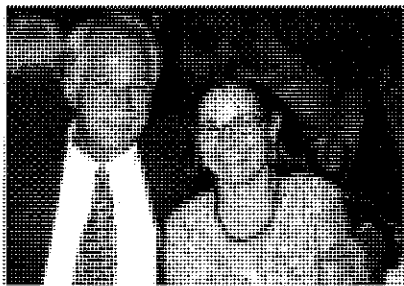
Darien Citizens of the Year Help Local Kids Achieve Dreams

Through The Gift of Carl Foundation, Robert and Charleen Vuillaume have helped hundreds of children and teens succeed in music, theater and the arts, while also supporting environmental education.

By [Lauren Williamson](#) | [Email the author](#) | 6:00 am

- [Email](#)
- [Print](#)
- [Comment](#)

Related Topics: [Charleen Vuillaume](#), [Greatest Person](#), [Robert Vuillaume](#), and [The Gift of Carl Foundation](#)



The good deeds happen quietly: piano lessons for a student here, a musical instrument for a student there. Darien is more subtly beautiful each year for the pockets of trees planted in its parks, three or four at a time, in memory of loved ones lost. Young adults with disabilities experience the thrill of taking the stage with the aid of a grant to the La Grange Actors with Special Needs Theater Group.

Robert and Charleen Vuillaume are very humble about the difference they make through [The Gift of Carl Foundation](#).

But if they hear of a need that meets their foundation's mission, the couple is there to fill it.

The city of Darien recognized the Vuillaumes as the 2012 Citizens of the Year for their foundation's work in Darien and beyond.

"In their quiet, unassuming ways, Rob and Char Vuillaume together have touched the lives of thousands in Darien," the Citizen of the Year Committee wrote in its endorsement.

The Gift of Carl Foundation was established in 2005 in memory of the Vuillaume's 16-year-old son, Carl, who drowned during a family vacation.

Whether it was playing the piano in [Hinsdale South's](#) gym during wrestling matches or performing on the school's stage, Carl excelled in music and theater. He loved to read and write, Robert said, and began writing his own book as a teenager.

"They say 'Only the good die young,'" Charleen Vuillaume said. "It's so true. There was not a mean bone in his body. If he knew you, he was your friend."

Every day the loss is still raw, she said. It's hard to find words for how the couple was able to channel their grief into starting the foundation.

"Maybe it was a diversion for us, and we saw the good that came out of it," she said. "And we continued to do it."

Over the past six years the foundation has provided more than \$100,000 in financial support to local students and youth programs.

The foundation's reach in Darien and throughout the area is broad.

With the help of [PM Music](#) in Aurora, it has connected roughly 150 students in need with refurbished donated musical instruments. The foundation has paid for private music lessons for 20 [Eisenhower Junior High](#) band students, as well as piano lessons for 15 other local children.

Twenty students involved with theater at Hinsdale South have received a total of about \$20,000 in scholarship money for college.

The annual Write-On Teen Literacy Festival at [Indian Prairie Public Library](#) includes workshops, writing contests, a poetry slam and visits from bestselling authors such as Sharon Draper and Alex Finn, who wrote the recent *Beauty and the Beast* update, *Beastly*.

The Vuillaumes's support has had a profound impact on Darien's Arbor Day events, coordinator Kathy Minardi said.

Each April, local school children gather in a different Darien park for the dedicating of newly planted memorial trees, funded by the foundation. The trees are planted in tribute to children or teens who have passed on, as well as adults who lived a life of service.

As part of the ceremony, students get a lesson in the role trees play in a healthy environment. They also release live butterflies they grow from chrysalis to adult.

"(The Vuillaumes) help us with every aspect of this event and offer their wisdom, their tireless energy and support," Minardi said. "As if this isn't enough, their greatest gift is the empathy they share with each of the families we plant for because they know, first hand, what these families are going through."

The Vuillaumes are quick to share credit for all they've done, including receiving the Citizens of the Year award.

"It's more humbling than anything," Robert Vuillaume said. "There are a lot of people in Darien doing what we do."

Though their impact on the community has been deep, the Vuillaumes said when they first moved to Darien, they thought it would be an intermediate step.

But more than two decades later, the couple has turned down promotions and built an addition, all so they could stay in the town they've come to love.

"This became our roots," Charleen said. "This is where we're from."

The Vuillaumes will be honored at the annual Citizens of the Year Dinner/Dance on March 24 at [Alpine Banquets](#). Tickets are available at [City Hall](#). For more info, call Mary at 630-353-8102 or visit [The Gift of Carl Foundation's website](#).

Email me updates about this story.

Keep me posted

[Email](#) [Print](#)

[Follow comments](#)

[Submit tip](#)

[Comment](#)

Leave a comment

Submit >

D3

Illinois State Library

Jesse White • Secretary of State and State Librarian
Anne Craig, Director

This Week at the Illinois State Library

February 3, 2012

Future of Resource Sharing Committee

The first meeting of the Future of Resource Sharing Committee was held at the State Library this week. The group, chaired by Mary Konkel, head of Technical Services for the College of DuPage, represents a wide range of multi-type Illinois libraries and consortial catalog groups. Much of this week's discussion focused on the challenges of selecting the best resource sharing solutions in the midst of evolving technologies. One example of this shifting paradigm is how the proliferation of e-book subscriptions changes the role of libraries from collectors of tangible items to access providers of digital information.

In the coming months, the committee will examine existing automated library service options, new vendor platforms, open source software and cloud computing options. Recommendations made by the Committee will assist the Illinois State Library in determining the services and features necessary for meeting the changing resource sharing needs of Illinois libraries.

D4

Illinois Library Day 2012

18 April 2012 | Springfield, IL

Mark your calendar for Illinois Library Day, Wednesday, 18 April 2012!

In these difficult economic times, libraries of all types are needed more than ever. And our library customers, students, and communities need us to speak up for the incredible role of libraries in supporting education, workforce development, and competitive colleges and universities.

ILA's Illinois Library Day is a day of advocacy held in Springfield. It is a time for library supporters to "talk up" libraries with visits to elected officials at the Capitol. Illinois Library Day is held during the state legislative session and includes training and special briefings the evening before the full day of visits.



Illinois Library
Association

Accommodations

ILA has reserved a block of rooms at the State House Inn, 101 East Adams, Springfield, IL 62701; phone: (217) 528-5100 reservations; fax: (217) 528-4358; room rate: \$98.99 single or double (12 percent hotel tax not included).

Room rates include in-room high-speed Internet access, parking, and a full American breakfast buffet daily. When making reservations, please mention the group block for the Illinois Library Association.

The cut-off date for reservations is Monday, 19 March 2012. At that time any unsold rooms will be released to the hotel for general sale. Reservations received after the cutoff date will be on a space-and-rate available basis only.

Remember to contact the hotel directly for room reservations!

Registration Information

ILA Member Registration: \$10
Non-Member Registration: \$20

\$35 for dinner on Tuesday, 17 April 2012, 7:00 P.M., at the State House Inn.

Midwest Buffet: roasted loin of pork, baked vegetarian lasagna, roasted redskin potatoes w/ parsley butter, Malibu blend of vegetables, fresh Caesar salad, rolls with butter, coffee, tea, and dessert. Price includes 20 percent gratuity. Dinner speaker: ILA Legislative Consultant Kip Kolkmeier.

Payment is required for online registration.

[Register Online Today!](#)

Alternatively, you may [download the registration form](#) to register by mail or fax.

Also, please download and distribute the [Illinois Library Day poster](#) here.

Interested in learning more about advocating for Illinois Libraries? Visit the new [ILA Legislative Action Network](#) website and download the new [Legislative Toolkit](#) and access other resources.

E1

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of January 18, 2012

**Board of Trustees Regular Meeting
January 18, 2012 – 7 p.m.**

A. Roll Call

President Megaridis called the meeting to order at 7:14 p.m. Secretary Suriano called the roll.
Present: Marian Krupicka, Crystal Megaridis, Paul Oggerino, Luanne Spiros, Victoria Suriano
Absent: Jo Ann Schusterich, Robert Thomas
Staff Present: Jamie Bukovac, Maria Wlosinski
Others:

President Megaridis asked for additions and/or corrections to the agenda. Bukovac asked for one addition to Communications and Announcements, D13 ILA 22nd Presidents' Day Legislative Breakfast.

- B. Mission Statement: Secretary Suriano read the library mission statement. We enrich peoples' lives by providing opportunities to explore, connect, and be inspired.

Vision Statement: Secretary Suriano read the library vision statement. Our community depends upon the Indian Prairie Public Library District as a vital and trusted resource for achieving personal goals and enhancing quality of life. With welcoming, state-of-the-art service, the library is an essential center of learning, inspiration, and community pride.

- C. Public Comment - none

D. Communications and Announcements

1. Madigan to Elected Official re: Open Meetings Act Training
2. Ritzman to Public Library Clients re: OMA Library Trustee Training
3. Ritzman to Public Library Clients re: Employee Compensation Posting
4. Ritzman to Public Library Clients re: "At Will" Employment
5. Ritzman to Public Library Clients re: Publication of Annual Treasurer's Report
6. Dubman to Bukovac re: Darien Committee for Intergovernmental Coordination
7. Women of the Moose to Dzierzbicki re: Donation
8. Bukovac to Women of the Moose re: Donation
9. Giragosian to Birmingham re: Neverly Brothers Performance
10. Burr Ridge Patch re: Referendum for Gower District
11. Darien Patch re: Property Tax Assessments
12. ILA Trustee Workshop Feb. 4, 2012
13. ILA 22nd Presidents' Day Legislative Breakfast

There was discussion regarding Items D1 and D3. With respect to Item D4, Bukovac said that our current language for the employee acknowledgment is fine but she would like to follow the new sample to strengthen the language so she will bring it to the policy committee. The new law regarding publication of the annual Treasurer's Report will save us money since we will only be required to publish a Notice of Availability of Audit Report.

E. Omnibus Consent Agenda

1. Minutes of Truth in Taxation Hearing and Regular Board Meeting, November 16, 2011
 2. Treasurer's Report
 3. Action on Bill/Additional Bills
 4. Statement of Receipts and Disbursements for Fiscal Period July 1, 2011 Through December 31, 2011
 5. Minutes from Art Committee Meeting, November 30, 2011
- Backup for Items F2 and F3 was distributed tonight. There was no information for Item F4 due to a software problem and it was deleted from the Omnibus Consent Agenda. It will be on next month's agenda. Suriano moved, Spiros seconded to set the Omnibus Consent Agenda. Roll call vote. Motion carried unanimously. Krupicka moved, Oggerino seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda – Item F4

G. Library Director's Report

Bukovac distributed a sample thank-you letter to the Strategic Plan stakeholders that would be mailed out with the brochure; the brochure will be ready in two weeks. The survey results will be on our website. With respect to the Youth Services monthly report, Bukovac noted that we are focusing on our junior age level. This includes highlighting a special CD and DVD collection for them and the start of a new 4th-6th grade advisory board. Bukovac gave a SWAN update. They had their quarterly meeting in December. Changes made by the SWAN Director resulted in a savings of \$278,000 in the last year. These savings resulted from a reorganization and the laying off of five people last spring which resulted in a savings of \$218,000. There was no negative impact on service and the staff has become more productive. Another \$60,000 savings resulted from the restructuring of two contracts. Based on these savings, SWAN will take on paying the Director's salary, will be hiring an office manager and managing their own staff as staff have always been managed by the system. SWAN is also reviewing their investments. Three new services will be coming soon: the ability for patrons to freeze their holds while on vacation; the ability for patrons to track items they're interested in (my list); preferred search – patrons will be notified by e-mail when new items are available that pertain to their preferred searches.

H. Staff Report - none

I. Reports

1. WB/BR Chamber of Commerce – Cigler's report is in the packet.
2. Darien Chamber of Commerce – Cigler's report is in the packet.
3. RAILS Board - (no report)
4. Building and Grounds - (no report)
5. Finance Committee – (no report)
6. Plan/Annexation Committee (no report)
7. Policy Committee (no report)

J. Unfinished Business - none

K. New Business

1. Days Closed Policy – Megaridis told the Board that she asked Bukovac to gather information regarding our days closed policy because concern had been expressed to her over the fact that we were closed six out of ten days during the recent Christmas/New Year holiday. Krupicka pointed out that this was due to Christmas and New Year falling on a

Sunday. As a result, the legal holiday was Monday and this only happens once every six years. Spiros said that the library needed to be available to the community and she felt strongly that the Board needed to determine whether the library was currently available enough hours to the community. Discussion included the library's limited hours during Darien Fest, its closure on Christmas Eve and New Year's Eve, and its closure on the Sundays before Memorial Day and Labor Day. Bukovac pointed out that other libraries do not have a community festival to contend with as we do so it wasn't fair to consider those closures when comparing our days closed calendar to other libraries in the area. Krupicka explained that we used to be open regular hours during Darien Fest but it was very problematic for patrons who wanted to visit the library but were unable to find parking; they became aggravated and the experience created ill will. Bukovac also pointed out that some area libraries might not be open year-round on Sundays as we are; she will gather that information. Suriano and Oggerino said any changes to the days off calendar would impact employee benefits and this would need to be taken into consideration. After much discussion, the Board agreed to have the Policy Committee study the library's days closed calendar and the personnel policy in that context.

2. Digital Board Packets – The Trustees agreed that they would like to receive digital board packets. They would like to receive them in a format that would allow them to incorporate notes.
3. Audit for Fiscal Year 2010/2011 – There were no comments or questions from the Board.

L. Scheduled Meetings

Building and Grounds Committee – Bukovac discussed possible dates with Suriano and Oggerino; she will contact Schusterich who was absent tonight.

Policy Committee – Bukovac and Krupicka discussed dates. Bukovac will contact Schusterich and Thomas who were absent tonight.

- M. At 8:30 p.m. Suriano moved, Spiros seconded to go into Closed Session as allowed by 5ILCS, Act 120/2 (c) (21) Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Open Meetings Act. Roll call vote. Ayes: Krupicka, Megaridis, Oggerino, Spiros, Suriano. Nays: None. Absent: Schusterich, Thomas. Motion carried unanimously.

N. Return to Open Session and Report of Any Action Taken

At 8:35 p.m. Krupicka moved, Suriano seconded to go back into open session. Roll call vote. Motion carried unanimously. Spiros moved, Oggerino seconded to approve the closed session minutes dated January 19, 2011 and October 19, 2011. Motion carried unanimously. Spiros moved, Oggerino seconded to keep all closed session minutes closed. Motion carried unanimously.

- O. At 8:37 p.m. Suriano moved, Krupicka seconded to go into Closed Session as allowed by 5ILCS, Act 120/2 (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity (Annual Review of Library Director). Roll call vote. Ayes: Krupicka, Megaridis, Oggerino, Spiros, Suriano. Nays: None. Absent: Schusterich, Thomas. Motion carried unanimously.

P. Return to Open Session and Report of Any Action Taken

At 9:09 p.m. Suriano moved, Spiros seconded to go back in to open session. Suriano moved, Spiros seconded to increase the Director's salary to \$107,500 and to award a bonus of

\$2,000. Motion carried unanimously.

Q. Community Events

R. Library Events

1. Midterm Exam Cram, January 18, 11 a.m.
2. Doodle Away, January 19, 7 p.m.
3. Book Discussion, *Tourist Season* by Carl Hiaasen, January 19, 7 p.m. at Downers Grove Wine Shop
4. R U Game, January 20, 1 p.m.
5. Facebook for Beginners, January 24, 1 p.m.
6. Computers for Beginners, January 24, 3:30 p.m.
7. Intro to Word 2010, January 24, 6 p.m.
8. After School Chess, January 26, 3:45 p.m.
9. Intro to Excel 2010, January 26, 6 p.m.
10. Journey to Japan, January 29, 2 p.m.
11. Kaplan Test Strategies Workshop, January 30, 7 p.m.
12. Computers for Beginners, January 31, 3:30 p.m.
13. Intro to Word 2010, January 31, 6 p.m.
14. Computers for Beginners, February 2, 1 p.m.
15. Internet for Beginners, February 2, 3:30 p.m.
16. Intro to Excel 2010, February 2, 6 p.m.
17. Story Time Sign Up Social, February 7, 9 a.m.
18. It's All About the Cupcake, February 7, 7 p.m.
19. Elder Care Issues, February 8, 1 p.m.
20. Book Discussion, *The Saffron Kitchen* by Yasmin Crowther, February 8, 7:30 p.m.
21. Computers for Beginners, February 9, 1 p.m.
22. Internet for Beginners, February 9, 3:30 p.m.
23. After School Chess, February 9, 3:45 p.m.
24. What You Need to Know-College of DuPage, February 9, 5 p.m.
25. Facebook for Beginners, February 9, 6 p.m.
26. Intro to Excel 2010, February 14, 3:30 p.m.
27. Intro to PowerPoint 2010, February 14, 6 p.m.

S. Adjournment

At 9:10 p.m. Suriano moved, Spiros seconded to adjourn the meeting. All ayes.
Motion carried unanimously.

Victoria Suriano, Secretary

Balance on hand as of December 31, 2011	2,843,434.58
Cash Receipts for January.....	48,735.59
Cash Disbursements for January.....	214,728.53
Cash on hand as of January 31, 2012.....	2,677,441.64

Illinois Funds (Money Market) - Average Monthly Rate 0.097%

General	\$525,677.34
Special Reserve	20,924.33
Working Cash.....	314.77
Bond	28,559.79
Children's Endowment.....	2,882.50
Endowment	11,157.22
<u>MPI Investments</u>	1,137,911.02

JP Morgan Chase - Savings - Rate .16%

General.....	\$401,710.22
--------------	--------------

Working Cash Fund

MPI Investments	383,747.93
IIIT	2,182.99
JP Morgan Chase - Checking - Rate .10%	
General	34,720.74
Hinsdale Bank & Trust - Checking	127,048.79
Petty Cash	200.00
Petty Cash/Circulation	404.00
Balances as of January 31, 2012	\$ 2,677,441.64

FUND BALANCES AS OF 01/31/12

Corporate Fund.....	2,009,320.60
Building & Maintenance Fund	102,194.10
I.M.R.F. Fund.....	11,451.36
Liability Fund	12,426.40
Social Security Fund	8,606.89
Special Reserve Fund.....	22,048.23
Working Cash Fund	384,149.99
Bond Fund	69,108.74
Misc. Balance Sheet Accounts from all Funds.....	58,135.33
Grand Total All Funds	\$ 2,677,441.64

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

PRCT. OF YR: 58.33

RUN: 02/10/12 2:51PM

CONSOLIDATED REVENUE REPORT FOR JANUARY, 2012

PAGE: 1

ACCT.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	PRCT. COLL.	BUDGETED RECEIPTS	UNCOLLECTED RECEIPTS
<u>PROPERTY TAXES & TAX LEVY INTEREST</u>						
110	PROPERTY TAXES	25,358.48	3,049,106.93	98.90	3,083,164.00	34,057.07
111	BOND PROPERTY TAXES	4,102.97	245,907.84	50.43	487,655.00	241,747.16
115	NON-CURRENT PROPERTY TAXES	31.79	1,883.89	376.78	500.00	-1,383.89
310	INTEREST-TAX LEVY	0.28	18.97	9.48	200.00	181.03
TOTAL	PROPERTY TAXES & TAX LEVY INTEREST	29,493.52	3,296,917.63	92.31	3,571,519.00	274,601.37
<u>INTERGOVERNMENTAL</u>						
220	PER CAPITA GRANT	0.00	0.00	0.00	44,000.00	44,000.00
TOTAL	INTERGOVERNMENTAL	0.00	0.00	0.00	44,000.00	44,000.00
<u>INTEREST</u>						
320	INTEREST-ALL OTHER FUNDS	108.65	3,174.92	158.75	2,000.00	-1,174.92
70-350	INTEREST - INVESTMENT	1.71	6.88	0.00	0.00	-6.88
80-350	INTEREST - INVESTMENT	0.02	0.07	0.00	0.00	-0.07
90-350	INTEREST - INVESTMENT	2.32	108.84	36.28	300.00	191.16
TOTAL	INTEREST	112.70	3,290.71	143.07	2,300.00	-990.71
<u>DESK MONIES</u>						
510	COPIER	1,062.66	7,940.03	52.93	15,000.00	7,059.97
520	FINES/FEES	6,288.79	33,804.31	58.28	58,000.00	24,195.69
525	GIFTS/DONATIONS	25.00	1,495.00	74.75	2,000.00	505.00
530	LOST MATERIALS	628.70	6,480.39	54.00	12,000.00	5,519.61
535	NON-RESIDENT FEES	6,450.08	49,910.08	58.72	85,000.00	35,089.92
540	VIDEO RENTAL	717.55	6,935.07	86.69	8,000.00	1,064.93
545	BOOK RENTAL	247.05	1,656.35	55.21	3,000.00	1,343.65
10-555	MEETING ROOM RENTAL	0.00	25.00	0.00	0.00	-25.00
TOTAL	DESK MONIES	15,419.83	108,246.23	59.15	183,000.00	74,753.77
<u>OTHER INCOME</u>						
670	MISCELLANEOUS	136.47	629.00	20.97	3,000.00	2,371.00
TOTAL	OTHER INCOME	136.47	629.00	20.97	3,000.00	2,371.00
GRAND TOTAL		45,162.52	3,409,083.57	89.62	3,803,819.00	394,735.43

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

PRCT. OF YR: 58.33

RUN: 02/10/12 2:55PM

CONSOLIDATED EXPENDITURES REPORT FOR JANUARY, 2012

PAGE: 1

ACCT. NO.	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>PERSONNEL</u>								
110	SALARIES-REGULAR HOURS	128,859.12	955,932.31	53.06	1,801,734.00	845,801.69	49.17	1,944,320.70
120	SALARIES-SUNDAY HOURS	2,271.52	26,940.94	53.88	50,000.00	23,059.06	0.00	0.00
130	BENEFITS-MEDICAL/LIFE INS.	5,892.97	45,981.79	45.08	102,000.00	56,018.21	35.37	130,000.00
135	EMPLOYEE ASSISTANCE PROGRAM	2,500.00	2,500.00	100.00	2,500.00	0.00	83.33	3,000.00
140	BENEFITS-IMRF	13,260.53	92,514.10	53.94	171,500.00	78,985.90	48.69	190,000.00
145	BENEFITS - FICA	9,904.53	74,384.36	52.51	141,657.00	67,272.64	49.59	150,000.00
185	STAFF DEVELOPMENT	2,173.04	12,637.13	76.59	16,500.00	3,862.87	50.55	25,000.00
192	RECRUITMENT	0.00	0.00	0.00	1,000.00	1,000.00	0.00	2,000.00
193	BOARD DEVELOPMENT	306.00	501.00	50.10	1,000.00	499.00	33.40	1,500.00
196	WORKERS' COMPENSATION	0.00	8,318.00	118.83	7,000.00	-1,318.00	97.86	8,500.00
197	UNEMPLOYMENT INSURANCE	0.00	693.73	28.91	2,400.00	1,706.27	13.87	5,000.00
**TOTAL	PERSONNEL	165,167.71	1,220,403.36	53.12	2,297,291.00	1,076,887.64	49.62	2,459,320.70
<u>MATERIALS</u>								
210	BOOKS	13,915.42	136,559.00	55.36	246,675.00	110,116.00	54.62	250,000.00
220	PERIODICALS	168.86	25,592.78	67.62	37,850.00	12,257.22	63.98	40,000.00
230	AUDIO	3,441.23	22,746.38	43.37	52,450.00	29,703.62	40.62	56,000.00
240	VIDEO	4,721.70	32,812.74	68.43	47,950.00	15,137.26	63.10	52,000.00
250	MULTI MEDIA	30.92	434.88	96.64	450.00	15.12	62.13	700.00
255	LIFE SKILLS/ESL	113.50	2,559.00	96.57	2,650.00	91.00	85.30	3,000.00
260	GOVT. DOCUMENTS	0.00	0.00	0.00	0.00	0.00	0.00	500.00
270	ELECTRONIC REFERENCE RESOURCES	0.00	60,910.46	92.29	66,000.00	5,089.54	87.01	70,000.00
282	SOFTWARE-CD ROM CIRC. COLLECTION	314.72	773.03	22.09	3,500.00	2,726.97	15.46	5,000.00
290	PROCESSING SUPPLIES	1,236.96	12,732.47	57.87	22,000.00	9,267.53	50.93	25,000.00
**TOTAL	MATERIALS	23,943.31	295,120.74	61.54	479,525.00	184,404.26	58.77	502,200.00
<u>BUILDING</u>								
300	BUILDING	810.00	810.00	0.00	0.00	-810.00	0.54	150,000.00
305	CLEANING SERVICE	5,110.80	33,872.15	67.74	50,000.00	16,127.85	52.11	65,000.00
321	GAS	2,015.91	6,192.71	38.70	16,000.00	9,807.29	0.00	0.00
322	ELECTRIC	0.00	39,340.89	54.64	72,000.00	32,659.11	0.00	0.00
323	TELEPHONE	60.00	3,226.28	35.85	9,000.00	5,773.72	26.89	12,000.00
324	WATER/SEWER	-529.00	2,452.32	81.74	3,000.00	547.68	0.00	0.00
325	GARBAGE DISPOSAL	198.29	1,388.03	46.27	3,000.00	1,611.97	27.76	5,000.00
340	MAINTENANCE SUPPLIES	759.98	5,260.61	36.28	14,500.00	9,239.39	26.30	20,000.00
345	BUILDING MAINT. AND REPAIRS	2,152.81	26,505.28	66.26	40,000.00	13,494.72	44.18	60,000.00
355	SECURITY SYSTEM MONITORING	60.00	1,045.40	149.34	700.00	-345.40	69.69	1,500.00
360	PROPERTY MAINTENANCE	914.65	7,116.64	33.89	21,000.00	13,883.36	20.33	35,000.00
**TOTAL	BUILDING	11,553.44	127,210.31	55.50	229,200.00	101,989.69	36.50	348,500.00
<u>OPERATIONS</u>								
410	SUPPLIES - OFFICE	1,121.91	5,513.00	41.14	13,400.00	7,887.00	34.46	16,000.00
422	PHOTOCOPY SUPPLIES	127.96	618.82	12.38	5,000.00	4,381.18	10.31	6,000.00
425	PATRON CARD SUPPLIES	0.00	3,699.24	92.48	4,000.00	300.76	73.98	5,000.00
450	POSTAGE	822.02	3,850.42	48.13	8,000.00	4,149.58	35.00	11,000.00
460	NON-PAYMENT REIMBURSEMENT	0.00	1,645.56	47.02	3,500.00	1,854.44	27.43	6,000.00
470	TRAVEL	48.29	349.52	58.25	600.00	250.48	34.95	1,000.00
480	ORGANIZATIONAL MEMBERSHIPS	0.00	640.00	49.23	1,300.00	660.00	32.00	2,000.00

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

PRCT. OF YR: 58.33

RUN: 02/10/12 2:55PM

CONSOLIDATED EXPENDITURES REPORT FOR JANUARY, 2012

PAGE: 2

ACCT. NO.	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
490	BANK FEES	158.48	1,431.26	71.56	2,000.00	568.74	47.71	3,000.00
**TOTAL	OPERATIONS	2,278.66	17,747.82	46.95	37,800.00	20,052.18	35.50	50,000.00
<u>AUTOMATION</u>								
510	SUPPLIES (INK CARTRIDGE)	488.83	5,072.08	63.40	8,000.00	2,927.92	42.27	12,000.00
511	AUTOMATION - PROF. SERVICES	0.00	5,022.00	50.22	10,000.00	4,978.00	41.85	12,000.00
520	PURCHASE OF EQUIPMENT	0.00	1,799.96	8.56	21,038.00	19,238.04	6.00	30,000.00
540	AUTOMATION EQUIPMENT MNT./REPAIR	0.00	5,042.59	336.17	1,500.00	-3,542.59	126.06	4,000.00
585	SOFTWARE	49.95	11,338.07	60.04	18,884.00	7,545.93	53.99	21,000.00
586	SWAN MAINTENANCE	0.00	22,367.00	50.25	44,510.00	22,143.00	47.59	47,000.00
587	SWAN DATABASE MAINTENANCE	0.00	6,984.50	49.74	14,043.00	7,058.50	45.06	15,500.00
590	TELECOMMUNICATIONS	222.11	2,918.82	57.80	5,050.00	2,131.18	48.65	6,000.00
595	NEW TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0.00	8,000.00
**TOTAL	AUTOMATION	760.89	60,545.02	49.21	123,025.00	62,479.98	38.94	155,500.00
<u>CONTRACTUAL SERVICES</u>								
610	GENERAL PROFESSIONAL SERVICES	1,271.93	4,944.06	61.80	8,000.00	3,055.94	41.20	12,000.00
612	LEGAL	0.00	1,026.00	14.66	7,000.00	5,974.00	8.55	12,000.00
616	AUDIT	0.00	2,725.00	109.00	2,500.00	-225.00	68.13	4,000.00
630	CREDIT BUREAU	71.60	664.40	44.29	1,500.00	835.60	33.22	2,000.00
640	EQUIPMENT-MAINTENANCE REPAIRS	0.00	0.00	0.00	800.00	800.00	0.00	1,200.00
642	EQUIPMENT-MAINTENANCE CONTRACTS	211.43	1,716.97	28.62	6,000.00	4,283.03	26.41	6,500.00
643	EQUIPMENT-PHOTOCOPIER MAINT. CONTRAC	334.91	773.76	38.69	2,000.00	1,226.24	25.79	3,000.00
693	FEES - BOND REGISTRAR	0.00	200.00	40.00	500.00	300.00	0.00	0.00
**TOTAL	CONTRACTUAL SERVICES	1,889.87	12,050.19	42.58	28,300.00	16,249.81	29.61	40,700.00
<u>INSURANCE</u>								
715	BONDING	0.00	0.00	0.00	2,000.00	2,000.00	0.00	3,000.00
720	OFFICERS & DIRECTORS LIABILITY	0.00	1,000.00	100.00	1,000.00	0.00	50.00	2,000.00
725	UMBRELLA LIABILITY	0.00	2,678.00	92.34	2,900.00	222.00	0.00	0.00
**TOTAL	INSURANCE	0.00	18,253.00	87.33	20,900.00	2,647.00	70.20	26,000.00
<u>PUBLIC INFORMATION</u>								
810	MARKETING	0.00	10,383.60	46.15	22,500.00	12,116.40	43.27	24,000.00
815	ADVERTISING	0.00	1,033.90	39.77	2,600.00	1,566.10	29.54	3,500.00
816	MARKETING SUPPLIES	91.26	757.83	37.89	2,000.00	1,242.17	25.26	3,000.00
817	MARKETING - INFORMATIONAL PRINTING	124.48	1,624.39	26.20	6,200.00	4,575.61	21.66	7,500.00
830	LEGAL NOTICES	0.00	1,803.60	90.18	2,000.00	196.40	60.12	3,000.00
840	SPECIAL EVENTS	756.86	7,534.72	35.54	21,200.00	13,665.28	25.12	30,000.00
**TOTAL	PUBLIC INFORMATION	972.60	23,138.04	40.95	56,500.00	33,361.96	32.59	71,000.00
<u>CAPITAL OUTLAY AND CONTINGENCY</u>								
902	BUILDING IMPROVEMENTS	7,743.50	15,487.00	0.00	0.00	-15,487.00	0.00	0.00
970	SPECIAL RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00
980	BOND INTEREST AND PRINCIPAL	0.00	463,763.13	97.29	476,685.63	12,922.50	94.65	490,000.00
995	CONTINGENCIES	354.79	10,036.69	28.66	35,022.35	24,985.66	10.04	100,000.00
**TOTAL	CAPITAL OUTLAY AND CONTINGENCY	8,098.29	489,286.82	95.62	511,707.98	22,421.16	70.91	690,000.00
GRAND TOTAL		214,664.77	2,263,755.30	59.82	3,784,248.98	1,520,493.68	52.12	4,343,220.70

ACTION ON BILLS January 2012

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
General Checking		
Bills for Approval	42077-42132	\$ 63,122.13
Salaries for December	33887 thru 33924	\$ 86,632.25
	&	
Direct Deposits	12812 thru 12948	\$ 9,813.70
	TOTAL	\$ 159,568.08

Additional Bills
(Distributed at
Board Meeting)

----- thru -----

MONTH'S TOTAL

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

ACCOUNTS PAYABLE & PAYROLL DEDUCTIONS/EXPENSE CHECKS FOR JANUARY, 2012

RUN: 02/10/12 1:20PM

(JP MORGAN CHASE)

PAGE: 1

VENDOR	VENDOR NAME	BANK	DATE	CHECK NO.	CHECK AMT.	NON-CHECK DB	TOTAL
1995	PETTY CASH-STACY PALMISANO	1	01/31/12	42077	183.72		183.72
TOTAL JP MORGAN CHASE (CKS: 1)					183.72		183.72

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

ACCOUNTS PAYABLE & PAYROLL DEDUCTIONS/EXPENSE CHECKS FOR FEBRUARY, 2012

RUN: 02/01/12 1:11PM

(JP MORGAN CHASE)

PAGE: 1

VENDOR	VENDOR NAME	BANK	DATE	CHECK NO.	CHECK AMT.	NON-CHECK DB	TOTAL
3250	ACCOMTEMS	1	02/01/12	42078	547.80		547.80
36	ACCUCUT	1	02/01/12	42079	47.00		47.00
170	APPLE BOOKS	1	02/01/12	42080	66.36		66.36
3131	AUDIOGO	1	02/01/12	42081	489.57		489.57
226	BAKER & TAYLOR	1	02/01/12	42082	3,960.85		3,960.85
229	BAKER & TAYLOR ENTERTAINMENT	1	02/01/12	42083	1,657.99		1,657.99
395	BUSINESS CARD	1	02/01/12	42084	4,430.66		4,430.66
2926	CALL ONE	1	02/01/12	42085	635.23		635.23
3268	CAMBRIDGE UNIVERSITY PRESS	1	02/01/12	42086	12.09		12.09
460	CASE LOTS INC.	1	02/01/12	42087	18.90		18.90
558	COLONIAL LIFE & ACCIDENT INSURANCE CO.	1	02/01/12	42088	47.32		47.32
3040	COMCAST CABLE	1	02/01/12	42089	126.90		126.90
698	DECISIONS SYSTEMS, CO.	1	02/01/12	42090	200.00		200.00
709	DEMCO	1	02/01/12	42091	1,389.67		1,389.67
732	DISTINCTIVE INTERIORS	1	02/01/12	42092	35.00		35.00
2884	DOCUMENTATION ADMINISTRATION CORP.	1	02/01/12	42093	5,093.50		5,093.50
3248	DOWNERS GROVE SOUTH HIGH SCHOOL	1	02/01/12	42094	120.00		120.00
772	DUPAGE COUNTY PUBLIC WORKS	1	02/01/12	42095	418.15		418.15
3280	EASY ENGLISH NEWS	1	02/01/12	42096	76.00		76.00
2939	EXELON ENERGY INC.	1	02/01/12	42097	4,917.68		4,917.68
914	FLOSSMOOR PUBLIC LIBRARY	1	02/01/12	42098	22.00		22.00
930	FOX VALLEY FIRE & SAFETY CO.	1	02/01/12	42099	2,644.00		2,644.00
956	GALE	1	02/01/12	42100	255.34		255.34
970	GARVEY'S OFFICE PRODUCTS	1	02/01/12	42101	453.89		453.89
978	GAYLORD BROS.	1	02/01/12	42102	199.00		199.00
3143	GENERAL REVENUE CORPORATION	1	02/01/12	42103	117.50		117.50
1054	GUARDIAN	1	02/01/12	42104	449.19		449.19
3281	LURIE GUEST	1	02/01/12	42105	750.00		750.00
1096	HEALTH CONCEPTS, LLC	1	02/01/12	42106	99.00		99.00
1097	HEALTHCARE SERVICE CORPORATION	1	02/01/12	42107	6,858.82		6,858.82
1163	HORIZON PUBLISHING COMPANY	1	02/01/12	42108	20.95		20.95
1268	INGRAM LIBRARY SERVICES	1	02/01/12	42109	7.18		7.18
3003	KAPCO	1	02/01/12	42110	594.12		594.12
3010	KROESCHELL, INC.	1	02/01/12	42111	2,816.03		2,816.03
1425	LACONI-RASS	1	02/01/12	42112	15.00		15.00
3155	MICROMAPS LIMITED	1	02/01/12	42113	1,188.00		1,188.00
3282	MIDWEST EXTERMINATING COMPANY	1	02/01/12	42114	290.00		290.00
2831	MIDWEST LASER SPECIALISTS	1	02/01/12	42115	104.00		104.00
1691	MIDWEST TAPE	1	02/01/12	42116	600.93		600.93
2611	NATIONWIDE RETIREMENT SOLUTIONS	1	02/01/12	42117	610.00		610.00
1812	NCPERS GROUP LIFE INSURANCE	1	02/01/12	42118	96.00		96.00
521	CHRISTINE NIELS	1	02/01/12	42119	36.07		36.07
3094	PC MALL GOV	1	02/01/12	42120	73.18		73.18
2089	QUILL CORPORATION	1	02/01/12	42121	452.74		452.74
2109	RANDOM HOUSE, INC.	1	02/01/12	42122	138.00		138.00
2125	RECORDED BOOKS, LLC	1	02/01/12	42123	308.93		308.93
2134	REGENT BOOK CO.	1	02/01/12	42124	128.55		128.55
2144	RESEARCH TECHNOLOGY INTERNATIONAL CO.	1	02/01/12	42125	384.95		384.95
3283	RUNCO OFFICE SUPPLY	1	02/01/12	42126	110.97		110.97
2308	SHOWCASES	1	02/01/12	42127	172.15		172.15
2415	SUBURBAN DOOR CHECK & LOCK SERVICE	1	02/01/12	42128	713.00		713.00
3270	SWAN	1	02/01/12	42129	14,788.25		14,788.25
2489	THE THEATRE OF WESTERN SPRINGS	1	02/01/12	42130	200.00		200.00
3182	U.S. POSTAL SERVICE (POSTAGE-BY-PHONE)	1	02/01/12	42131	2,000.00		2,000.00

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

ACCOUNTS PAYABLE & PAYROLL DEDUCTIONS/EXPENSE CHECKS FOR FEBRUARY, 2012

RUN: 02/01/12 1:11PM

(JP MORGAN CHASE)

PAGE: 2

VENDOR	VENDOR NAME	BANK	DATE	CHECK NO.	CHECK AMT.	NON-CHECK DB	TOTAL
2621	VANTAGEPOINT TRANSFER AGENTS - 457	1	02/01/12	42132	950.00		950.00
TOTAL JP MORGAN CHASE (CKS: 55)					62,938.41		62,938.41

Bills for approval – Electronic Payments & Automatic Withdrawals

January 2012

Vendor	Purpose	Date Paid	Amount Paid
EFTPS-Federal	Payroll taxes	01/06/12	14,531.51
EFTPS-Federal	Payroll taxes	01/20/12	14,915.53
EFTPS-State	Payroll taxes	01/06/12	2,792.15
EFTPS-State	Payroll taxes	01/20/12	2,894.16
AT&T	Internet	01/11/12	222.11
Nicor	Gas	01/18/12	2,015.91
IMRF	Payroll pension	01/20/12	17,547.37
Dupage Credit Union	Payroll Deductions	01/06/12	1,225.00
Dupage Credit Union	Payroll Deductions	01/20/12	1,250.00
US Bank	Credit Card Fee	01/04/12	138.48
Hinsdale Bank	Fee-direct deposit	01/04/12	20.00

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

ACCOUNTS PAYABLE & PAYROLL DEDUCTIONS/EXPENSE CHECKS FOR FEBRUARY, 2012

RUN: 02/15/12 1:53PM

(JP MORGAN CHASE)

PAGE: 1

VENDOR	VENDOR NAME	BANK	DATE	CHECK NO.	CHECK AMT.	NON-CHECK DB	TOTAL
3250	ACCOMTEMP	1	02/15/12	42133	418.54		418.54
170	APPLE BOOKS	1	02/15/12	42134	89.10		89.10
3131	AUDIOGO	1	02/15/12	42135	119.85		119.85
40	AVCAFE	1	02/15/12	42136	153.44		153.44
226	BAKER & TAYLOR	1	02/15/12	42137	6,491.82		6,491.82
229	BAKER & TAYLOR ENTERTAINMENT	1	02/15/12	42138	2,640.58		2,640.58
293	BLACKSTONE AUDIO, INC.	1	02/15/12	42139	10.00		10.00
327	BOOKPAGE	1	02/15/12	42140	456.00		456.00
339	BOTTOMLINE/PERSONAL	1	02/15/12	42141	39.00		39.00
3083	CABREANA AUDIO GROUP LLC	1	02/15/12	42142	180.32		180.32
3268	CAMBRIDGE UNIVERSITY PRESS	1	02/15/12	42143	12.09		12.09
415	CCH	1	02/15/12	42144	28.19		28.19
2898	CENTER POINT LARGE PRINT	1	02/15/12	42145	106.65		106.65
497	CHICAGO PUBLIC LIBRARY	1	02/15/12	42146	12.95		12.95
617	COSMOPOLITAN BUILDING SERVICES	1	02/15/12	42147	4,725.00		4,725.00
679	DARIEN PARK DISTRICT	1	02/15/12	42148	1,848.44		1,848.44
709	DEMCO	1	02/15/12	42149	278.20		278.20
2884	DOCUMENTATION ADMINISTRATION CORP.	1	02/15/12	42150	93.50		93.50
2939	EXELON ENERGY INC.	1	02/15/12	42151	4,498.20		4,498.20
3284	FANG-LING LIN-MILLMAN	1	02/15/12	42152	11.80		11.80
956	GALE	1	02/15/12	42153	483.82		483.82
970	GARVEY'S OFFICE PRODUCTS	1	02/15/12	42154	217.13		217.13
978	GAYLORD BROS.	1	02/15/12	42155	71.03		71.03
992	GLASS & MIRROR AMERICA	1	02/15/12	42156	365.00		365.00
1017	GRAINGER	1	02/15/12	42157	699.50		699.50
1042	GREY HOUSE PUBLISHING, INC.	1	02/15/12	42158	866.10		866.10
1048	GROOT INDUSTRIES, INC.	1	02/15/12	42159	197.41		197.41
1142	HINSDALE SOUTH HIGH SCHOOL STINGER	1	02/15/12	42160	35.00		35.00
1226	ILLINOIS LIBRARY ASSOCIATION	1	02/15/12	42161	125.00		125.00
2992	IMAGE SYSTEMS & BUSINESS SOLUTIONS, LLC	1	02/15/12	42162	241.92		241.92
1268	INGRAM LIBRARY SERVICES	1	02/15/12	42163	14.85		14.85
1424	LACONI-OPP	1	02/15/12	42164	15.00		15.00
3286	LEGOLAND DISCOVERY CENTER	1	02/15/12	42165	273.00		273.00
1519	LIMRICC UNEMPLOYMENT COMPENSATION GROUP	1	02/15/12	42166	427.66		427.66
1691	MIDWEST TAPE	1	02/15/12	42167	410.15		410.15
1722	SALLY MONKUS	1	02/15/12	42168	80.00		80.00
1909	OMNIGRAPHICS	1	02/15/12	42169	105.93		105.93
1998	PHILLIP'S INTERIOR PLANTS & DISPLAYS	1	02/15/12	42170	215.00		215.00
2089	QUILL CORPORATION	1	02/15/12	42171	432.94		432.94
2109	RANDOM HOUSE, INC.	1	02/15/12	42172	252.75		252.75
2125	RECORDED BOOKS, LLC	1	02/15/12	42173	790.59		790.59
3157	ROGERS VENDING CO, INC	1	02/15/12	42174	75.00		75.00
3283	RUNCO OFFICE SUPPLY	1	02/15/12	42175	287.83		287.83
2250	SCHOLASTIC LIBRARY PUBLISHING	1	02/15/12	42176	334.15		334.15
3285	SCOTPRESS PRINTING	1	02/15/12	42177	179.94		179.94
2364	SPECIALTY MAT SERVICE	1	02/15/12	42178	256.20		256.20
3270	SWAN	1	02/15/12	42179	114.90		114.90
2867	UNIQUE MANAGEMENT SERVICES, INC	1	02/15/12	42180	26.85		26.85
2746	WB/BR CHAMBER OF COMMERCE & INDUSTRY	1	02/15/12	42181	305.00		305.00
3060	WOLPER SUBSCRIPTION SERVICES INC	1	02/15/12	42182	617.95		617.95
2786	WORLD CHAMBER OF COMMERCE DIRECTORY	1	02/15/12	42183	49.00		49.00
3143	GENERAL REVENUE CORPORATION	1	02/15/12	42184	117.50		117.50
2611	NATIONWIDE RETIREMENT SOLUTIONS	1	02/15/12	42185	610.00		610.00
2621	VANTAGEPOINT TRANSFER AGENTS - 457	1	02/15/12	42186	975.00		975.00

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

ACCOUNTS PAYABLE & PAYROLL DEDUCTIONS/EXPENSE CHECKS FOR FEBRUARY, 2012

RUN: 02/15/12 1:53PM

(JP MORGAN CHASE)

PAGE: 2

VENDOR	VENDOR NAME	BANK	DATE	CHECK NO.	CHECK AMT.	NON-CHECK DB	TOTAL
3028	OVERDRIVE	1	02/15/12	42187	4,321.81		4,321.81
TOTAL JP MORGAN CHASE (CKS: 55)					36,804.58		36,804.58

INDIAN PRAIRIE PUBLIC LIBRARY TREASURER'S REPORT 11/30/11

ITEM E4

Balance on hand as of October 31, 2011	3,625,617.76
Cash Receipts for November	145,172.24
Cash Disbursements for November	242,215.30
Cash on hand as of November 30, 2011.....	3,528,574.70

Illinois Funds (Money Market) - Average Monthly Rate 0.072%

General	\$712,123.43
Special Reserve	20,921.26
Working Cash.....	314.73
Bond	485,132.85
Children's Endowment.....	2,882.09
Endowment	11,155.59
<u>MPI Investments</u>	1,137,911.02

JP Morgan Chase - Savings - Rate .16%

General.....	\$551,589.33
--------------	--------------

Working Cash Fund

MPI Investments	383,747.93
IIIT	2,182.99
JP Morgan Chase - Checking - Rate .10%	
General	64,449.89
Hinsdale Bank & Trust - Checking	155,559.59
Petty Cash	200.00
Petty Cash/Circulation	404.00
Balances as of November 30, 2011	\$ 3,528,574.70

FUND BALANCES AS OF 11/30/11

Corporate Fund.....	2,401,182.17
Building & Maintenance Fund	118,517.82
I.M.R.F. Fund.....	-926.54
Liability Fund.....	12,133.32
Social Security Fund	10,275.38
Special Reserve Fund.....	22,045.16
Working Cash Fund	384,149.95
Bond Fund	278,992.10
Misc. Balance Sheet Accounts from all Funds.....	302,205.34
Grand Total All Funds	\$ 3,528,574.70

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

PRCT. OF YR: 41.67

RUN: 01/16/12 7:25PM

CONSOLIDATED REVENUE REPORT FOR NOVEMBER, 2011

PAGE: 1

ACCT.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	PRCT. COLL.	BUDGETED RECEIPTS	UNCOLLECTED RECEIPTS
<u>PROPERTY TAXES & TAX LEVY INTEREST</u>						
110	PROPERTY TAXES	112,525.89	2,998,575.65	97.26	3,083,164.00	84,588.35
111	BOND PROPERTY TAXES	18,327.15	237,795.26	48.76	487,655.00	249,859.74
115	NON-CURRENT PROPERTY TAXES	0.00	1,498.50	299.70	500.00	-998.50
310	INTEREST-TAX LEVY	3.38	14.37	7.19	200.00	185.63
TOTAL	PROPERTY TAXES & TAX LEVY INTEREST	130,856.42	3,237,883.78	90.66	3,571,519.00	333,635.22
<u>INTERGOVERNMENTAL</u>						
220	PER CAPITA GRANT	0.00	0.00	0.00	44,000.00	44,000.00
TOTAL	INTERGOVERNMENTAL	0.00	0.00	0.00	44,000.00	44,000.00
<u>INTEREST</u>						
320	INTEREST-ALL OTHER FUNDS	127.61	2,947.93	147.40	2,000.00	-947.93
70-350	INTEREST - INVESTMENT	1.23	3.81	0.00	0.00	-3.81
80-350	INTEREST - INVESTMENT	0.01	0.03	0.00	0.00	-0.03
90-350	INTEREST - INVESTMENT	28.60	78.18	26.06	300.00	221.82
TOTAL	INTEREST	157.45	3,029.95	131.74	2,300.00	-729.95
<u>DESK MONIES</u>						
510	COPIER	1,008.72	5,888.12	39.25	15,000.00	9,111.88
520	FINES/FEES	798.45	23,731.99	40.92	58,000.00	34,268.01
525	GIFTS/DONATIONS	500.00	1,470.00	73.50	2,000.00	530.00
530	LOST MATERIALS	771.60	4,357.93	36.32	12,000.00	7,642.07
535	NON-RESIDENT FEES	4,368.00	36,812.00	43.31	85,000.00	48,188.00
540	VIDEO RENTAL	3,538.55	5,741.62	71.77	8,000.00	2,258.38
545	BOOK RENTAL	223.55	1,235.00	41.17	3,000.00	1,765.00
TOTAL	DESK MONIES	11,208.87	79,236.66	43.30	183,000.00	103,763.34
<u>OTHER INCOME</u>						
670	MISCELLANEOUS	231.90	484.53	16.15	3,000.00	2,515.47
TOTAL	OTHER INCOME	231.90	484.53	16.15	3,000.00	2,515.47
GRAND TOTAL		142,454.64	3,320,634.92	87.30	3,803,819.00	483,184.08

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

PRCT. OF YR: 41.67

RUN: 01/16/12 7:26PM

CONSOLIDATED EXPENDITURES REPORT FOR NOVEMBER, 2011

PAGE: 1

ACCT. NO.	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>PERSONNEL</u>								
110	SALARIES-REGULAR HOURS	136,296.35	691,727.72	38.39	1,801,734.00	1,110,006.28	35.58	1,944,320.70
120	SALARIES-SUNDAY HOURS	4,670.95	20,363.57	40.73	50,000.00	29,636.43	0.00	0.00
130	BENEFITS-MEDICAL/LIFE INS.	93.50	34,039.38	33.37	102,000.00	67,960.62	26.18	130,000.00
135	EMPLOYEE ASSISTANCE PROGRAM	0.00	0.00	0.00	2,500.00	2,500.00	0.00	3,000.00
140	BENEFITS-IMRF	13,111.03	66,351.49	38.69	171,500.00	105,148.51	34.92	190,000.00
145	BENEFITS - FICA	10,670.88	53,909.59	38.06	141,657.00	87,747.41	35.94	150,000.00
185	STAFF DEVELOPMENT	1,537.64	10,219.09	61.93	16,500.00	6,280.91	40.88	25,000.00
192	RECRUITMENT	0.00	0.00	0.00	1,000.00	1,000.00	0.00	2,000.00
193	BOARD DEVELOPMENT	0.00	195.00	19.50	1,000.00	805.00	13.00	1,500.00
196	WORKERS' COMPENSATION	0.00	8,318.00	118.83	7,000.00	-1,318.00	97.86	8,500.00
197	UNEMPLOYMENT INSURANCE	0.00	693.73	28.91	2,400.00	1,706.27	13.87	5,000.00
**TOTAL	PERSONNEL	166,380.35	885,817.57	38.56	2,297,291.00	1,411,473.43	36.02	2,459,320.70
<u>MATERIALS</u>								
210	BOOKS	32,215.44	107,857.26	43.72	246,675.00	138,817.74	43.14	250,000.00
220	PERIODICALS	257.00	14,243.39	37.63	37,850.00	23,606.61	35.61	40,000.00
230	AUDIO	4,488.25	15,048.85	28.69	52,450.00	37,401.15	26.87	56,000.00
240	VIDEO	4,599.37	23,480.11	48.97	47,950.00	24,469.89	45.15	52,000.00
250	MULTI MEDIA	0.00	403.96	89.77	450.00	46.04	57.71	700.00
255	LIFE SKILLS/ESL	0.00	1,181.64	44.59	2,650.00	1,468.36	39.39	3,000.00
260	GOVT. DOCUMENTS	0.00	0.00	0.00	0.00	0.00	0.00	500.00
270	ELECTRONIC REFERENCE RESOURCES	882.00	60,910.46	92.29	66,000.00	5,089.54	87.01	70,000.00
282	SOFTWARE-CD ROM CIRC. COLLECTION	0.00	321.58	9.19	3,500.00	3,178.42	6.43	5,000.00
290	PROCESSING SUPPLIES	2,045.42	9,898.95	45.00	22,000.00	12,101.05	39.60	25,000.00
**TOTAL	MATERIALS	44,487.48	233,346.20	48.66	479,525.00	246,178.80	46.46	502,200.00
<u>BUILDING</u>								
300	BUILDING	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00
305	CLEANING SERVICE	4,940.00	19,935.75	39.87	50,000.00	30,064.25	30.67	65,000.00
321	GAS	1,395.12	3,114.57	19.47	16,000.00	12,885.43	0.00	0.00
322	ELECTRIC	5,671.53	33,985.95	47.20	72,000.00	38,014.05	0.00	0.00
323	TELEPHONE	1,232.45	3,166.28	35.18	9,000.00	5,833.72	26.39	12,000.00
324	WATER/SEWER	99.00	1,892.85	63.10	3,000.00	1,107.15	0.00	0.00
325	GARBAGE DISPOSAL	197.41	990.57	33.02	3,000.00	2,009.43	19.81	5,000.00
340	MAINTENANCE SUPPLIES	770.30	4,315.92	29.76	14,500.00	10,184.08	21.58	20,000.00
345	BUILDING MAINT. AND REPAIRS	612.70	13,018.85	32.55	40,000.00	26,981.15	21.70	60,000.00
355	SECURITY SYSTEM MONITORING	0.00	457.40	65.34	700.00	242.60	30.49	1,500.00
360	PROPERTY MAINTENANCE	1,433.00	6,018.00	28.66	21,000.00	14,982.00	17.19	35,000.00
**TOTAL	BUILDING	16,351.51	86,896.14	37.91	229,200.00	142,303.86	24.93	348,500.00
<u>OPERATIONS</u>								
410	SUPPLIES - OFFICE	649.53	3,690.57	27.54	13,400.00	9,709.43	23.07	16,000.00
422	PHOTOCOPY SUPPLIES	0.00	490.86	9.82	5,000.00	4,509.14	8.18	6,000.00
425	PATRON CARD SUPPLIES	0.00	3,699.24	92.48	4,000.00	300.76	73.98	5,000.00
450	POSTAGE	3.29	2,526.80	31.59	8,000.00	5,473.20	22.97	11,000.00
460	NON-PAYMENT REIMBURSEMENT	97.00	1,460.13	41.72	3,500.00	2,039.87	24.34	6,000.00
470	TRAVEL	58.15	238.73	39.79	600.00	361.27	23.87	1,000.00
480	ORGANIZATIONAL MEMBERSHIPS	385.00	540.00	41.54	1,300.00	760.00	27.00	2,000.00

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

PRCT. OF YR: 41.67

RUN: 01/16/12 7:26PM

CONSOLIDATED EXPENDITURES REPORT FOR NOVEMBER, 2011

PAGE: 2

ACCT. NO.	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
490	BANK FEES	210.95	1,109.84	55.49	2,000.00	890.16	36.99	3,000.00
**TOTAL	OPERATIONS	1,403.92	13,756.17	36.39	37,800.00	24,043.83	27.51	50,000.00
<u>AUTOMATION</u>								
510	SUPPLIES (INK CARTRIDGE)	110.97	3,133.13	39.16	8,000.00	4,866.87	26.11	12,000.00
511	AUTOMATION - PROF. SERVICES	0.00	5,022.00	50.22	10,000.00	4,978.00	41.85	12,000.00
520	PURCHASE OF EQUIPMENT	130.49	1,799.96	8.56	21,038.00	19,238.04	6.00	30,000.00
540	AUTOMATION EQUIPMENT MNT./REPAIR	19.99	5,042.59	336.17	1,500.00	-3,542.59	126.06	4,000.00
585	SOFTWARE	1,015.00	11,168.18	59.14	18,884.00	7,715.82	53.18	21,000.00
586	SWAN MAINTENANCE	0.00	11,089.50	24.91	44,510.00	33,420.50	23.59	47,000.00
587	SWAN DATABASE MAINTENANCE	0.00	3,473.75	24.74	14,043.00	10,569.25	22.41	15,500.00
590	TELECOMMUNICATIONS	342.01	1,710.93	33.88	5,050.00	3,339.07	28.52	6,000.00
595	NEW TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0.00	8,000.00
**TOTAL	AUTOMATION	1,618.46	42,440.04	34.50	123,025.00	80,584.96	27.29	155,500.00
<u>CONTRACTUAL SERVICES</u>								
610	GENERAL PROFESSIONAL SERVICES	668.88	2,065.38	25.82	8,000.00	5,934.62	17.21	12,000.00
612	LEGAL	0.00	1,026.00	14.66	7,000.00	5,974.00	8.55	12,000.00
616	AUDIT	2,725.00	2,725.00	109.00	2,500.00	-225.00	68.13	4,000.00
630	CREDIT BUREAU	89.50	429.60	28.64	1,500.00	1,070.40	21.48	2,000.00
640	EQUIPMENT-MAINTENANCE REPAIRS	0.00	0.00	0.00	800.00	800.00	0.00	1,200.00
642	EQUIPMENT-MAINTENANCE CONTRACTS	263.02	1,314.92	21.92	6,000.00	4,685.08	20.23	6,500.00
643	EQUIPMENT-PHOTOCOPIER MAINT. CONTRAC	0.00	438.85	21.94	2,000.00	1,561.15	14.63	3,000.00
693	FEES - BOND REGISTRAR	0.00	200.00	40.00	500.00	300.00	0.00	0.00
**TOTAL	CONTRACTUAL SERVICES	3,746.40	8,199.75	28.97	28,300.00	20,100.25	20.15	40,700.00
<u>INSURANCE</u>								
715	BONDING	0.00	0.00	0.00	2,000.00	2,000.00	0.00	3,000.00
720	OFFICERS & DIRECTORS LIABILITY	0.00	1,000.00	100.00	1,000.00	0.00	50.00	2,000.00
725	UMBRELLA LIABILITY	0.00	2,678.00	92.34	2,900.00	222.00	0.00	0.00
**TOTAL	INSURANCE	0.00	18,253.00	87.33	20,900.00	2,647.00	70.20	26,000.00
<u>PUBLIC INFORMATION</u>								
810	MARKETING	1,661.27	6,848.87	30.44	22,500.00	15,651.13	28.54	24,000.00
815	ADVERTISING	0.00	963.90	37.07	2,600.00	1,636.10	27.54	3,500.00
816	MARKETING SUPPLIES	0.00	497.95	24.90	2,000.00	1,502.05	16.60	3,000.00
817	MARKETING - INFORMATIONAL PRINTING	326.03	1,499.91	24.19	6,200.00	4,700.09	20.00	7,500.00
830	LEGAL NOTICES	0.00	1,638.00	81.90	2,000.00	362.00	54.60	3,000.00
840	SPECIAL EVENTS	2,064.53	6,134.65	28.94	21,200.00	15,065.35	20.45	30,000.00
**TOTAL	PUBLIC INFORMATION	4,051.83	17,583.28	31.12	56,500.00	38,916.72	24.77	71,000.00
<u>CAPITAL OUTLAY AND CONTINGENCY</u>								
902	BUILDING IMPROVEMENTS	0.00	7,743.50	0.00	0.00	-7,743.50	0.00	0.00
970	SPECIAL RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00
980	BOND INTEREST AND PRINCIPAL	0.00	0.00	0.00	476,685.63	476,685.63	0.00	490,000.00
995	CONTINGENCIES	787.50	8,475.67	24.20	35,022.35	26,546.68	8.48	100,000.00
**TOTAL	CAPITAL OUTLAY AND CONTINGENCY	787.50	16,219.17	3.17	511,707.98	495,488.81	2.35	690,000.00
GRAND TOTAL		238,827.45	1,322,511.32	34.95	3,784,248.98	2,461,737.66	30.45	4,343,220.70

ACTION ON BILLS November 2011

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
General Checking		
Bills for Approval	41839-41881	\$ 39,830.53
Salaries for November	33810 thru 33847 &	\$ 11,357.32
Direct Deposits	12531 thru 12670	\$ 91,111.41
	TOTAL	\$ 142,299.26

Additional Bills
(Distributed at
Board Meeting)

----- thru -----

MONTH'S TOTAL

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT
 ACCOUNTS PAYABLE & PAYROLL DEDUCTIONS/EXPENSE CHECKS FOR NOVEMBER, 2011

RUN: 01/16/12 7:13PM

(JP MORGAN CHASE)

PAGE: 1

VENDOR	VENDOR NAME	BANK	DATE	CHECK NO.	CHECK AMT.	NON-CHECK DB	TOTAL
1995	PETTY CASH-STACY PALMISANO	1	11/22/11	41839	195.06		195.06
3250	ACCOMTEMP	1	11/22/11	41840	581.88		581.88
121	AMERICAN ASSN. OF INDIVIDUAL INVESTORS	1	11/22/11	41841	24.00		24.00
170	APPLE BOOKS	1	11/22/11	41842	4,273.78		4,273.78
3131	AUDIOGO	1	11/22/11	41843	57.43		57.43
226	BAKER & TAYLOR	1	11/22/11	41844	5,351.10		5,351.10
229	BAKER & TAYLOR ENTERTAINMENT	1	11/22/11	41845	1,671.76		1,671.76
3263	BECK AND ASSOCIATES	1	11/22/11	41846	750.00		750.00
2926	CALL ONE	1	11/22/11	41847	654.32		654.32
460	CASE LOTS INC.	1	11/22/11	41848	770.30		770.30
415	CCH	1	11/22/11	41849	97.50		97.50
421	CDW GOVERNMENT, INC.	1	11/22/11	41850	130.49		130.49
558	COLONIAL LIFE & ACCIDENT INSURANCE CO.	1	11/22/11	41851	47.32		47.32
3040	COMCAST CABLE	1	11/22/11	41852	119.90		119.90
709	DEMCO	1	11/22/11	41853	571.55		571.55
2884	DOCUMENTATION ADMINISTRATION CORP.	1	11/22/11	41854	93.50		93.50
3078	EVANCED SOLUTIONS, INC.	1	11/22/11	41855	1,402.50		1,402.50
2939	EXELON ENERGY INC.	1	11/22/11	41856	5,671.53		5,671.53
2852	FINDAWAY WORLD, LLC	1	11/22/11	41857	34.93		34.93
930	FOX VALLEY FIRE & SAFETY CO.	1	11/22/11	41858	79.15		79.15
956	GALE	1	11/22/11	41859	458.23		458.23
970	GARVEY'S OFFICE PRODUCTS	1	11/22/11	41860	124.34		124.34
978	GAYLORD BROS.	1	11/22/11	41861	185.00		185.00
3143	GENERAL REVENUE CORPORATION	1	11/22/11	41862	117.50		117.50
1048	GROOT INDUSTRIES, INC.	1	11/22/11	41863	197.41		197.41
1055	GUMDROP BOOKS	1	11/22/11	41864	4,691.31		4,691.31
2838	SARAH JOYNT	1	11/22/11	41865	74.84		74.84
1374	KEPNER + ASSOCIATES	1	11/22/11	41866	120.00		120.00
1606	MARSHALL CAVENDISH CORP.	1	11/22/11	41867	3,029.85		3,029.85
1691	MIDWEST TAPE	1	11/22/11	41868	807.97		807.97
3264	NAMI DUPAGE	1	11/22/11	41869	250.00		250.00
2611	NATIONWIDE RETIREMENT SOLUTIONS	1	11/22/11	41870	610.00		610.00
1906	OLLIS BOOK CORPORATION	1	11/22/11	41871	51.85		51.85
2032	POSTMASTER	1	11/22/11	41872	1,661.27		1,661.27
2109	RANDOM HOUSE, INC.	1	11/22/11	41873	298.50		298.50
2125	RECORDED BOOKS, LLC	1	11/22/11	41874	913.75		913.75
2268	SCOTPRESS PRINTING	1	11/22/11	41875	326.03		326.03
2468	TAYLOR & FRANCIS GROUP, LLC	1	11/22/11	41876	1,185.34		1,185.34
2928	THE PROFESSIONAL STORE DESIGN GROUP	1	11/22/11	41877	787.50		787.50
2621	VANTAGEPOINT TRANSFER AGENTS - 457	1	11/22/11	41878	950.00		950.00
2751	MARIA WLOSINSKI	1	11/22/11	41879	13.75		13.75
2765	MARY-JO BRYAN WOLSKY	1	11/22/11	41880	305.59		305.59
2782	DEBRA WORDINGER	1	11/22/11	41881	92.50		92.50

TOTAL JP MORGAN CHASE (CKS: 43) 39,830.53 39,830.53

Bills for approval – Electronic Payments & Automatic Withdrawals

November 2011

Vendor	Purpose	Date Paid	Amount Paid
EFTPS-Federal	Payroll taxes	11/10/11	16,054.43
EFTPS-Federal	Payroll taxes	11/25/11	15,578.02
EFTPS-State	Payroll taxes	11/10/11	3,152.67
EFTPS-State	Payroll taxes	11/25/11	3,046.69
AT&T	Internet	11/11/11	222.11
Nicor	Gas	11/16/11	1,395.12
IMRF	Payroll pension	11/25/11	17,510.70
Dupage Credit Union	Payroll Deductions	11/10/11	975.00
Dupage Credit Union	Payroll Deductions	11/23/11	975.00
US Bank	Credit Card Fee	11/02/11	190.95
Hinsdale Bank	Fee-direct deposit	11/02/11	20.00

Balance on hand as of September 30, 2011	3,791,088.88
Cash Receipts for October	87,751.37
Cash Disbursements for October	253,222.49
Cash on hand as of October 31, 2011	3,625,617.76

Illinois Funds (Money Market) - Average Monthly Rate 0.050%

General	\$585,304.53
Special Reserve	20,920.03
Working Cash.....	314.72
Bond	476,172.91
Children's Endowment.....	2,881.93
Endowment	11,154.94
<u>MPI Investments</u>	1,137,911.02

JP Morgan Chase - Savings - Rate .17%

General	\$551,516.86
---------------	--------------

Working Cash Fund

MPI Investments	383,747.93
IIIT	2,182.99
JP Morgan Chase - Checking - Rate .10%	
General	204,264.90
Hinsdale Bank & Trust - Checking	248,641.00
Petty Cash	200.00
Petty Cash/Circulation	404.00
Balances as of October 31, 2011	\$ 3,625,617.76

FUND BALANCES AS OF 10/31/11

Corporate Fund.....	2,491,892.76
Building & Maintenance Fund	123,785.62
I.M.R.F. Fund.....	9,911.42
Liability Fund	11,480.64
Social Security Fund	18,841.98
Special Reserve Fund.....	22,043.93
Working Cash Fund	384,149.94
Bond Fund	260,635.88
Misc. Balance Sheet Accounts from all Funds.....	302,875.59
Grand Total All Funds	\$ 3,625,617.76

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

PRCT. OF YR: 33.33

RUN: 01/13/12 6:11PM

CONSOLIDATED REVENUE REPORT FOR OCTOBER, 2011

PAGE: 1

ACCT.	DESCRIPTION	RECEIVED THIS MONTH	RECEIVED THIS YEAR	PRCT. COLL.	BUDGETED RECEIPTS	UNCOLLECTED RECEIPTS
<u>PROPERTY TAXES & TAX LEVY INTEREST</u>						
110	PROPERTY TAXES	58,920.60	2,886,049.76	93.61	3,083,164.00	197,114.24
111	BOND PROPERTY TAXES	9,517.91	219,468.11	45.00	487,655.00	268,186.89
115	NON-CURRENT PROPERTY TAXES	0.00	1,498.50	299.70	500.00	-998.50
310	INTEREST-TAX LEVY	7.81	10.99	5.50	200.00	189.01
TOTAL	PROPERTY TAXES & TAX LEVY INTEREST	68,446.32	3,107,027.36	86.99	3,571,519.00	464,491.64
<u>INTERGOVERNMENTAL</u>						
220	PER CAPITA GRANT	0.00	0.00	0.00	44,000.00	44,000.00
TOTAL	INTERGOVERNMENTAL	0.00	0.00	0.00	44,000.00	44,000.00
<u>INTEREST</u>						
320	INTEREST-ALL OTHER FUNDS	144.37	2,820.32	141.02	2,000.00	-820.32
70-350	INTEREST - INVESTMENT	0.88	2.58	0.00	0.00	-2.58
80-350	INTEREST - INVESTMENT	0.01	0.02	0.00	0.00	-0.02
90-350	INTEREST - INVESTMENT	21.33	49.58	16.53	300.00	250.42
TOTAL	INTEREST	166.59	2,872.50	124.89	2,300.00	-572.50
<u>DESK MONIES</u>						
510	COPIER	1,258.73	4,879.40	32.53	15,000.00	10,120.60
520	FINES/FEES	6,122.76	22,933.54	39.54	58,000.00	35,066.46
525	GIFTS/DONATIONS	0.00	970.00	48.50	2,000.00	1,030.00
530	LOST MATERIALS	1,063.35	3,586.33	29.89	12,000.00	8,413.67
535	NON-RESIDENT FEES	7,280.00	32,444.00	38.17	85,000.00	52,556.00
540	VIDEO RENTAL	123.33	2,203.07	27.54	8,000.00	5,796.93
545	BOOK RENTAL	224.25	1,011.45	33.72	3,000.00	1,988.55
TOTAL	DESK MONIES	16,072.42	68,027.79	37.17	183,000.00	114,972.21
<u>OTHER INCOME</u>						
670	MISCELLANEOUS	0.00	252.63	8.42	3,000.00	2,747.37
TOTAL	OTHER INCOME	0.00	252.63	8.42	3,000.00	2,747.37
GRAND TOTAL		84,685.33	3,178,180.28	83.55	3,803,819.00	625,638.72

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

PRCT. OF YR: 33.33

RUN: 01/13/12 6:17PM

CONSOLIDATED EXPENDITURES REPORT FOR OCTOBER, 2011

PAGE: 1

SCT. NO.	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>PERSONNEL</u>								
110	SALARIES-REGULAR HOURS	137,506.57	555,431.37	30.83	1,801,734.00	1,246,302.63	28.57	1,944,320.70
120	SALARIES-SUNDAY HOURS	4,741.74	15,692.62	31.39	50,000.00	34,307.38	0.00	0.00
130	BENEFITS-MEDICAL/LIFE INS.	5,986.47	33,945.88	33.28	102,000.00	68,054.12	26.11	130,000.00
135	EMPLOYEE ASSISTANCE PROGRAM	0.00	0.00	0.00	2,500.00	2,500.00	0.00	3,000.00
140	BENEFITS-IMRF	13,221.48	53,240.46	31.04	171,500.00	118,259.54	28.02	190,000.00
145	BENEFITS - FICA	10,768.92	43,238.71	30.52	141,657.00	98,418.29	28.83	150,000.00
185	STAFF DEVELOPMENT	910.05	8,681.45	52.61	16,500.00	7,818.55	34.73	25,000.00
192	RECRUITMENT	0.00	0.00	0.00	1,000.00	1,000.00	0.00	2,000.00
193	BOARD DEVELOPMENT	45.00	195.00	19.50	1,000.00	805.00	13.00	1,500.00
196	WORKERS' COMPENSATION	817.00	8,318.00	118.83	7,000.00	-1,318.00	97.86	8,500.00
197	UNEMPLOYMENT INSURANCE	693.73	693.73	28.91	2,400.00	1,706.27	13.87	5,000.00
**TOTAL	PERSONNEL	174,690.96	719,437.22	31.32	2,297,291.00	1,577,853.78	29.25	2,459,320.70
<u>MATERIALS</u>								
210	BOOKS	16,534.31	75,641.82	30.66	246,675.00	171,033.18	30.26	250,000.00
220	PERIODICALS	203.73	13,986.39	36.95	37,850.00	23,863.61	34.97	40,000.00
230	AUDIO	2,885.56	10,560.60	20.13	52,450.00	41,889.40	18.86	56,000.00
240	VIDEO	2,594.93	18,880.74	39.38	47,950.00	29,069.26	36.31	52,000.00
250	MULTI MEDIA	4.97	403.96	89.77	450.00	46.04	57.71	700.00
255	LIFE SKILLS/ESL	176.44	1,181.64	44.59	2,650.00	1,468.36	39.39	3,000.00
260	GOVT. DOCUMENTS	0.00	0.00	0.00	0.00	0.00	0.00	500.00
270	ELECTRONIC REFERENCE RESOURCES	0.00	60,028.46	90.95	66,000.00	5,971.54	85.75	70,000.00
282	SOFTWARE-CD ROM CIRC. COLLECTION	168.83	321.58	9.19	3,500.00	3,178.42	6.43	5,000.00
290	PROCESSING SUPPLIES	1,257.89	7,853.53	35.70	22,000.00	14,146.47	31.41	25,000.00
**TOTAL	MATERIALS	23,826.66	188,858.72	39.38	479,525.00	290,666.28	37.61	502,200.00
<u>BUILDING</u>								
300	BUILDING	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00
305	CLEANING SERVICE	5,097.85	14,995.75	29.99	50,000.00	35,004.25	23.07	65,000.00
321	GAS	646.04	1,719.45	10.75	16,000.00	14,280.55	0.00	0.00
322	ELECTRIC	6,769.48	28,314.42	39.33	72,000.00	43,685.58	0.00	0.00
323	TELEPHONE	0.00	1,933.83	21.49	9,000.00	7,066.17	16.12	12,000.00
324	WATER/SEWER	285.00	1,793.85	59.80	3,000.00	1,206.15	0.00	0.00
325	GARBAGE DISPOSAL	198.29	793.16	26.44	3,000.00	2,206.84	15.86	5,000.00
340	MAINTENANCE SUPPLIES	1,032.56	3,545.62	24.45	14,500.00	10,954.38	17.73	20,000.00
345	BUILDING MAINT. AND REPAIRS	4,512.04	12,406.15	31.02	40,000.00	27,593.85	20.68	60,000.00
355	SECURITY SYSTEM MONITORING	122.40	457.40	65.34	700.00	242.60	30.49	1,500.00
360	PROPERTY MAINTENANCE	920.00	4,585.00	21.83	21,000.00	16,415.00	13.10	35,000.00
**TOTAL	BUILDING	19,583.66	70,544.63	30.78	229,200.00	158,655.37	20.24	348,500.00
<u>OPERATIONS</u>								
410	SUPPLIES - OFFICE	1,164.49	3,041.04	22.69	13,400.00	10,358.96	19.01	16,000.00
422	PHOTOCOPY SUPPLIES	80.41	490.86	9.82	5,000.00	4,509.14	8.18	6,000.00
425	PATRON CARD SUPPLIES	0.00	3,699.24	92.48	4,000.00	300.76	73.98	5,000.00
450	POSTAGE	29.83	2,523.51	31.54	8,000.00	5,476.49	22.94	11,000.00
460	NON-PAYMENT REIMBURSEMENT	1,010.95	1,363.13	38.95	3,500.00	2,136.87	22.72	6,000.00
470	TRAVEL	64.40	180.58	30.10	600.00	419.42	18.06	1,000.00
480	ORGANIZATIONAL MEMBERSHIPS	0.00	155.00	11.92	1,300.00	1,145.00	7.75	2,000.00

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

PRCT. OF YR: 33.33

RUN: 01/13/12

6:17PM

CONSOLIDATED EXPENDITURES REPORT FOR OCTOBER, 2011

PAGE: 2

ACCT. NO.	DESCRIPTION	MONTH ACTIVITY	YEAR ACTIVITY	PRCT. USED	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
490	BANK FEES	212.71	898.89	44.94	2,000.00	1,101.11	29.96	3,000.00
**TOTAL	OPERATIONS	2,562.79	12,352.25	32.68	37,800.00	25,447.75	24.70	50,000.00
	<u>AUTOMATION</u>							
510	SUPPLIES (INK CARTRIDGE)	1,029.21	3,022.16	37.78	8,000.00	4,977.84	25.18	12,000.00
511	AUTOMATION - PROF. SERVICES	522.00	5,022.00	50.22	10,000.00	4,978.00	41.85	12,000.00
520	PURCHASE OF EQUIPMENT	69.98	1,669.47	7.94	21,038.00	19,368.53	5.56	30,000.00
540	AUTOMATION EQUIPMENT MNT./REPAIR	5,022.60	5,022.60	334.84	1,500.00	-3,522.60	125.57	4,000.00
585	SOFTWARE	512.94	10,153.18	53.77	18,884.00	8,730.82	48.35	21,000.00
586	SWAN MAINTENANCE	0.00	11,089.50	24.91	44,510.00	33,420.50	23.59	47,000.00
587	SWAN DATABASE MAINTENANCE	557.00	3,473.75	24.74	14,043.00	10,569.25	22.41	15,500.00
590	TELECOMMUNICATIONS	342.23	1,368.92	27.11	5,050.00	3,681.08	22.82	6,000.00
595	NEW TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0.00	8,000.00
**TOTAL	AUTOMATION	8,055.96	40,821.58	33.18	123,025.00	82,203.42	26.25	155,500.00
	<u>CONTRACTUAL SERVICES</u>							
610	GENERAL PROFESSIONAL SERVICES	428.50	1,396.50	17.46	8,000.00	6,603.50	11.64	12,000.00
612	LEGAL	1,026.00	1,026.00	14.66	7,000.00	5,974.00	8.55	12,000.00
616	AUDIT	0.00	0.00	0.00	2,500.00	2,500.00	0.00	4,000.00
630	CREDIT BUREAU	80.55	340.10	22.67	1,500.00	1,159.90	17.00	2,000.00
640	EQUIPMENT-MAINTENANCE REPAIRS	0.00	0.00	0.00	800.00	800.00	0.00	1,200.00
642	EQUIPMENT-MAINTENANCE CONTRACTS	1,051.90	1,051.90	17.53	6,000.00	4,948.10	16.18	6,500.00
643	EQUIPMENT-PHOTOCOPIER MAINT. CONTRAC	438.85	438.85	21.94	2,000.00	1,561.15	14.63	3,000.00
693	FEES - BOND REGISTRAR	0.00	200.00	40.00	500.00	300.00	0.00	0.00
**TOTAL	CONTRACTUAL SERVICES	3,025.80	4,453.35	15.74	28,300.00	23,846.65	10.94	40,700.00
	<u>INSURANCE</u>							
715	BONDING	0.00	0.00	0.00	2,000.00	2,000.00	0.00	3,000.00
720	OFFICERS & DIRECTORS LIABILITY	1,000.00	1,000.00	100.00	1,000.00	0.00	50.00	2,000.00
725	UMBRELLA LIABILITY	0.00	2,678.00	92.34	2,900.00	222.00	0.00	0.00
**TOTAL	INSURANCE	1,000.00	18,253.00	87.33	20,900.00	2,647.00	70.20	26,000.00
	<u>PUBLIC INFORMATION</u>							
810	MARKETING	0.00	5,187.60	23.06	22,500.00	17,312.40	21.62	24,000.00
815	ADVERTISING	551.95	963.90	37.07	2,600.00	1,636.10	27.54	3,500.00
816	MARKETING SUPPLIES	50.41	497.95	24.90	2,000.00	1,502.05	16.60	3,000.00
817	MARKETING - INFORMATIONAL PRINTING	299.15	1,173.88	18.93	6,200.00	5,026.12	15.65	7,500.00
830	LEGAL NOTICES	1,102.00	1,638.00	81.90	2,000.00	362.00	54.60	3,000.00
840	SPECIAL EVENTS	1,482.09	4,070.12	19.20	21,200.00	17,129.88	13.57	30,000.00
**TOTAL	PUBLIC INFORMATION	3,485.60	13,531.45	23.95	56,500.00	42,968.55	19.06	71,000.00
	<u>CAPITAL OUTLAY AND CONTINGENCY</u>							
902	BUILDING IMPROVEMENTS	0.00	7,743.50	0.00	0.00	-7,743.50	0.00	0.00
970	SPECIAL RESERVE FUND	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00
980	BOND INTEREST AND PRINCIPAL	0.00	0.00	0.00	476,685.63	476,685.63	0.00	490,000.00
995	CONTINGENCIES	191.00	7,688.17	21.95	35,022.35	27,334.18	7.69	100,000.00
**TOTAL	CAPITAL OUTLAY AND CONTINGENCY	191.00	15,431.67	3.02	511,707.98	496,276.31	2.24	690,000.00
	GRAND TOTAL	236,422.43	1,083,683.87	28.64	3,784,248.98	2,700,565.11	24.95	4,343,220.70

ACTION ON BILLS October 2011

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
General Checking		
Bills for Approval	41726-41838	\$ 63,044.38
Salaries for October	33768 thru 33809	\$ 12,778.41
	&	
Direct Deposits	12392 thru 12530	\$ 90,737.60
	TOTAL	\$ 166,560.39

Additional Bills
(Distributed at
Board Meeting)

----- thru -----

MONTH'S TOTAL

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

ACCOUNTS PAYABLE & PAYROLL DEDUCTIONS/EXPENSE CHECKS FOR OCTOBER, 2011

RUN: 10/26/11 1:06PM

(JP MORGAN CHASE)

PAGE: 1

VENDOR	VENDOR NAME	BANK	DATE	CHECK NO.	CHECK AMT.	NON-CHECK DB	TOTAL
3250	ACCONTEMPS	1	10/26/11	41726	269.50		269.50
2882	JENNIFER ASIMAKOPOULOS	1	10/26/11	41727	343.74		343.74
226	BAKER & TAYLOR	1	10/26/11	41728	4,035.96		4,035.96
229	BAKER & TAYLOR ENTERTAINMENT	1	10/26/11	41729	776.63		776.63
384	JAMIE BUKOVAC	1	10/26/11	41730	98.00		98.00
395	BUSINESS CARD	1	10/26/11	41731	2,139.55		2,139.55
460	CASE LOTS INC.	1	10/26/11	41732	643.60		643.60
521	CHRISTINE NIELS	1	10/26/11	41733	62.07		62.07
3040	COMCAST CABLE	1	10/26/11	41734	119.90		119.90
785	MONICA A. DZIERZBICKI	1	10/26/11	41735	47.49		47.49
956	GALE	1	10/26/11	41736	293.47		293.47
970	GARVEY'S OFFICE PRODUCTS	1	10/26/11	41737	259.95		259.95
3143	GENERAL REVENUE CORPORATION	1	10/26/11	41738	117.50		117.50
1054	GUARDIAN	1	10/26/11	41739	449.19		449.19
1097	HEALTHCARE SERVICE CORPORATION	1	10/26/11	41740	6,858.82		6,858.82
1140	HINSDALE SOUTH HIGH SCHOOL	1	10/26/11	41741	45.00		45.00
1267	INFORMATION TODAY, INC.	1	10/26/11	41742	347.05		347.05
1320	SHIRLEY JENSEN	1	10/26/11	41743	88.95		88.95
2026	JOSEPH POPOWITCH	1	10/26/11	41744	41.86		41.86
2838	SARAH JOYNT	1	10/26/11	41745	29.65		29.65
3003	KAPCO	1	10/26/11	41746	318.41		318.41
1374	KEPNER + ASSOCIATES	1	10/26/11	41747	1,260.00		1,260.00
1438	LAKESHORE LEARNING MATERIALS	1	10/26/11	41748	171.35		171.35
2896	LINCOLN NATIONAL LIFE INSURANCE CO.	1	10/26/11	41749	74.08		74.08
1677	MICRO CENTER A/R	1	10/26/11	41750	29.99		29.99
1691	MIDWEST TAPE	1	10/26/11	41751	414.51		414.51
2611	NATIONWIDE RETIREMENT SOLUTIONS	1	10/26/11	41752	610.00		610.00
3109	PEXAGON TECHNOLOGY, INC.	1	10/26/11	41753	265.00		265.00
2109	RANDOM HOUSE, INC.	1	10/26/11	41754	107.45		107.45
2126	RECORDED BOOKS, INC.	1	10/26/11	41755	339.21		339.21
2268	SCOTTPRESS	1	10/26/11	41756	299.15		299.15
2402	ANN STOVALL	1	10/26/11	41757	77.30		77.30
3251	SUZANNE DEUCHER	1	10/26/11	41758	24.70		24.70
2621	VANTAGEPOINT TRANSFER AGENTS - 457	1	10/26/11	41759	950.00		950.00

TOTAL JP MORGAN CHASE (CKS: 34) 22,009.03 22,009.03

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

ACCOUNTS PAYABLE & PAYROLL DEDUCTIONS/EXPENSE CHECKS FOR NOVEMBER, 2011

RUN: 11/09/11 5:09PM

(JP MORGAN CHASE)

PAGE: 1

VENDOR	VENDOR NAME	BANK	DATE	CHECK NO.	CHECK AMT.	NON-CHECK DB	TOTAL
3229	ALEXANDRA FLINN	1	11/09/11	41760	380.03		380.03
111	ALTERNATIVE ENERGY SOLUTIONS, LTD.	1	11/09/11	41761	363.55		363.55
3131	AUDIOGO	1	11/09/11	41762	403.85		403.85
3252	AURICO	1	11/09/11	41763	87.00		87.00
226	BAKER & TAYLOR	1	11/09/11	41764	4,830.33		4,830.33
229	BAKER & TAYLOR ENTERTAINMENT	1	11/09/11	41765	2,003.83		2,003.83
291	LAURA BIRMINGHAM	1	11/09/11	41766	57.72		57.72
358	BRIAN ZABEL & ASSOCIATES, PC	1	11/09/11	41767	2,725.00		2,725.00
2926	CALL ONE	1	11/09/11	41768	578.13		578.13
3000	GLENN CARPENTER	1	11/09/11	41769	100.00		100.00
3257	CENTER FOR THE STUDY OF SERVICES	1	11/09/11	41770	150.00		150.00
2898	CENTER POINT LARGE PRINT	1	11/09/11	41771	107.85		107.85
512	THE CHILD'S WORLD	1	11/09/11	41772	491.65		491.65
527	CITY OF DARIEN	1	11/09/11	41773	25.00		25.00
617	COSMOPOLITAN BUILDING SERVICES	1	11/09/11	41774	4,725.00		4,725.00
709	DEMCO	1	11/09/11	41775	753.90		753.90
785	MONICA A. DZIERZBICKI	1	11/09/11	41776	83.38		83.38
830	ELMHURST PUBLIC LIBRARY	1	11/09/11	41777	29.00		29.00
878	FARONICS TECHNOLOGIES USA INC.	1	11/09/11	41778	1,015.00		1,015.00
930	FOX VALLEY FIRE & SAFETY CO.	1	11/09/11	41779	145.00		145.00
956	GALE	1	11/09/11	41780	261.50		261.50
970	GARVEY'S OFFICE PRODUCTS	1	11/09/11	41781	203.70		203.70
2872	GATEHOUSE MEDIA SUBURBAN NEWSPAPERS	1	11/09/11	41782	38.00		38.00
1096	HEALTH CONCEPTS, LLC	1	11/09/11	41783	99.00		99.00
2979	HIGHSMITH	1	11/09/11	41784	117.50		117.50
1142	STINGER - HINSDALE SOUTH NEWSPAPER	1	11/09/11	41785	35.00		35.00
2992	IMAGE SYSTEMS & BUSINESS SOLUTIONS	1	11/09/11	41786	263.02		263.02
1268	INGRAM LIBRARY SERVICES	1	11/09/11	41787	12.62		12.62
3260	JODY ERIKSEN	1	11/09/11	41788	150.00		150.00
2838	SARAH JOYNT	1	11/09/11	41789	61.04		61.04
3019	L.A.M. SERVICES, INC.	1	11/09/11	41790	920.00		920.00
1616	MATTESON PUBLIC LIBRARY	1	11/09/11	41791	25.00		25.00
1677	MICRO CENTER A/R	1	11/09/11	41792	19.99		19.99
1691	MIDWEST TAPE	1	11/09/11	41793	373.64		373.64
3253	MOVIE LICENSING USA	1	11/09/11	41794	100.00		100.00
2947	MYERS-BRIGGS & COMPANY INC.	1	11/09/11	41795	60.00		60.00
1812	NCPERS GROUP LIFE INSURANCE	1	11/09/11	41796	96.00		96.00
3254	NWYS	1	11/09/11	41797	20.00		20.00
1893	CALL THE UNDERGROOASIS IRRIGATION, INC.	1	11/09/11	41798	513.00		513.00
1906	OLLIS BOOK CORPORATION	1	11/09/11	41799	2,345.45		2,345.45
3258	STACY PALMISANO	1	11/09/11	41800	15.54		15.54
1998	PHILLIP'S INTERIOR PLANTS & DISPLAYS	1	11/09/11	41801	215.00		215.00
2089	QUILL CORPORATION	1	11/09/11	41802	110.97		110.97
3259	RANDOM HOUSE, INC.	1	11/09/11	41803	1,750.00		1,750.00
2109	RANDOM HOUSE, INC.	1	11/09/11	41804	279.90		279.90
2124	RECORD INFORMATION SERVICES, INC.	1	11/09/11	41805	732.00		732.00
2125	RECORDED BOOKS, LLC	1	11/09/11	41806	339.72		339.72
2161	RIVERSIDE PUBLIC LIBRARY	1	11/09/11	41807	17.00		17.00
3157	ROGERS VENDING CO, INC	1	11/09/11	41808	198.00		198.00
3125	ROSEN PUBLISHING	1	11/09/11	41809	1,232.35		1,232.35
2268	SCOTTPRESS	1	11/09/11	41810	43.88		43.88
2274	SECRETARY OF STATE	1	11/09/11	41811	20.00		20.00
2296	M.E. SHARPE	1	11/09/11	41812	697.00		697.00
3255	TERESA TOMALSKA	1	11/09/11	41813	15.50		15.50

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

ACCOUNTS PAYABLE & PAYROLL DEDUCTIONS/EXPENSE CHECKS FOR NOVEMBER, 2011

RUN: 11/09/11 5:09PM

(JP MORGAN CHASE)

PAGE: 2

VENDOR	VENDOR NAME	BANK	DATE	CHECK NO.	CHECK AMT.	NON-CHECK DB	TOTAL
2537	TRIPLE A SERVICES INC.	1	11/09/11	41814	50.00		50.00
2580	UNIQUE BOOKS, INC.	1	11/09/11	41815	50.94		50.94
3256	USA TODAY	1	11/09/11	41816	195.00		195.00
2824	WESTMONT PUBLIC LIBRARY	1	11/09/11	41817	26.00		26.00
2746	WB/BR CHAMBER OF COMMERCE & INDUSTRY	1	11/09/11	41818	385.00		385.00
2773	WOODRIDGE PUBLIC LIBRARY	1	11/09/11	41819	20.97		20.97
3261	VOIDED CHECKS	1	11/09/11	41820			0.00
3261	VOIDED CHECKS	1	11/09/11	41821			0.00
3143	GENERAL REVENUE CORPORATION	1	11/09/11	41822	117.50		117.50
2611	NATIONWIDE RETIREMENT SOLUTIONS	1	11/09/11	41823	610.00		610.00
2621	VANTAGEPOINT TRANSFER AGENTS - 457	1	11/09/11	41824	950.00		950.00
TOTAL JP MORGAN CHASE (CKS: 65)					32,841.95		32,841.95

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

ACCOUNTS PAYABLE & PAYROLL DEDUCTIONS/EXPENSE CHECKS FOR NOVEMBER, 2011

RUN: 11/16/11 12:07PM

(JP MORGAN CHASE)

PAGE: 1

VENDOR	VENDOR NAME	BANK	DATE	CHECK NO.	CHECK AMT.	NON-CHECK	DB	TOTAL
226	BAKER & TAYLOR	1	11/16/11	41825	2,703.45			2,703.45
229	BAKER & TAYLOR ENTERTAINMENT	1	11/16/11	41826	1,034.66			1,034.66
3083	CABREANA AUDIO GROUP LLC	1	11/16/11	41827	76.97			76.97
2898	CENTER POINT LARGE PRINT	1	11/16/11	41828	152.79			152.79
734	DIVERSE MEDIA INC.	1	11/16/11	41829	24.45			24.45
956	GALE	1	11/16/11	41830	13.59			13.59
970	GARVEY'S OFFICE PRODUCTS	1	11/16/11	41831	185.05			185.05
1542	LIVE OAK MEDIA	1	11/16/11	41832	20.76			20.76
1656	MERGENT, INC.	1	11/16/11	41833	3,154.00			3,154.00
1691	MIDWEST TAPE	1	11/16/11	41834	400.63			400.63
1906	OLLIS BOOK CORPORATION	1	11/16/11	41835	63.80			63.80
2109	RANDOM HOUSE, INC.	1	11/16/11	41836	33.75			33.75
3262	RICH REID	1	11/16/11	41837	240.00			240.00
2867	UNIQUE MANAGEMENT SERVICES, INC	1	11/16/11	41838	89.50			89.50
TOTAL JP MORGAN CHASE (CKS: 14)					8,193.40			8,193.40

Bills for approval – Electronic Payments & Automatic Withdrawals

October 2011

Vendor	Purpose	Date Paid	Amount Paid
EFTPS-Federal	Payroll taxes	10/05/11	15,999.56
EFTPS-Federal	Payroll taxes	10/14/11	15,817.35
EFTPS-Federal	Payroll taxes	10/28/11	16,049.34
EFTPS-State	Payroll taxes	10/14/11	3,089.62
EFTPS-State	Payroll taxes	10/28/11	3,150.23
AT&T	Internet	10/12/11	222.33
Nicor	Gas	10/17/11	646.04
IMRF	Payroll pension	10/28/11	17,658.24
Dupage Credit Union	Payroll Deductions	10/13/11	975.00
Dupage Credit Union	Payroll Deductions	10/27/11	975.00
US Bank	Credit Card Fee	10/04/11	192.71
Hinsdale Bank	Fee-direct deposit	10/04/11	20.00

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT
STATEMENT OF RECEIPTS AND DISBURSEMENTS

FOR THE FISCAL PERIOD JULY 1, 2011 THROUGH DECEMBER 31, 2011

CASH AND INVESTMENTS AS OF JULY 1, 2011: \$3,154,922.93

RECEIPTS BY FUND

CORPORATE FUND: PROPERTY TAXES 1,387,720.89, NON-CURRENT PROPERTY TAXES 1,852.10, INTEREST 3,083.06, MISC. REVENUE - COPIER, FINES GIFTS, NON-RESIDENT FEES, RENTAL ETC. 99,936.41 TOTAL \$1,492,592.46.

BUILDING & MAINTENANCE FUND: PROPERTY TAXES 44,373.48, INTEREST 0.38, TOTAL \$44,373.86.

I.M.R.F. FUND: PROPERTY TAXES 30,281.91, INTEREST 0.28, TOTAL \$30,282.19.

LIABILITY INSURANCE FUND: PROPERTY TAXES 8,694.80, INTEREST 0.07, TOTAL \$8,694.87.

SOCIAL SECURITY FUND: PROPERTY TAXES 28,033.25, INTEREST 0.25, TOTAL \$28,033.50.

SPECIAL RESERVE FUND: INTEREST 5.17, TOTAL \$5.17.

WORKING CASH FUND: INTEREST 0.05, TOTAL \$0.05.

BOND FUND: BOND PROPERTY TAXES 241,804.87, INTEREST 107.44, TOTAL \$241,912.31.

TOTAL RECEIPTS ALL FUNDS: \$1,845,894.41

DISBURSEMENTS BY FUND

CORPORATE FUND: NET PAYROLL: 678,370.17, VENDORS: ACCOUNTEMPS 2,309.13, ALARM FINANCIAL SERVICES INC. 60.00, ALEXANDRA FLINN 2,130.03, ALLDATA 1,500.00, ALSIP-MERRIONETTE PARK LIBRARY 20.00, ALTERNATIVE ENERGY SOLUTIONS, LTD. 363.55, AMERICAN ASSN. OF INDIVIDUAL INVESTORS 48.00, AMERICAN LIBRARY ASSOCIATION 237.00, APPLE BOOKS 5,052.15, ART EXCURSIONS INC. 500.00, JENNIFER ASIMAKOPOULOS 343.74, AT&T 1,333.54, AUDIOGO 2,296.20, AURICO 197.00, AVCAFE 52.67, BAKER & TAYLOR 75,296.10, BAKER & TAYLOR ENTERTAINMENT 22,108.14, BAKER & TAYLOR VIDEO 382.55, BALDWIN COOKE 142.47, BARNES & NOBLE, INC. 2,094.45, BAYSCAN TECHNOLOGIES 1,501.00, BECK AND ASSOCIATES INC. 750.00, A. M. BEST COMPANY, INC. 1,156.95, LAURA BIRMINGHAM 66.81, BLICK ART MATERIALS 19.89, JEFFREY BOCKMAN 150.00, THE BOOK FARM, INC 6,364.03, BOOKLETTERS 1,500.00, LIZA BRANHAM 28.99, BRIAN ZABEL & ASSOCIATES, PC 2,725.00, BROADVIEW PUBLIC LIBRARY 55.00, BROOKFIELD PUBLIC LIBRARY 2.25, BRUCE PACKAGING 34.37, JAMIE BUKOVAC 98.00, BUSINESS CARD 21,453.75, CABREANA AUDIO GROUP LLC 76.97, CALL ONE 3,750.05, CAMBRIDGE UNIVERSITY PRESS 1,059.98, CANON BUSINESS SOLUTIONS, INC. 958.83, GLENN CARPENTER

100.00, CASE LOTS INC. 3,477.25, CCH 97.50, CDW GOVERNMENT, INC.
1,729.98, CENGAGE LEARNING 62.16, CENTER FOR THE STUDY OF SERVICES
150.00, CENTER POINT LARGE PRINT 988.02, CHECKBOOK 34.00, CHICAGO NORTH
CHINESE SCHOOL 300.00, CHICAGO SHAOLIN TEMPLE 350.00, CHICAGO SUN-TIMES
72.80, CHICAGO TRIBUNE 393.25, THE CHILD'S WORLD 491.65, CITY OF DARIEN
75.00, CLEAVER CONSULTING 4,500.00, JUDY COCHRAN 30.00, COLONIAL LIFE &
ACCIDENT INSURANCE CO. 236.60, COMCAST CABLE 719.40, COSMOPOLITAN
BUILDING SERVICES 27,318.05, THE COUNCIL OF STATE GOVERNMENTS 58.50,
DARIEN CHAMBER OF COMMERCE 200.00, DARIEN POLICE DEPARTMENT 400.00,
DECISIONS SYSTEMS, CO. 300.00, DELUXE BUSINESS CHECKS AND SOLUTIONS
301.81, DEMCO 9,449.68, SUZANNE DEUCHER 82.01, DIANE CICORA 17.00,
DISC GO TECHNOLOGIES INC 72.90, DISPLAYS2GO 186.65, DIVERSE MEDIA INC.
101.09, DIVERSITY TRAINING & CONSULTING, INC. 650.00, DOCUMENTATION
ADMINISTRATION CORP. 10,561.00, DOMINICAN UNIVERSITY GSLIS 125.00,
DOROTHY MAY 25.00, DOW THEORY FORECASTS 159.00, DOWNERS GROVE PUBLIC
LIBRARY 19.98, DOWNERS GROVE SOUTH HIGH SCHOOL 240.00, DUN & BRADSTREET
804.50, DUPAGE COUNTY CLERK 32.00, MONICA A. DZIERZBICKI 324.07, EBSCO
SUBSCRIPTION SERVICES 1,595.00, EDUCATIONAL DIRECTORIES, INC. 210.00,
EFTPS 137,928.41, ELLISON 26.00, ELMHURST PUBLIC LIBRARY 29.00,
ELSEVIER 774.64, EMMANUEL NKENGLA 10.00, EVANCED SOLUTIONS, INC.
4,002.50, FARONICS TECHNOLOGIES USA INC. 1,428.00, FINDAWAY WORLD, LLC
34.93, FIRE & SECURITY SYSTEMS, INC. 525.40, JOAN M. O'MALLEY 630.00,
FLOSSMOOR PUBLIC LIBRARY 38.00, FOX VALLEY FIRE & SAFETY CO. 2,284.15,
FRANK ELECTRIC CO. 1,874.00, FRANKFORT PUBLIC LIBRARY 14.00, FREEDMAN
ANSELMO LINDBERG LLC 2,084.01, GALE 4,670.72, GARVEY'S OFFICE PRODUCTS
5,797.10, GATEHOUSE MEDIA SUBURBAN NEWSPAPERS 38.00, GAYLORD BROS.
452.68, GENERAL REVENUE CORPORATION 1,527.50, GOES INCENTIVES & AWARDS,
INC. 921.93, GRAINGER 554.42, GREY HOUSE PUBLISHING, INC. 1,343.00,
GROOT INDUSTRIES, INC. 1,189.74, GUARDIAN 2,245.95, GUMDROP BOOKS
4,691.31, GUMMY LUMP, LLC 141.51, HAINES & COMPANY 673.00, HARRIS
INFOSOURCE 320.50, HARRISON AND COMPANY 106.93, JANE HARTNEY 2,526.04,
HEALTH CONCEPTS, LLC 99.00, HEALTHCARE SERVICE CORPORATION 34,294.10,
BILL HELMUTH 200.00, HERITAGE HOUSE FLORIST 60.00, HIGHSMITH 117.50,
HINSDALE BANK & TRUST CO. 120.00, HINSDALE CENTRAL HIGH SCHOOL 90.00,
HINSDALE SOUTH HIGH SCHOOL 45.00, HINSDALE SOUTH HIGH SCHOOL FOUNDATION
79.40, HINSDALE SOUTH HIGH SCHOOL STINGER 105.00, HOLY COW SPORTS, INC
168.00, HOUCHEM BINDERY, LTD. 56.40, NANCY HULL 100.00, ID LABEL, INC.
230.00, ILLINOIS DEPT. OF REVENUE 40,176.19, ILLINOIS LIBRARY
ASSOCIATION 150.00, ILLINOIS MUNICIPAL RETIREMENT FUND 45,782.82, IMAGE
SYSTEMS & BUSINESS SOLUTIONS, LLC 1,505.54, IMAGINE VIDEO PRODUCTION
50.00, INFOBASE LEARNING 637.91, INFOGROUP 7,500.00, INFORMATION TODAY,
INC. 347.05, INGRAM LIBRARY SERVICES 164.37, INNOVATION EXPERTS
1,938.00, BIBLIOTHECA ITG, LLC 5,022.60, INVESTOR'S BUSINESS DAILY
329.00, J&H DECOR 185.00, JAMES KENNEDY 300.00, SHIRLEY JENSEN 88.95,
JODY ERIKSEN 150.00, JOSEPH POPOWITCH 41.86, SARAH JOYNT 339.05, KAPCO
987.72, KAREN HAYES 9.80, KATHRYN SHERIDAN 11.70, KELLY VON ZEE 99.00,
KEPNER + ASSOCIATES 1,380.00, KROESCHELL, INC. 15,941.30, LACONI
155.00, LACONI - TECHNOLOGY SECTION 80.00, LACONI - CSS 15.00, LACONI-
OPP 15.00, LACONI-YOUTH SERVICES SECTION 60.00, LAKESHORE LEARNING
MATERIALS 171.35, LEARNING EXPRESS, LLC 4,196.70, STEPHANIE LEWIS
300.00, LEXISNEXIS BUSINESS & ACADEMIC PUBLISHG 106.18, LEXISNEXIS
MATTHEW BENDER 150.80, LIBRARY DISPLAY DESIGN SYSTEMS 156.97, LIFE
STREAM COACHING 200.00, LIMRICC UNEMPLOYMENT COMPENSATION GROUP 693.73,
LIMRICC-JSIP 1,000.00, LINCOLN NATIONAL LIFE INSURANCE CO. 444.48, LIVE

OAK MEDIA 52.52, THE MAILBOX YEARBOOK 79.90, MANGO LANGUAGES 3,150.00, MARSHALL CAVENDISH CORP. 3,029.85, MATTESON PUBLIC LIBRARY 25.00, MATTHEW BENDER & CO., INC. 2,436.43, MERGENT, INC. 3,154.00, ELLEN MICHALAK 402.00, MICRO CENTER A/R 89.97, MIDWEST TAPE 9,973.20, MONEYLETTER 129.00, MOVIE LICENSING USA 100.00, MPS 294.33, KIM MROCZENSKI 100.00, MYERS-BRIGGS & COMPANY INC. 8,378.00, NAMI DUPAGE 250.00, NANCY L. MCCONATHY PUBLIC LIBRARY DIST. 10.00, NATIONWIDE RETIREMENT SOLUTIONS 8,090.00, NCPERS GROUP LIFE INSURANCE 480.00, NEAR WEST YOUTH SERVICES 20.00, NEIGHBORS OF DARIEN 623.90, SANDRA S NELSON 3,758.90, NEW READERS PRESS 368.70, CHRISTINE NIELS 134.89, NWYS 20.00, OAK LAWN PUBLIC LIBRARY 30.00, CALL THE UNDERGROOASIS IRRIGATION, INC. 57.00, OLLIS BOOK CORPORATION 2,461.10, JOYCE PACUBAS 11.40, STACY PALMISANO 31.08, PARVIN-CLAUSS SIGN COMPANY 98.00, PC MALL GOV 31.87, THE PENWORTHY COMPANY 3,901.62, PEREGRINE, STIME, NEWMAN, RITZMAN, 2,376.00, PETTY CASH-STACY PALMISANO 761.81, PEXAGON TECHNOLOGY, INC. 530.00, PHILLIP'S INTERIOR PLANTS & DISPLAYS 868.40, PITNEY BOWES 330.00, PLASTIC GRAPHIC COMPANY 3,699.24, POSTMASTER 1,661.27, POSTMASTER, CLARENDON HILLS 1,657.78, PRAIRIE STATE COLLEGE 20.00, PRINTSMART 88.66, PROQUEST LLC 1,615.95, PSA-DEWBERRY INC. 210.00, QUILL CORPORATION 1,162.13, RANDOM HOUSE, INC. 1,750.00, RANDOM HOUSE, INC. 2,831.18, REBECCA CAUDILL YOUNG READERS' BOOK AWD 10.00, RECORD INFORMATION SERVICES, INC. 732.00, RECORDED BOOKS, INC. 339.21, RECORDED BOOKS, LLC 6,508.87, REGENT BOOK CO. 79.84, RICH REID 240.00, RESEARCH TECHNOLOGY INTERNATIONAL CO. 561.36, THE RISK MANAGEMENT ASSOCIATION 337.00, RIVERSIDE PUBLIC LIBRARY 17.00, ROGERS VENDING CO, INC 770.51, ROSEN PUBLISHING 1,232.35, RUBBERDISC.COM 510.50, SAGE PUBLICATIONS, INC. 322.82, SCHOLASTIC LIBRARY PUBLISHING 1,709.16, SCOTPRESS PRINTING 1,736.58, SECRETARY OF STATE 20.00, SENTIMENTAL PRODUCTIONS 90.00, SHARON SPATHIES 17.10, M.E: SHARPE 697.00, SIEBERT ENTERPRISES, INC. 60.00, SPECIALTY MAT SERVICE 574.90, SPECIALTY STORE SERVICES 255.64, STANDARD & POOR'S 5,742.78, STEPHENS PLUMBING AND HEATING, INC. 148.50, LINDA STEVANOVICH 282.46, SILVIA STOIANOVA 12.50, ANN STOVALL 170.40, SUBURBAN DOOR CHECK & LOCK SERVICE 2,580.00, SUMMIT PUBLIC LIBRARY DISTRICT 30.00, SUN-TIMES MEDIA 2,029.72, SWAN 14,687.67, SYSTEM WIDE AUTOMATED NETWORK 47,653.84, TAYLOR & FRANCIS GROUP, LLC 1,185.34, TBGEC 400.75, THE MANAGEMENT ASSOCIATION OF ILLINOIS 825.00, THE PROFESSIONAL STORE DESIGN GROUP 1,575.45, THYSSENKRUPP ELEVATOR CORP. 1,556.47, TINLEY PARK PUBLIC LIBRARY 25.00, TODAY'S BUSINESS SOLUTIONS, INC. 8,151.00, TERESA TOMALSKA 15.50, TRIPLE A SERVICES INC. 250.00, TUMBLEWEED PRESS INC. 399.00, U.S. POSTAL SERVICE (POSTAGE-BY-PHONE) 2,000.00, UNIQUE BOOKS, INC. 3,542.74, UNIQUE MANAGEMENT SERVICES, INC 572.80, UNIVERSITY OF ILLINOIS EXTENSION 75.00, UNIVERSITY OF ILLINOIS EXTENSION-DUPAGE 100.00, US BANK 1,150.78, USA TODAY 195.00, VALUE LINE PUBLISHING INC. 3,000.00, VANTAGEPOINT TRANSFER AGENTS - 457 12,300.00, VISOGRAPHIC, INC. 7,892.77, WARREN DAVIS GRAHAM 1,964.90, WESTMONT PUBLIC LIBRARY 128.90, WB/BR CHAMBER OF COMMERCE & INDUSTRY 385.00, THE H.W. WILSON COMPANY 462.00, MARIA WLOSINSKI 13.75, WOLPER SUBSCRIPTION SERVICES INC 18,152.60, MARY-JO BRYAN WOLSKY 2,163.21, WOODRIDGE PUBLIC LIBRARY 80.97, DEBRA WORDINGER 92.50, XILIN ART CENTER 650.00, LINDA YANG 100.00, YING STOLLER 350.00, VENDORS PAID UNDER 1.00: -94.00, TOTAL: \$1,480,317.67.

BUILDING & MAINTENANCE FUND: DUPAGE COUNTY PUBLIC WORKS 2,452.32, EXELON ENERGY INC. 38,507.89, FOX VALLEY FIRE & SAFETY CO. 145.00, HEALTH CONCEPTS, LLC 99.00, INTERACT BUSINESS PRODUCTS 7,743.50, L.A.M. SERVICES, INC. 6,425.00, NICOR GAS 4,176.80, CALL THE UNDERGROOASIS IRRIGATION, INC. 798.00, TBGEC 833.00, TOTAL: \$61,180.51.

I.M.R.F. FUND: ILLINOIS MUNICIPAL RETIREMENT FUND 67,760.94, TOTAL: \$67,760.94.

LIABILITY INSURANCE FUND: MYERS-BRIGGS & COMPANY INC. 17,253.00, TOTAL: \$17,253.00.

SOCIAL SECURITY FUND: EFTPS 66,907.51, TOTAL: \$66,907.51.

BOND FUND: THE BANK OF NEW YORK MELLON 463,963.13, TOTAL: \$463,963.13.

TOTAL DISBURSEMENTS ALL FUNDS: \$2,157,382.76

CASH AND INVESTMENTS AS OF DECEMBER 31, 2011: \$2,843,434.58

THE FOREGOING TO THE BEST OF MY KNOWLEDGE IS A TRUE AND CORRECT STATEMENT OF RECEIPTS AND DISBURSEMENTS OF THE INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT FOR THE FISCAL PERIOD JULY 1, 2007 THROUGH DECEMBER 31, 2007.

Marian Krupicka, TREASURER

SUBSCRIBED AND SWORN TO BEFORE ME, A NOTARY PUBLIC THIS 15th DAY OF February 2012

NOTARY PUBLIC

EMPLOYEES PAID DURING THE FISCAL PERIOD JULY 1, 2011 THROUGH DECEMBER 31, 2011

ASIMAKOPOULOS, J REFERENCE LIBRARIAN 23,565.75; BAETZEL, T CIRCULATION 1,059.14; BARNETT, G TECHNICAL SERVICES ASSISTANT 5,228.80; BEGGS, V REFERENCE LIBRARIAN 73.80; BIRMINGHAM, L ASSISTANT DIRECTOR 39,075.30; BLESY, H ADMINISTRATIVE TECHNICAL ASSISTANT 350.30; BORTMAN, P CIRCULATION SERVICES ASSISTANT 484.32; BORUCKI, C CUSTODIAN/SECURITY MONITOR 15,855.00; BOYER, B CIRCULATION SERVICES ASSISTANT 5,680.87; BROZEK, T CIRCULATION SERVICES ASSISTANT 6,550.02; BUKOVAC, J DIRECTOR 52,274.69; BUNN, D TECHNOLOGY ASSISTANT 12,967.50; BURKE, L CIRCULATION 2,822.87; BUTCHER, B TECHNOLOGY ASSISTANT 6,235.51; CANO, M YOUTH SERVICES PAGE 3,275.68; CARSON, R 1,517.52; CARTWRIGHT, K CIRCULATION SERVICES ASSISTANT 6,579.61; CERKANOWICZ, B YOUTH SERVICES PAGE 2,914.92; CHILIGIRIS-NICKOLAOU, D TECHNICAL SERVICES SUPERVISOR 13,065.00; COCHRAN, J YOUTH SERVICES LIBRARIAN 15,131.13; COX, N YOUTH SERVICES ASSISTANT 9,769.24; CZUBA, P INTERLIBRARY LOAN SUPERVISOR 12,702.09; DANGLES, J CIRCULATION SERVICES ASSISTANT 6,951.76; DEUCHER, S ADULT 20,247.89; DZIERZBICKI, M YOUTH SERVICES DEPARTMENT HEAD 29,710.12; EGGLEER, E SECURITY MONITOR 7,498.44; ERICKSON, H YOUTH SERVICES PAGE 190.66; FANK, S TECHNICAL SERVICES ASSISTANT 14,935.88; FISCHER, K ADULT 2,481.66; FUJIURA, M CIRCULATION SERVICES SUPERVISOR 11,452.14; GLENN, H COMPUTER/MAGAZINE ASSISTANT 9,262.50; GROB, A CIRC/PAGE 3,144.61; GRONLUND, D CIRCULATION SERVICES ASSISTANT 5,506.82; GULDBERG, B CIRCULATION SERVICES ASSISTANT 5,939.21; HAHN, J CIRCULATION SERVICES PAGE 4,290.93; HARTNEY, J YOUTH SERVICES ASSISTANT 17,269.60; HAYS, H ADULT SERVICES PAGE 2,726.57; HINKLEY, A TECHNICAL SERVICES ASSISTANT II 6,236.45; HORTON, S YOUTH SERVICES ASSISTANT 543.38; HOTCHKIN, J CIRCULATION SERVICES ASSISTANT 1,793.55; JENSEN, S SENIOR REFERENCE LIBRARIAN 32,380.11; JOHNSON, G CIRCULATION SERVICES SUPERVISOR 14,395.78; JOVIEN, A YOUTH SERVICES PAGE 2,484.22; JOYNT, S SENIOR YOUTH SERVICES LIBRARIAN 26,048.03; KITLEY, N CIRCULATION PAGE 1,812.61; KLINE, C READERS ADVISORY ASSISTANT 6,821.55; KOMPERDA, P CIRCULATION SERVICES ASSISTANT 5,100.04; KOPROWSKI, A ADULT SERVICES PAGE 0.00; KRAFT, A CIRCULATION & ILL PAGE 59.85; KREKELBERG, M REFERENCE LIBRARIAN 27,665.69; KRUSKI, J YOUTH SERVICES PAGE 5,165.13; KRZECZKOWSKI, A ADMINISTRATIVE OFFICE COORDINATOR 14,336.12; LAFAYETTE, L CIRCULATION SERVICES SUPERVISOR 3,327.08; LAZARSKI, C COMPUTER/MAGAZINE ASSISTANT 7,003.80; LIPOWSKI, N CIRCULATION SERVICES ASSISTANT 5,395.50; LIPPENCOTT, S YOUTH SERVICES LIBRARIAN 4,619.30; LIU, J COMPUTER/MAGAZINE ASSISTANT 6,483.75; MAHER, S SENIOR REERENCE LIBRARIAN 1,848.15; MAY, J CIRCULATION SERVICES SUPERVISOR 12,258.20; MERONEK, G INTERLIBRARY LOAN PAGE 4,035.54; MILEWSKI, R CIRCULATION PAGE 4,171.64; MOMMSEN, J REFERENCE LIBRARIAN SUBSTITUTE 2,413.35; MONKUS, S READERS ADVISORY ASSISTANT 10,120.76; MYLES, M COMPUTER/MAGAZINE ASSISTANT 3,748.28; NIELS, C MARKETING/PUBLIC INFORMATION COORDINATOR 21,190.10; O'CONNELL, N CIRCULATION SERVICES ASSISTANT 5,667.02; PALICZ, K CIRCULATION SERVICES ASSISTANT 5,268.95; PALMISANO, S 4,326.53; PAPAURELIS, T GRAPHIC ARTIST 3,997.09; PASCO, K ADMINISTRATIVE ASSISTANT 3,067.31; PAXSON, M READERS ADVISORY ASSISTANT 7,401.92; PERRY, C ADMINISTRATIVE ASSISTANT 554.40; PIOTROWSKI, L READERS ADVISORY ASSISTANT 6,051.56; POLUEKTOVA, Y YOUTH SERVICES PAGE 3,410.89; POPOWITCH, J REFERENCE LIBRARIAN 25,989.02; RAFFENETTI, M REFERENCE LIBRARIAN 2,541.90; RAMIREZ, M TECHNICAL SERVICES ASSISTANT

7,422.60; ROMAN, L ADULT SERVICES PAGE 2,787.01; RUSTHOVEN, C YOUTH SERVICES AND REFERENCE LIBRARIAN 1,688.54; SANTILLI, J REFERENCE LIBRARIAN 129.30; SCHUEREN, M READERS ADVISORY ASSISTANT 8,377.88; SHACKLETON, C CIRCULATION SERVICES ASSISTANT 10,485.53; SHEEHAN, D CIRCULATION SERVICES DEPARTMENT HEAD 32,446.94; SMITH, S COMPUTER/MAGAZINE ASSISTANT 5,343.27; SMITH, T ADULT SERVICES PAGE 2,461.63; SOBUN, M YOUTH SERVICES PAGE 3,098.99; STEVANOVICH, L YOUTH SERVICES ASSISTANT 7,973.35; STOVALL, A COMPUTER & TECH. SERV. DEPARTMENT HEAD 35,401.26; STUART, E ADULT SERVICES PAGE 2,864.74; TAGNEY, K CIRCULATION SERVICES ASSISTANT 5,452.99; THOMPSON, C ADULT SERVICES PAGE 2,960.93; TUCKER, D READERS ADVISORY ASSISTANT 6,356.66; VENKATARAMAN, V ADMINISTRATIVE OFFICE COORDINATOR 34.77; VLASKO-VLASOVA, G YOUTH & ADULT SERVICES PAGE 969.54; VON ZEE, K YOUTH SERVICES ASSISTANT 10,739.87; WAGNER, M CIRCULATION SERVICES SUPERVISOR 147.82; WASHINGTON, L 3,407.19; WATTS, W CIRCULATION SERVICES PAGE 3,392.22; WITCZAK, G ADULT SERVICES PAGE 3,396.60; WLOSINSKI, M ADMINISTRATIVE ASSISTANT 8,079.76; WOLSKY, M YOUTH SERVICES ASSISTANT 19,791.15; WORDINGER, D ADULT SERVICES DEPARTMENT HEAD 39,161.85; YANG, M ADULT & CIRCULATION SERVICES PAGE 8,230.41; ZINOVEVA, N CIRCULATION SERVICES PAGE 4,751.53; ZRANTCHEVA, V CIRCULATION PAGE 34.20; GROSS PAYROLL ALL EMPLOYEES \$915,910.93

G

**Director's Report
February 2012**

Agenda

Due to April's maternity leave, the October and November financials were processed late and have not yet been formally approved. So they are listed under the omnibus agenda.

SWAN

As I've mentioned before, SWAN members voted December 1 to take over management of the SWAN staff effective July 2, 2012. That this was in discussion among SWAN members had been communicated to the RAILS Director and Board President in October, and statements were made regarding this at the November RAILS Board meeting and at the November RAILS/State Library/LLSAP meeting in November.

A report on the SWAN December membership vote was given at the December 21 RAILS Board meeting. At that point, a RAILS board member made a motion that essentially requested that SWAN defer implementation of employing its own staff. This was passed by the RAILS Board and a letter was sent from the RAILS Director to the SWAN President communicating the resolution. That letter is attached to my report.

The SWAN Board discussed the letter with the membership and decided to move ahead with employment of its own staff. The SWAN Vice-President sent a letter to the RAILS Board President detailing our reasons why. That letter is also attached.

The SWAN Board has begun discussing other ways that RAILS could support SWAN in lieu of the management of personnel. We have invited the SWAN Director, Board President and another member of the RAILS Board to meet with us February 17 to discuss other areas of support and what could be included in the FY13 contract.

In the meantime, a RAILS/LLSAP Task Force Committee has been formed with the intent to create a definition of an LLSAP and its relationship to the system (strangely enough, this has never been defined in 40 years) and plan for the future of the LLSAPs. The committee consists of three members of the RAILS Board, each LLSAP Manager and each LLSAP President.

Staff

Administrative Office Coordinator

April will be resigning effective February 29 though she has said that she is available to come back and assist in training her replacement. We will continue to use Accountemps to help fill in the gap as well. I decided to work with Robert Half Recruiters to find someone for this position and am starting to receive resumes as I write this on Friday. As part of this change in staff, job duties have been analyzed and some that are more of a clerical and record-keeping nature are going to be done by Maria and Stacy. I am also looking into payroll services. We were able to manage when Viji would take a month off to go to India, but April's

maternity leave brought home the importance of continuity in processing paychecks every two weeks.

Circulation Supervisor Mieko Fujiura will be also working as a substitute Adult Services Librarian.

Meetings and Workshops

Jan 18	Library Board meeting
Jan 20	SWAN Board meeting
Jan 25	Department Heads meeting
Jan 26	IT Team meeting
Jan 27	RAILS Board meeting
Jan 31	Facebook webinar
Feb 1	SWAN Board meeting
Feb 1	RAILS/LLSAP Task Force Committee meeting
Feb 7	Department Heads meeting
Feb 8	Darien Chamber Economic Summit
Feb 10	Gave a tour to 11 library staff from 5 libraries

Jamie Bukovac, Director

RAILS

Reaching Across Illinois Library System | 125 Tower Drive | Burr Ridge IL 60527 | 630.734.5000 | www.railslibraries.info

5 January 2012

Cindy Rauch, President
SWAN Board of Directors
c/o Homewood Public Library District
17917 Dixie Highway
Homewood, IL 60430-1794

Dear Cindy:

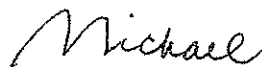
Thank you for participating in the 21 December 2011 RAILS Board meeting. During that session, the Board agreed to convene a joint task force, with representatives from the LLSAPs, the RAILS Board, and the Illinois State Library. This group will set future directions, focusing on how RAILS can best meet current and upcoming LLSAP needs. In that meeting, the RAILS Board also passed a motion with regard to SWAN:

I move the RAILS Board respectfully request the SWAN Board and its membership reconsider and defer implementation of the decision to employ its own staff in light of:

- 1) Creation today of a RAILS/LLSAP Task Force to address LLSAP employment and service issues of concern, and to give it time to do so;*
- 2) Adoption by the RAILS Board today of a pay grade structure that might dispel erroneous speculation and misconceptions about potential changes to employee salaries;*
- 3) Expression by the RAILS Board of desire to substantially increase financial support to LLSAPs, and;*
- 4) Desire to see SWAN members avoid having to incur additional human resources, payroll service and related costs that will be incurred by it if it employs its own staff.*

RAILS remains committed to strengthening our partnership with all of the LLSAPs. The Board has enacted a compensation plan that we hope will allay some of the concerns we've heard from LLSAPs. We have already begun mapping out increased RAILS support for the LLSAPs as well. In light of these expressions of RAILS' commitment, I hope you and your colleagues will carefully consider this course of action proposed by the RAILS Board. Please contact me for clarification. Thank you for your consideration.

Sincerely yours,



Michael C. Piper
Interim Executive Director
Reaching Across Illinois Library System



SWAN Services

RAILS 125 Tower Drive
Burr Ridge, IL 60527

23 January 2012

Alan Davidson, President
RAILS Board of Trustees
125 Tower Drive
Burr Ridge, IL 60527

Dear Mr. Davidson,

We would like to thank the RAILS Board for their continued efforts to increase LLSAP support and collaboration. The SWAN Board met on Friday, January 20, and discussed the letter from Michael Piper, dated January 5, 2012, the LLSAP Task Force discussion that occurred on January 11, 2012, and the upcoming contract negotiation.

To begin with, the SWAN Board wanted to share some background on our organization. Our SWAN membership has had an interest in hiring its own staff for many years now. As far back as 2003, a study done by the Computer Fund Subcommittee expressed a desire to "set up an entity through an intergovernmental instrumentality agreement." The membership considered taking on all SWAN staff members at that time. Cost calculations were presented in the report to cover all expenses, including staff salaries and benefits.

In 2009, as you are aware, SWAN did complete the process of becoming an intergovernmental instrumentality. For our members, benefits to independence at that time included:

- Ability to better manage our own budget.
- Ability to hire, evaluate, and manage our own staff.
- Flexibility to change the direction of the organization.
- Agility to make decisions faster and move forward on stalled projects.
- Ability to facilitate group purchasing at a time when it was dropped by the system.

We feel it's important to emphasize the history of our independence because we were considering this step long before the existence of RAILS. Our decision to hire SWAN staff is in no way related to our relationship with the RAILS Board, or any recent decisions that the Board has made.

The SWAN Board desires to continue contracting with RAILS for FY 2012-13. We'd like to continue to build our partnership with the RAILS Board, and we are looking forward to working with the other LLSAPs to find more common ground for collaboration. We feel that the best way for us to be a good partner at this time is to hire our own staff, for the following reasons:

- Flexibility and agility to make staffing changes. Should the direction of SWAN change (e.g., an ILS migration), the SWAN Board would be able to reassess the organizational structure and plan for future needs. We understand that as employees of RAILS, the work priorities would be decided by the system staff, not SWAN Board. The lack of ability to direct our staff to best fit our needs is a strong concern.

- Ability to hire, evaluate, and manage our own staff. SWAN evaluates its staff annually, and we want these evaluations to hold weight. This would offer us the ability to connect raises to performance.
- Stable employment for SWAN staff. Amidst a changing environment, we can offer stable employment to the staff, so that they may focus on their duties.
- Ability to set and control costs of health insurance and other benefits. Our members strongly feel that insurance and benefits costs should be in line with that of their own libraries, and feel the best way to ensure this is to be able to make decisions about those benefits.
- A clear reporting structure for the Executive Director. It could be difficult for the Executive Director to report both to a RAILS supervisor and a seven-member SWAN Board.

For all of these reasons, the SWAN Board has decided to move forward with hiring its own staff, effective July 1, 2012.

Even though we are taking this step, we still want to maintain our ties to the system by contracting with RAILS. Like the Illinois State Library and RAILS, we strongly support a multi-type vision of resource sharing services to libraries of all sizes and types. We also want to continue to work with the other LLSAPs to strengthen resource sharing across the state.

We appreciate that RAILS wants to increase support to the LLSAPs in the upcoming fiscal year. As we enter the contract negotiation phase, the SWAN Board has discussed our needs for FY 2012-13. To best support us, we would like RAILS to consider providing:

- Administrative staffing
- IT support staffing
- Facility
- Finance support staffing
- Support for our bibliographic utility (OCLC) and other resource sharing patron services
- Telecommunications support
- Needed features to enhance patron services
- Annual ILS maintenance fees

We would like to invite you, Michael Piper, and another RAILS Board representative to our next SWAN Board meeting on Friday, February 17 in Burr Ridge. At that time, we will present details of the above in a first draft contact.

We are looking forward to continuing our partnership and moving forward with the FY 2012-13 contract negotiation process. We continue to support your vision of service by facilitating resource sharing for our school, academic, special, and public library patrons.

Sincerely,



Melissa Gardner
SWAN Vice-President

Assistant Director's Report February 2012

Building & Grounds:

One of the yellow chairs in the teen area broke and has been replaced. The original design is no longer available, but I was able to find a close match.

A keypad was installed on the Kids and Teens workroom door to ease staff access in and out of the workroom.

I am working on proposals to install emergency lights in the new public bathrooms as people are directed to use them as a safe area in weather emergencies. I am also getting proposals on adding a light for the outside book return.

More corner guards have been installed in places that have gotten damaged and repaired.

Air fresheners have been installed in the three adult public restrooms.

Volunteers:

We are currently seeking volunteers for two openings: "Tech Tutors" and "Craft Station Volunteer". The Tech Tutors will help out in computer classes and also help individual one-on-one with computer and e-reader assistance. The Craft Station Volunteer will put together a weekly do-it-yourself craft and supplies in the Kids and Teens department.

Friends of the Library:

The "Children's Only" book sale was held on Tuesday, February 7th in conjunction with the story time Sign-Up Social. The Friends made over \$375 (not bad for \$.25 an item!).

Sharing Our Expertise:

Cris began working with Ally Krawczik an MLS student from Dominican University on her 10-week practicum experience.

The three Monitors (Elliot, Jason, and Christine) met with Jamie and I on Thursday, February 9th. We reviewed the rules for using the library facilities and talked about "gray areas". We discussed current problem behaviors and how we can work as a team to be proactive in situations. It was a valuable meeting and I plan to hold meetings with them more often.

Meetings, Service Desk Hours and Workshops:

- 1/19 Kids and Teens Desk (2 hours)
- 1/20 RAILS Asst. Director's Meeting @ Carol Stream PL
- 1/24 Reference Desk (2 hours)

- 1/25 Department Head Meeting
- 1/26 Kids and Teens Desk (2 hours)
- 1/27 IT Team
- 1/31 Facebook Marketing Webinar
- 2/1 Reference Desk (2 hours)
- 2/2 Kids and Teens Desk (2 hours)
- 2/7 Friends' "Children's Only" Book Sale
- 2/7 Department Head Meeting
- 2/8 Reference Desk (2 hours)
- 2/9 Kids and Teens Desk (2 hours)
- 2/9 Security Monitor Meeting
- 2/14 Reference Desk (2 hours)
- 2/15 Library Board Meeting

Submitted by:


Laura Birmingham

Circulation Services

February 2012

After this past December being our busiest December ever, it was surprising to me that our circulation dropped in January (maybe the weather was too nice?). In January 2010, we circulated 76,341 items, in January 2011, we circulated 77,035 items – last month we circulated 74,604 items (a decrease of 3% from 2011). Although Patron visits are up 4-1/2% and holds placed have stayed steady, ILL's processed (sent and received) have decreased about 10% from last year.

In January, patrons using a form of self-service (self-checks, downloadable items, renewing on line) accounted for 40,008 of our check outs or renewals or **54%** of our total circulation. This is the 8th month in a row that self-service has accounted for more than 50% of our circulation and is the highest percentage ever! In fact, a year ago, we saw **41%** of our checkouts from a form of self-service!

The specific self-check numbers for January are as follows:

Hold pick up – 11,394 (3,667 patron sessions)
ADA – 11,227 (3,090) patron sessions)
Kids & Teens – 10,180 (1,644 patron sessions)

I think it is interesting to note that less patrons check out more items at the Kids & Teens Self-Check!

Three new features were “softly” introduced to our patrons on February 1. Patrons can now “freeze” their own holds. In other words, you can decide if you want to “freeze” your holds because you are going on vacation, etc. and don't want them to come in while you are gone. Patrons just check the box next to the items they don't want to come in. The two exceptions are items that are already on the hold shelf or items that are on their way. Items will continue to make their way up the “queue”. Once they reach the top, they will stay there until patrons unfreeze their holds. Another new feature is “Wish List”. This allows patrons to keep track of items they are interested in, but have not yet checked out or cannot check out at the present time. A patron must “opt in” to this functionality. The third new feature is “Email Preferred Searches”. Patrons can save a query as a “preferred search” once they have logged on to their account. They will also have the capability to request email notifications whenever materials are entered on SWAN that match one or more of their stored preferred searches. The email notification is sent once a week – on Sunday mornings. We will have information on all three of these new features in our Spring newsletter.

Because of the General Primary Election in March, Voter's Registration will close on February 21. Our Notary Public service continues to gain popularity. We notarize for patrons several times each week.

Roslynn Carson has resigned to take a full time job. We have posted the Circulation Assistant position and will begin interviewing in a week or two.

Workshops and Meetings Attended:

Jan. 9	Supervisor Meeting	
Jan. 11	Circ. Advisory	RAILS
Jan. 25	Dept. Heads	
Feb. 2	Print Templates	RAILS
Feb.2	Circ. Advisory	RAILS
Feb. 7	Dept. Heads	
Adult Ask Us Desk	Jan 12 & 27	
Kids & Teens Desk	Jan 17 & 31	Feb. 6

Debbie Sheehan
Head of Circulation Services

Month	Circ. Stats		Circ. Stats		Circ. Stats		Circ. Stats		Circ. Stats		Circ. Stats		Circ. Stats		Circ. Stats	
	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2010	2011	2012	2012
July	64,059	70,720	71,704	69,760	68,182	69,450	70,056	79,189	84,907	84,936	86,301		84,936	84,936	86,301	
Aug.	59,393	61,544	62,107	66,710	66,665	67,898	64,625	72,584	80,592	77,314	84,118		77,314	77,314	84,118	
Sept.	49,693	49,619	59,179	55,769	55,283	53,975	55,798	62,798	69,066	71,475	70,809		71,475	71,475	70,809	
Oct.	58,042	61,084	59,726	61,117	55,646	58,620	63,670	66,511	75,131	42,400	71,702		42,400	42,400	71,702	
Nov.	54,417	55,829	59,438	60,497*	55,000	55,020	59,559	66,395	71,373	53,470	67,626		53,470	53,470	67,626	
Dec.	45,312	47,200	52,378	53,593	46,961	50,059	51,403	59,953	64,351	67,699	67,864		67,699	67,699	67,864	
Jan.	62,937	60,222	67,000	60,631	60,336	60,832	64,730	72,058	76,341	77,035	74,604		77,035	77,035	74,604	
Feb.	59,851	60,354	65,032	60,160	57,337	54,435	62,086	69,661	71,385	69,341			71,385	69,341		
Mar.	64,547	64,878	71,245	68,128	67,087	65,230	70,477	80,579	81,058	83,103			81,058	83,103		
Apr.	62,184	58,151	59,272	61,606	55,281	57,505	64,763	73,007	72,010	68,953			72,010	68,953		
May	58,446	60,420	57,551	58,429	54,656	54,410	62,724	68,994	67,337	72,416			67,337	72,416		
June	* 65,000	66,123	72,163	69,281	69,165	67,386	74,029	84,888	87,748	87,635			87,748	87,635		
Renewals through the webpack not included before April								1,284								
Yearly																
Total	703,881	716,144	756,795	745,681	711,599	714,820	763,920	857,901	901,299	855,777	523,024		855,777	855,777	523,024	
Beginning 2010-2011 totals include electronic circulation																
*Missing data--used an average number to get a total																
Highest totals for months relative to previous years																
**Construction 10/11/10 -11/11/10																

TECHNICAL & COMPUTER SERVICES (CS) MONTHLY REPORT

January 12 - February 8, 2012

Personnel, Professional Development, Meetings

- January 19 – Dave and I attended “APP It Up!” webinar
- January 25- Department Head Meeting
- January 26- IT Group Meeting
- January 30- Dave and I attended ALA-Midwinter Tech Wrap-up webinar
- February 1- Evanced Events Reservation 201 online training
- February 2- Evanced Room Reservation 201 online training
- February 7- Evanced Room Reservation 301 online training
- February 7- Department Head Meeting

Sharing

Rebecca Haagsma (IPPL patron) an elementary school librarian who is taking a class in the organization and knowledge of library materials contacted me for her assignment to interview a cataloging librarian. I gave her a tour of the department, shared information and answered questions regarding our process of cataloging and classifying of materials. She was very impressed with how innovative we are in regards how we classify materials into topics (de-Deweying), simplifying Dewey and categorizing children's picture books.

Technical Services

- Contributions to SWAN database in January– Created 249 and modified 389 bibliographic pre-cataloging records.
- Completed junior 900s & 612 relabeling project.
- Finished simplifying Dewey in the collectible area (745.1***), so that all books on a specific collectible are together (745.1/FIGURINES/LLARDO). (SG: Improve patron browsing within Dewey topics.-2012-2013)

Computer Services Projects, Technology Improvements & Problems

- Working with Laura to start a volunteer corps for one-on-one computer assistance. We are in the process of gathering applications then setting up time for an orientation. I have been working with a volunteer (Sandy Trapp) to schedule one-on-one computer assistance for seniors who need additional help after taking our Computers for Beginners class.
(SG: Develop volunteer corps for one-on-one computer assistance for residents)
- Implemented Evanced online event registration for all library programs including computer classes and story times. (Tech Plan: Goal 3 # 4- Implement online program registration and room booking reservation to streamline service.)
- Brett set-up a free online ticket system to be used to submit building issues. Laura B. is currently learning and testing the system.
- Four laptops & a printer was set-up in preparation for AARP tax assistance.
- Canon Solution is monitoring laser printer usage over the network during the month of February. (Tech Plan: Goal 1 # 3- Evaluate computer printing usage for cost effectiveness and ease of use)

Update on New Website

- The Web site is being reviewed by staff and others for feedback.
- Dave installed Chronoforms (Joomla plugin to add forms to our site) and working on embedding forms into a page; worked with our consultant Diane to get blogs to function properly; worked with Jennifer and Sarah to include RSS feeds and widgets on new pages.

Created section to display news from the Darien Patch to new community information page that Jennifer created. (SG: Improve and expand the library's community information web page)

Staff Training

- Trained Maria on how to update the new Web site.

Computer Classes/Programs

January 18- We had 57 patrons for in-person computer class registration.

Date	Class	Instructor	Attendance
1/24	Facebook for Beginners	Ann/Dave	17
1/24	Computers for Beginners Session 1	Ann	12
1/24	Introduction to Word 2010 Session 1	Ellen	10
1/31	Computers for Beginners Session 2	Ann	12
1/31	Introduction to Word 2010 Session 2	Ellen	10
2/2	Computers for Beginners Session 1	Ann	11
2/2	Internet for Beginners	Dave/Ann	10

Professional Computer Services

- Cleaver Consulting- (Web site) Continues to working on new Web site design. As of Jan. 29, 2012 remaining block time hours: 1.75

Print Center Report Revenue & Scan Station Usage for November & December (Does not include wireless printing)

Printer Area	Service Type	B & W Printer	Color Printer
1 st floor Print Center	Adult	651.20	109.00
2 nd floor Print Center	Youth	62.10	57.50

Ann M. Stovall, Head of Technical & Computer Services, February 8, 2012

Adult Services Monthly Report: January 2012

Groups: The Current Events group met twice with an average of 13 in attendance. Chess averaged ten at their two meetings. Genealogy had 46 at a meeting with a webinar from ProQuest on using the Chicago Tribune. Jennifer had arranged for this webinar. ESL met twice with 11 people in attendance.

Staff Led Discussions: The GenLit book discussion changed to Monday night and had their highest attendance ever, 16. They have outgrown the room they were using at Cooper's Hawk and will be rotating locations beginning in March. The Novel Idea book discussion had 10 in attendance and the Crime Readers also had nine. The Play Reading group met three times in January. However one of their meetings was the afternoon of the big snow with only two in attendance. The other two meetings averaged nine.

Programs: A program on creativity about doodling had eleven in attendance. Sarah Joynt presented a program on travel to Japan that was well received and had 37 in attendance. Suzy gave a program on Navigating the Online Job Market with 29 in attendance. Jennifer, Suzy and Denise Tucker had scheduled a class for downloading ebooks. Response was so great they added two more classes. There were 19 at the first class and 15 at the second. Sixty people were at the 55+ program on local senior resources.

The Big Read: The booklet for The Big Read went out to the public on February 1. We already have a number of people registered for programs, including the author visit in May. I have spoken to reporters from the *Daily Herald* and *The Doings*.

Collections: Joe is having volunteers shift the nonfiction collection (on the high shelves). When they are finished spreading out eh collection evenly, Sally will make new signs for the endcaps.

Jennifer, Shirley and I have started weeding the Reference collection. Our intention was to meet at least every other week and go through a section of the Reference collection to weed it. Because of staff illnesses and Shirley and Jennifer involved in interviewing for the Computer Desk we have not been able to get back to this task.

Cris came to a Reference meeting and we discussed ways to promote the pullout sections. We decided to start with Fitness. Cris ordered some shelf signs for us to play around with and see what works. After we get Fitness the way we want it we will move on to the other pullout subjects.

Jennifer has been comparing some different databases and has arranged trials for the staff to try. She has been in contact with several of our database providers to work on some problems we were having. This is an ongoing task. There is always some database having some issue in the way that is printing, or the way it is available with remote access. They require constant attention.

Staffing: Shirley and Jennifer have been interviewing for a new Computer Desk Assistant. Jennifer has been doing some studies on shelving rates (how many items a page can shelve in an hour). She will be making some suggestions for changes to the job requirements based on her findings.

Database: Jennifer has been working long and hard getting the adult sections of the database ready for March 1. She has trained several staff members to work on updating it and conferred with the rest of the staff on content and arrangement.

Continuing Education: Jennifer attended a zone 1-4 reference librarians meeting. They discussed databases, ebooks, and the use of paraprofessionals on the desk. The librarian exchange started in February. We had are one and only visitor on February 8. This was a paraprofessional from Downers Grove. Suzy visited Woodridge and Jennifer visited LaGrange. This is the first time that LaGrange participated in the exchange. Jennifer arranged for a webinar from ProQuest for using Chicago Tribune. The presenter was not well prepared, but as she worked with us she heard some of the complaints Jennifer has been making to ProQuest and she was going to report back to ProQuest what the problems were.

Sharing: Jennifer submitted a proposal for ILA on the GenLit collection and Cris and I submitted our workshop on movie advisory in the library.

Debbie Wordinger

Adult Collection Development Report January–December 2011

This analysis is done annually and is used in the processes of determining the materials budget, weeding, materials selection, and planning the arrangement and marketing of the collections.

Use of the Adult Collection, Including Reserves: Overview

Total library circulation (January through December) was up by six percent for 2011. However, it is important to remember that the library was closed for approximately eight percent of 2010.

Because the pullout subjects (cooking, sports, crafts, etc.) only started circulating with their own unique statistical designation after we reopened, we are not able to make any meaningful comparisons for the nonfiction collection from 2010 to 2011. For that reason, we do not have an analysis of the nonfiction collection for 2011. At the end of 2012 we will be able to compare a full twelve months of nonfiction Dewey areas and nonfiction pullout subject areas for both 2011 and 2012.

Reserves Analysis

Four times a year, I ask that the staff on the Adult Ask Us Desk write down every reserve they place for one week. We keep track of what we own and what types of items the public is requesting. This is only a sample because many patrons place their own reserves, but this study can give us an indication of how we are doing with reserves. I have the following summation:

- We are most likely to own a fiction book a patron asks for and least likely to own a nonfiction book.
- About 39% of the holds patrons ask for are for new items (items from the last two years), and we are likely to own that item 84% of the time, 93% of the time if the request is for a fiction book.
- About 19% of the items asked for were published pre-2000, and we are likely to own that item 33% of the time.
- About six percent of the items asked for were published pre-1980, and we owned that item 37% of the time.
- However, the older a nonfiction item is, the less likely we are to own it.
- For fiction books and AV items, we are more likely to own a *very* old item than just an old item.

Fiction Analysis

Taking the adult fiction collection as a whole, the only two areas with percentage of collection considerably larger than percentage of circulation are Mysteries and Science Fiction. Both of these two genres tend toward series rather than stand alone books. This means we don't get rid of part of a series when we are weeding. We either keep it all or withdraw it all. Paperbacks still have a higher turnover rate than hardcover books, although circulation for most of the paperback areas dropped. We took them off of the spinners and put them on shelves. This certainly makes them less noticeable for the browser. The paperback romances increased in circulation, but they are in a place where they can be easily seen.

The GenLit collection has proven very popular, with a turnover rate higher than nearly anything else in the collection. Circulation of the Large Print collection has been increasing by at least eight percent every year for several years. This year's increase of eight percent, because we were closed for a period of time in 2010, indicates no real change from 2010 to 2011.

The circulation of rental books has been going down for a number of years. I think this is because the average time it takes for a hold on a fiction book to be filled is 14 days, and most patrons seem satisfied to wait that long.

Chart 1: Fiction Statistics, 2011

The turnover numbers in bold indicate a rate higher than the average for the collection.

Fiction Area	% Circ. Change from 2010	% of Fiction Circulation	% of Fiction Collection	Turnover
Novels	-3%	44%	42%	3.2
Mystery	-3%	12%	16%	2.3
Science Fiction	-8%	2%	4%	1.4
Westerns	-22%	<1%	1%	.9
Romance	-27%	2%	2%	2.3
Short Stories	+10%	1%	1%	1.5
GenLit*	+548%	3%	2%	5.3
Paperback Fiction	-28%	2%	2%	3.6
Paperback Mystery	-18%	1%	1%	3.1
Paperback Westerns	+81%	<1%	<1%	2
Paperback Science Fiction	-5%	1%	1%	1.4
Paperback Romance	+17%	10%	8%	3.7
Paperback Classic	-1%	<1%	1%	2.3
Rental	-5%	4%	1%	16.8
Large Print	+8%	15%	15%	3

Trade Comics	+2%	3%	3%	2.7
Total	+1%	100%	100%	3

*The GenLit collection only started circulating after we reopened in 2010. This means we are comparing about seven weeks of circulation in 2010 to a full year in 2011.

Audio Analysis

AV is the one area with, unequivocally, increased circulation, at least in the areas of feature films, television shows, and anime. Circulation of nonfiction DVDs had been treading downward and now has leveled off. That might be because we put the DVDs that coincided with the pull-out topics on the pullout shelves near the books. This is most evident in travel, cooking, and fitness. We can't see separate circulations for these DVDs separate from nonfiction DVDs as a whole. We are not adding any new CD-ROMs to the collection, and circulation has continued to drop. The circulation on Playaways is also dropping. I wonder if this is a "bridge" technology which is losing favor as more people are comfortable downloading to their iPods and MP3 players. We re-cataloged a section that was formerly under nonfiction DVDs into an area called Performance which includes DVDs of concerts, operas, theater presentations, and stand up comedy.

Chart 2: Audiovisual Statistics, 2011

The turnover numbers in bold indicate a rate higher than the average for the collection.

AV Area	% Circ. Change from 2010	% of AV Circulation	% of AV Collection	Turnover
Music CD	0%	20%	35%	5.4
Fiction Spoken Word CD	+3%	5%	10%	4.9
Nonfiction Spoken Word CD	-1%	2%	4%	3.7
Playaways	-16%	1%	1%	4.5%
Feature Film DVD	+15%	55%	28%	18.9
TV DVD	+18%	10%	8%	11.6
Anime DVD	+10%	<1%	1%	5.8
Nonfiction DVD	+6%	8%	12%	6.1
CD-ROM	-36%	<1%	1%	1.5
Total	+10%	100%	100%	9.5

Chart 3: Audiovisual Statistics by Category, 2011

AV Area	% of AV Circulation	% of AV Collection	% of AV Reserves	% Reserves Owned or Added
Music Recordings	20%	35%	5%	37%
Spoken Word Recordings	8%	15%	15%	41%
Movies, Television, and Documentaries	73%	49%	80%	66%
CD-ROM	<1%	1%	0%	
Total AV	100%	100%	100%	60%

eBooks and Downloadable Audiobooks

The statistics we receive from Overdrive do not indicate which items are adult items or the age of the person downloading. We can see that we had 181 new registered users in 2010 and 909 in 2011, an increase of 402%. In December of 2010, 45 unique patrons downloaded from Overdrive. In December 2011, 355 unique patrons downloaded, an increase of 299%. The number of audiobooks downloaded in 2011 increased by 17%, and the number of ebooks increased by 653%. In December of 2010, 103 ebooks were downloaded. In December 2011, 907 books were downloaded. The total number of books and audiobooks downloaded from Overdrive in December 2011 was 1,184. As great as all these numbers are and as much as they indicate a trend toward downloading materials, download circulations were only two percent of the total circulation in December 2011.

Reference

The size of the Reference collection is down seven percent from last year. We are currently in the process of weeding it even more thoroughly. Many books are being moved into the circulating collection and others are being withdrawn. This is all in an effort to open up more floor space on the first floor.

Magazines

The circulation of magazines went up by 30%. They are now in a much more obvious location. Hopefully moving them behind the Adult Ask Us Desk will not cause their circulation to drop. The magazines we add to the collection are popular titles suitable for browsing.

Recommendations for 2012

1. Work on marketing the pullout collections, making them easier to use and find.
2. Continue to weed down the Reference Collection to fit on the planned shelving.
3. Investigate ways to make the collection more enticing to the many people who are coming into the library—more displays in the area opened up by moving the magazines?
4. Continue to find ways to add more AV shelving, because this is a popular collection and nearly everything goes out.
5. Continue to look at ways to simplify Dewey in specific areas, for example the 800s.
6. Weed out the rest of the CD-ROM collection.
7. Investigate the current popularity of the Playaway collection.
8. Investigate the addition of additional magazines or newspapers that are directed toward particular immigrant segments of our population.

Youth Services
Monthly Report to the Board
January 2012

Collections and Services

- K&T Group Study Room use by tutors for January was 72 users of the room-14 were tutors.
- The Junior Poetry pull-out collection has been re-catalogued and labeled and placed on the pull-out shelves. Twelve categories were identified as unique to the poetry collection. (see category list).
- Monica is weeding the J500 collection and beginning work on the Science Fair pull-out collection.
- Sarah is weeding the Picture book holiday collection.
- Laura is weeding multiple copies of Teen fiction.
- Judy received revised textbooks from Gower District #61 and added and withdrew old collection.

School Services

- As school liaison, Judy met with Tracey Schwab, new library aide at Lace School. Judy assisted Tracey with reading related programming, materials and services we can assist her, the students and faculty with.
- Judy also assisted 6 teachers with Assignment Alert requests and is working with Lace school – on their 60th anniversary Celebrations.

Programs-

Youth- YS staff presented 9 Youth and Family programs in January.

Teens- 8 programs were offered in January;

- The Pre-ACT testing and Test Strategy workshops, proctored by Kaplan testing services, are highly attended and have become regular offerings in Jane's College Prep programming-offered several times throughout the year.
- Also offered this month, during high school mid-term exam weeks, designated days where special study space in the Meeting and Multipurpose rooms was reserved. With the additional laptops and study rooms now available, we have seen a drop off in the number students who require us to reserve the Meeting Room as additional study space. We will no longer be reserving the additional space during exam weeks. Staff will continue to monitor the students' needs and provide additional quiet study space in the Multipurpose Room, as needed.

Outreach-

- Sarah met with the Teens for Excellence book club. The students' book selection was Out of My Mind by Sharon Draper.

Staff

Desk-

- The January Desk Staff meeting on Summer Reading 2012 program planning included Cris Cigler on marketing and Denise Tucker from Adult Services. This years' SR program will include a Family Club component that Adult and Youth Services staff will combine their efforts on.
- All staff have been preparing materials for the Winter Storytime session. The six week session begins the week of February 13th.
- Jane and Mary Jo completed spring program scheduling and newsletter copy. Both have found working with the Evanced calendar system to be very successful for members and staff.
- In addition, Mary Jo has been working with Kelly on the Kids Read programming and department marketing & displays. Children who have read this year's selection, The Invention of Hugo Cabret (now the Oscar nominated movie Hugo), by Brian Selznick will enter a raffle for special passes the Museum of Science & Industry.
- As part of the Monarch & Bluestem IL state student book award challenge, students reading all nominee titles receive a certificate and create a book commercial for the StoryTubes project. Judy

Videotaped 4 children (3 tapes) book talking their favorite Monarch book and have several more tapings scheduled for February.

- Judy also worked with Shirley & Anna on withdrawing and organizing the K&T magazine collections for the January give away and contacted interested schools.
- Nancy created two Bookletter postings on New Books for babies – early elementary & junior-middle grades.
- In addition to finalizing details on all of the Kids & Teens web page redesign, Sarah trained the returning SASEAD student and two new students from the Hinsdale South's Hearing Impaired transition students program, as well as, developing this month book discussion for the BRMS/WBC book club.

Sharing Our Expertise-

Sarah worked with the Librarian from Hinsdale South High School, Ellen Lawrence, to submit an ILA program proposal on the shared author visits and Write On Literature Festival program.

Pages -

Additional projects completed by the K&T Paging staff included;

Mary Lynn worked on shifting the J/900 collection to clear the shelves that will be used for the Junior Pull-out subjects.

Ashley & Barb re-shelved carts of poetry pull-outs materials re-catalogued and labeled from Technical Services. Barb noticed that there was an empty shelf between the Junior/Biography and the Junior non-fiction collection. She suggested that we use it to highlight the NEW Biography titles. Barb moved the materials and re-labeled the shelves.

Sarah has received several applications for Substitute Page position and has scheduled interviews. A returning SASAED student, Carly, began her work with us just after the New Year break. Carly had worked for us briefly before the renovation and has returned to continue learning Paging skills.

Meetings

1/5	Leadership/Management webinar	Monica
1/9	NWYS meeting	Sarah
1/9	SRC programming meeting	Mary Jo & Monica
1/10	Multilingual audio product webinar	Sarah
1/10	Teen materials webinar	Jane
1/10	Department Heads mtg	Monica
1/18	SASAED student training	Sarah
1/20	WillowBrook Coalition mtg	Sarah
1/19	Desk Staff meeting	K&T desk staff
1/24	Review mtg Evanced calendar w/Ann	Jane, Kelly, Mary Jo & Monica
1/24	ProQuest database training	Judy, Kelly & Monica
1/25	Department Heads mtg	Monica
1/26	Tech Team meeting	Sarah
1/26	Leadership/Management webinar	Monica
1/30	Department Leadership mtg	Monica & Sarah
131	Meeting with Jamie	Monica

Submitted by Monica Dzierzbicki 2/8/2012

Youth Services Program Attendance 2012							
Day	Program	Youth	Family	Teen	Schools	Outreach	
Jan-12	(3)Creation Station Craft projects	885					
Jan-12	Reading Patch Club	15					
Jan-12	Read-to-Me Patch Club	6					
5-Jan	Gaming Committee mtg						
7-Jan	PACT (Pre-ACT testing)			26			
12-Jan	After School Chess	6		3			
12-Jan	Lads & Lassies Pre-school tour & story				20		
13-Jan	Junior Advisory Board	10					
1/16-1/18	High School mid-term Exam Crams			30			
20-Jan	R U Game			6			
21-Jan	TAB			20			
26-Jan	After School Chess	16		1			
30-Jan	Kaplen Test Strategies			33			
31-Jan	BRMS/WBS Book Club					17	
TOTALS		938	-	119	20	17	-

K&T Poetry Pullout Category List

Animals

Collections

Food

Forms(individual & w/sc)

Subcatagories

Concrete

Haiku

Limerick

Story

Funny

General

Holidays

Nature

People

Places

School

Sports

Kids & Teen Collection Development Report January-December 2011

Providing the 2011 circulation statistics were difficult to compare due to creating the Junior Pull-out collections, collections merging and the impact on being closed for 8% of our year. I have added some additional information indicating those collections effected by merging and the creation of pull-outs and other special collections.

Year-End Summary

It has been very gratifying to confirm that the Youth & Teen Collections have been positively impacted by the renovation. Some members and guests may have found materials they had not previously known available to them, such as the book w/audio Kits, Big Books and depth of the Parent/Teacher collections. As well as, response to the re-classification, labeling and face out displaying of the Picture book collections, confirming the projected increase for these items. Furthermore, taken with both the summer 2011 survey and anecdotal comments, this would indicate this is the preferred way for our members and guests to use this collection.

The department has continued to evaluate location, display and shelving of how several of the collections are maintained. Shortly after the New Year, patrons expressed a difficulty in locating the computer game collections. We responded by moving the collection to a more visible area and re-classifying this collection from CD-ROMs to Computer Games. We also blended the teen & children's items into one collection, housed together. Work has begun in earnest to create the six pull-out collections of Junior non-fiction materials. The Tales (formerly J/398.2... New IC1STAT 330) and Poetry (J/811.54 New IC1STAT 381) collections are in process of completion and re-located to new shelving locations with-in the Junior Subject area. In addition, the 'tween' collection has been established in the Junior Lounge area and new display shelving is on order. This collection will house current popular music CD's (New IC1STAT 619) and DVD items of high interest to our 4th-6th grade population. We also saw an opportunity to review the Children's video materials. In October and November, 2011 we were fortunate to have an LTA Intern from COD assist us in this undertaking. To review video items and find suitable replacement DVD titles was a lengthy project. This is especially true when reviewing the Children's Non-fiction video materials.

This year also saw the addition of 134 Teen and Youth e-book titles added to Indian Prairies downloadable book collection. At this time circulation statistics are recorded as total Electronic Circulation for the library. K&T also added 8 book apps on the departments' i-Pads and 6 teen titles on the Nook e-readers. A digital video format was also added this year, with the Playaway Views. Generous donations from the Darien Woman's Club & Mr. Distasio made this possible

Materials in the Teen area have also been reviewed – new display shelving has also been ordered to house the Teen DVD & music CD collections-highlighting these for the teens. The Teen Subjects, Graphic Novels and magazines will also be relocated to new areas with-in the Teen Lounge. This move is to facilitate better use of the space and improve access to the materials.

Changes in Collection Use and Size

FICTION AREA

- As noted in the 2010 report, many of the collections showed a decrease in collection size due to preparations for the renovation. As the department selectors assessed the circulation of their collections and fulfilled the requested materials from members, we have been able to increase collection size in several areas.
- Most K&T fiction collections showed marked improvements in circulation. The Picture collection is up 33%-this is slightly higher than the targeted estimates from libraries who had switched to the bin style shelving for this collection. Other fiction collections showing increases this year are; Teacher Collection [Big Books] up 109%-as part of the renovation, this collection was placed near the Parent/Teacher Collection and has a more visual location, Leapfrog kits (93%)-moved to more visible location during renovation. Unfortunately, materials in this collection are no longer available. They have been replaced by the publishers with an e-reader product, Teen Graphic Novels (36 %), Junior Graphic Novels (24%), and Early Chapters (15%).
- The only significant decrease seen was in the Toddler Board book collection (-21%)

An indication of the comparisons showing an increase or decrease of percent of circulation change is seen by (+/-) in that column.

Collection	Collection Size 2010	Collection Size 2011	Collection Size % Change from 2010-2011	2010 Circulation	2011 Circulation	Circulation % Change from 2010-2011
*Easy/Picture	8267	9334	12%	45,649	61,132	33%(+)
*Easy Readers /Beginning Readers	4,733	4715	0%	27,077	27,114	0%
*Step-Ups / Early Chapters	3680	3806	3%	19,511	22,450	15%(+)
*Jr. Fiction/ J Novels	4666	4796	2%	18,597 (29,522)	30,360	2%(+)
Jr. Picturebook	369	355	-3%	**	**	**
Jr Large Type	129	126	-2%	388	**	**
Jr.Paperback/ Series	2157	2227	3%	10,537	**	**
Toddler Boards	715	709	0%	5,092	3,987	21%(-)
Teacher Collection (Big Books)	82	84	2%	176	368	109%(+)
Jr Graphic Novel	542	645	19%	5,329	6,615	24%(+)
LeapFrog Kits	106	101	-4%	231	447	93%(+)
Teen Fiction (includes LT Fiction)	2299	2654	15%	12,689 (14,622)**	15,715	7%(+)
Teen Paperbacks/ Series	358	387	8%	1,933	**	n/a
Teen Graphic Novels	317	402	26%	1,942	2,659	36%(+)

* These collection names were changed as part of the 2011 renovation.

** This IC1STAT number is used for both collections.

Changes in Collection Use and Size
NON-FICTION/SUBJECTS

- There will be noted decreases in the Junior 300's collection size and circulation created from the Junior/Tales pullout collection. The 2011 collection size reflects those items maintained in the Junior as of year ending 12/31/2011.
- The slight decrease in the ELL collection was created by relocating several bi-lingual books into the Picture/Stories/Bi-Lingual collection.
- Two new Kreative Krates on Going to the Doctor & Hospital were added with a donation from the Abdel-Moneim Family. In addition to the new Krates topic, all of the Krates are housed in the Family Center and several of the Krates were reviewed and new material was added. Circulation increased 49%
- The marked decrease (30%) in the ELL may be related to their shelf location. The selector and I will look to relocate and I will also work with the School Liaison on new marketing efforts directed at teachers and parents.
- While most of the non-fiction collections show a decrease in circulation, the J/000's (92%), Parent/Teacher (11%), Teen non-fiction (15%) and 900's (3%) had significant increased use. Possible reasons for this may be the thorough weeding of the J/900's collection and the new shelving location of the J/000's. As the Junior subject pull-out collections are created, all Junior non-fiction collections will also be thoroughly weeded.

Collection	Collection Size 2010	Collection Size 2011	Collection Size % Change from 2010-2011	2010 Circulation	2011 Circulation	Circulation % Change from 2010-2011
Jr 000's	190	197	3%	290	558	92%(+)
Jr 100's	160	139	-13%	216	191	11%(-)
Jr 200's	473	487	2%	719	587	18%(-)
Jr 300's	2,490	2,357	-5%	2,840 (2,917*)	2,530*	13%(-)
Scouting Merit Badge*	N/A	112	N/A	N/A	*	N/A
J/Tales (pullout)*	N/A	64	N/A	77	*	N/A
Jr 400's	178	178	0%	363	310	14%(-)
Jr 500's	5,273	5,661	7%	7,922	7,781	1%(-)
Jr 600's	3,735	2,955	-20%	4,193	3,780	9%(-)
Jr 700's	2,320	2,586	11%	3,843	3,549	7%(-)
Jr 800's	687	543	-20%	1,041	924	11%(-)
Jr 900's	4,065	3,182	-21%	3,951	4,071	3%(+)
Jr Biography	1,668	1,743	4%	2,501	2,363	5%(-)
Parents	724	827	14%	1,196	1,331	11%(+)
ELL	225	218	-3%	1,045	729	30%(-)
Kreative Krates And Lincoln Legacy Kits	19	21	10%	130	194	49%(+)
Teen Nonfiction	659	805	22%	1,254*	1,445*	15%*(+)
Teen Biography	188	196	1%	*	*	*
K&T Reference	N/R	917	N/A	Non-circ	Non-circ	N/A

*Same IC1Stat number used for both collections

** Junior TALES pullout collection added in 1/2011.

Changes in Collection Use and Size
AUDIO-VISUAL

- Children and Teen DVD's now include Blue-Ray versions as well.
- As noted in the Summary, a 'tween' music CD collection has been created. CD's from both the Children's and Teen music CD collections (in addition to newly purchased items) have been moved into the Junior CD collection if the item was found to be of higher interest to the 'tween' population.
- The Junior Books on Tape collection has been steadily decreasing in both popularity and size. This collection will be eliminated during next calendar year.
- Also noted in the Summary, the Children and Teen CD-Rom collections were blended into the PC[computer] Game collection.
- Children's Playaway audio books were blended into the Children's Books On CD items to consolidate shelf space. The noted decrease in this collection may indicate our users prefer each format be shelved separately for easier identification by patrons. We will re-locate each audio format to separate shelves and create shelf labels and signage to better indicate format locations for patrons.

Collection	Collection Size 2010	Collection Size 2011	Collection Size % Change from 2009-2010	2010 Circulation	2011 Circulation	Circulation % Change from 2010-2011
Children's Video Feature	1370	1137	-17%	6,690 (7,775)	5248	32%(-)
Children's Video Nonfiction	476	446	-6%	1,085	**	**
Children's DVD Feature	2573	2841	10%	45,957 (50,845)	57,275	12%(+)
Children's DVD Nonfiction	537	565	%	4,888	**	NA
Children's Playaway Views*****	N/A	30	N/A	N/A	269	N/A
Children's Music CD's	1,019	1126	10%	3,943	4897	24%(+)
Junior Music CD's *****	N/A	78	N/A	N/A	N/A	N/A
Children's Kits (Fiction & NF)	412	429	4%	1,076	1122	4%(+)
Jr Playaways	67	72	7%	518	470	9%(-)
Jr Books on Tape	178	169	-5%	191	203	6%(+)
Jr Books on CD	367	401	9%	1,476	1611	9%(+)
LeapPad Readers***	6	6	0%	n/a	121	na
Jr CD ROM's/PC Games *****	474	490	3%	2,257 (2551)	2098	17%(-)
Teen CD-Rom*****	89	*****	0%	294	*****	na
Teen DVD's (includes Feature, Non-fiction and Anime)	518	541	4%	8,039	9060	12%(+)
Teen Music CDs*****	650	517	-20%	3,414	3355	1%(-)

Teen Books on CD	136	180	32%	470	473	0%
Teen Playaways	47	57	21%	162	344	112%(+)
Teen Nintendo DS	78	81	3%	2,335	2502	7%(+)
Teen PS2 & PS3	73	75	2%	1,559	1446	7% (-)
Teen Wii	107	119	11%	3,165	3818	20% (+)
Teen X-Box 360	68	78	14%	1,172	1735	48% (+)

** Combined circulation statistics

***LeapPad and My First LeapPad Readers newly circulating in YS 2010

****All Teen Videos have been withdrawn from the collection as of 12/2010

*****Junior Music CD collection created as of 12/2011

*****Children & Teen CD-Rom collections merged into PC [computer] Games collection 2011

*****Children's Playaway View collection added 9/2011

Submitted by Monica Dzierzbicki 2/2012

STATISTICS FOR	Jan. 2012	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Circulation</u>					
Adult	47,348	50,512	325,975	304,719	7%
Teen	3,252	3,494	27,254	23,467	16%
Kids	22,347	22,528	162,279	143,341	13%
TOTAL	72,947	76,534	515,508	471,527	9%
Electronic Circulation	1,657	501	6,796	2,802	143%
GRAND TOTAL CIRC.	74,604	77,035	522,304	474,329	10%
% Reciprocal Borrowing	16%	16%	15%	15%	
Patron Visits	39,129	37,418	294,263	213,487	38%
<u>Current Cards</u>					
Resident	194	247	23,596	23,643	0%
Non-Resident	80	86	975	924	6%
TOTAL	274	333	24,571	24,567	0%
<u>Reference Req.</u>					
Adult	3,682	3,336	23,082	18,899	22%
Kids	3,329	3,629	26,436	21,710	22%
TOTAL	7,011	6,965	49,518	40,609	22%
<u>ILL/Reserves</u>					
Holds	10,676	10,608	71,231	68,440	4%
ILLs Sent	5,965	7,072	37,869	32,717	16%
ILLs Checked Out	6,573	6,877	42,894	45,978	-7%
ILLs Received	7,075	7,443	46,806	49,366	-5%
Copy/Fax Sent	0	6	2	7	-71%
Copy/Fax Received	1	4	44	11	300%
<u>Outreach-Homebound</u>					
Items Delivered	153	155	1,166	1,044	12%
<u>Volunteers</u>					
Number Active	79	71	635	535	19%
Hours Worked	586.50	441.50	4,153.25	3,165.50	31%
<u>Programs - Adult</u>					
# Programs	4	5	33	9	267%
Attendance	137	160	855	233	267%
<u>Computer Classes</u>					
# Programs	7	0	21	4	425%
Attendance	95	0	268	40	570%
<u>Groups</u>					
# Programs	13	14	81	63	29%
Attendance	163	172	1,081	743	45%
<u>Others</u>					
#Programs	1	0	2	1	100%
Attendance	8	0	47	61	-23%
<u>Programs - Teen</u>					
# Programs	8	14	56	54	4%
Attendance	112	241	993	1,003	-1%
<u>Programs - Kids</u>					
# Programs	9	14	182	135	35%
Attendance	958	989	11,168	7,226	55%
GRAND TOTAL ATT.	1,473	1,562	14,412	9,306	55%

STATISTICS FOR	Jan. 2012	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
Computers					
Patron Use					
Adult Computers	4,099	3,919	28,600	26,186	9%
Kids Computers	1,575	902	11,919	6,036	97%
Teen Laptop	202	133	1,237	531	133%
Adult Laptop	115	127	850	127	569%
TOTAL PATRON USE	5,991	5,081	42,606	32,880	30%
Hours Used					
Adult Computers	2,933	3,008	20,237	18,068	12%
Kids Computers	893	685	7,096	4,097	73%
TOTAL HOURS USED	3,826	3,693	27,333	22,165	23%
IPPL Web Site Visitors	25,664	22,423	167,048	132,359	26%
IPPL Total Page Views	47,167	42,591	303,986	241,143	26%
Subscription Database Logins	4,417	3,932	31,876	15,498	106%
Staff Training Hours	61.50	24.50	1,291.50	966	34%
Room Use					
Multi-Purpose Room	9	18	98	103	-5%
Meeting Room					
Library	23	26	194	54	259%
Non-Library	18	17	135	61	121%
Group Study Room	271	392	2,285	715	220%
Lobby Programs	1	1	10	8	25%
Conference Room	15	15	95	90	6%
Clavinova	0	0	0	0	

MATERIALS COLLECTION STATISTICS - JANUARY 2012

	Prev. Month Total	Added	Withdrawn	Current Total	YEAR TO DATE Added	YEAR TO DATE Withdrawn
BOOKS <u>Adult</u>						
Reference	2,690	18	98	2,610	142	334
Non-fiction	51,652	488	138	52,002	2,854	3,550
Fiction	36,981	431	130	37,282	2,914	1,688
TOTAL	91,323	937	366	91,894	5,910	5,572
BOOKS <u>Kids</u>						
Reference	918	0	26	892	14	34
Non-fiction	21,422	73	952	20,543	1,322	2,479
Fiction	26,687	218	98	26,807	1,547	919
TOTAL	49,027	291	1,076	48,242	2,883	3,432
BOOKS <u>Teen</u>						
Non-fiction	976	21	2	995	112	10
Fiction	3,404	46	12	3,438	495	173
TOTAL	4,380	67	14	4,433	607	183
GRAND TOTAL BOOKS	144,730	1,295	1,456	144,569	9,400	9,187

AUDIOVISUAL <u>Adult</u>						
Video	12,540	219	11	12,748	1,435	86
Audio	13,136	81	31	13,186	772	118
CD-Roms	352	0	2	350	0	24
TOTAL	26,028	300	44	26,284	2,207	228
AUDIOVISUAL <u>Kids</u>						
Video	5,010	36	18	5,028	290	332
Audio	2,193	16	74	2,135	180	173
CD-Roms	475	0	13	462	33	48
TOTAL	7,678	52	105	7,625	503	553
AUDIOVISUAL <u>Teen</u>						
Video	547	16	4	559	69	36
Audio	803	19	7	815	91	15
Console Games	359	2	3	358	28	14
CD-Roms	12	0	0	12	0	76
TOTAL	1,721	37	14	1,744	188	141
GRAND TOTAL AV	35,427	389	163	35,653	2,898	922

DIGITAL COLLECTIONS					
Adult ebooks	455	101		556	
Kids & Teens ebooks	144	10		154	
Reference ebooks	329	0		329	
Media Library (ebooks&audiobooks)	7293	648		7941	

Darien Chamber Economic Forum
February 8, 2012
Notes

Darien is very pleased that Chase Bank will be moving into the triangle area as it will bring people to the neighboring businesses. Inland Real Estate is doing a good job of bringing businesses to Chestnut Court. They persuaded JoAnn Fabrics and a Hobby/Toy store to move there. Plus Ross Dress for Less will be going there. Again, adding these businesses will increase traffic for everyone. Inland said Darien is very easy to work with. Inland owns 130 centers and many towns don't understand the need for partnership, but the Darien mayor and staff have been phenomenal.

Businesses need to be visible. There has to be a marketing campaign – “feet to the street” to get people shopping in local stores instead of online. Encouraged businesses to sponsor activities within the village to gain visibility and loyalty.

The Park District noted they bring in thousands of people each time they have some type of sports tournament at the Sportsplex.

Real estate agents spoke about the need for Darien to formalize some type of marketing that can be given to potential house buyers. “What distinguishes Darien from Woodridge and Burr Ridge? We need to get our story together.”

It is recognized that Darien needs to create a higher end look, several malls look old and rundown. Some type of identifying design element throughout the town is needed to tie everything together and create a uniform look.

Reported that Darien does not have a lot of foreclosures or short sales. This is a phenomenon in the current economic climate. People are staying in their homes. Only 70 homes for sale in the past year. Other years it has averaged 110. Downers Grove is seeing three times their average number of homes for sale.

The chamber has started discussing ideas for promoting local businesses such as a “cash mob “ that directs people to a particular store on a particular day. The library reviewed last year's partnership with 51 businesses that provided those businesses with greater visibility.

Willowbrook/Burr Ridge Chamber meeting

February 1, 2012

Topic: "Social Media - Facebook"

Al Kohout from Alkaye Media Group made a presentation about using Facebook. Many of the techniques he recommends are already in place at IPPL. However, he did demonstrate how sharing information among pages can increase your visibility.

As part of the introductions during the meeting, members are encouraged to share business relationships that they may have with other chamber members. I was able to share that we ordered the ornaments for the Friends from ProForma and that we're ordering banners from Bannerville USA.

The WBBR Chamber Business Expo is scheduled for March 7 from 1-6 p.m. With our strategic plan goals in mind, we have decided to participate in this event this year. Our booth will be adjacent to the Village of Willowbrook, in an effort to emphasize that residents in the village of Willowbrook are in the library district. In earlier years, we had discussed the possibility of sharing a booth with the village but that was not feasible this year.

Our plan is to have a laptop and circulation staff on hand to issue library cards on site. We will have some giveaway items and will probably raffle off an engraved brick in our Reading Garden.

Upcoming events:

March 7 – Business Expo

April 4 – Networking luncheon

Christine Cigler

Marketing Coordinator

February 14, 2012

RAILS Update February 2012

RAILS continues to move forward in its development as an entity.

- The current director was hired as a temporary director and they have selected a search firm to assist in them in selecting and hiring a permanent director.
- There are currently two centers in RAILS for Talking Books (for the blind). It has been decided to change these centers to advisory/outreach centers (location to be determined) and move both collections to the state library where they will be housed and managed. This will decrease staffing and facility costs.
- The board continues to receive information about the various locations currently owned by RAILS (all part of the legacy systems) to assist the board members in making a decision about which facilities to retain. The LLSAP managers recently presented to the board a comprehensive report on each facility relative to their desirability as a data center. Burr Ridge was ranked the highest as a data center. Their recommendation is to continue to use Burr Ridge as a data center, hosting SWAN and two other LLSAPs, and keep the East Peoria location to house the LLSAP currently located there and use both centers to provide remote backups and data redundancy as part of disaster recovery planning. A timetable has been developed for making a decision regarding facilities with a plan being created by the end of June and implementation of the plan occurring in FY13.
- A timeline has been created to keep the board and staff on track for preparation of the FY13 System Area Grant (the vehicle through which RAILS gets its money.)
- A comptroller and a HR Manager have been hired which helps to fill in some of the administrative gaps at RAILS.
- They are currently interviewing a technology directory who would oversee RAILS technology and be the liaison to the LLSAP managers.

Listening Posts January, 2012

Kids & Teens

While cleaning up from "Making Valentines" I overheard two of my volunteers saying that they were really exhausted but they had so much fun they want to sign up for summer volunteer this summer.

One of the swap and shop kids ran up to tell me she had earned over \$50 and that she was very happy.

As we were closing "Making Valentines" a family came in who had read the time in the newsletter wrong. They were very happy that we could provide them with materials to take home to make Valentines. The mom said that next year they will be sure to look more carefully at the time. MJW

While attending the Hinsdale South Battle of the Bands program to scout information for the Battle our Teen Advisory Board is planning for this summer, one of the Board members approached me, very excited to see me there and shared they will also be taking notes for next TAB meeting. JH

Circulation

Patron wondered if many others complained about playaways. She said she has never been able to listen to an entire playaway. Jan

Patron was happy to see the security cameras. "They are something that every public place needs". Joyce

While on phones I called a patron in regard to something that was in Lost & Found. He was absolutely amazed that we would take the time to call him. It had personal info on it and since he said it was scratch paper I offered to shred it. He replied that he hates the building but loves the people. (He is an architect). BB

Two ladies who came to the Download E-Readers class today were thrilled with the great help they got. They weren't registered for the class but Suzy gave them great assistance. BG

Bensenville patron said that in between the DVDs that face forward and the de-deweyed books, we have set library science back 100 years. He was a librarian for 30 years and can never find anything here. MF

Adult & Computer Help Desk

“It doesn’t matter when you come now, all the computers are taken.” CL
(There was a 50 minute wait for a computer and a laptop was suggested, but refused)

“It bugs me that some people are here every day and all they do is play games.” CL

“The YouTube video on downloading e-books was great!” MK

Patron was complimentary to the library for having the foresight to install the automatic door opener for the front door that automatically opens BOTH doors at once. She has seen places where this does not happen and the person needing the door open has to push two buttons for help. May not seem like a big deal but it is if you need this service to get in or out of the building. MP

“I’ve been to a lot of libraries and whenever I am in here everyone is so nice and so happy.” DW

“This library is amazing. You have so many great things.” (Patron who requested some craft books.) SPJ

Member commented on how nice our new plants look. SPJ

Member made a point of complimenting Hugh on how friendly he was while helping her download something here that she couldn’t get to from home. SPJ

Member appreciated seeing our “qualifications” (MLS) on name badge. She said it let her know the kinds of questions she could ask me and level of expertise. SPJ

Elizabeth Stuart said she had a patron who was a Hinsdale resident but he comes here because we “have the best library around.” JP

Technology

While helping a patron after the 55+ program on January 11, she said the speaker was good and the program was very informative. AS

“I’ve really learned today in class. Thank you for offering such a great program!” DB

Administration

Tablet and e-book reader ownership nearly doubles in one month

Posted on January 23, 2012 | 1 Comment

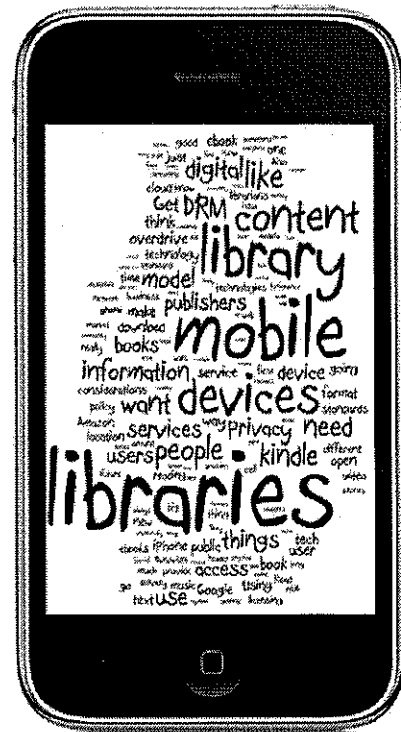
Today the Pew Research Center's Internet & American Life Project announced that tablet and e-book reader ownership nearly doubled over the holidays. Overall, 29 percent of U.S. adults now own at least one of these devices. This is the first report in a series funded in part by the Bill & Melinda Gates Foundation, with an advisory group of library representatives – on which I serve on behalf of the American Library Association.

While this first report does not reference libraries directly, it certainly has implications that come as no surprise to our members. Of course libraries have experienced the post-holiday surge of new tablet and e-reader users seeking help using these devices and looking to check out e-books much as they have checked out billions of other library items in the past year. Unfortunately, despite our best efforts, these new tablet and e-reader owners will not be able to find the same depth of collections on their new devices as they've enjoyed in the stacks. Many of the largest publishers limit or do not allow library lending of e-books, an issue top of mind for the new Digital Content and Libraries Working Group.

In addition to the content divide that currently exists for those seeking e-books through their libraries, the Pew report also surfaces a new "device divide." While 36 percent of people from families with annual incomes greater than \$75,000 have a mobile reading device, only 8 percent of those with incomes below \$30,000 report this is the case. In our effort to create and support a nation of readers and lifelong learners, these divides pose significant challenges to our values and ability to meet community needs. They demand our continued vigilance and advocacy, as well as our creativity in developing new sustainable models for connecting our communities.

Pew plans to dig deeper into library experiences with e-books in the coming year. There will be an online survey of library staff asking about their experiences with e-books, e-book readers, and publishers of e-books, as well as a survey of library patrons asking about *their* experiences of accessing/trying to access e-books at their libraries. Together, this phase of the research project will explore reader expectations for access to digital content and devices and the challenges and opportunities they bring to public libraries. In subsequent years, the project will investigate community priorities for library services and will describe use patterns and outcomes for library patrons and non-users.

Larra Clark, Director, Program on Networks
ALA Office for Information Technology Policy



american libraries

THE MAGAZINE OF THE AMERICAN LIBRARY ASSOCIATION

Published on *American Libraries Magazine* (<http://americanlibrariesmagazine.org>)

[Home](#) > [Emphasis on Ebooks Stirs Community Outcry in Illinois](#)

Emphasis on Ebooks Stirs Community Outcry in Illinois

0

tweets

tweet

 [Print \[6\]](#)

[ShareThis](#)

By [Sanhita SinhaRoy \[7\]](#)

Area residents served by the Rockford (Ill.) Public Library are questioning a decision by the board of trustees to allocate 25.5% toward the purchase of ebooks for the year. That amount would equal \$303,332 of the library's \$1.19 million total collection budget for FY2012.

Protesters, who included the local chapter of the NAACP, held a news conference at the main library on January 13 to voice their opposition, stating that the increasing shift toward digital media will leave behind traditional users and those without money or access to new technology.

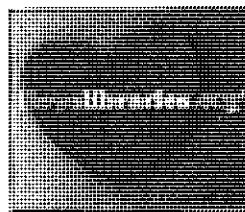
Members of the community-based initiative Save Our Library (SOL) noted that a proposal in RPL's draft August 2011 "Facilities and Digital Library Plan" recommended that the library strive for a 95/5 ratio of digital-to-print. "The library would only purchase print in the event that no digital version is available for a needed item," [the proposal states \[8\]](#). Frank Novak, executive director of the library, said in the January 14 *Rockford Register Star* that the relevant memos and reports from him to trustees were never voted on and had not been made public until the January 13 news conference. "Those are things that I've looked at for the long term," he told the *Star*, "what could happen in the long run."

"There's always an emotional response to library changes," Community Relations Officer Emily Hartzog told *AL*. "It's kind of a compliment, because it shows that the community is passionate about the library and values it." She went on to say that the library does not intend to abandon print books but rather to add more DVDs, CDs, audiobooks, and downloadable material. "It's not a loss; it's an addition to," said Hartzog.

SOL member Rachel Leon told *AL* that the speed with which the library board appears to be instituting these changes "doesn't make sense for the socioeconomic realities of our community." According to the 2010 Census, 22% of Rockford's



[1] [2]



[3]



[4]

nearly 153,000 residents are in poverty. Of the 102 US libraries that serve similarly sized communities and that reported to the latest Public Library Data Service's Statistical Report, average ebook expenditures were \$7,413. The largest amount was \$71,992, appropriated for High Point (N.C.) Public Library.

"Any more the library board does to make access to books either more complicated, more cumbersome, or costly does not seem like it would be a good fit," another SOL member, Margie Veitch, told WTVO in Rockford January 12.

The minutes of an October 24, 2011, trustees meeting indicate that board President Paul Logli said the library is merely going where the public has already taken it, citing the growth of ebook checkouts. He added that while there may ultimately be fewer print materials available, it behooves the board to try to anticipate library users' needs.

Hartzog explained to *AL* that the RPL board used several factors to determine the budget, including figures that show ebook circulation shot up 52% between 2009 and 2010. From 2010 to 2011, the increase skyrocketed 92%. By comparison, print circulation peaked at 2009 and has dropped 25% since then, she said.

But Leon told *AL* that the circulation numbers are skewed because, since 2009, the board has been cutting library hours and has tried to close two of its six locations. "They've been looking for a way to justify more cuts to hours and closing libraries," she asserted.

RPL's overall FY2012 budget for electronic resources constitutes 35% of the acquisitions budget. Explaining that figures were not broken out for ebook spending in previous fiscal years, Hartzog added that it was impossible to compare the library's FY2012 budget for ebooks and previous years' ebook spending for Rockford Public Library.

RPL hopes to make 50 Kindle e-readers available for checkout by spring, and Hartzog said the plan to circulate e-readers was always part of the discussion when the board was determining how to allocate the collection budget.

Jane Pearlmuter, associate director emerita at the School of Library and Information Studies at the University of Wisconsin in Madison, who teaches in the area of collection management and electronic resources, told *AL* that unless a library pays for many simultaneous users, it's possible that a patron could reach the top of the hold list for an e-reader while still waiting for the desired ebook, or vice versa.

Pearlmuter also noted that libraries that move to a primarily ebook collection may find that they pay over and over for access to the same titles: "RPL seems like a passenger who knows it is time to go somewhere but is standing on the wrong platform, waiting for the wrong train."

The next meeting of the Rockford library trustees is scheduled for January 23.

American Libraries, Wed, 01/18/2012 - 10:46

American Libraries Magazine | 50 East Huron | Chicago, IL 60611 | 2012© American Library Association | [Staff Login](#)

AdChoices 

Download Audio Books

Listen On Your iPod or MP3 Player. No Shipping, No Waiting. Try Now!
Audible.com

Small Business Lawyers

Small businesses have big needs. Find out what we can do for yours.
www.mha-law.com

Mitt Romney in 2012?

Would you support Mitt Romney for president? Vote in poll.
www.newsmax.com

Rock Valley College

Get Up-To-Date Information About Rock Valley College
www.CampusExplorer.com

College Textbook Renter

Save Cash-Rent your College Textbooks. Lowest Rental Prices!
www.CollegeBookRenter.com

[Advertise on our site](#)

[5]

Will libraries pay publishers every time an ebook is checked out?

by Public Libraries on January 24, 2012



Public libraries currently treat ebooks just like they do physical books. They purchase the number of copies of the ebooks they want from the OverDrive platform for a fixed price per copy. Libraries then loan those ebooks out to patrons as many times as they want to, except for certain titles which disintegrate after 26 check outs. Libraries also have to pay an annual platform fee to OverDrive to be able to use their system.

The current system is far from perfect and makes very little sense to customers that are used to downloading anything digital almost instantly. The concept of a limited number of copies of a digital file makes no sense at all. Several major publishers aren't loaning out ebooks through OverDrive. Even with the flaws, libraries almost all use OverDrive and ebook checkouts are absolutely skyrocketing.

One company is hoping to change the entire model for borrowing ebooks through libraries. Library Ideas, LLC announced yesterday that their pay per use service is live at more than 50 libraries.

The service is called Freading and was launched in June of last year. Freading has no upfront costs for libraries and provides access to tens of thousands of ebook titles from over 40 publishers and many independent authors. The service charges libraries a fee every single time an ebook is checked out. There is no limitation on the number of times a given title can be checked out.

The advantages of the system over OverDrive are substantial. There is no such thing as a number of copies that are available so library patrons will never have to wait to check out an ebook. The entire collection of ebooks is available to every library that offers Freading. With OverDrive, libraries have to buy a copy of every title they want. This limits most libraries to only being able to offer a tiny fraction of OverDrive's 700,000 digital titles. As an example, the New York Public Library only has 23,759 ebook titles available.

The gigantic disadvantage is that public libraries will have difficulty controlling their costs if they have to pay a fee every single time one of their patrons check out an ebook. Another drawback is that there are currently only a small number of publishers loaning their ebooks out through the service. Another major issue is that the service does not currently work from a Kindle.

Freading uses a virtual currency as a way to help libraries control costs. The service uses tokens as the currency to check out ebooks. Each ebook costs between one and four tokens to check out. A library can set how many tokens each cardholder gets each week or month. This allows a library to control the number of ebook downloads per cardholder which in turn lets the library know the maximum that they might have to pay in fees

over a given period of time.

The advantages of the pay per use model over the “pretend it’s print” OverDrive model are huge. The concept of the virtual currency as a way to control total cost could be the game changer that libraries need to adopt the model. Unfortunately, any library ebook lending system has to have most of the publishers on board and has to work on Kindles to stand a chance of surviving. Hopefully, libraries will solve both of those deficiencies soon and finally be able to offer the ebook borrowing experience that their patrons are clamoring for.