

Indian Prairie Public Library  
401 Plainfield Road  
Darien, Illinois 60561

**Budget and Appropriations Hearing**  
**September 19, 2012 – 7 p.m. – Conference Room**

- A. Call to Order and Statement of Purpose: The purpose of the hearing is to provide the opportunity for public comment on the Budget and Appropriations Ordinance. Page 4
- B. Public Questions/Comments
- C. Closing of Hearing

**Board of Trustees Regular Meeting**  
**September 19, 2012 – 7:15 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. Schmidt to Bukovac re: Donation by Darien Park District Garden Club Page 5
  - 2. Bukovac to Schmidt re: Donation to Darien Park District Garden Club Page 6
  - 3. Ritzman to Bukovac re: Serving Alcoholic Beverages at the Library Page 7
  - 4. Bongiovanni to Bukovac re: Darien Chamber Use of Library Parking Lot Page 8
- E. Omnibus Consent Agenda
  - 1. Minutes of Regular Board Meeting, August 15, 2012 Page 9
  - 2. Treasurer's Report Page 12
  - 3. Action on Bills/Additional Bills Page 16
  - 4. Ordinance #2012-6 Providing for the Budget & Appropriations of IPPL FY 2012-2013 Page 23
  - 5. Estimate of Revenues FY 2012-2013 Page 27
  - 6. FY2013 Illinois Public Library Per Capita Grant Page 28

**BOARD MEETING – SEPTEMBER 19, 2012 – PAGE 2**

Omnibus Consent Agenda (continued)

- 7. Endorsement of ReadersFirst E-Book Statement Page 39
- 8. Resolution #2012-B Authorizing Distribution of Trustee Election Materials and Acceptance of Petitions Distribute @mtg

F. Items Deleted from Omnibus Consent Agenda

G. Library Director’s Report Page 41 Information

H. Staff Report Information  
 Cris Cigler, Marketing and Public Information Coordinator

I. Reports

- 1. Trustee Reports Regarding City and Village Presentations Information
- 2. WB/BR Chamber of Commerce Meeting (none)
- 3. Darien Chamber of Commerce (Bukovac) Information
- 4. RAILS Page 71 Information
- 5. Building and Grounds (none)
- 6. Finance Committee (none)
- 7. Plan/Annexation Committee (none)
- 8. Policy Committee (none)

J. Unfinished Business

- 1. Financial Forecast Page 76 Discussion
- 2. Building Bond Page 91 Discussion

K. New Business  
 None

L. Scheduled Meetings  
 None

M. Community Events

N. Library Events

Computer Class Registration	9/5/2012	9:00 AM
Gaming Committee	9/6/2012	3:15 PM
Nook Users: Learn How to Download eBooks	9/11/2012	1:30 PM
Internet for Beginners	9/11/2012	3:30 PM
Email for Beginners	9/11/2012	6:00 PM
Chan Concert	9/12/2012	7:00 PM
Novel Idea- Save Me by Lisa Scottoline	9/12/2012	7:00 PM
Chan Summer Concert Series: The K. Michaels Band	9/12/2012	7:30 PM
iPad & Tablet Users: Learn How to Download eBooks	9/13/2012	6:00 PM
Kindle Users: Learn How to Download eBooks	9/13/2012	7:30 PM
55+ Group	9/14/2012	9:30 AM
Jlm Gill Music Concert-Families	9/14/2012	6:30 PM

**BOARD MEETING – SEPTEMBER 19, 2012 – PAGE 3**

Library Events (continued)

TAB	9/15/2012	2:30 PM
Life's Transitions	9/17/2012	9:30 AM
Intro to Word	9/17/2012	6:00 PM
GenLit (for 20-30 somethings)	9/17/2012	6:30 PM
First Day of Story Time Sign-up.	9/18/2012	9:00 AM
Kindle Users: Learn How to Download eBooks	9/19/2012	1:30 PM
Intro to Excel 2010	9/19/2012	3:30 PM
Intro to Word	9/19/2012	6:00 PM
After School Chess- Kids	9/20/2012	3:45 PM
Ask the Master Gardeners	9/20/2012	6:00 PM
Fall for Foods of the Season	9/20/2012	7:00 PM
Crime Readers Book Discussion	9/20/2012	7:00 PM
Start Early - Start Smart	9/23/2012	2:00 PM
Today's Smart Living: Swap and Shop	9/25/2012	7:00 PM
Intro to Excel 2010	9/26/2012	3:30 PM
RU Game	9/28/2012	6:30 PM
Gaming Committee	10/4/2012	3:15 PM
An Introduction to Morningstar Investment Research Center	10/4/2012	7:00 PM
Books to the Big Screen	10/5/2012	6:00 PM
Legos-free play day	10/8/2012	10:00 AM
55+ Council Meeting	10/9/2012	1:00 PM
Lyric Opera Lecture: Simon Boccanegra	10/9/2012	7:00 PM
Intro. to Excel 2010	10/10/2012	3:30 PM
Intermediate Word	10/10/2012	6:00 PM
Novel Idea- Caleb's Crossing by Geraldine Brooks	10/10/2012	7:00 PM
On the Road and at Home with The Rolling Stones	10/11/2012	7:00 PM
55+ Group	10/12/2012	9:30 AM
Elephant & Piggie	10/12/2012	6:30 PM
Computers for Beginners	10/15/2012	6:00 PM
GenLit (for 20-30 somethings)	10/15/2012	6:30 PM
Intro. to Excel 2010	10/16/2012	3:30 PM
Computers for Beginners	10/16/2012	6:00 PM

O. Adjournment

4

**LEGAL NOTICE  
NOTICE OF PUBLIC HEARING  
INDIAN PRAIRIE PUBLIC  
LIBRARY DISTRICT**

NOTICE IS HEREBY GIVEN that a public hearing will be held in conjunction with a Budget and Appropriations Ordinance for the Indian Prairie Public Library District, DuPage & Cook Counties, Illinois at 7 p.m. Central Daylight Savings Time, September 19, 2012, at the Indian Prairie Public Library, 401 Plainfield Road, Darien, Illinois. Notice is hereby given that a tentative Budget and Appropriations Ordinance is on file and has been on file at the Indian Prairie Public Library, 401 Plainfield Road, Darien, Illinois, since July 20, 2012.

Victoria Suriano, Secretary  
Board of Trustees  
Pub: 8/2/12 362412

The Darien Park District  
Garden Club



"A Good Place to Grow"

342 Sunrise Ave.  
Willowbrook, IL 60527

August 22, 2012

Ms. Jamie Bukovac, Library Director  
INDIAN PRAIRIE PUBLIC LIBRARY  
401 Plainfield Road  
Darien, IL 60561

Dear Ms. Bukovac:

In conjunction with the letter the Garden Club wrote to you on July 29, 2012, to express our appreciation for the generosity you have shown our club, the Darien Park District Garden Club Board met recently and unanimously agreed to donate this enclosed check as an additional thank you.

Sincerely,

*Sandra Schmidt*  
Sandra Schmidt  
President

cc: Laura Birmingham  
Assistant Director, IPPL



401 Plainfield Road | Darien, Illinois 60561-4207  
T 630/887-8760 F 630/887-1018 ippl.info

August 31, 2012

Sandra Schmidt, President  
Darien Park District Garden Club  
342 Sunrise Ave.  
Willowbrook, IL 60527

Dear Sandy,

On behalf of the library trustees and staff I want to thank you for the donation from the Garden Club. We appreciate your thoughtfulness. Gardening is a popular subject with our patrons so the donation will go to good use. These are the books that have been purchased with the donation:

A Gardener's Guide to Bulb by Christine Skelmersdale

Flowers in the World's Most Beautiful Gardens by Alain Le Toquin

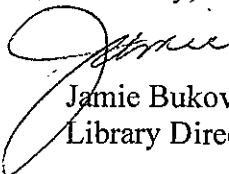
Roses: The Art of the Rose by Jerome Goutier

Encyclopedia of Planting Combinations: Over 4,000 Color and Planting Schemes by Tony Lord

Garden Techniques and Garden Plants by Jonathan Edwards

We also appreciate so much the many ways that we are able to partner with the Garden Club. Please convey our thanks to your membership for their support and for the work they do to keep our grounds looking wonderful!

Sincerely,



Jamie Bukovac  
Library Director

Board of Trustees

Crystal Megaridis /President Jo Ann Schusterich /Vice President Marian Krupicka /Treasurer Victoria Suriano/Secretary  
Paul Oggerino/Trustee Luanne Spiros/Trustee Robert Thomas/Trustee Jamie Bukovac/Library Director

7

**Jamie Bukovac**

---

**From:** Roger Ritzman [Ritzman@psnrb.com]  
**Sent:** Friday, August 31, 2012 2:09 PM  
**To:** Jamie Bukovac  
**Subject:** Serving alcohol

Jamie

This email confirms my opinion that we may serve alcoholic beverages at the Library provided we obtain the necessary permit/approval from the local municipal authorities.

The issue is a little clouded by language in the Liquor Control Act and Regulations of the Liquor Control Commission.

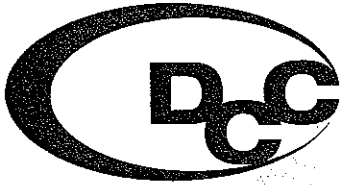
Bottom line? I recommend you contact the Village Manager to ascertain what is required by way of Village approval/permit. If the Village OK's our plan, we may proceed.

Reminder: Check with our insurance agent as to insurance coverage for an event, i.e., Dram Shop/Host insurance. It may be that proof of such insurance is a requirement of the municipality as part of the approval/permit process. In any event, we should confirm our insurance coverage for serving alcoholic beverages.

Roger

Roger A. Ritzman  
Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd.  
221 E. Illinois Street, P.O. Box 564  
Wheaton, IL 60187-0564  
(630) 665-1900  
(630) 665-0407(fax)  
[www.psnrb.com](http://www.psnrb.com)

The contents of this e-mail message and any attachments are intended solely for the addressee(s) named in this message. This communication is intended to be and to remain confidential and may be subject to applicable attorney/client and/or work product privileges. If you are not the intended recipient of this message, or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and its attachments. Do not deliver, distribute or copy this message and/or any attachments and if you are not the intended recipient, do not disclose the contents or take any action in reliance upon the information contained in the communication or any attachments.



**Darien Chamber of Commerce**

1702 Plainfield Road  
Darien, Illinois 60561  
630.968.0004 fax 630.968.2474

August 22, 2012

Jamie Bukovac  
Indian Prairie Public Library  
401 Plainfield Road  
Darien, IL 60561

Dear Jamie:

The Darien Chamber of Commerce is organizing the 25th Annual Celebration of DarienFest on September 7, 8 and 9 at Darien Community Park. We are requesting use of the Library's parking lot. As in the past, shuttle buses will drop off and pick up passengers at the Clarendon Hills Road entrance. We would also like to install signage, with the DarienFest dates, at the corner of the Library property a few weeks in advance.

The DarienFest Committee has arranged for volunteers to monitor the parking lot throughout the Fest weekend. Also, our contracted cleaning service will provide clean up of the Library property and parking lot on Saturday, Sunday and Monday mornings. We have also included your logo as a Fest Partner on our website.

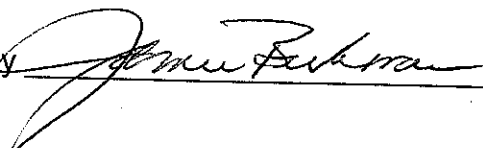
A Certificate of Insurance listing the Indian Prairie Public Library as an additional insured is enclosed.

We would greatly appreciate approval of our request and thank you for your support over the years.

Sincerely,

*Clare Bongiovanni*

DarienFest Chairman

Approved by 

**Please sign and mail your approval in the enclosed envelope. Thank You!**



9

Indian Prairie Public Library  
Board of Trustees Minutes  
Regular Meeting of August 15, 2012

**Board of Trustees Regular Meeting  
August 15, 2012 – 7 p.m.**

A. Roll Call

President Megaridis called the meeting to order at 7:01 p.m. Acting-Secretary Oggerino called the roll. Present: Crystal Megaridis, Paul Oggerino, Jo Ann Schusterich, Luanne Spiros  
Absent: Marian Krupicka, Victoria Suriano, Robert Thomas  
Staff Present: Jamie Bukovac, Maria Wlosinski  
Others: Dave Phillips of Speer Financial (regarding J1)

President Megaridis asked for additions and/or corrections to the agenda. There were none.

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

Vision Statement: Acting-Secretary Oggerino 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

At this point Dave Phillips of Speer Financial addressed the Board regarding item J1 (Unfinished Business). He left at 8 p.m. The Board continued with Communications and Announcements and the rest of the agenda.

D. Communications and Announcements

1. Bukovac to Darien Lions Club re: Thank You for Donation
2. Ritzman to Public Library Clients re: Open Meetings Act Amendment
3. Tatnall to Bukovac re: Literacy DuPage
4. Fisher to Bukovac re: Conference Room

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, July 18, 2012
2. Treasurer's Report 6/30/12
3. Treasurer's Report 7/31/12
4. Action on Bill/Additional Bills
5. Amended Budgetary Calendar
6. Annual Statement of Receipts and Disbursements
7. Semi-Annual Statement of Receipts and Disbursements
8. Approval of FY2012 Illinois Public Library Annual Report
9. Motion to Dispose of Property

10

Spiros moved, Schusterich seconded to set the Omnibus Consent Agenda. Motion carried unanimously. Oggerino moved, Spiros seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

Bukovac distributed a draft copy of the full color newsletter; there is no increase in cost for full color. It is due to go out at the end of August. There will be an interactive PDF of the newsletter on our website which Cigler will demonstrate at the September Board meeting. Bukovac distributed a draft copy of the handout that the Trustees will use when they give their presentations to Darien, Willowbrook and Burr Ridge. The handout was organized around the library's 4 priorities. Spiros would like the handout to include testimonials and would like statistics she could relate to the needs that the communities have identified. Schusterich said that Cigler does a great job tying her marketing report to the strategic plan.

H. Staff Report - none

I. Reports

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

J. Unfinished Business

1. Building Bond – Dave Phillips, Certified Independent Public Finance Advisor, with Speer Financial introduced himself to the Board and gave background information about the company which has been in business for 58 years. They serve as financial advisor to the City of Darien and the Park District. They have also worked with Burr Ridge and Willowbrook. They will be conducting a referendum seminar in Glen Ellyn on August 23 which will include election law information. Phillips said his approach to determining whether the library should pursue a referendum would be for the library to have a conversation and a sharing of information with the community. The library would need to ask, listen, and respond. Phillips said the library has an opportunity to have a major conversation with the community regarding our level of services as well as their expectations and needs. The library can then do an assessment as to the community's comfort level with respect to a referendum. Phillips said that in order to pursue a referendum, we need to have a compelling reason (message/story) now. Long-term capital sustainability is a harder sell (i.e. "at some point" "eventually"); we would need to blend services with capital expenses. We also need to be sensitive to the economic climate. In conclusion, Phillips said that if our story needs time to evolve, then we're better off waiting and pursuing a referendum when the need exists. Speers Financial can provide us with the tools to ask the questions and can help us with the educational component to help us through the process. After Phillips left Megaridis said we will continue the discussion at the September Board meeting since not all of the Trustees were present tonight. Bukovac will speak to the department heads and will review community surveys to see if there is a pattern of things that people want us to do and will bring the information to the September Board meeting. Bukovac said the library has been strategic and responsive in shifting money to

11

areas that meet community needs. Schusterich thanked Bukovac for her leadership over the years which has been responsive and intuitive to the community's needs.

2. Financial Forecast – Bukovac sent the financial forecast to Steve Larson (Ehlers) for his review.

K. New Business

1. Review of *Serving Our Public 2.0 Standards for Illinois Public Libraries, Chapter 9 Programming* - The Board reviewed the backup. They did not have any questions.
2. Review of *Illinois Library Law and Rules, 75 ILCS 10/8 State Grants And 10/8.1 Eligibility for Grants* – The Board reviewed the backup. They did not have any questions.
3. Review of Supplemental Taxes – The Board reviewed the backup. They did not have any questions.

L. Scheduled Meetings – none

M. Community Events - none

N. Library Events

1. Fantasy Football 201 (Advanced), August 16, 7 p.m.
2. GENLit Book Discussion, August 20, 6:30 p.m. at Cabana Charley's Tiki Bar & Grill in Woodridge
3. Read to the Dogs, August 20, 7 p.m.
4. AtoZdatabases, August 21, 11:30 a.m.
5. Chamber Event: AtoZdatabases, August 21, 1 p.m.
6. LinkedIn 101, August 21, 6 p.m.
7. CUB Phone Bill Clinic, August 22, 1 p.m.
8. Chan Concert Starring Petra van Nuis, August 31, 7:30 p.m.

O. Adjournment

At 8:40 p.m. Schusterich moved, Oggerino seconded to adjourn the meeting. All ayes.  
Motion carried unanimously.

---

Paul Oggerino, Acting-Secretary

INDIAN PRAIRIE PUBLIC LIBRARY TREASURER'S REPORT 08/31/12

12

Balance on hand as of July 31, 2012.....	2,985,592.13
Cash Receipts for August.....	149,731.72
Cash Disbursements for August.....	382,236.84
Cash on hand as of August 31, 2012.....	2,753,087.01

Illinois Funds (Money Market) - Average Monthly Rate 0.101%

General .....	\$470,230.59
Special Reserve .....	20,935.45
Working Cash.....	314.91
Bond .....	259,486.37
Children's Endowment .....	2,883.99
Endowment.....	11,163.13
<u>MPI Investments</u> .....	1,137,911.02

JP Morgan Chase - Savings - Rate .16%

General.....	\$301,979.54
--------------	--------------

Working Cash Fund

MPI Investments .....	383,747.95
JP Morgan Chase - Checking - Rate .10%	
General .....	91,513.86
Hinsdale Bank & Trust - Checking.....	72,316.20
Petty Cash .....	200.00
Petty Cash/Circulation .....	404.00
Balances as of August 31, 2012.....	\$2,753,087.01

FUND BALANCES AS OF 08/31/12

Corporate Fund.....	1,845,001.73
Building & Maintenance Fund.....	80,354.25
I.M.R.F. Fund.....	4,499.00
Liability Fund.....	7,520.41
Social Security Fund .....	6,613.34
Special Reserve Fund.....	22,059.35
Working Cash Fund .....	384,150.15
Bond Fund .....	327,840.35
Misc. Balance Sheet Accounts from all Funds.....	75,048.43
Grand Total All Funds .....	\$2,753,087.01

**Indian Prairie Public Library District**  
**Consolidated Revenue Report for August 2012**

13

	RECEIVED Aug 12	RECEIVED THIS YEAR	PRCT COLL	BUDGET RECEIPTS	UNCOLLECTED RECEIPTS
<b>PROPERTY TAX &amp; LEVY INTEREST</b>					
41100 · Property Taxes	111,945.49	1,720,531.31	54.73%	3,143,629.00	1,423,097.69
41110 · Bond Property Taxes	17,922.13	25,676.25	5.29%	485,845.00	460,168.75
41150 · Non-current Property Taxes	265.14	265.14	16.57%	1,600.00	1,334.86
43100 · Interest-Tax Levy	4.23	14.59	0.00%	0.00	-14.59
<b>TOTAL PROPERTY TAX &amp; LEVY INTEREST</b>	<b>130,136.99</b>	<b>1,746,487.29</b>	<b>48.10%</b>	<b>3,631,074.00</b>	<b>1,884,586.71</b>
<b>INTERGOVERNMENTAL</b>					
42200 · Per Capita Grant	0.00	0.00	0.00%	42,000.00	42,000.00
42300 · Corporate Grant	0.00	0.00	0.00%	0.00	0.00
<b>TOTAL INTERGOVERNMENTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>42,000.00</b>	<b>42,000.00</b>
<b>INTEREST</b>					
43200 · Interest -Checking	10.25	24.67	0.82%	3,000.00	2,975.33
43500 · Interest - Investment	109.61	231.96	0.00%	0.00	-231.96
<b>TOTAL INTEREST</b>	<b>119.86</b>	<b>256.63</b>	<b>8.55%</b>	<b>3,000.00</b>	<b>2,743.37</b>
<b>DESK MONIES</b>					
45100 · Copier	369.90	764.90	0.00%	5,000.00	4,235.10
45120 · Computer Copies	1,029.54	1,897.82	18.98%	10,000.00	8,102.18
45200 · Fines/Fees	4,918.56	9,961.11	17.17%	58,000.00	48,038.89
45250 · Gifts/Donations	150.00	650.00	32.50%	2,000.00	1,350.00
45300 · Lost Materials	456.12	1,126.52	9.39%	12,000.00	10,873.48
45350 · Non-Resident Fees	8,610.00	17,224.00	0.00%	85,000.00	67,776.00
45400 · Video Rental	793.65	1,593.85	17.71%	9,000.00	7,406.15
45450 · Book Rental	200.50	422.50	16.90%	2,500.00	2,077.50
45550 · Meeting Room Rental	50.00	150.00	0.00%	0.00	-150.00
45600 · ILL Fees	152.95	152.95	0.00%	0.00	-152.95
<b>TOTAL DESK MONIES</b>	<b>16,731.22</b>	<b>33,943.65</b>	<b>18.50%</b>	<b>183,500.00</b>	<b>149,556.35</b>
<b>OTHER INCOME</b>					
46700 · Miscellaneous	1,041.67	1,942.77	194.28%	1,000.00	-942.77
46750 · Collection Agency Fee	10.00	30.00	0.00%	0.00	-30.00
<b>TOTAL OTHER INCOME</b>	<b>1,051.67</b>	<b>1,972.77</b>	<b>197.28%</b>	<b>1,000.00</b>	<b>-972.77</b>
<b>GRAND TOTAL</b>	<b>148,039.74</b>	<b>1,782,660.34</b>	<b>46.18%</b>	<b>3,860,574.00</b>	<b>2,077,913.66</b>

14

**Indian Prairie Public Library District  
Consolidated Expenditures Report for August 2012**

	Aug 12	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET
<b>PERSONNEL</b>					
61100 · Salaries	215,125.00	286,887.23	14.97%	1,916,544.00	1,629,676.77
61310 · Benefits - Medical / Life Ins.	6,500.63	13,001.26	12.04%	108,000.00	94,998.74
61320 · Employee Assistance Program	0.00	0.00	0.00%	2,500.00	2,500.00
61330 · Benefits - IMRF	20,530.39	27,268.90	15.48%	176,129.00	148,860.10
61340 · Benefits - FICA	16,280.73	21,710.20	14.81%	146,816.00	124,905.80
61400 · Staff Development	941.34	1,147.36	6.91%	16,600.00	15,452.64
61500 · Recruitment	0.00	0.00	0.00%	500.00	500.00
61600 · Board Development	75.00	75.00	7.50%	1,000.00	925.00
61710 · Workers Compensation	0.00	10,880.00	118.26%	9,200.00	-1,680.00
61720 · Unemployment Insurance	352.43	1,550.72	51.01%	3,040.00	1,489.28
<b>TOTAL PERSONNEL</b>	<b>259,805.52</b>	<b>362,500.67</b>	<b>15.23%</b>	<b>2,380,129.00</b>	<b>2,017,628.33</b>
<b>MATERIALS</b>					
62100 · Books	17,747.13	17,380.13	7.30%	238,075.00	220,684.87
62200 · Periodicals	10,088.29	10,088.29	28.22%	35,750.00	25,661.71
62300 · Audio	5,438.24	5,736.01	14.39%	39,850.00	34,113.99
62400 · Video	3,141.00	3,389.53	6.20%	54,700.00	51,310.47
62500 · Multi-Media	97.90	97.90	3.77%	2,600.00	2,502.10
62600 · Electronic Reference Resources	16,021.05	51,823.61	73.63%	70,388.00	18,564.39
62700 · Processing Supplies	2,360.08	4,745.44	21.57%	22,000.00	17,254.56
<b>TOTAL MATERIALS</b>	<b>54,893.69</b>	<b>93,270.91</b>	<b>20.13%</b>	<b>463,363.00</b>	<b>370,092.09</b>
<b>BUILDING</b>					
63100 · Building & Maintenance Fund	0.00	0.00	0.00%	0.00	0.00
63200 · Cleaning Service	10,794.70	11,009.70	20.02%	55,000.00	43,990.30
63300 · Utilities	19,477.47	19,750.69	19.08%	103,500.00	83,749.31
63400 · Maintenance Supplies	2,598.48	2,644.92	18.24%	14,500.00	11,855.08
63500 · Security System Monitoring	428.00	488.00	4.88%	10,000.00	9,512.00
63600 · Property Maintenance	720.27	720.27	3.43%	21,000.00	20,279.73
63700 · Building Improvements	6,898.00	6,898.00	0.00%	0.00	-6,898.00
63800 · Building Maintenance/Repairs	4,671.77	4,671.77	11.68%	40,000.00	35,328.23
<b>TOTAL BUILDING</b>	<b>45,588.69</b>	<b>46,183.35</b>	<b>18.93%</b>	<b>244,000.00</b>	<b>197,816.65</b>
<b>OPERATIONS</b>					
64200 · Supplies - Office	930.57	1,095.42	8.83%	12,400.00	11,304.58
64300 · Photocopy Supplies	60.21	128.10	2.56%	5,000.00	4,871.90
64400 · Patron Card Supplies	0.00	0.00	0.00%	1,000.00	1,000.00
64500 · Postage	112.24	112.24	1.40%	8,000.00	7,887.76
64600 · Non-Payment Reimbursement	97.99	97.99	2.80%	3,500.00	3,402.01
64700 · Travel	26.64	133.64	20.56%	650.00	516.36
64800 · Organizational Memberships	0.00	0.00	0.00%	1,300.00	1,300.00
64900 · Bank Fees	227.48	672.21	25.85%	2,600.00	1,927.79
<b>TOTAL OPERATION</b>	<b>1,455.13</b>	<b>2,239.60</b>	<b>6.50%</b>	<b>34,450.00</b>	<b>32,210.40</b>
<b>AUTOMATION</b>					
65100 · Supplies (paper, ink cartridge)	1,124.07	1,124.07	12.49%	9,000.00	7,875.93
65200 · Automation-Prof Services	0.00	0.00	0.00%	10,000.00	10,000.00
65300 · Purchase of Equipment	0.00	80.73	0.60%	13,500.00	13,419.27
65400 · Automation Equip Mnt/Repair	47.98	47.98	3.20%	1,500.00	1,452.02
65500 · Software	49.95	1,109.53	5.58%	19,900.00	18,790.47

**Indian Prairie Public Library District  
Consolidated Expenditures Report for August 2012**

15

	Aug 12	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET
65600 · SWAN	0.00	0.00	0.00%	61,495.00	61,495.00
65700 · Telecommunications	296.82	1,017.36	12.72%	8,000.00	6,982.64
<b>TOTAL AUTOMATION</b>	<b>1,518.82</b>	<b>3,379.67</b>	<b>2.74%</b>	<b>123,395.00</b>	<b>120,015.33</b>
<b>CONTRACTUAL SERVICES</b>					
66100 · General Professional Services	5,718.55	6,553.55	36.82%	17,800.00	11,246.45
66200 · Credit Bureau	101.60	128.45	8.56%	1,500.00	1,371.55
66300 · Equipment-Maintenance Repair	282.30	282.30	3.53%	8,000.00	7,717.70
66900 · Fees - Bond Registrar	0.00	0.00	0.00%	0.00	0.00
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>6,102.45</b>	<b>6,964.30</b>	<b>25.51%</b>	<b>27,300.00</b>	<b>20,335.70</b>
<b>INSURANCE</b>					
67100 · Multi Peril-Physical Assets	0.00	8,847.00	100.00%	8,847.00	0.00
67200 · Bonding	1,930.00	1,930.00	96.50%	2,000.00	70.00
67300 · Officers & Directors Liability	0.00	0.00	0.00%	1,000.00	1,000.00
67400 · Umbrella Liability	0.00	3,283.00	100.00%	3,283.00	0.00
<b>TOTAL INSURANCE</b>	<b>1,930.00</b>	<b>14,060.00</b>	<b>92.93%</b>	<b>15,130.00</b>	<b>1,070.00</b>
<b>PUBLIC INFORMATION</b>					
68100 · Marketing Newsletter	1,678.92	1,678.92	7.40%	22,885.00	21,006.08
68200 · Marketing Advertising	0.00	0.00	0.00%	3,600.00	3,600.00
68300 · Marketing Supplies	578.64	578.64	26.30%	2,200.00	1,621.36
68400 · Marketing-Information Printing	498.03	574.96	11.50%	5,000.00	4,425.04
68500 · Legal Notices	129.60	150.40	7.52%	2,000.00	1,849.60
68600 · Special Events	2,320.45	3,039.94	12.06%	25,200.00	22,160.06
<b>TOTAL PUBLIC INFORMATION</b>	<b>5,205.64</b>	<b>6,022.86</b>	<b>23.90%</b>	<b>25,200.00</b>	<b>19,177.14</b>
<b>CAPITAL OUTLAY &amp; CONTINGENCY</b>					
69100 · Special Reserve Fund	0.00	0.00	0.00%	0.00	0.00
69200 · Bond Interest and Principal	0.00	0.00	0.00%	486,345.00	486,345.00
69800 · Operating Transfer Out	0.00	0.00	0.00%	0.00	0.00
69900 · Contingency	3,980.70	8,084.23	91.40%	8,845.00	760.77
<b>TOTAL CAPITAL OUTLAY &amp; CONTINGENCY</b>	<b>3,980.70</b>	<b>8,084.23</b>	<b>1.63%</b>	<b>495,190.00</b>	<b>487,105.77</b>
<b>GRAND TOTAL</b>	<b>380,480.64</b>	<b>542,705.59</b>	<b>14.25%</b>	<b>3,808,157.00</b>	<b>3,265,451.41</b>

ACTION ON BILLS August 2012

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
General Checking		
Bills for Approval	43071 thru 43202	\$ 137,788.87
Salaries for March	35038 thru 35089	\$ 14,151.20
Direct Deposits	& 14143 thru 14361	\$ 144,636.25
	TOTAL	\$ 296,576.32

Additional Bills  
(Distributed at  
Board Meeting)

----- thru -----

MONTH'S TOTAL



# Indian Prairie Public Library District

## Check Register

August 1, 2012 through August 31, 2012

17

Type	Date	Num	Name	Amount
<b>10121 - Checking - JP Morgan Chase</b>				
Liability Check	08/02/2012	43071	General Revenue	117.50
Liability Check	08/02/2012	43072	Nationwide Retirement	610.00
Liability Check	08/02/2012	43073	Vantagepoint	975.00
Bill Pmt -Check	08/02/2012	43074	Accountemps	2,965.11
Bill Pmt -Check	08/02/2012	43075	AudioGo	315.89
Bill Pmt -Check	08/02/2012	43076	BookLetters	1,500.00
Bill Pmt -Check	08/02/2012	43077	Cabreana Audio Group	208.91
Bill Pmt -Check	08/02/2012	43078	Colonial Life	47.32
Bill Pmt -Check	08/02/2012	43079	Compass Group USA	150.00
Bill Pmt -Check	08/02/2012	43080	DAC	93.50
Bill Pmt -Check	08/02/2012	43081	DEMCO	1,144.48
Bill Pmt -Check	08/02/2012	43082	Garvey's Office Products	365.95
Bill Pmt -Check	08/02/2012	43083	Guardian	474.37
Bill Pmt -Check	08/02/2012	43084	ID Label	337.50
Bill Pmt -Check	08/02/2012	43085	Image Systems	282.30
Bill Pmt -Check	08/02/2012	43086	Ingram Library Services	8.38
Bill Pmt -Check	08/02/2012	43087	JavaSmart USA LLC	110.52
Bill Pmt -Check	08/02/2012	43088	Neiman, Ryan	0.00
Bill Pmt -Check	08/02/2012	43089	New Readers Press	51.50
Bill Pmt -Check	08/02/2012	43090	Niels, Christine	110.68
Bill Pmt -Check	08/02/2012	43091	OverDrive	1,540.61
Bill Pmt -Check	08/02/2012	43092	Professional Library Lift Movers	885.00
Bill Pmt -Check	08/02/2012	43093	Runco	60.21
Bill Pmt -Check	08/02/2012	43094	ScotPress Printing	322.18
Bill Pmt -Check	08/02/2012	43095	West Payment Center	48.58
Bill Pmt -Check	08/02/2012	43096	Wolsky, Mary-Jo	68.77
Bill Pmt -Check	08/02/2012	43097	World Book School and Library	2,015.29
Check	08/07/2012	43098	Lazarski, Carol R.	517.31
Bill Pmt -Check	08/09/2012	43099	Petty Cash	196.55
Bill Pmt -Check	08/13/2012	43100	Accountemps	678.54
Bill Pmt -Check	08/13/2012	43101	AudioGo	14.99
Bill Pmt -Check	08/13/2012	43102	Aurico	15.00
Bill Pmt -Check	08/13/2012	43103	Baker & Taylor	3,725.88
Bill Pmt -Check	08/13/2012	43104	Bayscan Technologies	948.10
Bill Pmt -Check	08/13/2012	43105	Cabreana Audio Group	93.46
Bill Pmt -Check	08/13/2012	43106	Call One	711.25
Bill Pmt -Check	08/13/2012	43107	Cambridge University Press	46.40
Bill Pmt -Check	08/13/2012	43108	Case Lots Inc.	776.15
Bill Pmt -Check	08/13/2012	43109	Cosmopolitan Building Services	4,775.00
Bill Pmt -Check	08/13/2012	43110	Darien Police Department	200.00
Bill Pmt -Check	08/13/2012	43111	DEMCO	216.27
Bill Pmt -Check	08/13/2012	43112	Displays2go	256.46
Bill Pmt -Check	08/13/2012	43113	Diverse Media, Inc.	168.56

# Indian Prairie Public Library District

## Check Register

August 1, 2012 through August 31, 2012

18

Type	Date	Num	Name	Amount
Bill Pmt -Check	08/13/2012	43114	DuPage County Public Works	487.11
Bill Pmt -Check	08/13/2012	43115	Exelon Energy Company	6,048.36
Bill Pmt -Check	08/13/2012	43116	Gale	191.19
Bill Pmt -Check	08/13/2012	43117	Garvey's Office Products	6.24
Bill Pmt -Check	08/13/2012	43118	Groot Industries, Inc.	412.88
Bill Pmt -Check	08/13/2012	43119	Guest, Laurie	500.00
Bill Pmt -Check	08/13/2012	43120	Innovation Experts	11,270.19
Bill Pmt -Check	08/13/2012	43121	Midwest Tape	989.48
Bill Pmt -Check	08/13/2012	43122	Movie Licensing USA	100.00
Bill Pmt -Check	08/13/2012	43123	Neiman, Ryan	200.00
Bill Pmt -Check	08/13/2012	43124	Random House	426.49
Bill Pmt -Check	08/13/2012	43125	Recorded Books, LLC	698.52
Bill Pmt -Check	08/13/2012	43126	SWAN	112.24
Bill Pmt -Check	08/13/2012	43127	Wordinger, Debra	41.00
Bill Pmt -Check	08/13/2012	43128	Baker & Taylor (video)	1,407.54
Liability Check	08/16/2012	43129	Nationwide Retirement	610.00
Liability Check	08/16/2012	43130	Vantagepoint	975.00
Bill Pmt -Check	08/20/2012	43131	A.M. Best Company	2,377.90
Bill Pmt -Check	08/20/2012	43132	Accountemps	855.14
Bill Pmt -Check	08/20/2012	43133	AudioGo	73.72
Bill Pmt -Check	08/20/2012	43134	Aurico	15.00
Bill Pmt -Check	08/20/2012	43135	Baker & Taylor	7,267.34
Bill Pmt -Check	08/20/2012	43136	Baker & Taylor (video)	896.19
Bill Pmt -Check	08/20/2012	43137	Career Vision	50.00
Bill Pmt -Check	08/20/2012	43138	Center Point Large Print	22.17
Bill Pmt -Check	08/20/2012	43139	Cochran, Judith	30.00
Bill Pmt -Check	08/20/2012	43140	Cosmopolitan Building Services	5,670.00
Bill Pmt -Check	08/20/2012	43141	Current Technologies	6,898.00
Bill Pmt -Check	08/20/2012	43142	DEMCO	434.18
Bill Pmt -Check	08/20/2012	43143	Ingram Library Services	36.70
Bill Pmt -Check	08/20/2012	43144	LexisNexis Matthew Bender	42.49
Bill Pmt -Check	08/21/2012	43145	Midwest Tape	1,149.70
Bill Pmt -Check	08/21/2012	43146	OverDrive	1,067.55
Bill Pmt -Check	08/21/2012	43147	Phillip's Interior Plants	215.00
Bill Pmt -Check	08/21/2012	43148	Random House	180.00
Bill Pmt -Check	08/21/2012	43149	Recorded Books, LLC	490.56
Bill Pmt -Check	08/21/2012	43150	Sun-Times Media	129.60
Bill Pmt -Check	08/21/2012	43151	The Professional Store Design	2,879.43
Bill Pmt -Check	08/21/2012	43152	Unique Books, Inc.	61.41
Bill Pmt -Check	08/21/2012	43153	Unique Management	71.60
Bill Pmt -Check	08/21/2012	43154	Wolper Information Services	10,088.29
Bill Pmt Check	08/23/2012	43155	Illinois Library Association	75.00
Bill Pmt Check	08/27/2012	43156	Bank of America	5,351.51
Bill Pmt Check	08/27/2012	43157	BCBS	7,463.72

# Indian Prairie Public Library District

## Check Register

August 1, 2012 through August 31, 2012

19

Type	Date	Num	Name	Amount
Bill Pmt Check	08/27/2012	43158	Call One	726.06
Bill Pmt Check	08/27/2012	43159	Guardian	474.37
Bill Pmt Check	08/27/2012	43160	Lincoln National Life	74.08
Bill Pmt Check	08/27/2012	43161	VSP Vision	68.09
Bill Pmt Check	08/27/2012	43162	Accountemps	1,189.76
Bill Pmt Check	08/27/2012	43163	Dzierzbicki, Monica	87.50
Bill Pmt Check	08/27/2012	43164	Exelon Energy Company	10,894.78
Bill Pmt Check	08/27/2012	43165	Fire & Security Systems	228.00
Bill Pmt Check	08/27/2012	43166	Fox Valley Fire & Security	145.00
Bill Pmt Check	08/27/2012	43167	Frank Electric Co.	449.00
Bill Pmt Check	08/27/2012	43168	Gale	620.82
Bill Pmt Check	08/27/2012	43169	Garvey's Office Products	180.23
Bill Pmt Check	08/27/2012	43170	Gaylord Bros., Inc.	199.00
Bill Pmt Check	08/27/2012	43171	Grainger	296.01
Bill Pmt Check	08/27/2012	43172	Indian Prairie Library Foundation	400.00
Bill Pmt Check	08/27/2012	43173	Jensen, Shirley P	67.50
Bill Pmt Check	08/27/2012	43174	Joynt, Sarah	84.87
Bill Pmt Check	08/27/2012	43175	Kline, Cindy	15.00
Bill Pmt Check	08/27/2012	43176	Kroeschell Service	4,007.77
Bill Pmt Check	08/27/2012	43177	LACONIOPP	15.00
Bill Pmt Check	08/27/2012	43178	LACONIRASS	15.00
Bill Pmt Check	08/27/2012	43179	LearningExpress, LLC	500.00
Bill Pmt Check	08/27/2012	43180	Micro Center	157.95
Bill Pmt Check	08/27/2012	43181	MyersBriggs	1,930.00
Bill Pmt Check	08/27/2012	43182	Naisbitt, Patricia	134.00
Bill Pmt Check	08/27/2012	43183	Niels, Christine	31.60
Bill Pmt Check	08/27/2012	43184	OverDrive	535.41
Bill Pmt Check	08/27/2012	43185	Pexagon Technology	264.50
Bill Pmt Check	08/27/2012	43186	Quill	312.58
Bill Pmt Check	08/27/2012	43187	Rogers Vending	159.24
Bill Pmt Check	08/27/2012	43188	Sage Publications, Inc.	186.41
Bill Pmt Check	08/27/2012	43189	ScotPress Printing	326.03
Bill Pmt Check	08/27/2012	43190	Sebert Landscaping	697.00
Bill Pmt Check	08/27/2012	43191	Speciality Mat Service	134.70
Bill Pmt Check	08/27/2012	43192	State Fire Marshal	70.00
Bill Pmt Check	08/27/2012	43193	SWAN	383.47
Bill Pmt Check	08/27/2012	43194	Wolsky, MaryJo	1,265.00
Bill Pmt Check	08/27/2012	43195	AT&T	296.82
Bill Pmt Check	08/27/2012	43196	Colonial Life	47.32
Bill Pmt Check	08/27/2012	43197	United States Postal Service	1,678.92
Liability Check	08/30/2012	43198	Nationwide Retirement	610.00
Liability Check	08/30/2012	43199	Vantagepoint	975.00
Bill Pmt -Check	08/30/2012	43200	NCPERS Group Life	96.00
Bill Pmt -Check	08/30/2012	43201	Barnes & Noble, Inc.	217.90

Indian Prairie Public Library District

Check Register

August 1, 2012 through August 31, 2012

20

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	08/30/2012	43202	Branham, Liz	23.27
Total 10121 - Checking - JP Morgan Chase				<u>137,788.87</u>
TOTAL				<u><u>137,788.87</u></u>

## Bills for approval – Electronic Payments &amp; Automatic Withdrawals

August 2012

<b>Vendor</b>	<b>Purpose</b>	<b>Date Paid</b>	<b>Amount Paid</b>
EFTPS-Federal	Payroll taxes	08/03/12	16,419.66
EFTPS-Federal	Payroll taxes	08/17/12	16,135.26
EFTPS-Federal	Payroll taxes	08/31/12	16,098.13
EFTPS-State	Payroll taxes	08/03/12	3,168.09
EFTPS-State	Payroll taxes	08/17/12	3,094.28
EFTPS-State	Payroll taxes	08/31/12	3,108.94
Nicor	Gas	08/16/12	197.03
Deluxe Forms	Deposit tickets	08/31/12	44.28
IMRF	Payroll pension	08/31/12	27,167.37
US Bank	Credit Card Fee	08/02/12	207.48
Hinsdale Bank	Fee-direct deposit	08/02/12	20.00

Indian Prairie Public Library District

Check Register

September 1, 2012 through September 13, 2012

22

Type	Date	Num	Name	Amount
<b>10121 - Checking - JP Morgan Chase</b>				
Bill Pmt -Check	09/04/2012	43203	AAII	29.00
Bill Pmt -Check	09/04/2012	43204	Chicago Sun-Times	101.40
Bill Pmt -Check	09/04/2012	43205	City of Darien	50.00
Bill Pmt -Check	09/04/2012	43206	Dow Theory Forecasts	159.00
Bill Pmt -Check	09/04/2012	43207	J & H Decor	110.00
Bill Pmt -Check	09/04/2012	43208	Maul Enterprises, Inc.	6,876.00
Bill Pmt -Check	09/04/2012	43209	Michalak, Ellen	201.00
Bill Pmt -Check	09/04/2012	43210	Near West Youth Services	25.00
Bill Pmt -Check	09/04/2012	43211	Phillip's Interior Plants	215.00
Bill Pmt -Check	09/04/2012	43212	Stevanovich, Linda	158.96
Bill Pmt -Check	09/04/2012	43213	Trapp, Sandra	195.00
Bill Pmt -Check	09/10/2012	43214	Petty Cash	197.82
Liability Check	09/13/2012	43215	Adler & Associates	35.22
Liability Check	09/13/2012	43216	Nationwide Retirement	610.00
Liability Check	09/13/2012	43217	Vantagepoint	975.00
Bill Pmt -Check	09/13/2012	43218	Accountemps	1,979.84
Bill Pmt -Check	09/13/2012	43219	Aurico	53.00
Bill Pmt -Check	09/13/2012	43220	Cosmopolitan Building Services	9,550.00
Bill Pmt -Check	09/13/2012	43221	DAC	93.50
Bill Pmt -Check	09/13/2012	43222	Frank Electric Co.	480.00
Bill Pmt -Check	09/13/2012	43223	Kroeschell Service	1,395.16
Bill Pmt -Check	09/13/2012	43224	Reinventing Space	250.00
Bill Pmt -Check	09/13/2012	43225	Sebert Landscaping	697.00
Bill Pmt -Check	09/13/2012	43226	Sheehan, Debbie	101.99
Bill Pmt -Check	09/13/2012	43227	Speciality Mat Service	89.80
Bill Pmt -Check	09/13/2012	43228	ThyssenKrupp Elevator	915.54
Total 10121 - Checking - JP Morgan Chase				<u>25,544.23</u>
<b>TOTAL</b>				<u><u>25,544.23</u></u>

ORDINANCE PROVIDING FOR THE BUDGET AND APPROPRIATIONS OF  
INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT, DU PAGE & COOK COUNTIES, ILLINOIS  
FOR THE FISCAL YEAR BEGINNING JULY 1, 2012 AND ENDING JUNE 30, 2013

WHEREAS, the Board of Trustees of the INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT, DuPage & Cook Counties, Illinois, has caused to be prepared in tentative form a Budget and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty (30) days prior to the final action thereon, and

WHEREAS, a public hearing was held as to such Budget on the 19th day of September, 2012, and notice of said hearing was given at least thirty (30) days prior thereto as required by law, and all other legal requirements have been complied with.

NOW THEREFORE, Be it Ordained by the Board of Trustees of the INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT, DuPage & Cook Counties, Illinois, as follows:

Section 1: That the fiscal year of this Public Library District is hereby fixed to begin on July 1, 2012 and end on June 30, 2013.

Section 2: That the following Budget containing an estimate of the amount available and expenditures and the appropriations contained therein be, and the same hereby is, adopted as the Budget and Appropriations for this Public Library District for the fiscal year beginning July 1, 2012 and ending June 30, 2013 and the sum of Four Million, Three Hundred Sixty-Eight Thousand, Seven Hundred and No/100 Dollars or as much thereof as may be authorized by law, is hereby appropriated for the purpose of the INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT, as hereinafter specified for the said fiscal year.

PART I  
ESTIMATED REVENUE AVAILABLE

1. Corporate Fund Balance on hand July 1, 2012.....	\$653,558
2. Receipts during current fiscal year from tax anticipation warrants and receipts from other sources such as fines, gifts, grants, interest, rentals, donations, impact fees.....	229,700
3. Anticipated Tax Collection .....	3,640,174
4. Special Reserve Fund Balance on hand July 1, 2012.....	22,056
5. Balance Special Tax Funds on hand July 1, 2012.....	80,032
6. Proceeds of mortgage loan, bonds, construction grants and gifts for purchase of site or building or remodeling and improving existing building .....	0
TOTAL ESTIMATED AMOUNT AVAILABLE .....	\$4,625,520

PART II - CORPORATE FUND

	<u>Appropriation</u>
A. PERSONNEL	
Salaries .....	1,970,000
Medical/Life Insurance.....	125,000
Staff Development.....	23,000
Recruitment .....	0
Board Development.....	1,500
Employee Assistance Program .....	3,000
Workers Compensation .....	12,000
Unemployment Insurance.....	5,000
IMRF .....	125,000
FICA .....	90,000

B. MATERIALS

Books .....	255,000
Periodicals .....	42,000
Audio .....	52,000
Video .....	60,000
Electronic Reference Resources .....	70,000
Government Documents .....	0
Processing Supplies .....	25,000
Software/CD-ROM Circulation Collection .....	5,000
Life Skills/ESL .....	3,000
Multi Media .....	700

C. BUILDING

Cleaning Service .....	65,000
Water/Sewer .....	0
Maintenance Supplies .....	20,000
Telephone .....	0
Gas .....	16,000
Electric .....	0
Security System Monitoring .....	1,800
Garbage Disposal .....	0
Building Maintenance Repairs .....	60,000
Property Maintenance .....	35,000

D. AUTOMATION

Supplies .....	12,000
Automation-Professional Services .....	12,000
Purchase of Equipment .....	20,000
Automation-Equipment Repairs .....	4,000
Software .....	23,000
System Wide Automated Network (SWAN) .....	64,000
Telecommunications .....	12,000
New Technologies .....	0

E. OPERATIONS

Office Supplies .....	16,000
Photocopy Supplies .....	6,000
Patron Cards .....	2,000
Non-Payment Reciprocal Reimbursement .....	6,000
Postage .....	15,000
Travel .....	1,000
Organizational Memberships .....	2,000
Bank Fees .....	3,000

F. CONTRACTUAL SERVICES

Professional Services .....	20,000
Legal Services .....	7,000
Audit .....	3,500
Credit Bureau .....	1,500
Equipment Maintenance/Repairs .....	1,200
Equipment Maintenance Contracts .....	7,500
Photocopier Maintenance Contracts .....	2,500

G. INSURANCE

Insurance .....	2,000
Bond .....	3,000

H. PUBLIC INFORMATION

Marketing Supplies .....	4,000
Legal Notices .....	2,000
Marketing Newsletter .....	24,000



Special Events .....	30,000
Informational Printing .....	7,500
Advertising .....	5,000
I. CAPITAL OUTLAY	
Equipment/Furnishings.....	0
J. CONTINGENCY .....	100,000
TOTAL CORPORATE FUND EXPENDITURES .....	3,483,700

The foregoing appropriations are appropriated from the general property tax for corporate purposes.

PART III

AUDIT FUND .....0  
 Appropriated for the foregoing expense of the Annual Audit from a SPECIAL TAX in addition to all other taxes appropriated by the District.

PART IV

BUILDING/MAINTENANCE FUND .....150,000  
 Appropriated for the foregoing expense of Building and Maintenance from SPECIAL TAX in addition to all other taxes appropriated by the District.

PART V

ILLINOIS MUNICIPAL RETIREMENT FUND .....70,000  
 Appropriated for the foregoing expense of Illinois Municipal Retirement Fund from SPECIAL TAX in addition to all other taxes appropriated by the District.

PART VI

LIABILITY INSURANCE FUND .....20,000  
 Appropriated for the foregoing expense of Liability Insurance from a SPECIAL TAX in addition to all other taxes appropriated by the District.

PART VII

SOCIAL SECURITY FUND..... 65,000  
 Appropriated for the foregoing expense of Federal Insurance Contributions from SPECIAL TAX in addition to all other taxes appropriated by the District.

PART VIII

SPECIAL RESERVE FUND.....100,000  
 Appropriated from sources other than a current tax levy. Said amount to be used in accordance with applicable law.

PART IX

BOND RETIREMENT FUND.....480,000  
 Appropriated from sources other than a current tax levy. Said amount to be used in accordance with applicable law.

PART X

WORKING CASH FUND.....0  
 This Board of Library Trustees hereby identifies the library working cash fund which now has a balance, prior to receipts in the 2012-2013 fiscal year, of \$384,150. Said amount shall not be deemed a current asset available for library purposes. Neither an appropriation nor levy will be made from the working cash fund this year.

PART XI

ESTIMATED CASH EXPECTED TO BE ON HAND AT THE END OF SUCH FISCAL YEAR .....256,820

SUMMARY

CORPORATE FUND.....	\$3,483,700
AUDIT FUND.....	0
BUILDING/MAINTENANCE FUND.....	150,000
ILLINOIS MUNICIPAL RETIREMENT FUND.....	70,000
LIABILITY INSURANCE FUND.....	20,000
SOCIAL SECURITY FUND.....	65,000
SPECIAL RESERVE FUND.....	100,000
BOND RETIREMENT FUND.....	480,000
WORKING CASH FUND.....	0
 GRAND TOTAL.....	 \$4,368,700

Section 3: Transfers from one appropriation of any amount specified for any object and purpose, not affecting the total amount appropriated, may be made at any meeting of the Board by ordinance enacted by a 2/3 vote of all the trustees present and voting. By a like vote, the Board may by ordinance make appropriations in excess of those authorized by the budget in order to meet an immediate unforeseen emergency.

Section 4: That, the Board of Trustees of the Indian Prairie Public Library District having established by ordinance a Special Reserve Fund and having resolved to adopt a plan or plans as provided by law to provide for the purchase of a library site, construction of a library building, purchase of a library building, purchase and furnishing of equipment for a library building or for other purposes included in the plan. Any unexpended balance of any item of any general appropriation of the corporate fund in this Ordinance may be transferred to said special reserve fund and accumulated by the Library District as provided by law.

Section 5: That the invalidity of any item or section of this Ordinance shall not affect the validity of the whole or any part thereof.

Section 6: That all ordinances or parts of ordinances conflicting with any provision of this Ordinance be and the same are hereby repealed.

Section 7: The Indian Prairie Public Library District Secretary shall publicly post or keep available this ordinance for inspection by any interested party in the main office of the Indian Prairie Public Library District.

ADOPTED this 19th day of September, 2012, pursuant to a roll call vote as follows:

AYES:  
NAYS:  
ABSENT:

\_\_\_\_\_  
Crystal Megaridis, President

ATTEST:

\_\_\_\_\_  
Victoria Suriano, Secretary

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT,  
DU PAGE & COOK COUNTIES, ILLINOIS  
ESTIMATE OF REVENUES FOR THE FISCAL YEAR  
BEGINNING JULY 1, 2012 AND ENDING JUNE 30, 2013

I, Marian Krupicka, do hereby certify that I am the duly qualified and acting Treasurer of the INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT, DuPage & Cook Counties, Illinois, and as such that I am the chief fiscal officer of said Library District.

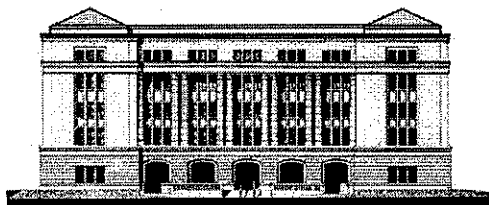
I do further certify that the following is an estimate of fund balances on hand as of July 1, 2012 and revenues, by source, anticipated to be received by the INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT in the following fiscal year, being the fiscal year of July 1, 2012 to June 30, 2013.

<u>ESTIMATE OF FUNDS AVAILABLE</u>		<u>SOURCE</u>
1.	653,558	Corporate fund balance on hand 7/1/12
2.	229,700	Receipts during current fiscal year from tax anticipation warrants and receipts from other sources such as fines, gifts, grants, rentals, donations, and impact fees
3.	3,640,174	Anticipated tax collection
4.	22,056	Special Reserve Fund
5.	80,032	Balance SPECIAL TAX funds on hand 7/1/12
6.	0	Proceeds of mortgage loan, bonds, construction grants and gifts for purchase of site or building or remodeling and improving existing building
<hr/>		
	4,625,520	Total estimated revenues and fund balances available for the 2012/13 fiscal year

I do further certify that the above estimate of balances on hand as of July 1, 2012 and revenues anticipated to be received in the following fiscal year was made in full compliance with the provisions of Chapter 35, Act 205, Section 162 of Illinois Compiled Statutes 1992.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Marian Krupicka, Treasurer and Chief Fiscal Officer of the  
INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT



**JESSE WHITE • Secretary of State & State Librarian**  
 Illinois State Library, Gwendolyn Brooks Building  
 300 S. Second St., Springfield, IL 62701-1796

**WWW.CYBERDRIVEILLINOIS.COM**

**Illinois State Library  
 FY2013 ILLINOIS PUBLIC LIBRARY PER CAPITA AND  
 EQUALIZATION AID GRANTS APPLICATION**

**DUE: OCTOBER 15, 2012, 11:59 P.M.**

This application form is made available electronically and must be submitted via email. The Illinois State Library is neither responsible for, nor obligated to fund grant applications that are received past the deadline date, are incomplete, or are missing components. In addition, the Illinois State Library is neither responsible for, nor obligated to fund grant applications from libraries that have delinquent grant reports; have lapsed grant funds from any Illinois State Library administered grant program; and/or have failed to submit a current Illinois Public Library Annual Report (IPLAR). The Illinois State Library is not obligated to fund grant applications that do not meet the requirements established by the Illinois State Library as indicated in the State of Illinois Administrative Code Rules, Part 3035.115 and 3035.135.

After completing the application, the form must be submitted by email to the Illinois State Library per the instructions below. Grant applicants may not alter the original form as issued by the Secretary of State/Illinois State Library. Grant applications not submitted on the required forms by the deadline date and time, or not completed, shall not be considered for funding by the Illinois State Library.

The application must be submitted by email to [isl\\_grants@ilsos.net](mailto:isl_grants@ilsos.net) on or before 11:59 p.m. on **October 15, 2012**. The required supporting documentation must be postmarked on or before **October 15, 2012** and sent to:

State Grants for Illinois Public Libraries  
 Illinois State Library  
 Gwendolyn Brooks Building  
 300 S. Second St., Rm. 410  
 Springfield, IL 62701-1796

Please refer all inquiries to 1-800-665-5576, ext.1 or email: [isl\\_grants@ilsos.net](mailto:isl_grants@ilsos.net)

*Retain a copy for the library's files.*

Jesse White, Secretary of State and State Librarian

Anne Craig, Illinois State Library Director

**Illinois State Library**  
**APPLICATION FOR GRANTS AVAILABLE TO ILLINOIS PUBLIC LIBRARIES**  
**Application Statement**

The Library Board understands that the State Librarian is empowered to make these grants, under the law, from funds appropriated by the Illinois General Assembly and that, if the monies appropriated for these grants are not sufficient, the State Librarian shall reduce the per capita amount of the grants so that the qualifying public libraries receive the same amount of per capita. The Board further affirms that in making the application for the grant or grants, it is acting at its sole discretion and is not applying as a result of pressure or duress from any outside agency, person or persons.

In making application for a grant or grants, the Library Board agrees to expend all the funds received for the purposes outlined in the application, as approved by the Illinois State Library and defined by the Illinois Library System Act and corresponding Administrative Rules. The Library Board further affirms that all grant funds received as a result of this application shall be used for providing public library service to its community by supplementing the library's regular budget, and that it will not reduce, nor cause to have reduced, the library's levy in the current year or in the next year.

The Board further affirms that if the expenditure of the grant funds is contemplated, at any time, to be other than that stated in the grant application, that it will solicit and receive the consent of the Illinois State Library before approving such expenditures. Failure to spend funds as approved by the Illinois State Library and/or within the time frame allotted shall result in ineligibility for future grants for a period of one year. The Board further affirms that it has reviewed the Illinois library standards as most recently adopted by the Illinois Library Association during the previous twelve months, and that it has completed all requirements of this application. The Board agrees that the Illinois State Library or its designee shall have the right to examine any of the Board's records that directly relate to this grant.

The Illinois State Library is not obligated to fund grant applications that do not meet the requirements established by the Illinois State Library as indicated in the State of Illinois Administrative Code Rules, Part 3035.115 and 3035.135. This application form is made available electronically and must be submitted via email. After completing the required fields, the form must be submitted electronically to the Illinois State Library per the instructions in the Illinois Public Library Per Capita and Equalization Aid Grants application. Grant applicants may not alter the original form as issued by the Secretary of State/Illinois State Library. Grant applications not submitted on the required forms by the deadline date, or not completed, shall not be considered for funding by the Illinois State Library. The Board affirms that the information contained in this application is, to the best of its knowledge and under penalty of perjury, correct.

Pursuant to the provisions of the Illinois Compiled Statutes (ILCS), 75 ILCS 10/8 and 10/8.1, as amended, the undersigned PUBLIC LIBRARY hereby applies for the FY2013 Illinois Public Library Per Capita and Equalization Aid Grants to be used for library purposes.

Legal name of library: Indian Prairie Public Library District

\*Any name changes made since October 16, 2011, due to conversion or other reasons should be reported here.

Formerly (if applicable): \_\_\_\_\_

Address: 401 Plainfield Road  
(Street)

\_\_\_\_\_  
(Post Office Box)

Darien  
(City)

60561-4207  
(Zip + Four)

**Illinois State Library  
APPLICATION FOR GRANTS AVAILABLE TO  
ILLINOIS PUBLIC LIBRARIES**

By checking this box, I confirm that I am authorized to submit this application on behalf of the library.

1. \*Name and Title of Person preparing this application:

Jamie Bukovac \_\_\_\_\_ Director \_\_\_\_\_  
(Name) (Title)

Library Telephone Number: 630-887-8760 \_\_\_\_\_ Library FAX Number: 630-887-1018 \_\_\_\_\_

\*E-mail Address: jamieb@ippl.info \_\_\_\_\_  
(E-mail address of person preparing the application)

Federal Tax Identification Number (FEIN#): 36-3581437 \_\_\_\_\_

Data Universal Numbering System (DUNS#): 60-859-0519 \_\_\_\_\_

Main Library Hours: Monday 9 - 9 Tuesday 9 - 9 Wednesday 9 - 9

Thursday 9 - 9 Friday 9 - 9 Saturday 9 - 5 Sunday 1 - 5

President, Board of Directors/Trustees Name (typed):  Mr.  Mrs.  Ms. Crystal Megaridis \_\_\_\_\_

Secretary, Board of Directors/Trustees Name (typed):  Mr.  Mrs.  Ms. Victoria Suriano \_\_\_\_\_

Librarian Name (typed):  Mr.  Mrs.  Ms. Jamie Bukovac \_\_\_\_\_

*\*If this information changes within the next six months, please e-mail changes to jurbanek@ilsos.net.*

2. Population Served: 42,529 \_\_\_\_\_

Has the library's legal service population changed from the previous year?  Yes  No

If yes, all changes in population must be documented, and that documentation must be submitted to the Illinois State Library on or before the due date. Documentation should include one of the following:

- Any U.S. Census documentation (corrections, special census, etc.) that has been filed by October 15, 2012, with the Office of Secretary of State, Index Department, or
- For population changes, annexations or disconnects that are typically not documented by the U.S. Census, the library must include appropriate and substantial documentation. Examples include, but are not limited to: documentation from appropriate municipal corporate authorities, a library district's board of trustees, referenda questions and certified results, etc.

Contact the Illinois State Library with any questions about what documentation should be included.

Please check this box to indicate the library has submitted the required documentation if applicable.

3. Equalized Assessed Valuation

Calculation of Equalization Aid Grant: *\*NOTE: Sections a, b, and c must be completed in order to apply for a Per Capita Grant, even if the library is not applying for an Equalization Aid Grant.*

- a) Value of all taxable property within the library's service area as of January 1, 2012, or the most recent year available (the assessed valuation against which tax revenue was most recently levied) and as equalized by the Department of Revenue, Property Tax Administration Bureau

Must match "TOTAL" line from primary county's County Clerk's page.....	\$	<u>1,941,235,088.00</u>
Must match "TOTAL" line from additional county's County Clerk's page .....	\$	<u>120,879,854.00</u>
Must match "TOTAL" line from additional county's County Clerk's page .....	\$	<u>0.00</u>
Must match "TOTAL" line from additional county's County Clerk's page .....	\$	<u>0.00</u>

a) = the sum of ALL county total lines

TOTAL of combined said valuation for primary and/or additional counties: \$ 2,062,114,942.00 a)

- b) Said valuation multiplied by 0.0013 yields.....\$ 2,680,749.42 b)
- c) Levy at 0.13% divided by population served yields per capita of.....\$ 63.03 c)

Complete d) e) and f) ONLY if line c) is below \$4.25

- d) Population served multiplied by \$4.25 equals .....\$ 180,748.25 d)
- e) Enter valuation multiplied by 0.0013 obtained in step b).....\$ 2,680,749.42 e)
- f) Subtract e) from d) equals amount of equalization aid.....\$ \_\_\_\_\_ f)

- 4. Is the library's tax rate below .13% because of the Property Tax Limitation Law?  Yes  No

**ELIGIBILITY**

- 5.  In order to be eligible for either a Per Capita Grant or an Equalization Aid Grant, the corporate authorities, in lieu of a tax levy at a particular rate, may provide an amount equivalent to the amount to be produced by that levy (75 ILCS 10/8.1). If the library is applying for a grant on that basis, submit documentation for the most recent year available. Please check the box to indicate the library has submitted the required documentation.
- 6.  Please check the box if the library's current IPLAR (Illinois Public Library Annual Report) has been filed with the Illinois State Library.

**LEGAL COMPLIANCE**

- 7. As per the requirements, the library administration and board of trustees must review Chapter 9, "Programming" of the Illinois library standards as most recently adopted by the Illinois Library Association. Provide the date(s) of review and a short narrative discussing the library's progress toward meeting the standards, including any changes that were made as a result of the review.

The trustees reviewed Chapter 9, "Programming" of the Illinois Standards on August 15, 2012. The library meets all of the standards through the wide assortment of programming it offers. We've always offered programming on a variety of topics and in the last few years have added multicultural programming and programming targeted to men, the 20's to 30's age group and seniors. Currently staff are developing multicultural storytime classes where some classes will be held in English/Spanish and English/Polish. Also, we have increased our technology classes to try and cover all the interests and needs our community has in this area. We also offer a library speakers bureau in that staff will make presentations about library services and resources.

**COLLABORATION AND COOPERATION**

8. Describe how library staff collaborate with diverse populations within the service area in serving the community.

The library partners with the local literacy organization to assist tutors and to provide a conversation group. We also have a collection of materials and databases to help people learn English. We are developing English/Polish and English/Spanish storytimes. We provide magazines published in foreign countries. We also have available books in other languages through the SWAN LLSAP.

**LIBRARY'S PROMOTION AND PROGRAMMING**

9. Identify a population(s) of the library service area that does not use the library and estimate what percentage of the total population this involves. Describe how the library plans to reach out to that population(s).

We have observed that people in their twenties is the group that uses the library the least. They account for just under 5% of our population. The library has developed a special collection designed for this age group, holds book discussions for this age group and has done some programming targeted to this age group. We plan to do more online outreach and use social media more effectively plus continue to plan programming that would appeal to the 20-somethings.

**TRUSTEES**

10. Provide the date(s) the library board reviewed the information on supplemental tax funding for Illinois public libraries. August 25, 2012

11. From the list below, please indicate any applicable supplemental tax funding the library board has pursued or intends to pursue.

- General Corporate (Library)
- Building and Maintenance
- Tort and Immunity (Insurance) Fund
- Audit
- Illinois Municipal Retirement Fund (IMRF)
- Social Security
- Medicare
- Working Cash Fund
- Special Reserve Fund
- Other \_\_\_\_\_

12. How does/would supplemental tax funding impact library services?

We are able to maintain a certain amount of reserves in each of these funds. Being under the PTELL, this is useful in the years that the library receives a small tax increase.



**PLANNED USE OF FY2013 GRANT MONIES**

13. Will the primary use of grant funds address one of the following? *Select only one*

- Provide access to information, ideas, and diverse resources whether virtual or tangible (*includes collection development and databases*)
- Develop educational activities for learning
- Encourage reading for information or enjoyment
- Lead via research, innovation, and best practices
- None of the above

14. If one of the above is selected, will grant funds primarily be used in support of: *Select only one*

- Civic Engagement (*engaging patrons for a greater community good or cause*)
- Databases
- Digitization
- Employment and Business Development (*e.g., services for job seekers*)
- Human Services (*changing conditions for individuals or families, e.g., literacy efforts*)
- Lifelong Learning (*e.g., educational programming*)
- None of the above

15. Describe how the library plans to use FY2013 grant monies in order to meet the Illinois library standards as most recently adopted by the Illinois Library Association. Use general categories in identifying actual planned expenditures. *Capital expenditures (anything attached to the building interior or exterior, including heating and air conditioning systems, is a capital expenditure) will not be an approved use of per capita funds. Inappropriate expenditures include appliances such as refrigerators, stoves, microwaves, water fountains, parking lot maintenance, etc.*

Circulation of ebooks has grown 179% in the past year. We will use money to add more popular titles and multiple copies of popular titles. Staff had weeded the youth non-fiction collection and identified subject areas that need to be updated - biography, 500's, 900's and 700's. We are adding an electronic version of World Book to the Youth Services Department and will purchase this subscription with the per capita grant money. In the Adult Services Department we will spend per capita grant money on electronic versions of magazines that patrons can download to their own computer or tablet or to the library's computers. Circulation of feature film DVD's is up 15% from the previous year and money will be spent to purchase multiple copies of popular titles. We will also use part of the grant to continue to build resources in the Jobs and Career collection.

**FY2011 Per Capita Grant funds must be obligated by June 30, 2012, and expended by August 15, 2012**

**EXPENDITURE OF FY2011 PER CAPITA GRANT**

*For libraries that received and reported the use of FY2011 Per Capita Grant funds on last year's application, proceed to page number 8.*

*For libraries that did not report any or all of the use of FY2011 Per Capita Grant funds on last year's application, the information below is required.*

16. Total FY2011 Per Capita Grant received:     \$0.00      
**(Must be exact amount - do not round up or down)**

*List expenditures by general category. Total must be equal to the FY2011 Per Capita Grant.  
Include per capita grant expenditures only – do not include the entire library budget.  
All expenditures listed here must be addressed in the budget explanation below.*

<b>CATEGORY</b>	<b>FY2011 AMOUNT</b>
Children's Materials (including electronic resources) .....	\$ <u>          0.00</u>
Adult Materials (including electronic resources) .....	\$ <u>          0.00</u>
Programs .....	\$ <u>          0.00</u>
Personnel .....	\$ <u>          0.00</u>
Continuing Education .....	\$ <u>          0.00</u>
Supplies .....	\$ <u>          0.00</u>
Equipment .....	\$ <u>          0.00</u>
Electronic Access (include computer software and hardware) .....	\$ <u>          0.00</u>
Travel .....	\$ <u>          0.00</u>
Public Relations .....	\$ <u>          0.00</u>
Telecommunications .....	\$ <u>          0.00</u>
Contractual Services (please specify) _____	\$ <u>          0.00</u>
Other (please specify) _____	\$ <u>          0.00</u>
<b>TOTAL (must be equal to or greater than the FY2011 Per Capita Grant).....</b>	<b>\$ <u>          0.00</u></b>

If a Per Capita Grant was received in FY2011, describe how the monies were used in the library's progress towards meeting the Illinois library standards as most recently adopted by the Illinois Library Association.

*All expenditures addressed here must also be represented above.*

**FY2011 Equalization Aid Grant funds must be obligated by June 30, 2012, and expended by August 15, 2012**

**EXPENDITURE OF FY2011 EQUALIZATION AID GRANT**

*For libraries that received and reported the use of FY2011 Equalization Aid Grant funds on last year's application, proceed to page 9.*

*For libraries that did not report any or all of the use of FY2011 Equalization Aid Grant funds on last year's application, the information below is required.*

17. Total FY2011 Equalization Aid Grant received: \$ \_\_\_\_\_  
 (Must be exact amount - do not round up or down)

*List expenditures by general category. Total must be equal to the FY2011 Equalization Aid Grant.  
 Include equalization aid grant expenditures only – do not include the entire library budget.  
 All expenditures listed here must be addressed in the budget explanation below.*

CATEGORY	FY2011 AMOUNT
Children's Materials (including electronic resources) .....	\$ _____ 0.00
Adult Materials (including electronic resources) .....	\$ _____ 0.00
Programs .....	\$ _____ 0.00
Personnel .....	\$ _____ 0.00
Continuing Education .....	\$ _____ 0.00
Supplies .....	\$ _____ 0.00
Equipment .....	\$ _____ 0.00
Electronic Access (include computer software and hardware) .....	\$ _____ 0.00
Travel .....	\$ _____ 0.00
Public Relations .....	\$ _____ 0.00
Telecommunications .....	\$ _____ 0.00
Contractual Services (please specify) _____	\$ _____ 0.00
Other (please specify) _____	\$ _____ 0.00
<b>TOTAL (must be equal to or greater than the FY2011 Equalization Aid Grant).....</b>	<b>\$ _____ 0.00</b>

If an Equalization Aid Grant was received in FY2011, describe how the monies were used in the library's progress towards meeting the Illinois library standards as most recently adopted by the Illinois Library Association.

*All expenditures addressed here must also be represented above.*

**FY2012 Per Capita Grant funds must be obligated by June 30, 2013, and expended by August 15, 2013**

**EXPENDITURE OF FY2012 PER CAPITA GRANT**

18. Total FY2012 Per Capita Grant received: \$43,613.49  
(Must be exact amount - do not round up or down)

List expenditures by general category. Total must be equal to the FY2012 Per Capita Grant.  
Include per capita grant expenditures only – do not include the entire library budget.  
All expenditures listed here must be addressed in the budget explanation below.

CATEGORY	FY2011 AMOUNT
Children's Materials (including electronic resources) .....	\$ 19,114.00
Adult Materials (including electronic resources) .....	\$ 24,500.00
Programs .....	\$ 0.00
Personnel .....	\$ 0.00
Continuing Education .....	\$ 0.00
Supplies .....	\$ 0.00
Equipment .....	\$ 0.00
Electronic Access (include computer software and hardware) .....	\$ 0.00
Travel .....	\$ 0.00
Public Relations .....	\$ 0.00
Telecommunications .....	\$ 0.00
Contractual Services (please specify) .....	\$ 0.00
Other (please specify) .....	\$ 0.00
<b>TOTAL (must be equal to or greater than the FY2012 Per Capita Grant).....</b>	<b>\$ 43,614.00</b>

If a Per Capita Grant was received in FY2012, describe how the monies were used in the library's progress towards meeting the Illinois library standards as most recently adopted by the Illinois Library Association.

All expenditures addressed here must also be represented above.

Most of the money was used to support the Standards for Collection Management and Resource Sharing, chpt. 7, standard 6 "The library places a high budgetary priority on collection development" and standard 11 "Library budgets should put priority on purchasing best sellers..." The library was further able to develop the ebook collection beyond a core collection. We also put money into further development of the GenLit collection which appeals to patrons in their 20's and 30's. In the two years of developing this collection we have seen circulation more than double. We also supported the ever-popular graphic novels for adults and for teens, plus teen fiction and non-fiction. To support our linguistically diverse population we purchased more materials for the ESL collection. Money was also spent to provide testing books to improve workforce skills. In addition, the LearningExpress database and the Mango Languages database were purchased in support of the Standards for Technology, chpt. 5. as well as the Standard for Collection Management and Resource Sharing.

**FY2012 Equalization Aid Grant funds must be obligated by June 30, 2013, and expended by August 15, 2013**

**EXPENDITURE OF FY2012 EQUALIZATION AID GRANT**

19. Total FY2012 Equalization Aid Grant received: \$ 0.00  
(Must be exact amount - do not round up or down)

*List expenditures by general category. Total must be equal to the FY2012 Equalization Aid Grant.  
Include equalization aid grant expenditures only – do not include the entire library budget.  
All expenditures listed here must be addressed in the budget explanation below.*

CATEGORY	FY2012 AMOUNT
Children's Materials (including electronic resources) .....	\$ 0.00
Adult Materials (including electronic resources) .....	\$ 0.00
Programs .....	\$ 0.00
Personnel .....	\$ 0.00
Continuing Education .....	\$ 0.00
Supplies .....	\$ 0.00
Equipment .....	\$ 0.00
Electronic Access (include computer software and hardware) .....	\$ 0.00
Travel .....	\$ 0.00
Public Relations .....	\$ 0.00
Telecommunications .....	\$ 0.00
Contractual Services (please specify) .....	\$ 0.00
Other (please specify) .....	\$ 0.00
<b>TOTAL (must be equal to or greater than the FY2012 Equalization Aid Grant)....</b>	<b>\$ 0.00</b>

If an Equalization Aid Grant was received in FY2012, describe how the monies were used in the library's progress towards meeting the Illinois library standards as most recently adopted by the Illinois Library Association.

*All expenditures addressed here must also be represented above.*

### COUNTY CLERK PAGE

JESSE WHITE  
SECRETARY OF STATE AND STATE LIBRARIAN  
ILLINOIS STATE LIBRARY

**ATTACHMENT TO BE USED BY COUNTY CLERK'S OFFICE AND SUBMITTED TO THE ILLINOIS STATE LIBRARY**  
**ATTACH A SEPARATE FORM FOR EACH COUNTY WITHIN THE LIBRARY'S SERVICE AREA**

I, \_\_\_\_\_, Clerk of the County of \_\_\_\_\_,  
in the State of Illinois, and keeper of the records and files of said county, do hereby certify that the assessed value of all  
property as equalized by the Department of Revenue, Property Tax Administration Bureau, for tax year \_\_\_\_\_  
(most recent year)  
available in \_\_\_\_\_ is:  
(Library Corporate entity)

**\*TOTAL \$ 0.00** \_\_\_\_\_

**\*USE THIS FIGURE ON LINE (a) OF QUESTION 3 ON PAGE 3 OF THIS APPLICATION**

All of which appears from the records and files in my office.

The \_\_\_\_\_ tax rate for \_\_\_\_\_ is \_\_\_\_\_  
(Name of Library) (Tax Year) (Tax Rate)

Is this tax rate below .13% because of the Property Tax Limitation Law?  Yes  No



125 Tower Drive | Burr Ridge IL 60527 | 630.734.5000 | Fax: 630.734.5050 | railslibraries.info



July 20, 2012

**TO: RAILS Board of Directors**

**FROM: Jane Plass, RAILS Interim Executive Director**

**ABOUT: ReadersFirst E-Book Statement**

Over 145 libraries and library consortia have recently endorsed the ReadersFirst Initiative statement (at [www.readersfirst.org](http://www.readersfirst.org)) demanding improved e-book services for library users. The multiple models of library e-book acquisition and lending currently in use result in a cumbersome and confusing patron experience. The statement outlines four principles that libraries want e-content providers to follow:

- Search and browse a single comprehensive catalog with all of a library's offerings at once, including all e-books, physical collections, programs, blogs, and donor opportunities. Currently, content providers often only allow searches within the products they sell, depriving users of the comprehensive library experience.
- Place holds, check-out items, view availability, manage fines and receive communications within individual library catalogs or in the venue the library believes will serve them best, without having to visit separate websites (libraries, not distributors, should be enabled to manage all interactions with users).
- Seamlessly enjoy a variety of e-content. To do this, libraries must be able to choose content, devices and apps from any provider or from multiple providers, without bundling that limits a library's ability to serve content they purchase on platforms of their choice.
- Download e-books that are compatible with all readers, from the Kindle to the Nook to the iPad and so on.

The four principles were originally drafted and circulated by the New York Public Library and have quickly gained acceptance among libraries. Illinois libraries that have endorsed the ReadersFirst Initiative as of July 16, 2012 are:

- Chicago Public Library
- Cooperative Computer Services (23 public libraries in RAILS)
- Downers Grove Public Library
- Skokie Public Library

E-books are becoming increasingly important to RAILS libraries and their patrons. I recommend that the RAILS Board endorse the ReadersFirst Initiative.

149

library systems

# ReadersFirst

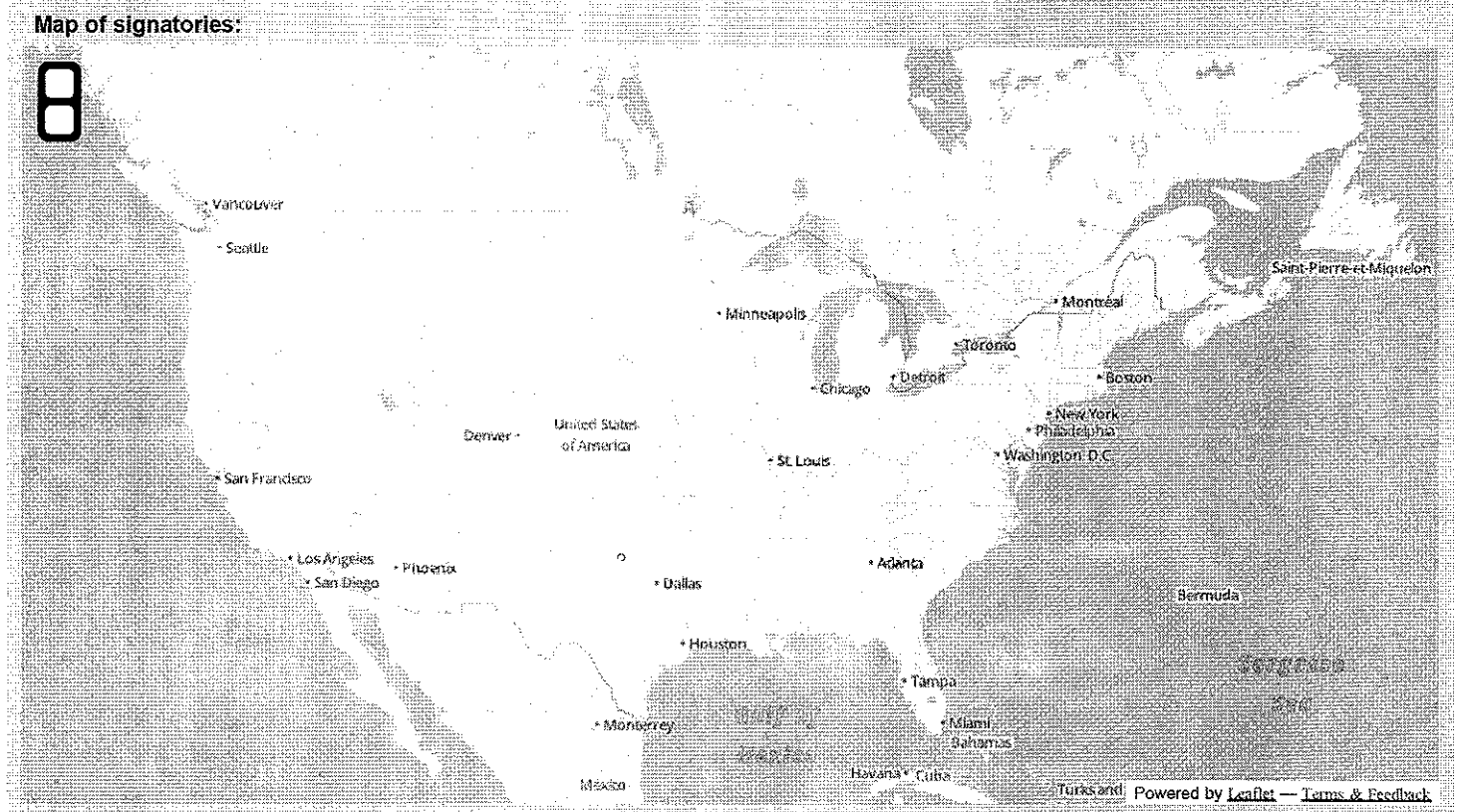
147

million readers

A movement to improve e-book access and services for public library users

Map of signatories:

8



Libraries have a responsibility to fight for the public and ensure that users have the same open, easy and free access to e-books that they have come to rely on with physical books. They face two major challenges. The first is that, unlike print books, publishers are not required to sell e-books to libraries -- and many do not. This is a complex and evolving issue. The second, addressed here, is that the products currently offered by e-content distributors, the middlemen from whom libraries buy e-books, create a fragmented, disjointed and cumbersome user experience. To correct this, e-content providers must be willing partners, and offer products that allow users to:

- Search and browse a single comprehensive catalog with all of a library's offerings at once, including all e-books, physical collections, programs, blogs, and donor opportunities. Currently, content providers often only allow searches within the products they sell, depriving users of the comprehensive library experience.
- Place holds, check-out items, view availability, manage fines and receive communications within individual library catalogs or in the venue the library believes will serve them best, without having to visit separate websites (libraries, not distributors, should be enabled to manage all interactions with users).
- Seamlessly enjoy a variety of e-content. To do this, libraries must be able to choose content, devices and apps from any provider or from multiple providers, without bundling that limits a library's ability to serve content they purchase on platforms of their choice.
- Download e-books that are compatible with all readers, from the Kindle to the Nook to the iPad and so on.

In order for libraries to continue to function as key providers of information to the public, these basic principles must be followed. The libraries who signed this agreement are committed to holding content providers to this standard, and will prioritize these requirements when acquiring e-books and other e-content.

## ReadersFirst Coalition Partners [Beginning of list]

[ministère de la culture et de la communication, Paris, France](#)

[Los Angeles Public Library, Los Angeles, California](#)

[New York Public Library, New York, New York](#)

[Maricopa County Library District, Phoenix, AZ](#)

[County of Los Angeles Public Library, Downey, California](#)

[Toronto Public Library, Toronto, Ontario](#)



41

**Director's Report  
September 2012**

Agenda

On the Omnibus is the Per Capita Grant application which we have received federal grant money the last two years of over \$40,000.00. This is a preliminary application and if we're selected a more full report is supplied. I've attached to this monthly report the grant report I just turned in for the money received this year and the comment from Karen Egan who is the grant coordinator at the State Library. For information about the Endorsement of the ReadersFirst E-Books Statement I've included a memo that was written by Jane Plass, Executive Director at RAILS, to the RAILS Board.

We just received the information from DuPage County regarding the spring trustee election. A resolution regarding management of the petition filings needs to be approved at this Board meeting. I have a question for our attorney, however, about how to handle the fact that the last day to file a petition is December 24 when the library is normally closed. He is out of the office until Tuesday but I'm sure I'll have an answer from him by the Board meeting. So the resolution will be distributed at the meeting. The positions for Crystal, Paul, Luanne and Rob are up for election.

Steve Larson of Ehlers Financial reviewed the financial forecast I had prepared and said that the presumptions and logic were reasonable, though it is difficult to predict beyond about three years. I've included the original forecast as well as forecasts with \$100,000, \$150,000, \$200,000 and \$250,000 additions to the operating budget.

Several trustees were not able to attend the August meeting so I've included the notes that Crystal, Luanne and I took from our discussion with Dave Philips of Speer Financial.

Annual Report

The library's complete annual report is attached to the back of the packet. It is available on our website.

Gift of Carl Foundation

Rob Vuillaume contacted me regarding a presentation he made this week to the Rotary. The presentation was to serve to communicate to the Rotary what the Gift of Carl Foundation does and to identify a project or two that the Rotary might partner in with the foundation. Teresa Avci suggested to Rob that a proposed project be the purchase of an acoustical piano for the library. Rob contacted me to see if this would be an appropriate project, but noted that a decision had to be made immediately since his Rotary presentation was imminent. After consulting with staff I told him that at this time I could not recommend that he proceed with this project idea for several reasons. Below is part of my response to him.

Just like our association with the Gift of Carl, the library has a long relationship with Mr. and Mrs. Chan. An endowment fund in the name of their son, Chee-Jun, provided the clavinova, supports concerts and adds music CDs to the library collection. We are concerned that adding an acoustical

piano may somehow upset them and that the clavino va will not be used. I understand from staff that at the time of the donation there was discussion about a clavino va versus an acoustical piano and it was decided that the clavino va was the best choice. Performers who have used the clavino va have not commented that they would have preferred an acoustical piano. I would be happy to discuss this further with the trustees but unfortunately they don't meet until 9/17 and it sounds like you need to know by next week. We are delighted that Teresa Avci thought of us and that you considered this idea as one of the proposals to put before the Rotary. Unfortunately we would need more time to discuss this with the trustees and talk with the Chans before we could make a commitment.

Staff

I requested that our workers' compensation provider, CNA, send an ergonomics expert to the library to work with a number of staff in the way they use their computer. This occurred August 28. She took photos and gave tips as we talked with 11 staff and looked at the youth and adult service desks. She and her boss will be coming back to the library to do an educational program on how to best work at a computer workstation.

Youth Services Assistant Mary Jo Wolsky retired August 22. Before advertising for her post, Monica and I decided that this presented an opportunity to examine all the Youth Services responsibilities and determine if the current structure is the most productive. For many years, each staff person in the department has held duties that provided services to a variety of age groups. Essentially everyone was a generalist, except for the School Liaison Librarian, in regards to the various age groups served by the department. As Monica notes in her report I worked with her and Sarah examining Youth Services staff responsibilities. We decided that a more productive model is to focus the responsibilities and oversight for each age group with a staff person. Thus the Senior Librarian will also be the Middle Grade Specialist, there will be a full-time Early Literacy Specialist, a 28 hour/week Teen Specialist and we'll continue with the 24 hour/week School Liaison. The Assistants will also have particular responsibilities that will be more focused.

Currently the department has two full-time librarians and one 24 hour librarian. I asked Monica to survey libraries similar to IPPL to examine how we compare with the number of librarian hours:

- Current IPPL - 2.75 FT Librarians
- Downers Grove - 4.5 FT Librarians
- Orland Park - 6 FT Librarians
- Tinley Park - 4 FT Librarians
- Oak Lawn - 4.3 FT Librarians (received approval to hire an additional full-time librarian)
- Lombard - 3.75 FT Librarians
- Elmhurst - 5.5 FT Librarians
- Hinsdale - 4.75 FT Librarians
- Oak Park - 5 FT Librarians (requesting a 6<sup>th</sup> FT librarian)

Since Mary Jo had been at IPPL so long her salary was the equivalent of a starting librarian salary so I gave Monica permission to hire a librarian for the Early Literacy position. I am also able to find money in the personnel budget so that we can change the 28 hour Library Assistant position to a 28 hour Teen Librarian. The new model for IPPL will be 4.3 FT Librarians.

Youth Services Assistant Kelly Von Zee has been hired as the Early Literacy Librarian effective September 23 at a salary of \$41,106.00/year. Kelly received her MLS last year. Nancy Roy will be starting as the Administrative Office Coordinator September 17 at a salary of \$22.00 per hour. Sandra McKee will be a Substitute Page for Adult and for Youth Services starting September 13 at a salary of \$9.18 per hour. Ken Seli will be a Youth Services Assistant Substitute starting September 13 at a salary of \$14.16 per hour. Circulation Assistant Dave Gronlund will be resigning September 30.

I arranged for consultant Laurie Guest to conduct a workshop with our supervisors to follow-up to the one she did last year on coaching staff. This workshop was titled "Putting the Pieces Together" and discussed the 4 key components to supervising staff. I've attached her handout to my report. The workshop generated great discussion with the supervisors.

We held the annual after summer reading club barbecue for staff. A big thanks to Harry for being the grill master.

Meetings and Workshops

- August 12 One-on-one with Laura
- August 12 Supervisors workshop with Laurie Guest
- August 13 SWAN Board meeting
- August 17 One-on-one with Debbie Sheehan
- August 21, 22 Interviews for Administrative Office Coordinator position
- August 24 One-on-one's with Monica and Ann
- August 27 SWAN Board meeting
- August 28 CNA ergonomics review
- August 30 Youth Services Staff Study
- August 30 One-on-one with Debbie S.
- August 31 SWAN budget meeting
- Sept 5 One-on-one with Ann
- Sept 6 SWAN Directors' quarterly meeting
- Sept 6 One-on-one with Laura
- Sept 7 Youth Services Staff Study

Jamie Bukovac, Director

**Jamie Bukovac**

---

**From:** Egan, Karen [KEgan@ILSOS.NET]  
**Sent:** Monday, September 10, 2012 9:59 AM  
**To:** 'Jamie Bukovac'  
**Subject:** RE: LSTA Final Report 12-9017

Jamie,  
I know I told you that your report was here, but I have to say thank you again! I just entered your report into the IMLS database, and this is about as perfect as it gets. Anyone reading this report knows exactly how the grant dollars were spent. You were thoughtful and clearly answered all of the questions. The content of your report is really nice!

Thanks again!

Karen Egan

---

**From:** Jamie Bukovac [mailto:bukovacj@indianprairielibrary.org]  
**Sent:** Friday, September 07, 2012 5:12 PM  
**To:** Egan, Karen  
**Subject:** LSTA Final Report 12-9017

1. Expanding our Collections and Horizons!
2. 12-9017
3. Indian Prairie Public Library District
4. Jamie Bukovac
5. 630-887-8760
6. [jamieb@ippl.info](mailto:jamieb@ippl.info)
7. Indian Prairie Public Library District
8. \$43,613.49
9. \$36,264.00
10. None
11. 42,529
12. Services for Lifelong Learning
13. Goal 3 – Further a literate Illinois by creating a reading culture that encourages reading fluency for recreation or education
14. Enhance a lifetime of learning opportunities
15. Adults, Children, Non/limited English-speaking persons

16. Continuing education for the public, Information access and services, Literacy programs

17. Project Purpose

The overall purpose of the project was to expand services for learning and access to information and educational resources in a variety of formats. Grant money was targeted toward collections that are either new to our patrons or are considered essential, whether for education or work purposes, life skills or for recreation.

18. Project Activities/Methods

Just like other libraries we have seen a need to increase the size of the ebook collection. We have been part of a cooperative collection but started developing our own collection a year ago. Our focus is on popular titles and multiple copies of titles with holds.

Grant money provided last year helped to develop a trade paperback book collection, the GenLit collection, targeted to people in their 20's and 30's. The library used grant money this year to further develop the collection. We also use these books for book discussions targeted to this age group.

Graphic novels are another way to bring in people who may not think the library has something for them. We used grant money to start the collection and have continued to use grant money to develop this collection to appeal to teens and young adults.

To continue to appeal to teens and enhance their browsing, staff set-up a process for teen book recommendations. Staff then did some heavy weeding of the teen fiction and non-fiction collections this spring and purchased titles based on teen recommendations.

As in many communities, we see growth in the number of ethnic groups and, also, see patrons impacted by the economy. For the first group we used grant money to further develop the ESL collection as well as partner with a local literacy group to provide tutors and conversation groups. The library also used grant money to purchase Mango Languages which patrons can use to learn English. For those who are looking for jobs, the library offers programs to improve skills as well as used grant money to purchase test books for job skills and to purchase the Learning Express Library database.

19. Project Outputs

The circulation of ebooks has grown by 179% in the past year. Circulation of the GenLit collection more than doubled in the past year.

We added 692 ebooks to the collection and 267 paperbacks to the GenLit collection. We also added 459 trade comics. For the teen collection, staff purchased 335 teen novels and 592 teen non-fiction titles. Ninety-four test books were purchased and topics included, among others, are a variety of medical positions, firefighter, police officer, series 7 general securities, the ICTS series, civil service exams, and college placement tests. We saw 834 sessions on Mango Languages and 1,154 sessions on Learning Express Library.

20. Project Outcomes

The grant money has definitely helped in growing the ebook collection and trying to meet demand. But even with the number of books added to the ebook collection, our patrons clamor for "more, more, more." It is a challenge to have a start-up collection so popular; staff struggle to develop a core collection but also meet the demand for popular titles. However, we see that the number of holds per title has gotten smaller due to the support of the grant money. The GenLit collection was originally funded by our Friends of the Library and has grown through the support of two years of grant money. As seen by the growth in circulation this collection appeals to our patrons. The same is true of graphic novels. Providing these two collections sends a message that the library does have something of interest to an age group that tends to move away from using the library. Learning Express Library is a huge hit with patrons because of the various career tests and skills tutorials it provides.

21. A patron told a staff person that she used the COMPASS practice test (college placement test used at the local community college) available on Learning Express Library. She said she doubled her test score after practicing with our database. She was also happy to learn about the geometry refreshers available on Learning Express Library.

Jamie Bukovac  
Director  
Indian Prairie Public Library District  
401 Plainfield Road  
Darien, IL 60561  
630-887-8760, ext 242  
[jamieb@ippl.info](mailto:jamieb@ippl.info)

[www.ippl.info](http://www.ippl.info)

Follow us on [Facebook](https://www.facebook.com/ipplinfo) (facebook.com/ipplinfo) and [Twitter](https://twitter.com/ipplinfo) (twitter.com/ipplinfo)!

*Why buy when you can barrow?*

\*\*\*\*\*

Disclaimer - This email and any files transmitted with it are confidential and contain privileged or copyright information. You must not present this message to another party without gaining permission from the sender. If you are not the intended recipient you must not copy, distribute or use this email or the information contained in it for any purpose other than to notify the Office of the Illinois Secretary of State.

If you have received this message in error, please notify the sender immediately, and delete this email from your system. Any views expressed in this message are those of the individual sender, except where the sender specifically states them to be the views of the Office of the Illinois Secretary of State.

\*\*\*\*\*

## Putting the Pieces Together

### Patrons and Programs

#### Services & Service

Access to the services they need

Superior customer service

#### Search Results

Resources that allow patron to find what they are searching for

Access to services that go beyond books (computer, classes, mtg rooms)

#### Scripting our communication

Right words, right time, for desired results

Perfected phrases for common concerns

### Personnel & Performance

#### Thanks/Appreciation

Praise in public

Catch people doing something right

Praise formula vs generic thanks

#### Teach/Discipline (Latin word for teach)

Criticize in private

Discussion close to infraction

Disciplinary process

#### True colors communication skills

4-colors symbolizing main personality types

Communicate in a way the listener wants to hear

Learn to shine in your best brilliance

### Policy & Procedure

#### Expectation of conduct

Instructions for processes to create standardized results

Desired results for business activity

Rules of organization to promote fairness

#### Empowerment

Boundaries for improved decision making

Growth opportunities for personnel

Movement toward stage 4 business management

#### Engaged listening for improved communication

Focused attention hearing real message

Strategic responses

Boomerang word placement

## Progress & Profit

### Collaboration

Willingness to work together for the greater good

Idea exchange

Creates mutual respect and camaraderie

### Change

Rate of change inside, must match the outside

Is NOT a commentary on the past

In its best form it is seen as positive transformation not a threat

### Communication 5'Cs

Clear = easily understood vocabulary and speech pattern

Concise = right length to instill the message

Complete = all pertinent facts are included

Controlled = emotion level is appropriate to situation

Calculating = desired result is taken into consideration

## NOTES



**Assistant Director's Report  
September 2012**

**Building and Grounds:**

Christine installed an additional shelf in each of the sections of adult audio books to make more room for this collection so it is easier to browse the items.

The parking lot was done in late August and it looks great!

The plaque marking the Dimpy Pathria Memorial Garden has been installed in the bed east of the entrance doors.

**College of DuPage Intern:**

Jackie Paruszkiewicz started her 75-hour practicum for her LTA certificate this week. She will observe and be given some tasks in each Adult Services, Kids & Teens, Technical and Computer Services, and Circulation departments. Jackie is very excited to be working with us.

**WBC Fall Fest:**

I had the privilege of working with Sarah Joynt at the WBC Fall Fest on Saturday, September 8<sup>th</sup>. (A report on Fest attendance is attached.) It was a wonderful and thought-provoking experience for me. Not only did I issue 14 new library cards and 6 renewals, I also heard countless stories on how much the WBC residents value the library and the services we offer. A mother of an autistic child was thrilled to learn that the library now has Board Maker software available. A patron told me that after learning about our Learning Express database she was able to raise a test score by almost double her original score. Another resident was grateful that we offer the Wii games he cannot afford to buy for his children. There were also several people we talked to that weren't even aware of the services we had to offer or even where the library was located. It made me realize how important outreach to this community is and got me thinking about other ways we can reach out to this community on a regular basis.

**Friends of the Library:**

The Friends of the Library will meet on Tuesday, October 9<sup>th</sup> at 1:30pm.

**Volunteers:**

Our Tech Tutors have been a great success so far and they have been busy helping in all of our hands-on computer and device classes. In addition, some have started doing some one-on-one training with patrons who need individual assistance. To give you a little insight into our program, here is a recent email from Darleen Knowles (one of our tutors):

*"Today I met with XXX XXXXX, who has computer knowledge, but is on a Mac and she was interested in learning PC and Windows. We spent time going over the operating system and various programs. We looked into the library site and courses offered. She will be signing up for Word.*

*She knows more than she gives herself credit for. We found 2 books on Windows 7, which she is checking out. I told her to practice at least 20 minutes a day and to contact me in a week to see what she wanted to work on next.*

*She could not get over that the classes and materials are free as is the one-on-one training. We met for 1.5 hours."*

In addition to our Tech Tutors, we have a new Chess Volunteer to sit in the monthly after school program. Also, Joe has found a "Current Events and Community Volunteer" to help us keep up with what is going on in the communities we serve and keep our website up to date.

**Chan Concerts:**

Petra Von Nuis performed a jazz concert on Friday, August 31<sup>st</sup>. 52 people attended.

K. Michaels band wrapped up the Chan Summer Concert Series on Wednesday, September 12<sup>th</sup>. It was a perfect evening for a concert and over 100 people attended.

**Singin' in the Stacks:**

Tickets went on sale September 1<sup>st</sup>. Cris is planning a marketing push about the event in October.

**Marketing:**

Cris' Marketing report is attached.

**Meetings & Desk Time:**

- 8/28 Department Head Meeting
- 9/8 WBC Fall Fest
- 9/12 K Michaels Band Concert
- 9/14 Social Media Team Meeting
- 9/18 Reference Desk (4 hours)
- 9/19 Department Head Meeting
- 9/19 Board Meeting

Submitted by:

  
Laura Birmingham

# 2012 Fall Festival & Community Day

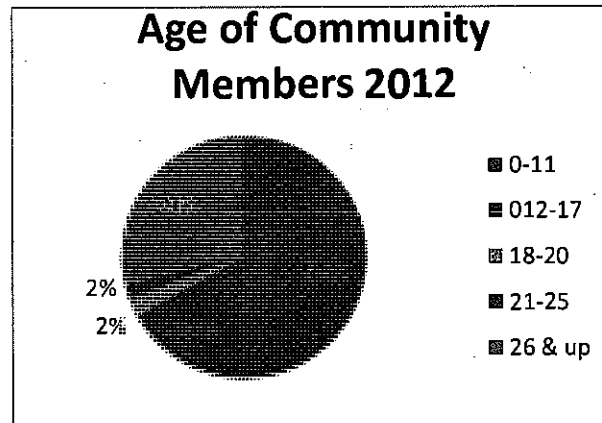
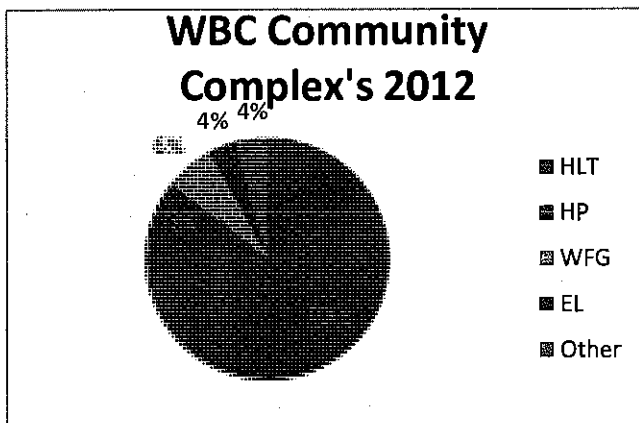
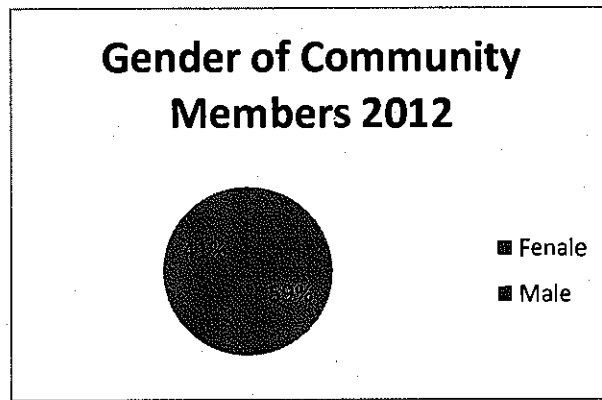
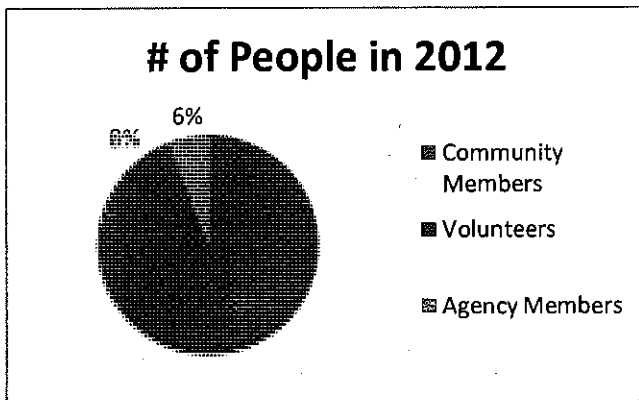
51

<b>Community Members</b>	<b>583</b>
Volunteers	55
Agency Members	40
<b>Total # of People at the Event</b>	<b>678</b>

Male	237
Females	346

	Families	# of people
Hinsdale Lake Terrace	155	452
Hinsdale Point	17	47
Waterfall Glen	11	37
Echo Lane	9	23
Other	8	24

0-11	294
12-17	97
18-20	14
21-25	10
26 & up	168



**Providing popular materials and programs - children, teens, and adults depend on the library to make their leisure time more enjoyable.**

**National Library Card Signup Month**

Promotion designed that will reward existing cardholders as well as new cardholders. Gift bags with a \$1 off fines coupon, bookmark, IPPL cup, IPPL pen and notepad, IPPL magnet clip were assembled by a volunteer as gifts for the first 200 people to get their first ever IPPL card.

There will be a daily drawing for two groups: new/renewed cardholders and existing cardholders. Winners will choose from an IPPL travel mug, lunch bag, ornament or two tickets to the Brookfield Zoo (while supplies last).

**eNews**

Two more e-newsletters were sent out in August.

**August 14, 2012– 11 clicks on our social media links**

Sent 12,705 with 21% open rate (2633 opens) and a 7.9% click rate (207 clicks).

Breakdown of clicks:

- 100 on IPPL book discussion web page
- 35 on K. Michaels Band
- 31 on calendar

**August 28, 2012 – 9 clicks on our social media links**

Sent 12,639 with an 19.9% open rate (2476 opens) and a 4.7% click rate (116 clicks).

Breakdown on clicks:

- 26 clicks on Pinterest
- 18 clicks on Find Your Next Great Book
- 17 clicks on K. Michaels Band

**Enriching lives through technology - technology has become a foundational component in our residents' lives.**

**Special Promotions – Databases**

We continue promoting databases with additional shelf talkers, articles and links in the e-News, and articles in the print newsletter.

**QR Codes**

Using QR codes on flyers and handouts has become a regular feature of our publicity. We have also started using software that will allow us to track the usage of the codes. We'll evaluate their effectiveness in about six months' time.

**Enhancing the community**

**The library helps residents expand their sense of community by fostering community projects and encouraging interaction and sharing of interests.**

**Singin' in the Stacks**

A very vibrant, engaging look was developed for this Foundation Fundraiser. We have duplicated the look on full size posters in the library, in handouts, and in the tickets. We will be using this image on the website and on posters in the library. Tickets are for sale at the Checkout Desk.

**Meeting with Darien and Willowbrook**

We created a beautiful, eight page, full color brochure to outline the library's integration of the four major strategic initiatives from the 2012-2014 Strategic Plan into our everyday functions. The brochure also features testimonials from residents and photographs.

**Annual Report**

An annual report for 2011-2012 was created featuring an original illustration, by Theresa Papareulis, that highlighted how we enrich people's lives. This illustration became our full page spread in the Darien Neighbors magazine and the front page of our newly designed newsletter. Plus, we added a second page to expand on the information and uploaded it to our website.

**Darien Neighbors**

For the first time, we purchased a full page in the Darien Neighbors magazine. (The Foundation also purchased a page.) Purchasing an "editorial" page in the magazine is about the same price as purchasing a quarter page ad; however, the content should be largely in narrative form and the minimum purchase is two pages. This is not something we can do regularly, but we chose to do it in the fall issue of the magazine to report our annual statistics and to promote the Foundation's Singin' in the Stacks.

**Chambers**

After the AtoZdatabases program, I discussed the possibility of a similar presentation at a luncheon meeting for the Darien Chamber with Clare Buongiovani. We scheduled it for January 2013.

**Newsletter**

August 1 was the deadline for the staff to supply their information for the newsletter. Theresa and I spent most of the month working on the newsletter. Watching the vibrant design she created come to life was very exciting. The process really went very smoothly, considering it was our first time with the new concept. We have received some very positive comments about the new look.

We have embedded links throughout the newsletter for our new, interactive version, which will be live in early September. I'll demonstrate during the September board meeting.

**Fostering life-long learning**

The library offers residents - of all ages - materials and programs that enhance personal, professional and educational growth as well as opportunities to explore topics of interest.

**Art and displays in September**

Dee Leppin is displaying in September. The DuPage Woodworkers Guild is in the display cases.

**Other:**

**ILA Marketing Committee**

The ILA Marketing Committee met here at IPPL in August to continue our discussions from July. The ILA Marketing Blog is being revamped and we have a schedule for posts for the upcoming year. The Marketing Committee is hosting a Table Talk at ILA and we'll have our next meeting afterward. The committee also discussed how we could revamp Library Snapshot Day.

**Ongoing**

- Program flyers
- Catch the Wave and eNews
- FB and Twitter posts.
- Today's Photo on FB
- Gathering and using testimonials

Christine Cigler  
Marketing Coordinator  
September 12, 2012

## Adult Services Monthly Report: August 2012

**Groups and Staff Led Discussions :** Chess averaged 12 at their meetings. Genealogy had 46. ESL met twice with an average attendance of 13. Current Events had an average of 14 at their meetings.

The GenLit book discussion had 15 in attendance. The summer afternoon book discussion had nine.

**Programs:** We had a representative here from AtoZ Database to give a presentation for the public and for the Chamber. We had a total of 30 people at the two sessions. Cindy had a program on fantasy football. This was in two parts. One was for beginners and had ten in attendance and the other was an intermediate class with eleven. Twelve people came to a program from CUB on phone bills. We had two music programs. The Neverly Brothers had 150 in attendance and Petra Sings had 52.

**Summer Reading:** This ended on August 11. We had 279 adults participate. This compares to 232 last year.

**Collections:** We are preparing a proposal to add Zinio for downloadable magazine subscriptions and OneClickDigital for downloadable audio.

**Continuing Education:** Jennifer attended a webinar on using the Gale business database. The rest of the staff will see the webinar in September. Shirley, Jennifer and I attended the leadership team workshop with Laurie Guest.

**Sharing:** Jennifer joined the committee at the system for e-resource group purchases. I spoke to a librarian from Eisenhower who is going to be presenting at the ILA convention. She wanted to talk about dividing a fiction collection into genres. Ann and I are working on an article on simplified Dewey. This is a method of using shorting Dewey numbers and combining them with natural language.

**Staff:** Jennifer has been doing a shelving study to see what should be expected in regards to speed and accuracy when returning items to the shelf. She and Sarah interviewed to hire a substitute shelver who could work in either department.

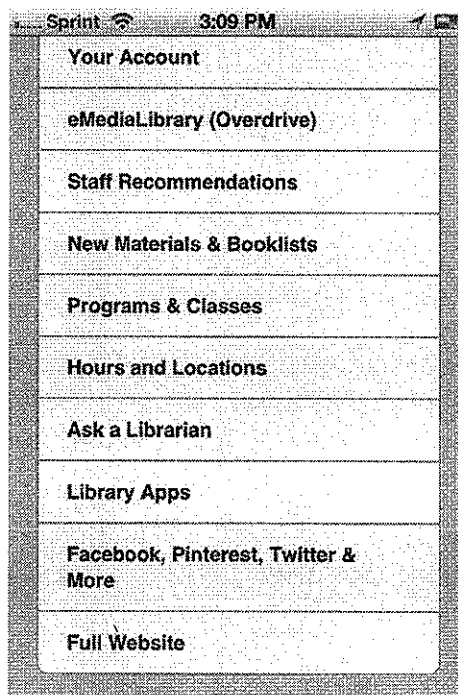
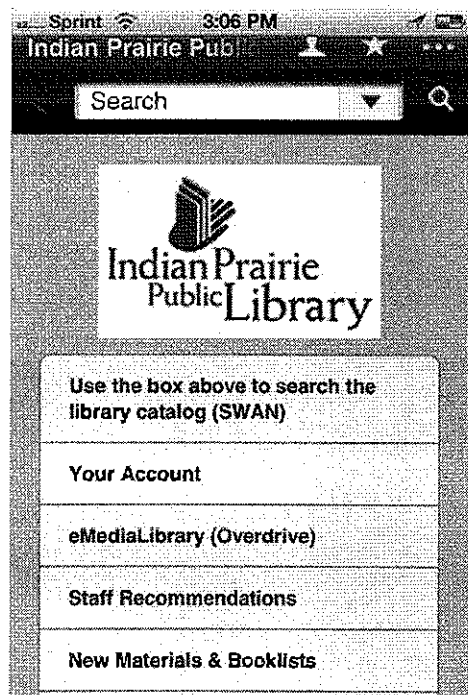
**Equipment:** Shirley's staff is keeping track of laptop turnaways. When we have a computer class the class uses the laptops normally available for public use. We are keeping track to see how many people are unable to get a laptop when a class is going on. Ann organized a senior computer bootcamp which ran twice a day for four days. They had 11 people in each class. After these computer classes responsibility for the classes was turned over to Adult Services. Cindy and Suzy are planning the classes. Shirley's staff at the Computer Help Desk are putting together information for a brochure detailing the software available on the public computers.

Debbie Wordinger

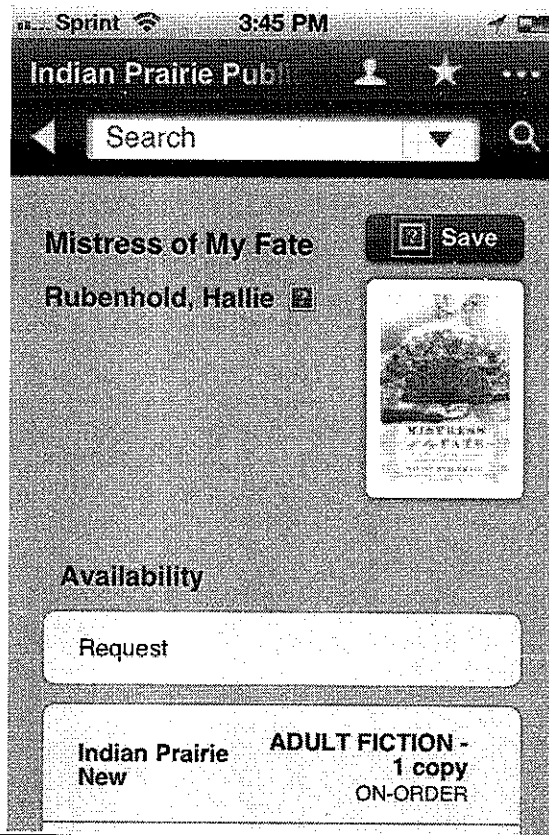
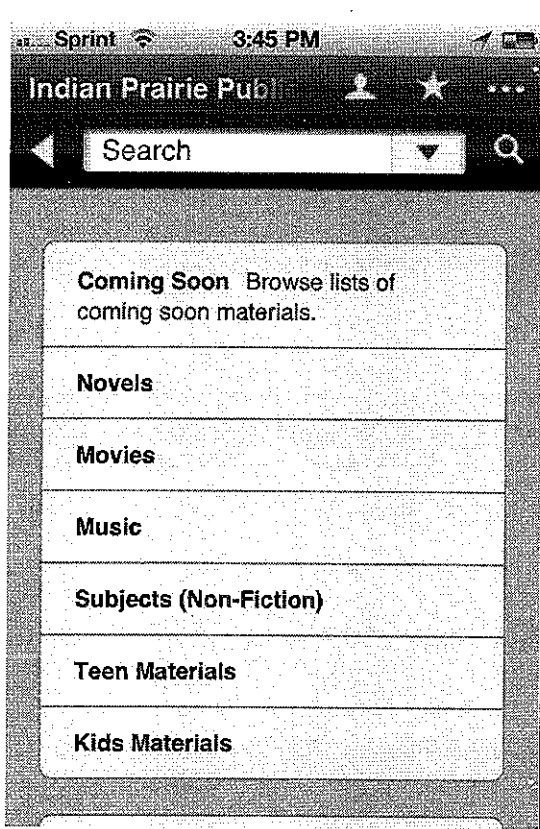
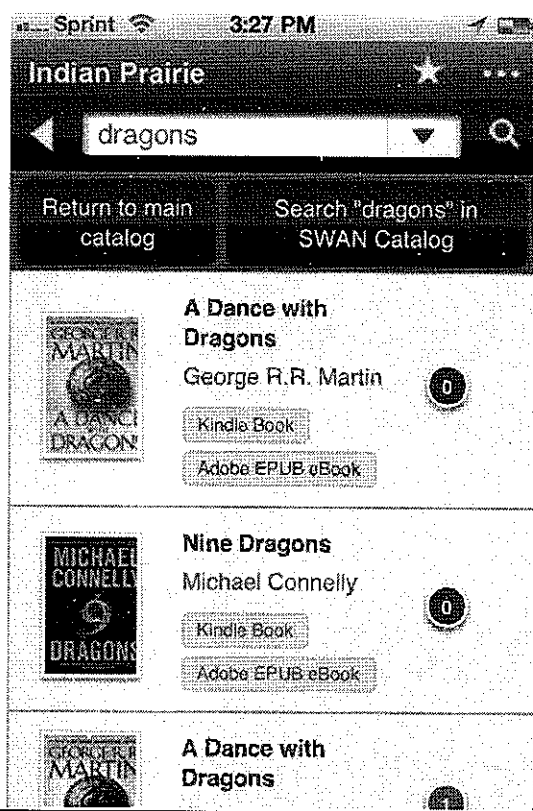
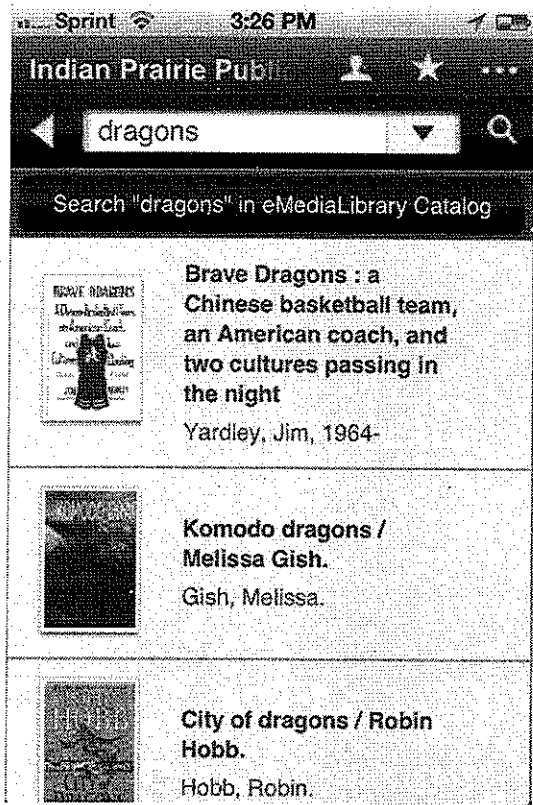
# TECHNICAL & COMPUTER SERVICES (CS) MONTHLY REPORT August 9- September 12, 2012

## Computer Services/Website

- We have just started the implementation process of migrating to a new server which will be used to run our own e-mail Exchange server. Current Technologies located in Downers Grove is working on this project.
- Investigating the best way to post Veterans History Project veterans interview audio/video files on new Veterans History Project blog. <http://ippl.info/blog/veterans/>
- Dave & Brett worked hard this month to prepare all staff for our e-mail migration. Setting up Outlook and downloading everyone's files locally before the migration will save a lot of time and money when we migrate to our own Exchange e-mail server.
- Dave worked with Sarah to ensure remote access to our network for library card sign-up at Ann M. Jeans School worked successfully.
- Processed three new eReaders (Kindle Fire, Nook Color, Kindle e-Ink) for Adult Service to use for staff and public training. (Strategic Plan: Explore additional ways to investigate eReaders into library services.)
- Dave Bunn's idea to circulate an old unused lcd projector was implemented. Indian Prairie members can check-out the projector which is in a rolling carrying case and comes with cords and instructions.
- Wrote proposal to Library Foundation to purchase iMac and software to support middle grade schools. (Strategic Plan: Examine technology used at the schools and provide same software at the library as possible).
- Improvements are being made to the mobile APP by adding additional resources including New Materials & Booklists, Staff Recommendations; integrate eMedia Library into the search box and other library Apps. (Strategic Plan: Improve and promote the mobile app site.) The Coming Soon lists results are displayed from our mobile catalog.







### Computer Classes/Programs

- Computer Senior Boot Camp was a success. We had volunteers every day to assist the instructor and enough volunteers on Friday to assist with the one-on-one assistance. (Strategic Plan: Annually provide "senior boot camp" computer classes. (fall 2012 and ongoing))

Date	Class	Instructor	Attendance
Aug. 11-13	Senior Boot Camp, Morning Sessions	Ellen	11
Aug. 11-13	Senior Boot Camp, Afternoon Sessions	Sandi	11
Aug 14	Senior Boot Camp One-On-One Morning & Afternoon Session	Dave, Brett, Ann, Volunteers	22

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

Printer Area	Service Type	B & W Printer	Color Printer
1 <sup>st</sup> floor Print Center	Adult	\$826.40	\$148.50
2 <sup>nd</sup> floor Print Center	Youth	\$50.40	\$79.50

### Technical Services

- Contributions to SWAN database in August – Created 441 and modified 560 bibliographic pre-cataloging records.
- Shirley trained Anna on the process of renewing and ordering periodical subscriptions. Technical Services will be ordering all physical materials including periodicals.

### Personnel, Professional Development, Meetings, Desk time

- August 9- Met with Suzy to go over Adult Services eReaders
- August 13- Diane and I attended Leadership Workshop
- August 16- Kids/Teens Ask Us Desk 11-1; Meeting with Jamie
- August 21- Sue Fank on sick leave for at least a month
- August 21-Adult Ask Us Desk 1-5
- August 22- Met with Kelly to go over Junior iPads
- August 23- Interviewed two candidates with Monica for Substitute Assistant.
- August 23- Anna attended a Technical Services meeting in Woodridge.
- August 24- Meeting with Jamie
- August 27- Meeting with Debbie to go over De-dewey jobs &

Ann M. Stovall, Head of Technical & Computer Services, September 12, 2012

Circulation Services  
September 2012

59

We made it through another summer reading! Although circulation was lower (3%) than last year, August of 2011 was the busiest August we have ever had! This year we circulated 80,915 items, with a large portion of it being the labor intensive DVDs and CDs. Patron visits were also lower (6%), as were holds placed (6%) and ILLs processed (4%). As I have reported in previous months, many libraries have stated that their circulation is also lower than last year.

In August, patrons using a form of self-service (self-checks, downloadable items, renewing on line) accounted for 44,117 of our check outs or renewals or 55% of our total circulation. Our patrons have continued to use self-service 50% of the time or more for the past year!

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

Hold pick up – 12,624 (4010 patron sessions)

ADA – 12,398 (3536 patron sessions)

Kids & Teens – 11,299 (1872 patron sessions)

Although many of our patrons have embraced the concept of self-service, many still enjoy the fact that they have a choice of self-service or service with a smile!

On Wednesday, August 15, SWAN went down for the first extended down-time in recent memory. Staff did a great job of going on the back up and explaining to patrons why we couldn't access their information. We came up after several hours and were able to catch up by the next day.

Dave Gronlund, a circulation assistant, has resigned effective the end of September. He has taken on a full time internship but will remain as a substitute.

**Sharing Expertise:** 22 members of the Helen Plum Circulation Department spent part of their in-service day with us on August 15. They had the opportunity to visit circulation departments at two libraries and we were one that they were interested in! As a "stand alone" Innovative library, they were very interested in our processes and procedures. They were a great group, had lots of good questions and seemed to like what they saw!

Meetings and workshops attended:

Supervisor Meeting	August 6	
Zone Meeting	August 8	North Riverside
Leadership Meeting	August 13	
Department Heads	August 14	
Department Heads	August 28	
Circulation Retreat	September 8	

Ask Us Desk – Aug. 17

Kids & Teens – Aug 16 & Aug 30

Debbie Sheehan  
Head of Circulation Services

<u>Circ Stats</u>											
	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Month	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
July	70,720	71,704	69,760	68,182	69,450	70,056	79,189	84,907	84,936	86,301	87,216
Aug.	61,544	62,107	66,710	66,665	67,898	64,625	72,584	80,592	77,314	84,118	80,915
Sept.	49,619	59,179	55,769	55,283	53,975	55,798	62,798	69,066	71,475	70,089	
Oct.	61,084	59,726	61,117	55,646	58,620	63,670	66,511	75,131	42,400	71,702	
Nov.	55,829	59,438	60,497*	55,000	55,020	59,559	66,395	71,373	53,470	67,626	
Dec.	47,200	52,378	53,593	46,961	50,059	51,403	59,953	64,351	67,699	67,864	
Jan.	60,222	67,000	60,631	60,336	60,832	64,730	72,058	76,341	77,035	74,604	
Feb.	60,354	65,032	60,160	57,337	54,435	62,086	69,661	71,385	69,341	73,132	
Mar.	64,878	71,245	68,128	67,087	65,230	70,477	80,579	81,058	83,103	79,502	
Apr.	58,151	59,272	61,606	55,281	57,505	64,763	73,007	72,010	68,953	73,470	
May	60,420	57,551	58,429	54,656	54,410	62,724	68,994	67,337	72,416	69,927	
June	66,123	72,163	69,281	69,165	67,386	74,029	84,888	87,748	87,635	83,339	
Renewals through the webpack not included before April								1,284			
							Electronic Circulation	3,852			
Yearly											
Total	716,144	756,795	745,681	711,599	714,820	763,920	857,901	905,151	855,777	901,674	168,131
Beginning 2009-2010 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											

61

Youth Services  
Monthly Report to the Board  
August 2012

**Collections and Services**

- With the opportunity to better serve the needs of our patrons, Monica, Sarah & Jamie met over several days to access the current roles of Youth Services staff. We evaluated the individual responsibilities and created a new organizational chart. (see attached) A summary of the revision is;
  - While Sarah Joynt will continue in her work as the Senior Youth Services Librarian and Page Supervisor she will now take on the role of Junior/Middle Grades specialist.
  - As of Sept 23rd, Kelly Von Zee will become full time as the Youth Services Librarian and Early Literacy specialist. Covering Birth- 1st grade and Parent needs.
  - Judy Cochran will continue as our Youth Services Librarian and the K-8 School Liaison
  - Within the next few weeks I will be posting a part time position for a new role in the department - Teen Librarian.
  - In her full time Youth Assistant position Jane Hartney will become the department's Reading Programs coordinator and Evanced software specialist.
  - Linda Stevanovich and Nancy Cox will continue in their current Youth Assistant rolls with specialized responsibilities.

**Programs-**

Youth- Youth and Family programs highlights include:

- Staff hosted ten (10) events, among those are the 1<sup>st</sup>-6<sup>th</sup> grades Talent Show –with talents ranging from singing to mind reading. This was a highly praised program by parents and kids. With minimal staff time needed, staff hope to make this an annual event.
- Three sessions of Read to the Dogs were also presented along with a back to school Red Cross Home Alone class.

Teens-

- In addition to the Inter-Library Hunger Games Arena challenge, August programs for teens included a Book 2 Movie showing, PSAT class and the VolunTEENs appreciation party.

Outreach-

- In addition to Sarah and the Summer Assistants completing Willowbrook Corners summer camp programs, Sarah also presented an outreach story time class at the Darien Kindercare Learning Center.

Schools-

- Judy completed a compressive assessment of the School Liaison role and responsibilities.
- She also prepared and sent individual analysis of the student participation in our Summer Reading Program. (copy of analysis attached) Judy received several supportive comments from school faculty and staff. I've included comments and a picture from staff from Anne M. Jeans Elementary, whose students had the highest reading participation. This is due in part to our WBC summer camp outreach program participation.

**Staff Desk**

- YS staff were very grateful to have the support of Summer Assistants Nicole Pierce and Gina Spiwak. The Summer Assistants term ended on August 17<sup>th</sup>. Both are returning to their college programs. Nicole hopes to be able to work as Summer Assistant with us next summer.
- Mary Jo retired from her position as Youth Services Assistant on August 22<sup>nd</sup>

Sharing Our Expertise-

- Sarah was asked to participate in the Illinois State Abraham Lincoln nomination readers panel. Her term will begin February 2013
- Monica participated in a video interview produced by LFI, makers of the bin style shelving used in our picture book collection. LFI will be making the video available to IPPL for internal marketing.

**Meetings**

8/1	Review meeting	Mary Jo & Monica
8/3	Meeting with Jamie	Monica
8/6	YA-sig meeting	Jane
8/6	WBC Fall Fest meeting	Sarah
8/7	FOL meeting	Mary Jo
8/8	phone meeting w/ Laurie Guest	Monica
8/8	Caudill review meeting	Judy & Mary Jo
8/13	Leadership Team meeting	Monica & Sarah
8/14	Department Heads meeting	Monica
8/15	Department meeting	All YS Desk Staff & Summer Assistants
8/15	Mary Jo's Retirement Receptions	All Staff
8/16	LFI video interview	Monica
8/17	Meeting with bookseller	Monica
8/22	i-Pad & tablet planning meeting	Kelly
8/23	Two Interviews for YS Sub Asst	Monica
8/24	Meeting with Jamie	Monica
8/24	Department planning	Jane & Monica
8/28	Department Heads meeting	Monica
8/28	School liaison meeting	Judy & Monica
8/28	Page Supervisors meeting	Sarah
8/29	Department Leadership meeting	Monica & Sarah
8/30	Department planning meeting w/Jamie	Monica & Sarah
8/31	WBC Fall Fest meeting	Sarah

Submitted by Monica Dzierzbicki 9/13/2012

Youth Services Department Head (Monika) - FT

Senior Librarian/Middle Grade Specialist (Sarah) - FT

YS Pages  
Transition Student Workers

YS Librarian/Early Literacy Specialist (Kelly) - FT

YS Librarian/Teen Specialist (HIRE) - 28 hrs/wk

TAB  
Teen Volunteers (school yr)  
Summer VolunTEENs

YS Librarian/School Liaison (Judy) - 24 hrs/wk

Full Time Youth Services Assistant (Jane)

Adult Volunteers

18 hour Youth Services Assistant (Nancy)

18 hour Youth Services Assistant (Linda)

## Youth Services Program Attendance August 2012

Day	Program	Youth	Family	Teen	Outreach
1-Aug	Babies, Books & Songs story time class		29		
1-Aug	Hunger Games Inter-Library Areana Games			40	
1-Aug	WBC Summer Camp				80
2-Aug	1st-6th grd Talent Show		39	2	
3-Aug	Kaplan's P SAT			25	
3-Aug	Preschool storytime @ Kindercare				18
6-Aug	Read to the Dogs	25	28		
8/7/2012	Red Cross Home Alone class	24			
8-Aug	WBC Summer Camp				80
9-Aug	Teens Summer Movie Night			11	
11-Aug	VolunTeen Appreciation party			35	
13-Aug	Read to the Dogs	26	31		
20-Aug	Read to the Dogs	24	32		
August	Kids Summer Reading registration	13			
August	Teens Summer Reading registration			1	
August	Family Summer Reading game		9		
August	Creation Station crafts	990			
	<b>Totals</b>	<b>1102</b>	<b>168</b>	<b>114</b>	<b>178</b>





## 2012 Summer Reading Club Participants

% of registered readers who entered information in their reading log:

### District #60

Holmes – 58%  
Maercker – 60%  
Westview Hills – 58%

### District #61

Mark DeLay – 51%  
Lace – 49%  
Eisenhower – 52%

### District #62

Gower West – 58%  
Gower Middle – 56%

### District #63

Concord – 62%  
Cass Junior High – 62%

### District #66

Elizabeth Ide – 63%  
Prairieview – 60%  
Lakeview Junior High – 38%

### District #180

AMJES – 78%  
Burr Ridge Middle School – 74%

### Our Lady of Peace

Pre-K – 6 – 55%  
7 & 8 – 37%

-----Original Message-----

From: Cathe Smith [mailto:csmith@ccsd180.org]  
Sent: Tuesday, September 04, 2012 11:59 AM  
To: cochran  
Cc: rdeguzman@ccsd180.org  
Subject: Re: Indian Prairie Library - Summer Reading

Thank you so much for this information. Good for those students!

Mrs. Cathe Smith  
Principal Anne M. Jeans Elementary School CCSD #180  
(630) 734-7105  
csmith@ccsd180.org

----- Original Message -----

From: "cochran" <judyc@ippl.info>  
Sent: 9/4/2012 9:46:24 AM  
To: "Cathe Smith" <csmith@ccsd180.org>  
Cc: "Rene de Guzman" <rdeguzman@ccsd180.org>  
Subject: Indian Prairie Library - Summer Reading

Cathe - Indian Prairie Library had a very successful Summer Reading Program - almost 1500 kids and 400 teens registered! I want to thank you and your staff for supporting our program.

You will find attached the list of Anne M. Jeans students who participated in the Indian Prairie Library Summer Reading Club. Information was recorded by families using IPPL's Summer Reading website. Please let me know if any corrections are needed.

Do be in touch during the school year - Judy

--

Judy Cochran, M.Ed, MLS  
Youth Services Librarian/School Liaison Indian Prairie Library  
630/887-8760 ext. 271  
Why buy when you can borrow?

**STARS OF  
THE SUMMER  
READING  
PROGRAM  
AT IPL**



**WE READ 1001**



STATISTICS FOR	Aug. 2012	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<b><u>Circulation</u></b>					
Adult	51,541	52,268	104,739	104,530	0%
Teen	4,240	4,734	9,599	9,941	-3%
Kids	23,350	26,444	50,105	54,634	-8%
TOTAL	79,131	83,446	164,443	169,105	-3%
Electronic Circulation	1,784	672	3,688	1,314	181%
GRAND TOTAL CIRC.	80,915	84,118	168,131	170,419	-1%
% Reciprocal Borrowing	15%	15%	15%	15%	
Patron Visits	47,186	50,305	96,124	100,221	-4%
<b><u>Current Cards</u></b>					
Resident	269	294	23,609	23,772	-1%
Non-Resident	99	109	1,275	881	45%
TOTAL	368	403	24,884	24,653	1%
<b><u>Patron Assistance</u></b>					
Adult - Reference	4,017	3,623	8,041	6,877	17%
Kids - Reference	432	2,664	2,832	5,249	-46%
TOTAL REFERENCE	4,449	6,287	10,873	12,126	-10%
Adult - Other	2,034	851	2,635	1,450	82%
Kids - Other	2,893	1,602	4,477	3,616	24%
TOTAL OTHER	4,927	2,453	7,112	5,066	40%
GRAND TOTAL ASST.	9,376	8,740	17,985	17,192	5%
<b><u>ILL/Reserves</u></b>					
Holds	10,497	11,169	21,528	22,292	-3%
ILLs Sent	5,650	5,935	11,388	11,500	-1%
ILLs Checked Out	6,791	7,016	13,518	13,367	1%
ILLs Received	7,350	7,659	14,655	14,577	1%
Copy/Fax Sent	0	0	2	0	
Copy/Fax Received	8	9	12	10	20%
<b><u>Programs - Adult</u></b>					
# Programs	7	2	10	4	150%
Attendance	265	61	450	156	188%
<b><u>Computer Classes</u></b>					
# Programs	9	1	11	1	1000%
Attendance	99	14	122	14	771%
<b><u>Individual Technology Training</u></b>					
# of Patrons	5		6		
<b><u>Groups</u></b>					
# Programs	10	9	19	19	0%
Attendance	159	94	290	224	29%
<b><u>Others</u></b>					
# Programs	0	0	0	1	-100%
Attendance	0	0	0	39	-100%
<b><u>Programs - Teen</u></b>					
# Programs	8	4	39	24	63%
Attendance	171	128	544	466	17%
<b><u>Programs - Kids</u></b>					
# Programs	12	10	51	50	2%
Attendance	1,368	1,177	4,090	3,850	6%
GRAND TOTAL ATT.	2,067	1,474	5,502	4,749	16%

STATISTICS FOR	Aug. 2012	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<b>Computers -</b>					
<b>Patron Use</b>					
Adult Computers	4,828	4,635	9,236	8,685	6%
Kids Computers	1,785	2,079	3,860	4,069	-5%
Teen Laptop	190	168	433	297	46%
Adult Laptop	156	141	296	286	3%
<b>TOTAL PATRON USE</b>	<b>6,959</b>	<b>7,023</b>	<b>13,825</b>	<b>13,337</b>	<b>4%</b>
<b>Hours Used</b>					
Adult Computers	3,268	3,194	6,365	6,097	4%
Kids Computers	1,062	1,266	2,259	2,438	-7%
Teen Laptop	233		513		
Adult Laptop	322		585		
<b>TOTAL HOURS USED</b>	<b>4,885</b>	<b>4,460</b>	<b>9,722</b>	<b>8,535</b>	<b>14%</b>
<b>IPPL Web Site Visitors</b>	<b>19,004</b>	<b>26,266</b>	<b>40,217</b>	<b>51,593</b>	<b>-22%</b>
<b>IPPL Total Page Views</b>	<b>22,819</b>	<b>47,090</b>	<b>37,087</b>	<b>92,242</b>	<b>-60%</b>
<b>Subscription Database Logins</b>	<b>2,478</b>	<b>3,092</b>	<b>5,191</b>	<b>5,520</b>	<b>-6%</b>
<b>Peek-A-Books</b>	<b>2,780</b>	<b>2,902</b>	<b>5,511</b>	<b>4,227</b>	<b>30%</b>
<b>Outreach-Homebound</b>					
Items Delivered	196	145	341	283	20%
<b>Volunteers</b>					
Number Active	102	107			
Hours Worked	629.50	675	1,650.50	1,600	3%
<b>Staff Training Hours</b>	<b>27.50</b>	<b>269.50</b>	<b>57</b>	<b>302</b>	<b>-81%</b>
<b>Room Use</b>					
Multi-Purpose Room	4	2	15	13	15%
Meeting Room					
Library	28	17	57	40	43%
Non-Library	30	19	58	31	87%
Group Study Room	225	350	477	635	-25%
Lobby Programs	1	1	3	2	50%
Conference Room	16	23	25	32	-22%
<b>Clavinova</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**MATERIALS COLLECTION STATISTICS- AUGUST 2012**

CATEGORY	Previous Month Totals	Added Items	Withdrawn Items	Current Total	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Withdrawn
<b>BOOKS--ADULT</b>								
Reference	1602	17	4	1615	21	23	38	27
Non-Fiction	52173	261	183	52251	283	324	544	507
Fiction	38169	493	320	38342	468	602	961	922
<b>TOTAL</b>	<b>91944</b>	<b>771</b>	<b>507</b>	<b>92208</b>	<b>772</b>	<b>949</b>	<b>1543</b>	<b>1456</b>
<b>BOOKS-- CHILDRENS</b>								
Reference	889	1	8	882	0	0	1	8
Non-Fiction	20067	34	215	19886	13	36	47	251
Fiction	27068	181	128	27121	282	100	463	228
<b>TOTAL</b>	<b>48024</b>	<b>216</b>	<b>351</b>	<b>47889</b>	<b>295</b>	<b>136</b>	<b>511</b>	<b>487</b>
<b>BOOKS - TEEN</b>								
Non-Fiction	907	9	2	914	5	0	14	2
Fiction	3192	59	12	3239	55	10	114	22
<b>TOTAL</b>	<b>4099</b>	<b>68</b>	<b>14</b>	<b>4153</b>	<b>60</b>	<b>10</b>	<b>128</b>	<b>24</b>
<b>GRAND TOTAL</b>	<b>144067</b>	<b>1055</b>	<b>872</b>	<b>144250</b>	<b>1127</b>	<b>1095</b>	<b>2182</b>	<b>1967</b>

CATEGORY	Previous Month Totals	Added Items	Withdrawn Items	Current Total	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Withdrawn
<b>AUDIOVISUAL-ADULT</b>								
Audio Books on CD	4149	64	22	4149	0	0	64	22
Music CD	9482	65	8	9482	0	0	65	8
Playaway	351	22	5	368	0	0	22	5
Video (VHS & DVD)	13580	146	5	13721	205	7	351	12
CD-ROMs	165	0	1	164	0	0	0	1
<b>TOTAL</b>	<b>27727</b>	<b>297</b>	<b>41</b>	<b>27884</b>	<b>205</b>	<b>7</b>	<b>502</b>	<b>48</b>
<b>AUDIOVISUAL-CHILDRENS</b>								
Audio Books	949	5	3	951	0	0	5	3
Childrens Music CD	1086	3	1	1088	0	0	3	1
Junior Music CD	143	0	0	143	0	0	0	0
Playaway	72	0	0	72	0	0	0	0
Video	5108	31	31	5108	0	0	31	31
<b>TOTAL</b>	<b>7358</b>	<b>39</b>	<b>35</b>	<b>7362</b>	<b>0</b>	<b>0</b>	<b>39</b>	<b>35</b>
<b>AUDIOVISUAL-TEEN</b>								
Audio Books on CD	201	2	0	203	0	0	2	0
Music CD	345	10	0	355	0	0	10	0
Playaway	68	0	1	67	0	0	0	1
Video	437	9	1	445	1	4	10	5
Console Games	406	6	3	409	11	7	17	10
<b>PC-GAMES (formally CD-ROMS)</b>	474	1	0	475	0	0	1	0
<b>TOTAL</b>	<b>1931</b>	<b>28</b>	<b>5</b>	<b>1954</b>	<b>12</b>	<b>11</b>	<b>40</b>	<b>16</b>
<b>GRAND TOTAL</b>	<b>37016</b>	<b>364</b>	<b>81</b>	<b>37200</b>	<b>217</b>	<b>18</b>	<b>581</b>	<b>99</b>

CATEGORY	Previous Month Totals	Added Items	Current Total	Prev. Mo YTD		Year to Date	
				A	W	Added	Withdrawn
<b>Digital Collections</b>							
<b>Adults ebooks</b>	782	38	820	72		110	
<b>Kids and Teens ebooks</b>	202	17	219	0		17	
<b>Reference ebooks</b>	329	0	329	0		0	
<b>Emedia Library (ebooks &amp; audiobooks)</b>	10654	336	10990	554		890	

## Jamie Bukovac

---

From: railsannounce-bounces@list.railslibraries.info on behalf of Renee Anderson  
[renee.anderson@railslibraries.info]  
Sent: Tuesday, August 28, 2012 12:55 PM  
To: railsannounce@list.railslibraries.info  
Subject: [Railsannounce] RAILS Update August 28, 2012

RAILS Update  
August 28, 2012

### RAILS Holiday Closing

RAILS will be closed in observance of Labor Day on Monday, September 3, 2012. Delivery and Talking Book Services will not be provided.

### Streaming Video Update

RAILS has addressed the bandwidth problems associated with the streaming of recent video broadcasts and has some good news to report. Our streaming video server has been moved to a new physical location in order to better accommodate our increased bandwidth needs. We also have a new web address for viewers to access the one-way live stream of RAILS meetings and to view meeting recordings. The new address is: <http://stream.railslibraries.info>. The username is stream and the password is stream. Members will use this same web address to view future one-way live streaming and to view meeting recordings of the RAILS Board, Member Advisory Group, and the bi-monthly member update videoconferences. (Windows, Internet Explorer, and media player software required.) RAILS thanks members for their patience as we worked to resolve our bandwidth issues.

### Recording of August Member Update

The streaming video of the August 20 Member Update videoconference was affected by the bandwidth problem mentioned above. Members are invited to view a [recording of the August 20 meeting](#). (Windows, Internet Explorer, and media player software required.) Some Internet Explorer browser configurations may offer a better result when playing the recording in [mms protocol](#).

### Serving Alcohol on Library Property

Public libraries sometimes wish to serve alcohol at special events held on library premises. RAILS sought guidance from RAILS attorney Phil Lenzini on this issue, and it was discussed at the RAILS board meeting on August 24, 2012. In general, the state of Illinois does not permit alcohol on public property (such as public libraries). Over the years, exceptions have been created depending on local liquor commission ordinances. Libraries are advised to check with their attorney and local governing agency for further information.

### IPLAR Update

At the August 24 meeting of the RAILS Board, the Illinois State Library reminded attendees that ISL will accept late filings of the IPLAR (Illinois Public Library Annual Report). As previously reported, more information is available from the ISL's August 17 newsletter at: <http://www.icontact-archive.com/D-k1GqBpglmUed502OatU9fyOz8vYVxm?w=3>. Questions about the IPLAR can be directed to Robert Jones at [rjones1@ilsos.net](mailto:rjones1@ilsos.net) or 217.785.1168.

### RAILS Member Advisory Group Information Available on Website

The redesigned RAILS website includes information about the RAILS Member Advisory Group. To locate this information on the RAILS website, click on the About tab in the upper right corner of the website, then click on Member Advisory Group in the box on the right. You will find information about the group, including a roster of members, contact info, group by-laws, a meeting schedule, and more. You can also access this information by clicking on Member Advisory Group in the footer at the bottom of the RAILS website.

### L2 and Back-to-School

It's back-to-school time and RAILS reminds all library staff members to ensure that their L2 profile is up-to-date. Staff at all types of libraries are encouraged to have a personal profile on L2 (including a photo) and to check it for accuracy. To review your profile, sign into the L2 website at [www.librarylearning.info](http://www.librarylearning.info). Click on your name in the box in the upper right. Then click Edit Profile to review your profile. From this screen you can also change your password, library affiliation, or add a photo.

Library directors are encouraged to view their library's L2 record to ensure that all information is current and accurate. Directors should login to the [L2 website](#), click on Libraries in the box in the upper right and then search for and locate their library's record. After finding their library's record and reviewing it for accuracy, directors should also view the staff and trustee list to ensure everyone listed is still affiliated with their library as an employee or board member and that all information is correct. For help with L2, visit <http://www.railslibraries.info/members/l2help> or contact Susan Weinmann at [susan.weinmann@railslibraries.info](mailto:susan.weinmann@railslibraries.info).

**Join the Programming Forum in the RAILS Community**

Are you looking for program ideas for your library? Are you willing to share a success story or looking to obtain a recommendation on a potential speaker or program? The RAILS Community Programming forum is one way to share your ideas and collaborate with members throughout the RAILS service area. All RAILS members working in all types of libraries are invited to participate in one or more RAILS Community forums. To access the RAILS Community at [www.railslibraries.info/community](http://www.railslibraries.info/community), you must be logged into the [RAILS website](#) with the email address and password you use for L2. To subscribe to a forum, click on the Subscriptions tab. For help with the RAILS Community forums, contact [communications@railslibraries.info](mailto:communications@railslibraries.info).

**Codabar Barcodes and Reciprocal Borrower Cards Available**

RAILS is now offering Codabar patron barcodes and/or reciprocal borrower cards at no charge to member libraries. The barcodes are intended for use when the patron's home library card has a barcode number that is incompatible with the lending library's integrated library system. (For example, in the past, RAILS libraries have used Codabar patron barcodes for reciprocal borrowers from Chicago Public Library, standalone libraries, or libraries belonging to a different LLSAP.)

The reciprocal borrower cards are available for use in instances where libraries do not want additional barcodes placed on their cards. They are not intended to replace resident or nonresident library cards. A form to request reciprocal borrower cards or barcodes is available from the RAILS website at: <http://www.railslibraries.info/resource-sharing/rbcodabar>. To access the form, you must be logged in to the RAILS website with the email address and password you use for the Library Learning website. Contact Susan Weinmann with any questions at [susan.weinmann@railslibraries.info](mailto:susan.weinmann@railslibraries.info) or 630.734.5118.

**OCLC Instructional Documents Available for Updating Serials**

RAILS encourages all RAILS OCLC members to regularly update their list of serials in OCLC. To assist with this process, tutorials have been posted on the website at: <http://www.railslibraries.info/resource-sharing/lhm>. These instructional documents were created by Erica Laughlin, the Database Coordinator at Resource Sharing Alliance (RSA), one of RAILS four shared online catalogs, and have been adapted for all RAILS members by Susan Weinmann, RAILS Resource Sharing Manager. Other OCLC local holdings maintenance tutorials are available on the OCLC website at: <http://www.oclc.org/us/en/support/training/localholdings/tutorial/default.htm>. Questions regarding OCLC or FirstSearch logins should be directed to OCLC Customer Support at 800.848.5800 or [support@oclc.org](mailto:support@oclc.org).

**Reaching Forward South Conference September 20 and 21 in Springfield**

Attend Reaching Forward South, a conference for library support staff, for just \$75. Thursday's activities begin on September 20 at 2 p.m. with an author's tea followed by a wine and cheese hour. Friday's events include speakers, breakout sessions, and more. Attend the conference for a chance to network with fellow library staff, meet new friends, strengthen old friendships, and learn about what it takes to "Venture into the Future." Visit [www.reachingforwardsouth.org](http://www.reachingforwardsouth.org) for registration and more information.

**Post Your News to the RAILS Website**

Inform the library community about what's happening at your library! To post information to the RAILS website at [www.railslibraries.info](http://www.railslibraries.info), login with the email address and password that you use for the L2 website. When logged in, note the listing on the left side of the RAILS home page under Community. Simply click on Library News, Continuing Education, Jobs Board, or Free/For Sale to post your information. You can also subscribe to receive notification by email when new messages are posted. If your library news includes a photo, it may be selected to appear on the RAILS home page.

**RAILS Library Director News**

Julie Wayland is now the director of the Princeton Public Library.

Do you have library director changes to share? Let RAILS [Communications](#) know of changes in library directors so we can officially welcome new directors to the RAILS community.

**RAILS Member News**



**Jamie Bukovac**

---

**From:** railsannounce-bounces@list.railslibraries.info on behalf of Renee Anderson  
[renee.anderson@railslibraries.info]  
**Sent:** Wednesday, September 05, 2012 11:32 AM  
**To:** railsannounce@list.railslibraries.info  
**Subject:** [Railsannounce] RAILS Update September 5, 2012

RAILS Update  
September 5, 2012

**Delivery Service in Rockford Now Operating from New Service Center**

The RAILS Rockford Service Center is now operating delivery service from the new location at 4607 Colt Road, four blocks from the old Rockford location. The phone and fax numbers for the service center have not changed. (See [RAILS delivery contacts and list of service centers](#).) With the move to a smaller, more efficient space, RAILS implemented a new "lean methodology" system for sorting items. According to Mark Hatch, Interim Director of Delivery Services, the operation includes new racks and containers to enable RAILS staff to streamline the sorting process, while eliminating wasted steps and allowing more materials to be sorted in less time. The new service center also has a garage, which makes it more efficient and protects items from the elements. "This move was the perfect opportunity to build a new and more efficient delivery operation in Rockford," said Hatch. "The RAILS Rockford Service Center is on track to deliver more than 2.2 million items this year. We look forward to continuing to implement new methods in order to build a lean and cohesive operation."

**ReadersFirst E-Book Coalition**

RAILS is now listed as a partner in the ReadersFirst e-book coalition at <http://www.readersfirst.org>. Because e-books are becoming increasingly important to RAILS libraries and their patrons, the RAILS board endorsed the [ReadersFirst Initiative statement](#) demanding improved e-book services for library users at its July meeting. The multiple models of library e-book acquisition and lending currently in use result in a cumbersome and confusing patron experience. Over 145 libraries and library consortia have endorsed the statement, including these RAILS member libraries: Downers Grove Public Library, Hinsdale Public Library, Skokie Public Library, and Thomas Ford Memorial Library (Western Springs).

**October 11 RAILS Member Update**

The next Member Update videoconference will be held on Thursday, October 11 from 3 – 5 p.m. RAILS Interim Executive Director Jane Plass will host the videoconference from the RAILS East Peoria Service Center. All RAILS members are welcome to attend in person, at one of the RAILS service centers or other videoconference location, or via one-way streaming. More information, when available, will be posted to the L2 website. If you are attending the ILA Bouncing Higher conference in Peoria, we hope you will plan on attending the update in person at the RAILS East Peoria Service Center. Please register at <http://www.librarylearning.info/events/?eventID=13970>. If you have any questions about the Member Update, please contact Mary Witt at [mary.witt@railslibraries.info](mailto:mary.witt@railslibraries.info).

**Streaming Video Update**

RAILS reported last week on the new web address for members to view streaming of RAILS board meetings, member update meetings, and Member Advisory Group meetings. The new address is <http://stream.railslibraries.info>. The username is stream and the password is stream. Members will use this web address to view future one-way live streaming and to view RAILS meeting recordings.

**RAILS Online Catalogs on the RAILS Website**

The redesigned RAILS website includes the four RAILS shared online catalogs in the Catalogs section, accessible from the header or from the sidebar menu. From the Catalogs section, you will find links to MAGIC, PrairieCat, RSA, and SWAN and the more than 800 RAILS member libraries they serve. The RAILS shared online catalogs serve more than 2.3 million cardholders with more than 21 million items in circulation. More information can be found at: <http://www.railslibraries.info/catalogs>.

**L2 Event Calendar**

RAILS reminds all library staff members that the L2 event calendar at [www.librarylearning.info](http://www.librarylearning.info) displays upcoming RAILS meetings as well as learning opportunities, networking group meetings, workshops organized by member libraries, and WebJunction webinars. Some events are displayed on the calendar only when you are logged into L2 as an employee or trustee of a RAILS member library. All staff members working in all types of libraries are encouraged to have a personal

74

profile on L2 (including a photo) and urged to check it for accuracy. To review your profile, sign into the L2 website at [www.librarylearning.info](http://www.librarylearning.info). Click on your name in the box in the upper right. Then click Edit Profile to review your profile. From this screen you can also change your password, library affiliation, or add a photo. For help with L2, visit <http://www.railslibraries.info/members/l2help> or contact Susan Weinmann at [susan.weinmann@railslibraries.info](mailto:susan.weinmann@railslibraries.info).

### **RAILS Community**

The RAILS Community Reference Services forum members have been discussing computer classes, Playaways, digital conversion equipment, and more. Library reference staff may wish to join the Reference Services forum in the RAILS Community to ask questions, share ideas, and collaborate with members throughout the RAILS service area. All RAILS members working in all types of libraries are invited to participate in one or more RAILS Community forums. To access the RAILS Community at [www.railslibraries.info/community](http://www.railslibraries.info/community), you must be logged into the RAILS website with the email address and password you use for L2. To subscribe to a forum, click on the Subscriptions tab. For help with the RAILS Community forums, contact [communications@railslibraries.info](mailto:communications@railslibraries.info).

### **WebJunction Adds Courses for Macs**

WebJunction announces that nine new Mac courses have been added to the WebJunction Course Catalog. Course content relates to Outlook for Mac 2011 and PowerPoint for Mac 2011. To view the course catalog, log in and click on Browse the Catalog. You'll find these new courses listed under Microsoft Office for Mac 2011.

### **Post Your News to the RAILS Website**

Inform the library community about what's happening at your library! To post information to the RAILS website at [www.railslibraries.info](http://www.railslibraries.info), login with the email address and password that you use for the L2 website. When logged in, note the listing on the left side of the RAILS home page under Community. Simply click on Library News, Continuing Education, Jobs Board, or Free/For Sale to post your information. You can also subscribe to receive notification by email when new messages are posted. If your library news includes a photo, it may be selected to appear on the RAILS home page.

### **RAILS Library Director News**

Pennie Miller is now the director of the Pearl City Public Library District.

Do you have library director changes to share? Let RAILS Communications know of changes in library directors so we can officially welcome new directors to the RAILS community.

### **RAILS Member News**

**News about RAILS members as seen on the RAILS website and in the media:**

The Vernon Area Public Library (Lincolnshire) received a mention regarding their plans for Library Card Sign-up Month in ALA News. What is your library doing for Library Card Sign-up Month? RAILS member libraries are welcome to share their plans via the Library News section of the RAILS website. (Login to RAILS website required.)

### **Vernon Area Public Library Partners With Stevenson Foundation for Myths and Fairy Tales Event**

<http://www.railslibraries.info/members/announce/20120830/25347>

### **Kindles Arrive at Quincy Public Library**

The Quincy Public Library received 13 Kindle 4 e-book readers as a result of the Eliminating the Digital Divide grant program in 2011.

<http://quincyjournal.com/kindles-available-for-checkout-at-quincy-public-library1346352185.html>

### **La Grange Public Library Features Local Artists**

<http://westernsprings.patch.com/articles/local-shutterbugs-on-exhibit-at-la-grange-public-library>

### **Site Selected for New Galesburg Library**

<http://www.galesburg.com/columnists/x1718132763/Tom-Wilson-Site-chosen-for-new-Galesburg-Library-building>

### **Farmington Area Public Library District Eligible for State Grant to Help Build New Library**

<http://www.pjstar.com/news/x186674606/Third-try-for-library-backed-by-grant>

### **Glen Ellyn Public Library Launches New App for iPhones and Androids**

75

<http://www.mysuburbanlife.com/wooddale/newsnow/x1718132772/Glen-Ellyn-Public-Library-launches-new-app-for-i-Phones-and-Androids>

**Washington District Branch Library Moving to New Location**  
<http://www.railslibraries.info/members/announce/20120828/25239>

**Waukegan Public Library Storytelling Festival October 26**  
<http://www.railslibraries.info/members/announce/20120830/25346>

**Monarch Festival at Waukegan Public Library**  
<http://www.railslibraries.info/members/announce/20120831/25359>

**From the RAILS Website**

Information about five upcoming programs at Dominican University GSLIS appears in the Continuing Education section of the RAILS Website.

**OCLC Webinars on Future of WorldCat Resource Sharing and FirstSearch**  
<http://www.railslibraries.info/members/announce/20120904/25522>

**Bouncing Higher: Author Sponsorship and Career Clinic Opportunities**  
<http://railslibraries.info/members/announce/20120820/24849>

**Health Science Librarians to Meet November 1-2, 2012**  
<http://railslibraries.info/members/announce/20120820/24856>

**September WebJunction Webinar on Engaging the Community**  
<http://railslibraries.info/members/announce/20120820/24863>

**Subscribe to RAILS Update**

All library staff members are encouraged to subscribe to the RAILS Announce list to receive RAILS Update. To subscribe, send a message with the word "subscribe" in the subject field to: [railsannounce-subscribe@list.railslibraries.info](mailto:railsannounce-subscribe@list.railslibraries.info). This message was sent to you because you are associated with a RAILS member library. To unsubscribe, send an email to: [railsannounce-leave@list.railslibraries.info](mailto:railsannounce-leave@list.railslibraries.info).

Renee Anderson  
Communications Specialist  
Reaching Across Illinois Library System  
Burr Ridge Office  
Phone: 630.734.5113  
Fax: 630.734.5050  
[renee\\_anderson@railslibraries.info](mailto:renee_anderson@railslibraries.info)  
<http://www.railslibraries.info>

**REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

**FISCAL YEAR ENDING JUNE 30 AS INDICATED**

**No additional operating**

76

Updated July 2012

	estimated		projected				
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
<b>Revenues</b>							
Taxes	2,978,979	3,050,580	3,144,629	3,238,968	3,323,747	3,390,222	3,458,027
taxes for bonds	487,947	487,655	495,545	468,195			
Intergovernmental	90,676	43,613	42,000	42,000	42,000	42,000	42,000
Fines and rentals	184,722	193,379	181,500	186,945	191,838	195,675	199,589
Interest	38,013	38,000	35,000	35,000	38,398	39,857	38,520
Miscellaneous	3,625	1,576	1,000	1,000	1,000	1,000	1,000
Settlement Payment							
Donations and gifts	2,533	2,000	2,000	2,000	2,000	2,000	2,000
<b>Total Revenues</b>	<b>3,786,495</b>	<b>3,816,803</b>	<b>3,901,674</b>	<b>3,974,108</b>	<b>3,598,984</b>	<b>3,670,754</b>	<b>3,741,135</b>
<b>Expenditures</b>							
Personnel	2,270,869	2,298,580	2,379,629	2,451,018	2,524,548	2,600,285	2,678,293
Materials	459,066	485,493	483,243	488,075	492,956	497,886	502,865
Building	222,710	233,208	235,000	239,700	244,494	249,384	254,372
Automation	106,148	125,319	123,595	124,831	126,079	127,340	128,613
Operations	35,474	36,574	33,950	34,120	34,290	34,462	34,634
Contractual Service	19,224	25,760	27,300	27,437	27,574	27,712	27,850
Insurance	20,098	20,047	22,112	23,218	24,378	25,597	26,877
Public Information	48,266	53,579	60,685	60,988	61,293	61,600	61,908
Contingency	54,456	31,528	8,845				
Debt Service	467,933	476,685	485,845	468,195			
Capital Projects	1,291,231	29,847	31,300				
<b>Total Expenditures</b>	<b>4,995,475</b>	<b>3,816,620</b>	<b>3,891,504</b>	<b>3,917,582</b>	<b>3,535,614</b>	<b>3,624,265</b>	<b>3,715,412</b>
<b>Excess revenues over (under) expenditures</b>							
	<b>-1,208,980</b>	<b>183</b>	<b>10,170</b>	<b>56,526</b>	<b>63,370</b>	<b>46,489</b>	<b>25,722</b>
District Fund Balance July 1	2,678,022	1,469,042	1,469,225	1,479,395	1,530,921	1,494,291	1,540,780
District Fund Balance June 30	1,469,042	1,469,225	1,479,395	1,535,921	1,594,291	1,540,780	1,566,503
less Fund Balance for Cash Flow (25% of expenditures)	809,078	827,522	843,590	862,347	883,903	906,066	928,853
<b>equals Fund Balance for Special</b>	<b>659,964</b>	<b>641,703</b>	<b>635,805</b>	<b>673,575</b>	<b>710,388</b>	<b>634,714</b>	<b>637,650</b>
Reserves and Projects							
Potential Capital Projects				5,000	100,000		
				pump	chiller		

<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
3,527,187	3,597,731	3,669,686	3,743,079	3,817,941	3,894,300	3,972,186	4,051,629
42,000	42,000	42,000	42,000	42,000	42,000	42,000	42,000
203,580	207,652	211,805	216,041	220,362	224,769	229,264	233,850
39,163	39,308	38,413	37,421	32,047	29,400	22,512	17,990
1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
3,814,930	3,889,690	3,964,903	4,041,541	4,115,350	4,193,469	4,268,962	4,348,469
2,758,642	2,841,401	2,926,644	3,014,443	3,104,876	3,198,022	3,293,963	3,392,782
507,893	512,972	518,102	523,283	528,516	533,801	539,139	544,530
259,459	264,648	269,941	275,340	280,847	286,464	292,193	298,037
129,900	131,199	132,511	133,836	135,174	136,526	137,891	139,270
34,807	34,981	35,156	35,332	35,509	35,686	35,865	36,044
27,989	28,129	28,270	28,411	28,553	28,696	28,840	28,984
28,221	29,632	31,114	32,669	34,303	36,018	37,819	39,710
62,217	62,528	62,841	63,155	63,471	63,788	64,107	64,428
3,809,129	3,905,492	4,004,578	4,106,469	4,211,249	4,319,002	4,429,817	4,543,785
5,801	-15,801	-39,675	-64,929	-95,899	-125,533	-160,856	-195,315
1,566,503	1,552,304	1,536,502	1,346,827	1,271,899	1,026,000	880,467	719,612
1,572,304	1,536,502	1,496,827	1,281,899	1,176,000	900,467	719,612	524,297
952,282	976,373	1,001,145	1,026,617	1,052,812	1,079,750	1,107,454	1,135,946
620,021	560,129	495,683	255,281	123,188	179,283	387,842	611,649
20,000		150,000	10,000	150,000	20,000		670,000
servers		brick/masonry	circulating pumps	parking lot	servers		boiler, generator building refurbishment

<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
4,132,662	4,215,315	4,299,621	4,385,614	4,473,326
42,000	42,000	42,000	42,000	42,000
238,527	243,297	248,163	253,126	258,189
13,107	0	0	0	0
1,000	1,000	1,000	1,000	1,000
2,000	2,000	2,000	2,000	2,000
4,429,296	4,503,612	4,592,785	4,683,740	4,776,515

3,494,565	3,599,402	3,707,384	3,818,606	3,933,164	3
549,976	555,475	561,030	566,640	572,307	1
303,998	310,078	316,279	322,605	329,057	2
140,663	142,069	143,490	144,925	146,374	1
36,224	36,405	36,587	36,770	36,954	0.5
29,129	29,274	29,421	29,568	29,716	0.5
41,695	43,780	45,969	48,268	50,681	5
64,750	65,074	65,399	65,726	66,055	0.5

4,661,000	4,781,558	4,905,560	5,033,108	5,164,308
-----------	-----------	-----------	-----------	-----------

-231,704	-277,946	-312,775	-349,368	-387,792
----------	----------	----------	----------	----------

-145,703	-392,407	-670,353	-1,003,128	-1,352,496
-377,407	-670,353	-983,128	-1,352,496	-1,740,288
1,165,250	1,195,390	1,226,390	1,258,277	1,291,077

-1,542,667	-1,865,742	-2,209,518	-2,610,773	-3,031,365
------------	------------	------------	------------	------------

15,000	20,000	12,000
HVAC bearings	servers	humidifier

REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

FISCAL YEAR ENDING JUNE 30 AS INDICATED

Updated July 2012

79  
\$100,000 transferred to operating

	estimated		projected				
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
<b>Revenues</b>							
Taxes	2,978,979	3,050,580	3,144,629	3,238,968	3,423,747	3,492,222	3,562,067
taxes for bonds	487,947	487,655	495,545	468,195			
Intergovernmental	90,676	43,613	42,000	42,000	42,000	42,000	42,000
Fines and rentals	184,722	193,379	181,500	186,945	197,610	201,562	205,593
Interest	38,013	38,000	35,000	35,000	38,398	42,502	43,927
Miscellaneous	3,625	1,576	1,000	1,000	1,000	1,000	1,000
Settlement Payment							
Donations and gifts	2,533	2,000	2,000	2,000	2,000	2,000	2,000
<b>Total Revenues</b>	<b>3,786,495</b>	<b>3,816,803</b>	<b>3,901,674</b>	<b>3,974,108</b>	<b>3,704,755</b>	<b>3,781,286</b>	<b>3,856,587</b>
<b>Expenditures</b>							
Personnel	2,270,869	2,298,580	2,379,629	2,451,018	2,524,548	2,600,285	2,678,293
Materials	459,066	485,493	483,243	488,075	492,956	497,886	502,865
Building	222,710	233,208	235,000	239,700	244,494	249,384	254,372
Automation	106,148	125,319	123,595	124,831	126,079	127,340	128,613
Operations	35,474	36,574	33,950	34,120	34,290	34,462	34,634
Contractual Service	19,224	25,760	27,300	27,437	27,574	27,712	27,850
Insurance	20,098	20,047	22,112	23,218	24,378	25,597	26,877
Public Information	48,266	53,579	60,685	60,988	61,293	61,600	61,908
Contingency	54,456	31,528	8,845				
Debt Service	467,933	476,685	485,845	468,195			
Capital Projects	1,291,231	29,847	31,300				
<b>Total Expenditures</b>	<b>4,995,475</b>	<b>3,816,620</b>	<b>3,891,504</b>	<b>3,917,582</b>	<b>3,535,614</b>	<b>3,624,265</b>	<b>3,715,412</b>
<b>Excess revenues over (under) expenditures</b>	<b>-1,208,980</b>	<b>183</b>	<b>10,170</b>	<b>56,526</b>	<b>169,142</b>	<b>157,021</b>	<b>141,175</b>
District Fund Balance July 1	2,678,022	1,469,042	1,469,225	1,479,395	1,530,921	1,600,063	1,757,084
District Fund Balance June 30	1,469,042	1,469,225	1,479,395	1,535,921	1,700,063	1,757,084	1,898,258
less Fund Balance for Cash Flow (25% of expenditures)	809,078	827,522	843,590	862,347	883,903	906,066	928,853
<b>equals Fund Balance for Special Reserves and Projects</b>	<b>659,964</b>	<b>641,703</b>	<b>635,805</b>	<b>673,575</b>	<b>816,159</b>	<b>851,017</b>	<b>969,405</b>
Potential Capital Projects				5,000	100,000		
				pump	chiller		

<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
3,633,308	3,705,974	3,780,094	3,855,695	3,932,809	4,011,466	4,091,695	4,173,529
42,000	42,000	42,000	42,000	42,000	42,000	42,000	42,000
209,705	213,899	218,177	222,541	226,992	231,532	236,162	240,885
47,456	50,615	52,865	55,154	53,202	54,121	50,949	50,298
1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
3,935,470	4,015,488	4,096,136	4,178,390	4,258,003	4,342,118	4,423,806	4,509,713
2,758,642	2,841,401	2,926,644	3,014,443	3,104,876	3,198,022	3,293,963	3,392,782
507,893	512,972	518,102	523,283	528,516	533,801	539,139	544,530
259,459	264,648	269,941	275,340	280,847	286,464	292,193	298,037
129,900	131,199	132,511	133,836	135,174	136,526	137,891	139,270
34,807	34,981	35,156	35,332	35,509	35,686	35,865	36,044
27,989	28,129	28,270	28,411	28,553	28,696	28,840	28,984
28,221	29,632	31,114	32,669	34,303	36,018	37,819	39,710
62,217	62,528	62,841	63,155	63,471	63,788	64,107	64,428
3,809,129	3,905,492	4,004,578	4,106,469	4,211,249	4,319,002	4,429,817	4,543,785
126,341	109,997	91,558	71,921	46,754	23,116	6,011	-34,072
1,898,258	2,004,599	2,114,596	2,056,154	2,118,074	2,014,829	2,017,945	2,011,934
2,024,599	2,114,596	2,206,154	2,128,074	2,164,829	2,037,945	2,011,934	1,977,862
952,282	976,373	1,001,145	1,026,617	1,052,812	1,079,750	1,107,454	1,135,946
1,072,317	1,138,223	1,205,009	1,101,457	1,112,016	958,194	904,480	841,916
20,000		150,000	10,000	150,000	20,000		670,000
servers		brick/masonry	circulating pumps	parking lot	servers		boiler, generator building refurbishment



<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	
4,256,999	4,342,139	4,428,982	4,517,562	4,607,913	
42,000	42,000	42,000	42,000	42,000	
245,703	250,617	255,630	260,742	265,957	
49,447	0	0	0	0	
1,000	1,000	1,000	1,000	1,000	
2,000	2,000	2,000	2,000	2,000	
<hr/> 4,597,149	<hr/> 4,637,757	<hr/> 4,729,612	<hr/> 4,823,304	<hr/> 4,918,870	
3,494,565	3,599,402	3,707,384	3,818,606	3,933,164	3
549,976	555,475	561,030	566,640	572,307	1
303,998	310,078	316,279	322,605	329,057	2
140,663	142,069	143,490	144,925	146,374	1
36,224	36,405	36,587	36,770	36,954	0.5
29,129	29,274	29,421	29,568	29,716	0.5
41,695	43,780	45,969	48,268	50,681	5
64,750	65,074	65,399	65,726	66,055	0.5
<hr/> 4,661,000	<hr/> 4,781,558	<hr/> 4,905,560	<hr/> 5,033,108	<hr/> 5,164,308	
-63,851	-143,802	-175,948	-209,804	-245,438	
1,307,862	1,229,011	1,085,210	889,261	679,457	
<hr/> 1,244,011	<hr/> 1,085,210	<hr/> 909,261	<hr/> 679,457	<hr/> 434,020	
1,165,250	1,195,390	1,226,390	1,258,277	1,291,077	
<hr/> 78,761	<hr/> -110,180	<hr/> -317,129	<hr/> -578,820	<hr/> -857,057	
15,000		20,000		12,000	
HVAC bearings		servers		humidifier	

REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

FISCAL YEAR ENDING JUNE 30 AS INDICATED

Updated July 2012

82

\$150,000 transferred to operating

	estimated		projected				
	2011	2012	2013	2014	2015	2016	2017
<b>Revenues</b>							
Taxes	2,978,979	3,050,580	3,144,629	3,238,968	3,473,747	3,543,222	3,614,087
taxes for bonds	487,947	487,655	495,545	468,195			
Intergovernmental	90,676	43,613	42,000	42,000	42,000	42,000	42,000
Fines and rentals	184,722	193,379	181,500	186,945	200,496	204,506	208,596
Interest	38,013	38,000	35,000	35,000	38,398	43,824	46,631
Miscellaneous	3,625	1,576	1,000	1,000	1,000	1,000	1,000
Settlement Payment							
Donations and gifts	2,533	2,000	2,000	2,000	2,000	2,000	2,000
<b>Total Revenues</b>	<b>3,786,495</b>	<b>3,816,803</b>	<b>3,901,674</b>	<b>3,974,108</b>	<b>3,757,641</b>	<b>3,836,552</b>	<b>3,914,313</b>
<b>Expenditures</b>							
Personnel	2,270,869	2,298,580	2,379,629	2,451,018	2,524,548	2,600,285	2,678,293
Materials	459,066	485,493	483,243	488,075	492,956	497,886	502,865
Building	222,710	233,208	235,000	239,700	244,494	249,384	254,372
Automation	106,148	125,319	123,595	124,831	126,079	127,340	128,613
Operations	35,474	36,574	33,950	34,120	34,290	34,462	34,634
Contractual Service	19,224	25,760	27,300	27,437	27,574	27,712	27,850
Insurance	20,098	20,047	22,112	23,218	24,378	25,597	26,877
Public Information	48,266	53,579	60,685	60,988	61,293	61,600	61,908
Contingency	54,456	31,528	8,845				
Debt Service	467,933	476,685	485,845	468,195			
Capital Projects	1,291,231	29,847	31,300				
<b>Total Expenditures</b>	<b>4,995,475</b>	<b>3,816,620</b>	<b>3,891,504</b>	<b>3,917,582</b>	<b>3,535,614</b>	<b>3,624,265</b>	<b>3,715,412</b>
<b>Excess revenues over (under) expenditures</b>	<b>-1,208,980</b>	<b>183</b>	<b>10,170</b>	<b>56,526</b>	<b>222,027</b>	<b>212,287</b>	<b>198,901</b>
District Fund Balance July 1	2,678,022	1,469,042	1,469,225	1,479,395	1,530,921	1,652,949	1,865,235
District Fund Balance June 30	1,469,042	1,469,225	1,479,395	1,535,921	1,752,949	1,865,235	2,064,136
less Fund Balance for Cash Flow (25% of expenditures)	809,078	827,522	843,590	862,347	883,903	906,066	928,853
<b>equals Fund Balance for Special</b>	<b>659,964</b>	<b>641,703</b>	<b>635,805</b>	<b>673,575</b>	<b>869,045</b>	<b>959,169</b>	<b>1,135,283</b>
Reserves and Projects							
Potential Capital Projects				5,000	100,000		
				pump	chiller		

<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
3,686,368	3,760,096	3,835,298	3,912,004	3,990,244	4,070,049	4,151,449	4,234,478
42,000	42,000	42,000	42,000	42,000	42,000	42,000	42,000
212,768	217,023	221,364	225,791	230,307	234,913	239,611	244,403
51,603	56,269	60,091	64,020	63,779	66,481	65,167	66,452
1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
3,995,740	4,078,388	4,161,752	4,246,815	4,329,329	4,416,442	4,501,228	4,590,334
2,758,642	2,841,401	2,926,644	3,014,443	3,104,876	3,198,022	3,293,963	3,392,782
507,893	512,972	518,102	523,283	528,516	533,801	539,139	544,530
259,459	264,648	269,941	275,340	280,847	286,464	292,193	298,037
129,900	131,199	132,511	133,836	135,174	136,526	137,891	139,270
34,807	34,981	35,156	35,332	35,509	35,686	35,865	36,044
27,989	28,129	28,270	28,411	28,553	28,696	28,840	28,984
28,221	29,632	31,114	32,669	34,303	36,018	37,819	39,710
62,217	62,528	62,841	63,155	63,471	63,788	64,107	64,428
3,809,129	3,905,492	4,004,578	4,106,469	4,211,249	4,319,002	4,429,817	4,543,785
186,610	172,896	157,174	140,345	118,081	97,441	71,411	46,550
2,064,136	2,230,747	2,403,643	2,410,817	2,541,162	2,509,243	2,586,684	2,658,095
2,250,747	2,403,643	2,560,817	2,551,162	2,659,243	2,606,684	2,658,095	2,704,644
952,282	976,373	1,001,145	1,026,617	1,052,812	1,079,750	1,107,454	1,135,946
1,298,464	1,427,270	1,559,672	1,524,545	1,606,431	1,526,933	1,550,641	1,568,698
20,000		150,000	10,000	150,000	20,000		670,000
servers		brick/masonry	circulating pumps	parking lot	servers		boiler, generator building refurbishment

<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	
4,319,168	4,405,551	4,493,662	4,583,536	4,675,206	
42,000	42,000	42,000	42,000	42,000	
249,291	254,277	259,363	264,550	269,841	
67,616	0	0	0	0	
1,000	1,000	1,000	1,000	1,000	
2,000	2,000	2,000	2,000	2,000	
<hr/> 4,681,076	<hr/> 4,704,829	<hr/> 4,798,025	<hr/> 4,893,086	<hr/> 4,990,047	
3,494,565	3,599,402	3,707,384	3,818,606	3,933,164	3
549,976	555,475	561,030	566,640	572,307	1
303,998	310,078	316,279	322,605	329,057	2
140,663	142,069	143,490	144,925	146,374	1
36,224	36,405	36,587	36,770	36,954	0.5
29,129	29,274	29,421	29,568	29,716	0.5
41,695	43,780	45,969	48,268	50,681	5
64,750	65,074	65,399	65,726	66,055	0.5
<hr/> 4,661,000	<hr/> 4,781,558	<hr/> 4,905,560	<hr/> 5,033,108	<hr/> 5,164,308	
20,076	-76,730	-107,535	-140,022	-174,260	
2,034,644	2,039,720	1,962,991	1,835,456	1,695,434	
2,054,720	1,962,991	1,855,456	1,695,434	1,521,174	
1,165,250	1,195,390	1,226,390	1,258,277	1,291,077	
889,470	767,601	629,066	437,157	230,097	
15,000		20,000		12,000	
HVAC bearings		servers		humidifier	

REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

85

FISCAL YEAR ENDING JUNE 30 AS INDICATED

\$200,000 transferred to operating

Updated July 2012

	estimated		projected				
	2011	2012	2013	2014	2015	2016	2017
<b>Revenues</b>							
Taxes	2,978,979	3,050,580	3,144,629	3,238,968	3,523,747	3,594,222	3,666,107
taxes for bonds	487,947	487,655	495,545	468,195			
Intergovernmental	90,676	43,613	42,000	42,000	42,000	42,000	42,000
Fines and rentals	184,722	193,379	181,500	186,945	203,382	207,449	211,598
Interest	38,013	38,000	35,000	35,000	38,398	45,146	49,335
Miscellaneous	3,625	1,576	1,000	1,000	1,000	1,000	1,000
Settlement Payment							
Donations and gifts	2,533	2,000	2,000	2,000	2,000	2,000	2,000
<b>Total Revenues</b>	<b>3,786,495</b>	<b>3,816,803</b>	<b>3,901,674</b>	<b>3,974,108</b>	<b>3,810,527</b>	<b>3,891,817</b>	<b>3,972,040</b>
<b>Expenditures</b>							
Personnel	2,270,869	2,298,580	2,379,629	2,451,018	2,524,548	2,600,285	2,678,293
Materials	459,066	485,493	483,243	488,075	492,956	497,886	502,865
Building	222,710	233,208	235,000	239,700	244,494	249,384	254,372
Automation	106,148	125,319	123,595	124,831	126,079	127,340	128,613
Operations	35,474	36,574	33,950	34,120	34,290	34,462	34,634
Contractual Service	19,224	25,760	27,300	27,437	27,574	27,712	27,850
Insurance	20,098	20,047	22,112	23,218	24,378	25,597	26,877
Public Information	48,266	53,579	60,685	60,988	61,293	61,600	61,908
Contingency	54,456	31,528	8,845				
Debt Service	467,933	476,685	485,845	468,195			
Capital Projects	1,291,231	29,847	31,300				
<b>Total Expenditures</b>	<b>4,995,475</b>	<b>3,816,620</b>	<b>3,891,504</b>	<b>3,917,582</b>	<b>3,535,614</b>	<b>3,624,265</b>	<b>3,715,412</b>
<b>Excess revenues over (under) expenditures</b>							
	-1,208,980	183	10,170	56,526	274,913	267,552	256,627
District Fund Balance July 1	2,678,022	1,469,042	1,469,225	1,479,395	1,530,921	1,705,835	1,973,387
District Fund Balance June 30	1,469,042	1,469,225	1,479,395	1,535,921	1,805,835	1,973,387	2,230,014
less Fund Balance for Cash Flow (25% of expenditures)	809,078	827,522	843,590	862,347	883,903	906,066	928,853
<b>equals Fund Balance for Special Reserves and Projects</b>	<b>659,964</b>	<b>641,703</b>	<b>635,805</b>	<b>673,575</b>	<b>921,931</b>	<b>1,067,321</b>	<b>1,301,161</b>
Potential Capital Projects				5,000	100,000		
				pump	chiller		

<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
3,739,429	3,814,217	3,890,502	3,968,312	4,047,678	4,128,631	4,211,204	4,295,428
42,000	42,000	42,000	42,000	42,000	42,000	42,000	42,000
215,830	220,147	224,550	229,041	233,622	238,294	243,060	247,921
55,750	61,922	67,317	72,887	74,356	78,841	79,386	82,606
1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
4,056,009	4,141,287	4,227,369	4,315,240	4,400,656	4,490,767	4,578,650	4,670,956
2,758,642	2,841,401	2,926,644	3,014,443	3,104,876	3,198,022	3,293,963	3,392,782
507,893	512,972	518,102	523,283	528,516	533,801	539,139	544,530
259,459	264,648	269,941	275,340	280,847	286,464	292,193	298,037
129,900	131,199	132,511	133,836	135,174	136,526	137,891	139,270
34,807	34,981	35,156	35,332	35,509	35,686	35,865	36,044
27,989	28,129	28,270	28,411	28,553	28,696	28,840	28,984
28,221	29,632	31,114	32,669	34,303	36,018	37,819	39,710
62,217	62,528	62,841	63,155	63,471	63,788	64,107	64,428
3,809,129	3,905,492	4,004,578	4,106,469	4,211,249	4,319,002	4,429,817	4,543,785
246,880	235,795	222,791	208,770	189,407	171,765	148,833	127,171
2,230,014	2,456,894	2,692,689	2,765,480	2,964,250	3,003,657	3,155,423	3,304,256
2,476,894	2,692,689	2,915,480	2,974,250	3,153,657	3,175,423	3,304,256	3,431,427
952,282	976,373	1,001,145	1,026,617	1,052,812	1,079,750	1,107,454	1,135,946
1,524,612	1,716,316	1,914,335	1,947,633	2,100,845	2,095,672	2,196,802	2,295,481
20,000		150,000	10,000	150,000	20,000		670,000
servers		brick/masonry	circulating pumps	parking lot	servers		boiler, generator building refurbishment

<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	
4,381,337	4,468,964	4,558,343	4,649,510	4,742,500	
42,000	42,000	42,000	42,000	42,000	
252,880	257,937	263,096	268,358	273,725	
85,786	0	0	0	0	
1,000	1,000	1,000	1,000	1,000	
2,000	2,000	2,000	2,000	2,000	
4,765,002	4,771,901	4,866,439	4,962,868	5,061,225	
3,494,565	3,599,402	3,707,384	3,818,606	3,933,164	3
549,976	555,475	561,030	566,640	572,307	1
303,998	310,078	316,279	322,605	329,057	2
140,663	142,069	143,490	144,925	146,374	1
36,224	36,405	36,587	36,770	36,954	0.5
29,129	29,274	29,421	29,568	29,716	0.5
41,695	43,780	45,969	48,268	50,681	5
64,750	65,074	65,399	65,726	66,055	0.5
4,661,000	4,781,558	4,905,560	5,033,108	5,164,308	
104,002	-9,658	-39,121	-70,240	-103,083	
2,761,427	2,850,429	2,840,772	2,781,650	2,711,410	
2,865,429	2,840,772	2,801,650	2,711,410	2,608,327	
1,165,250	1,195,390	1,226,390	1,258,277	1,291,077	
1,700,179	1,645,382	1,575,260	1,453,133	1,317,250	
15,000		20,000		12,000	
HVAC bearings		servers		humidifier	

REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

FISCAL YEAR ENDING JUNE 30 AS INDICATED

Updated July 2012

88  
\$250,000 transferred to operating

	estimated		projected				
	2011	2012	2013	2014	2015	2016	2017
<b>Revenues</b>							
Taxes	2,978,979	3,050,580	3,144,629	3,238,968	3,573,747	3,645,222	3,718,127
taxes for bonds	487,947	487,655	495,545	468,195			
Intergovernmental	90,676	43,613	42,000	42,000	42,000	42,000	42,000
Fines and rentals	184,722	193,379	181,500	186,945	206,268	210,393	214,601
Interest	38,013	38,000	35,000	35,000	38,398	46,468	52,038
Miscellaneous	3,625	1,576	1,000	1,000	1,000	1,000	1,000
Settlement Payment							
Donations and gifts	2,533	2,000	2,000	2,000	2,000	2,000	2,000
<b>Total Revenues</b>	<b>3,786,495</b>	<b>3,816,803</b>	<b>3,901,674</b>	<b>3,974,108</b>	<b>3,863,413</b>	<b>3,947,083</b>	<b>4,029,766</b>
<b>Expenditures</b>							
Personnel	2,270,869	2,298,580	2,379,629	2,451,018	2,524,548	2,600,285	2,678,293
Materials	459,066	485,493	483,243	488,075	492,956	497,886	502,865
Building	222,710	233,208	235,000	239,700	244,494	249,384	254,372
Automation	106,148	125,319	123,595	124,831	126,079	127,340	128,613
Operations	35,474	36,574	33,950	34,120	34,290	34,462	34,634
Contractual Service	19,224	25,760	27,300	27,437	27,574	27,712	27,850
Insurance	20,098	20,047	22,112	23,218	24,378	25,597	26,877
Public Information	48,266	53,579	60,685	60,988	61,293	61,600	61,908
Contingency	54,456	31,528	8,845				
Debt Service	467,933	476,685	485,845	468,195			
Capital Projects	1,291,231	29,847	31,300				
<b>Total Expenditures</b>	<b>4,995,475</b>	<b>3,816,620</b>	<b>3,891,504</b>	<b>3,917,582</b>	<b>3,535,614</b>	<b>3,624,265</b>	<b>3,715,412</b>
<b>Excess revenues over (under) expenditures</b>							
	-1,208,980	183	10,170	56,526	327,799	322,818	314,354
District Fund Balance July 1	2,678,022	1,469,042	1,469,225	1,479,395	1,530,921	1,758,720	2,081,539
District Fund Balance June 30	1,469,042	1,469,225	1,479,395	1,535,921	1,858,720	2,081,539	2,395,892
less Fund Balance for Cash Flow (25% of expenditures)	809,078	827,522	843,590	862,347	883,903	906,066	928,853
<b>equals Fund Balance for Special</b>	<b>659,964</b>	<b>641,703</b>	<b>635,805</b>	<b>673,575</b>	<b>974,817</b>	<b>1,175,472</b>	<b>1,467,039</b>
Reserves and Projects							
Potential Capital Projects				5,000	100,000		
				pump	chiller		



<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
3,792,489	3,868,339	3,945,706	4,024,620	4,105,112	4,187,214	4,270,959	4,356,378
42,000	42,000	42,000	42,000	42,000	42,000	42,000	42,000
218,893	223,271	227,736	232,291	236,937	241,675	246,509	251,439
59,897	67,576	74,543	81,754	84,933	91,202	93,604	98,760
1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
4,116,279	4,204,186	4,292,985	4,383,664	4,471,982	4,565,092	4,656,072	4,751,577

2,758,642	2,841,401	2,926,644	3,014,443	3,104,876	3,198,022	3,293,963	3,392,782
507,893	512,972	518,102	523,283	528,516	533,801	539,139	544,530
259,459	264,648	269,941	275,340	280,847	286,464	292,193	298,037
129,900	131,199	132,511	133,836	135,174	136,526	137,891	139,270
34,807	34,981	35,156	35,332	35,509	35,686	35,865	36,044
27,989	28,129	28,270	28,411	28,553	28,696	28,840	28,984
28,221	29,632	31,114	32,669	34,303	36,018	37,819	39,710
62,217	62,528	62,841	63,155	63,471	63,788	64,107	64,428

3,809,129	3,905,492	4,004,578	4,106,469	4,211,249	4,319,002	4,429,817	4,543,785
-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------

307,150	298,694	288,407	277,195	260,734	246,090	226,255	207,793
---------	---------	---------	---------	---------	---------	---------	---------

2,395,892	2,683,042	2,981,736	3,120,143	3,387,338	3,498,072	3,724,162	3,950,417
2,703,042	2,981,736	3,270,143	3,397,338	3,648,072	3,744,162	3,950,417	4,158,209
952,282	976,373	1,001,145	1,026,617	1,052,812	1,079,750	1,107,454	1,135,946

1,750,760	2,005,363	2,268,999	2,370,721	2,595,259	2,664,411	2,842,962	3,022,263
-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------

20,000	150,000	10,000	150,000	20,000	670,000
servers	brick/masonry	circulating pumps	parking lot	servers	boiler, generator
					building refurbishment

<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	
4,443,505	4,532,376	4,623,023	4,715,484	4,809,793	
42,000	42,000	42,000	42,000	42,000	
256,468	261,597	266,829	272,166	277,609	
103,955	0	0	0	0	
1,000	1,000	1,000	1,000	1,000	
2,000	2,000	2,000	2,000	2,000	
<hr/> 4,848,929	<hr/> 4,838,973	<hr/> 4,934,852	<hr/> 5,032,649	<hr/> 5,132,402	
3,494,565	3,599,402	3,707,384	3,818,606	3,933,164	3
549,976	555,475	561,030	566,640	572,307	1
303,998	310,078	316,279	322,605	329,057	2
140,663	142,069	143,490	144,925	146,374	1
36,224	36,405	36,587	36,770	36,954	0.5
29,129	29,274	29,421	29,568	29,716	0.5
41,695	43,780	45,969	48,268	50,681	5
64,750	65,074	65,399	65,726	66,055	0.5
<hr/> 4,661,000	<hr/> 4,781,558	<hr/> 4,905,560	<hr/> 5,033,108	<hr/> 5,164,308	
187,929	57,415	29,292	-459	-31,905	
3,488,209	3,661,138	3,718,553	3,727,845	3,727,386	
3,676,138	3,718,553	3,747,845	3,727,386	3,695,481	
1,165,250	1,195,390	1,226,390	1,258,277	1,291,077	
2,510,888	2,523,163	2,521,455	2,469,109	2,404,404	
15,000		20,000		12,000	
HVAC bearings		servers		humidifier	

**Dave Philips from Speer Financial – 8/15/12 Board Meeting, notes from Crystal, Luanne and Jamie**

Notes from Crystal:

Their approach is that it's collaborative. They provide the tools for us/citizen committee to use. They charge a flat \$5k fee. They do not develop a plan for the citizen group to use. They see their strength in "walking" with the community.

They see it as ½ Communicating; ½ Advocacy.

Communicating Information (Board, library) vs. Advocacy (PAC; Citizen group)

Example: Channahan bond. Passed overwhelmingly. Was revenue neutral, and was for a mix of capital and operations.

Example: Chevy Chase Country Club in Glendale. Disaster. Passed without enough money to do what they needed. Struggled for years to remain afloat.

Referendum?

Ask – Listen – Act

His opinion is it's a no brainer to Ask; however, he recognizes the economy an issue for our citizens.

We should consider how the economy will impact us and how the money could help us continue.

**\*\*Most Important:** What are our needs? Need to say what is the compelling reason of why we'll need to do this; the "hook" of why someone ought to vote yes. Perhaps what we have not been able to provide before is something we can do by having the continuation of the bond.

**\*\*Critical – listen to the community.**

*He believes it should be the service that drives the decision to go for referendum, not the economic situation.*

53% of short-term, capital expense referenda get passed

35% of long-term, operational budget referenda pass

Notes from Luanne:

Speer is offering a seminar on August 23 630 pm . Speerfinancial.com

One message was clear: have a conversation with the community. Focus less on facts and more about personal message in approach. Reach out to community to get input before charging forward. Speers approach was very "high touch" not "high tech"

Speer's responsibility is to provide the tools so that we are comfortable in moving forward. they are very "consultative" not "owners" in driving the process. Flat fees \$5000 . \$5k advocacy education (need more info if we go down this path)

what makes them different than competition : they're the "best" , doing multiple bond issuances per week. 4 bond s per week 200 per year . extensive experience.

what works?

Needs based on services next 2 years

Not we may need parking lot in 5 years

Not what we may need

\$480k is a no brainer . for us it's less about the \$\$\$ -- \$\$\$ will not be the barrier -- but more about the clear messaging, and buy in from community of need timing is everything also. tough economic times.

Notes from Jamie:

Good if taxpayers have a high respect for services offered and it is revenue neutral.

A referendum should be collaborative and communication essential. It is no longer "here is what we are going to do and we have to sell this to the community." It is now a community conversation with an assessment of an affordable level.

Listen to the community and hit the "sweet spot" with which the community is comfortable.

"The fortuitous nature of the bond ending."

Threats of less service seldom work. It is easier if able to offer new services. Blend the opportunity of new services with capital.

"We have an opportunity and we don't know if we should pursue it or not. If we do..... If we don't...."

However, it may be a decade of conversation. Be sure to memorialize the decision that is made to not go forward now.

Ask, listen, respond.

It is a small amount, but the economy....

The drought – news reports state it means an extra \$650.0 per family next year.

If the story needs time to evolve, we should let it evolve. Asking for \$20.00 a year in the future is not a difficult conversation. If we don't have a good, clean story now we shouldn't let this "dip" in taxes push us in a particular direction. With our reserves we may want to push the question back.

Let's move as a community when there is the need to do something.

We need to frame it and lead it – a central vision and create small victories along the way.

Debut of new website

Online registration for programs and meeting rooms

Early literacy iPads for preschoolers

# Highlights

- Strategic plan for 2012-14 finished
- 506,759 visits to IPPL  $\uparrow$ 20%
- 256,156 visits to ippl.info  $\uparrow$ 3%
- 87,000 questions asked  $\uparrow$ 13%
- 73,025 uses of IPPL computers  $\uparrow$ 26%
- 34,743 people came to 760 programs  $\uparrow$ 28%
- 190,845 items owned by IPPL

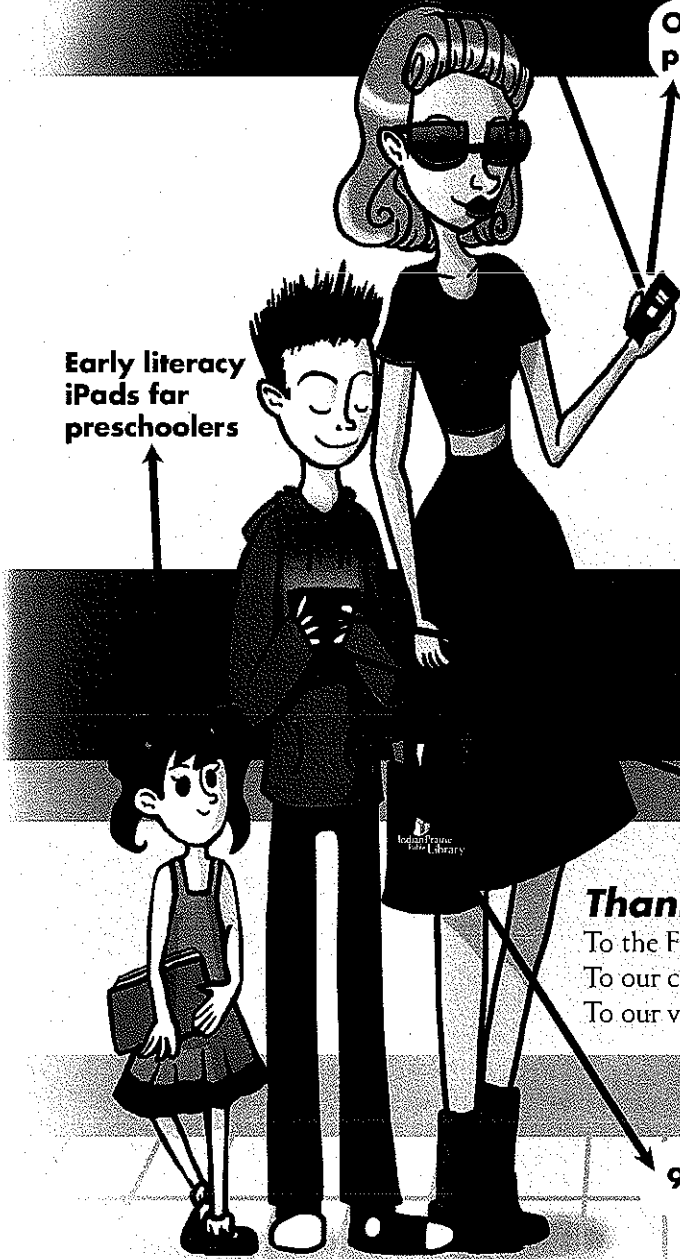
Check out a Nook or Kindle

IPPL has 7,775 e-books

## Thanks!

To the Friends of IPPL, who donated \$12,385  
 To our community, who donated over \$22,000  
 To our volunteers, who donated 7,382 hours

901,624 items checked out  $\uparrow$ 5%

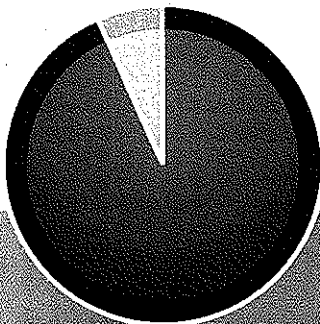


## Other Highlights

- Welcomed Rob Thomas as a trustee
- Unveiled a new, state-of-the-art website at [ippl.info](http://ippl.info)
- Initiated one-on-one computer tutoring plus training for e-books and e-readers
- Added software used by local schools to support student assignments
- Provided activities for special needs children in our story time classes
- Offered programs to support workforce education
- Unveiled online program registration and meeting room booking
- Presented series of outdoor concerts
- Partnered with several organizations to promote recycling
- Installed security cameras

We continued to study usage of the building and rearranged shelving and furniture to enhance our patrons' experiences. We also redid the landscaping surrounding the entrance to create a more beautiful environment (partially funded by the Dimpy Pathria Fund.)

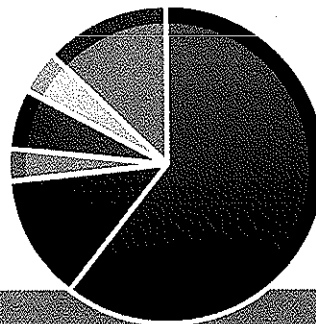
## 2011/2012 Budget\*



**Revenue \$3,784,728**

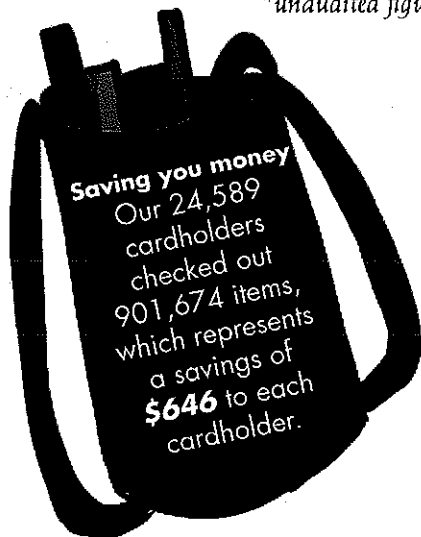
Property Taxes	<b>\$3,542,495</b>
Grants, gifts, interest, fines, fees, misc.	<b>\$242,233</b>

*\*unaudited figures*



**Expenditures \$3,786,775**

Personnel	<b>\$2,298,580</b>
Materials	<b>\$485,493</b>
Technology	<b>\$125,319</b>
Building	<b>\$233,208</b>
General Operations	<b>\$167,489</b>
Bond Repayment	<b>\$476,686</b>



## We own:

Books	<b>144,831</b>
E-books	<b>7,755</b>
DVDs	<b>18,923</b>
Music CDs	<b>10,887</b>
Audiobooks	<b>5,158</b>
Downloadable audiobooks	<b>3,750</b>
Console games	<b>876</b>

In addition, we have 440 magazine/newspaper subscriptions and 48 online resource databases. We are also a member of SWAN, which provides access to more than one million titles.

Listening Posts August 2012

Kids & Teens

At the Neverly Brothers concert I overheard a man leaving the concert say "They get better every time I see them". Barb C.

At the Neverly Brothers concert a woman said "They are so good, very good, loved the show". Barb C.

A patron approached the desk to say "You have such great crafts - so simple and so cute." Gail G.

Just wanted to put a note in Listening Post about a family who won one of our SRC raffle prizes, the winner is a new family to our country. They have only been here for one year. They were very excited and thankful for the prize. Their daughter was also in Book Buddies. This was just one of the pluses of working here. Mary Jo.

SRC 2012 is very much living our vision as a community center. The first randomly chosen winner of the kids raffle program turns out to be a student whose teacher was registered as contact person as she is a special education student that attends Anne M Jeans but is currently homeless. WOW did we hit the mark or what! Jane

You have darling crafts. Linda

Circulation

From a Westmont senior citizen: "I go to a lot of libraries, but I like yours the best". Barb G.

People that work here are so up; they have a great fun attitude. I don't know who is in charge of hiring but they do a good job. (from a Hinsdale patron) Kim E.

Patron whose child made an owl on a paper bag said this was the best craft ever & his granddaughter had the best time making it. "See how cute it is?" The kids & Teens department is doing a great job! Barb G..

Patron commented that our library personnel are very unique. Always helpful! June

A patron from Hinsdale came in to check out books, I told her she can return the books to Hinsdale Library. She Said she likes our library better, it's easier to get in (no stairs), great parking and loves the rental books. Pat L.

A mom came up to me & asked if I could explain the layout of the library to her. Her 7 year old son spoke up then and said, "geez, mom, just use the computer map!" He really had fun playing with the digital floor plan. Mieko

"Everyone here is so pleasant - I've had a bad day and it's so nice to come here and be treated so well!! (A patron said while I was notarizing something for her) Gail

Patron said, "This is the most helpful library I have ever been in". June

**Circulation (cont .)**

A patron called to say "thank you!" She was very happy to receive her library card in the mail after she had left it by mistake. She was quite impressed what the fact that we would take the time to mail it back to her. Joyce

**Adult & Computer Help Desk**

"Thanks for having this clinic. I'll be able to save on long distance phone calls".

"I just love it here! I can't wait until the next newsletter! I try to attend as many events as possible. I just love your book collection and services".

"Thanks so much for offering this clinic. I just learned how to save \$10 every month on my cell phone bill".



DISTRIBUTED AT  
MEETING

RESOLUTION #2012-B

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

RESOLUTION AUTHORIZING DISTRIBUTION OF  
TRUSTEE ELECTION MATERIALS AND ACCEPTANCE OF PETITIONS

BE IT RESOLVED by the Board of Library Trustees of the Indian Prairie Public Library District, DuPage County, Illinois, that its Secretary of the Board, as local election official, be empowered to designate the following authorized individuals to distribute trustee election materials and to accept petitions for candidacy: Employees of the Indian Prairie Public Library District.

Materials will be available at the library beginning Tuesday, September 25, 2012 during regular library hours.

Petitions will be accepted for filing in the Library's Administrative Office, 401 Plainfield Road, Darien, IL 60561-4207 Monday, December 17, 2012 through Friday, December 21, 2012 from 9 a.m. – 5 p.m. and on Monday, December 24, 2012 from 1 p.m. – 5 p.m.

RESOLVED this 19th day of September, 2012.

---

Crystal Megaridis, President

Attest:

---

Victoria Suriano, Secretary