

1

Indian Prairie Public Library Board Agenda
April 16, 2025

Board of Trustees Regular Meeting
April 16, 2025 – 6:45 p.m.

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

- A. Roll Call
Donald Damon, Marian Krupicka, Stacy Palmisano,
Themis Raftis, Christina Rodriguez, Victoria Suriano, Samia Wahab

- B. Mission Statement: We enrich our community by providing
opportunities to explore, connect, learn and create.

Vision Statement: People are inspired and empowered. Dreams
are developed and realized.

Values: We value and respect the individual.
We empower and guide each visitor.
We aspire to bring people together.

- C. Public Comment

- D. Communications and Announcements
 - 1. Birmingham to Sloan re: Summer Reading Program Page 3
 - 2. Giannoulis to Birmingham re: IMLS Funding Cuts Page 5
 - 3. Raja to Birmingham re: Ramadan Food Drive Page 8
 - 4. Memo re: Illinois Attorney General Lawsuit Page 10
 - 5. Atlas Trustee Day, May 17, 2025 Page 12

- E. Omnibus Consent Agenda Action
 - 1. Minutes of Regular Board Meeting, March 19, 2025 Page 13
 - 2. Action on Bills/Additional Bills Page 16
 - 3. Ordinance #2025-2 Authorizing Non-Resident Cards Page 20
 - 4. Update to Policy 431.1-1 and 433.3 Page 22
 - 5. Update to Policy 432.2 and 432.5 Page 23
 - 6. Update to Policy 603 Page 24

- F. Items Deleted from Omnibus Consent Agenda Action

- G. Library Director's Report Page 25 Information

- H. Department Reports Information
 - 1. Deputy Director's Report Page 29
 - 2. Marketing Page 31
 - 3. Guest Services Page 34
 - 4. Programming & Outreach Page 36
 - 5. Resource Services Page 40
 - 6. Technology & Maker Services Page 43

Board Meeting – April 16, 2025 – page 2

- I. Staff Report
None

- J. Reports
 - 1. Treasurer’s Report Page 52 Information
 - 2. Building and Grounds Committee (no report)
 - 3. Finance Committee (no report)
 - 4. Planning/Outreach Committee (no report)
 - 5. Policy Committee (no report)

- K. Unfinished Business
 - 1. Logo Refresh Information

- L. New Business
 - 1. MPI Wealth Management, Report on Investments Page 56 Information

- M. Scheduled Meetings
 Policy Committee, April 29 at 5:30 pm
 Building & Grounds Committee, May 28 at 5:30 pm
 Finance Committee, June 3 at 5:30 pm

- N. Adjournment

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March 26, 2025

Amanda Sloan, VP/Branch Sales Manager
 Republic Bank of Chicago
 1510 75th Street
 Darien, IL 60561

Dear Amanda:

Last year, Republic Bank's continued financial support helped make our Summer Reading Program a great success! Your generous \$2,300 sponsorship for an ice cream cart at the Summer Kick-Off Party and tote bags as prizes for the Summer Reading Program, helped us include more participants. As we plan this year's program, I am hoping I can count on your sponsorship once again.

Indian Prairie Public Library's Summer Reading Program is one of the most important programs that we offer to our community. Nationwide studies show that children who participate in library summer reading programs enter the classroom more confidently in the fall. And, a program like ours not only focuses on reading, but we have opportunities for children to develop math, science, and social skills. For adults, reading helps stimulate the brain, sparks imagination, improves vocabulary, and reduces stress.

This year's Summer Reading Program begins on Thursday, June 5 with our Summer Kick-Off Party. In 2024, we had over 3,000 people attend the party, which is a highly-anticipated event among our community.

I am writing to ask you to consider sponsoring any or all of the following:

- Incentive prizes (growable seedling planter kits) for program participants: \$2,200
- Ice cream cart: \$700

As a sponsor, we will add the Republic Bank logo and/or name to the following . . .

- the library's Summer Reading Program web page, which is the place we send those that participate in the program
- posters at the Kick-Off party
- the library's print newsletter which is mailed to 25,000 households in Darien, Willowbrook, and Burr Ridge
- fliers that will be distributed to students at our local schools via print or electronically
- poster that is in the library's entry way, as well as the three electronic monitors that are strategically located in two places on the second floor and the library's exit
- newsletters that are sent to 26,000 email subscribers over the course of the summer
- every social media post on Facebook, Instagram, X, BlueSky, and Threads

Board of Trustees

Victoria Suriano /President Donald Damon /Vice President Themis Raftis/Treasurer Marian Krupicka /Secretary

Stacy Palmisano/Trustee Christina Rodriguez /Trustee Samia Wahab/Trustee Laura Birmingham /Library Executive Director

Your donation could make another big impact on our community, and thousands of people will see the generous sponsorship by Republic Bank. If you have any questions, please let me know. Thank you in advance for your consideration.

Sincerely,



Laura Birmingham
Executive Director
Indian Prairie Public Library



IMLS Funding Cuts

From Giannoulas, Alexi <AGiannoulas@ILSOS.GOV>

Date Thu 3/27/2025 3:54 PM

To Laura Birmingham <laurab@ippl.info>

This is the first time you received an email from this sender (AGiannoulas@ILSOS.GOV). Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Secured by Check Point

Dear Library Colleagues:

On March 14, President Trump issued an executive order mandating the elimination of seven agencies, including one that funds libraries around the country – the Institute of Museum and Library Services (IMLS).

The executive order, which we believe violates the law, will have detrimental consequences for libraries and the services they offer to Illinoisans across the state. IMLS provides vital grants, resources and initiatives that help our libraries better serve young people, families and communities.

Scores of organizations, including the American Library Association (ALA), the Illinois Library Association (ILA) and other state and local libraries nationwide have spoken out against the executive order, which jeopardizes free educational, reading and literacy programs, internet for those without home access, homework and tutoring assistance and other resources for children, students and adults.

In 2024, the total amount awarded by IMLS to museums, libraries, and archives was \$266.7 million — or just 0.003 percent of the federal budget, and 75 cents per capita.

This executive order runs counter to our values as a society and democracy and will come at a high cost to Illinois families living in underserved and rural areas who don't have access to books and rely on interlibrary sharing agreements as a lifeline for learning.

Impact on Illinois:

Of the \$180 million that the IMLS's Grants to States Program provides to state libraries, the Illinois State Library received \$5.7 million in the fiscal year 2025 – the sixth highest amount of any state. These funds help sustain the operations of all public, school, academic and special libraries and provide essential program funding in targeted areas, particularly underserved areas of the state.

Allocation of Funding:

Statewide Services:

\$2.5 million is allocated to the Illinois Heartland and Reaching Across Illinois Library Systems (RAILS) under the System Area & Per Capita Grant Program. This funding is specifically targeted to facilitate the delivery of books and library materials to support interlibrary loan services. Last fiscal year, 11 million items were transferred among more than 1,700 public, school, academic, and special libraries in Illinois, which has one of the largest interlibrary sharing programs in the nation. This program is critical to supporting libraries that are dependent on borrowing materials from districts with larger collections and more financial resources.

\$1.8 million for a subscription to OCLC's WorldCat Discovery/FirstSearch services. More than 1,000 libraries in Illinois use OCLC services to support their cataloging, inter-library loan program, and information needs. During fiscal year 2024, Illinois libraries conducted nearly 1 million citation searches to serve their library patrons and support their library operations.

\$166,000 is used by the Illinois Heartland Library System to support the iLEAD online training and leadership portal for all public library trustees in the State.

\$100,000 for the "Illinois Libraries Present" initiative, which allows over 200 public libraries to afford high-quality online programming for their patrons that would be cost-prohibitive for single libraries to provide on their own.

Individual Library Grants:

\$526,000 for Project Next Generation, which educates at-risk students and bridges the digital divide, providing access to computers, software, and technologies.

\$420,000 awarded to the Illinois Department of Corrections (IDOC) for the purchase of library materials and services at 28 state corrections facilities in the state aimed at reducing recidivism.

Library Workforce Development:

\$111,000 to support continuing education and professional development through grants to the Illinois Library Association that provides library leadership training for public library directors.

State Library Operations & Programs:

\$80,000 for the State Library's print subscriptions to support reference services and facilitate interlibrary loan/article requests received from other libraries throughout the state.

Additional Impacts:

The IMLS budget also supports funding for the National Leadership Grants for Libraries and the Laura Bush 21st Century Librarian Program, named after the former First Lady. In its most recent allocations for these purposes, IMLS granted **\$2.4 million** to individual libraries, academic institutions, and library consortia in Illinois. These include:

- The American Library Association's collaboration with the Chicago Public Library, the Delaware Association, and the Charleston County Public Library to develop resources that will support literacy services in libraries.
- The University of Illinois Urbana-Champaign and the Public Library Association's effort to train libraries to better illustrate their impact and value through data-driven tools.

Call to Action:

Raise Awareness: Librarians and library administrators must make their governing bodies aware of this situation. Public library trustees, school board members, academic trustees, and even corporate officers of our special libraries must fully understand the potential impact on IMLS services to libraries, their patrons and their communities. Library leadership must work to ensure these essential services are sustained for the communities they serve.

Make Your Voices Heard: Congressional members must hear the many voices of the library community, including the influential voices in our libraries' governing bodies. Joining with the efforts of the American Library Association and the Illinois Library Association, we urge everyone to reach out and urge lawmakers to restore this critical funding.

Congressional contact information can be found here – [Find Your Members in the U.S. Congress | Congress.gov | Library of Congress](#)

Closing:

Make no mistake, stripping these vital resources threatens the sustainability of libraries and amounts to a disinvestment in an educated and informed society.

As State Librarian, my administration is committed in doing everything possible to protect these essential agencies and prevent any efforts to dismantle and defund them.

The importance of our libraries, librarians and library workers extends far beyond the bookshelf. You play an indispensable role in the communities you serve, fostering lifelong learning and offering invaluable resources, despite these challenging times. You will always have my support.

If you have any questions, please email our State Library Director Greg McCormick at ISLServices@ilsos.gov.

Sincerely,

Alexi Giannoulis
Secretary of State & State Librarian

Outlook

Re: Ramadan Food Drive

From H Raja <hraj1@hotmail.com>
Date Mon 3/31/2025 12:18 PM
To Laura Birmingham <laurab@ippl.info>

2 attachments (611 KB)
c8a54092-3c65-49a1-843f-ec0a896fe85c.jpeg; 9b93a4f6-f752-4021-8aa5-0c4eeb4d6523.jpeg;

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Secured by Check Point

Hi Laura,

Eid Mubarak! It has been a wonderful and fulfilling month and we're happy to celebrate Eid-ul-fitr. (We celebrated yesterday). The food drive has been a great success, we've collected over 35 boxes of food to donate! We stopped by over the weekend to collect the remaining donations. Thank you for providing a collection bin, was beautiful to witness the generosity of the library patrons. Proving once again the library is not only for books and learning, but a place for community which provides opportunities to bring out the best in us. Hope to see you soon!

Sincerely,
Huzefa Raja
Project Rise



PROJECT RISE
A COMMUNITY-BUILDING INITIATIVE

[DIRECTORS] Illinois Attorney General Raoul Files Lawsuit to Protect Libraries and Museums

From Directors Only <DIRECTORS@LIST.RAILSLIBRARIES.ORG>
on behalf of
Dan Bostrom <dan.bostrom@RAILSLIBRARIES.ORG>
Date Sat 4/5/2025 9:49 AM
To DIRECTORS@LIST.RAILSLIBRARIES.ORG <DIRECTORS@LIST.RAILSLIBRARIES.ORG>

Just FYI, [we posted this as a news article](#) to the RAILS website this morning:

Illinois Attorney General Raoul Files Lawsuit to Protect Libraries and Museums

Attorney General Kwame Raoul, as part of a coalition of 21 attorneys general, is suing the Trump administration to stop the dismantling of three federal agencies that provide services and funding supporting public libraries and museums, workers and minority-owned businesses nationwide. In March, the Trump administration issued an executive order that would dismantle federal agencies created by Congress that collectively provide hundreds of millions of dollars for programs in every state. As a result of this executive order, the Institute of Museum and Library Services (IMLS) – one of the targeted agencies – has placed almost its entire staff on administrative leave and will cut hundreds of grants for state libraries and museums. The [lawsuit](#) filed today by Attorney General Raoul and the coalition seeks to stop the targeted destruction of the IMLS and two other agencies targeted in the administration's order that millions of Americans rely on, especially those in underserved communities.

"The Institute of Museum and Library Services helps to ensure that art, culture, history and literacy are accessible for all," Raoul said. "Illegally cutting grants jeopardizes critical library programs across the state that make library materials available to smaller communities and provide education and access to technology for underserved youth. Attempting to dismantle agencies created by Congress is a continuation of this administration's unconstitutional and unlawful overreach."

This executive order is the administration's latest attempt to dismantle federal agencies in defiance of Congress. Attorney General Raoul and the coalition are seeking to stop the dismantling of three agencies targeted in the administration's executive order:

- The Institute of Museum and Library Services (IMLS), which supports museums and libraries nationwide through grantmaking, research, and policy development.
- The Minority Business Development Agency (MBDA), which promotes the growth and inclusion of minority-owned businesses through federal financial assistance programs.
- The Federal Mediation and Conciliation Service (FMCS), which promotes the resolution of labor disputes.

As Attorney General Raoul and the coalition assert in the lawsuit, dismantling these agencies will harm communities throughout Illinois and the nation that rely on them to provide important services to the public, including funding their libraries, promoting minority-owned businesses and protecting workers' rights.

In 2024, IMLS invested \$180 million in libraries nationwide under its Grants to States Program, and Illinois received approximately \$5.7 million of that funding. The administration's action will threaten hundreds of library staff across the country who provide essential services to their communities.

11
“The Trump Administration’s reckless actions to defund and dismantle IMLS has serious consequences for Illinois by placing its annual state grants at risk. Stripping these vital resources threatens the sustainability of our libraries and amounts to a disinvestment in an educated society,” said Illinois Secretary of State Alexi Giannoulias. “As State Librarian, I’m committed to working with Attorney General Raoul and the 20 other states in fighting to restore and protect this vital funding, which is especially essential to underserved and rural communities across Illinois, and prevent any efforts to eliminate the IMLS.”

In addition, the Trump administration has cut the staff of MBDA from 40 to just five individuals and has effectively stopped issuing new grants, hurting vulnerable small businesses across the country. The FMCS has slashed its staff from roughly 200 to fewer than 15 individuals and announced the termination of several of its core programs, making it harder for unionized workers to secure their rights.

Attorney General Raoul and the coalition argue that the executive order violates the Constitution and the Administrative Procedure Act by eliminating the programs of agencies without any regard for the laws and regulations that govern each source of federal funding. The coalition argues that the president cannot decide to unilaterally override laws governing federal spending and that this executive order unconstitutionally overrides Congress’s power to decide how federal funds are spent.

Joining Raoul in filing the lawsuit are the attorneys general of Arizona, California, Colorado, Connecticut, Delaware, Hawaii, Maine, Maryland, Massachusetts, Michigan, Minnesota, Nevada, New Jersey, New Mexico, New York, Oregon, Rhode Island, Vermont, Washington and Wisconsin.



Dan Bostrom

Director of Marketing & Communications

Reaching Across Illinois Library System

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ATLAS TRUSTEE DAY

SATURDAY, MAY 17, 2025

10:00 AM - 12:00 PM



Orland Park Public Library

14921 Ravinia Avenue Orland Park, IL 60462

You've just been elected or re-elected Library Trustee. Congratulations!

Now's the time to prepare to become the best Public Library Advocate you can. Every Library is different and carries different expectations. Our trusted Directors are here to help bridge the transition and help get you started on the right path with the basics of being a Trustee.

Speakers for the Day are Rene Leyva, Director of Fossil Ridge Public Library District and Jennifer Hovanec, Director of LaGrange Public Library.

The cost is \$20 for ATLAS Members. \$25 for Non-Members.
Eventbrite Registration fees not included.

Payments can be made online, via EventBrite, or by scanning our QR Code or membership forms and payment may be mailed to the ATLAS Treasurer at:

By Mail:

ATLAS c/o Nikeda Webb
Matteson Area Public Library District
801 School Ave, Matteson, IL 60443

Pay Online:

[Click Here or QR Scan](#)



Library Name:

Library Address:

Library Director:

Email:

Phone Number:

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of March 19, 2025

**Board of Trustees Regular Meeting
March 19, 2025 – 6:30 p.m.**

A. Roll Call

President Suriano called the meeting to order at 6:35 p.m. Secretary Krupicka called the roll.

Present: Donald Damon, Marian Krupicka, Stacy Palmisano, Themis Raftis, Christina Rodriguez, Victoria Suriano, Samia Wahab

Absent: none

Staff Present: Laura Birmingham, Kristen Lawson, Maria Wlosinski, Jill Yott, Gail Graziani,
T.J. Szafranski

Others: none

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

B. Mission Statement: Secretary Krupicka read the library mission statement. We enrich our community by providing opportunities to explore, connect, learn and create.

Vision Statement: Secretary Krupicka read the library vision statement. People are inspired and empowered. Dreams are developed and realized.

Values Statement: Secretary Krupicka read the library values statement. We value and respect the individual. We empower and guide each visitor. We aspire to bring people together.

Birmingham introduced our new Head of Technology & Maker Services, Sharon Byerly, to the Board. Sharon thanked the staff for being so kind and welcoming. She is very excited about the opportunity to work here.

C. Public Comment

D. Communications and Announcements

1. Kelly to Birmingham re: Networking Luncheon

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, February 19, 2025

2. Action on Bills/Additional Bills

3. Close the Library for Staff Institute, September 26, 2025

Damon moved, Raftis seconded to approve the Omnibus Consent Agenda. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nays: none. Absent: none.
Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda - none

The Board continued with item 1 of Unfinished Business, Logo Refresh. Yott left at 6:45 p.m. and the Board continued with the staff report. Graziani and Szafranski left at 7 p.m. and the Board continued with the rest of the agenda.

G. Library Director's Report

H. Department Reports

Lawson recapped her written report from the packet. Our tenet migration has been delayed several times due to Microsoft issues. Palmisano is anxious to see what the turnout will be at our upcoming Trades Fair. Birmingham noted that this is the first time we are hosting the event – it was a great idea proposed by Programming & Outreach Specialist, Kate Kresek.

I. Staff Report - Gail Graziani, Head of Resource Services and T.J. Szafranski, Resource Services Senior Librarian, demonstrated some of our online resources. The digital sources we provide benefit our guests by providing up-to-date information on a wide range of topics. And they are almost all available from home, 24/7. It's a robust collection including topics related to business, career & technical skills, consumers, creativity, genealogy, health, legal issues, newspapers, research, and students.

J. Reports

1. Treasurer's Report - backup in packet.
2. Building and Grounds Committee – no report
3. Finance Committee – no report
4. Planning/Outreach Committee – no report
5. Policy Committee – no report

K. Unfinished Business

1. Logo Refresh – At the February meeting, Yott presented the logos created by the graphic artist. The Board asked to see font/design options for two of the logos. Tonight Yott returned with modifications from the graphic artist and the Trustees chose their two favorite options. There was consensus on one of the options. The graphic artist will move forward on tweaking the Board's selection.

New Business

1. Solar Study – Lawson reviewed her research on the costs and benefits associated with installing rooftop solar panels at the library. She has been looking into this as a potential way to lower our monthly electric bill. We would still be connected to the grid but the panels would supplement our electricity consumption. Lawson received estimated numbers from ComEd that don't include upfront costs. First a building assessment would need to be performed by professional electricians and structural engineers in order to identify what work needs to be done on our building's infrastructure. Only one solar company (out of at least ten) expressed a willingness to perform a building assessment at a cost of \$10,000. Lawson asked the Board if they want her to pursue the matter. The Board appreciated the research. They would like to explore other ways that the library could become more cost efficient and responsible (i.e. windows).

L. Meetings Scheduled

Policy Committee – April 29 at 5:30
 Building & Grounds Committee - May 28 at 5:30 p.m.
 Finance Committee - June 3 at 5:30 p.m.

M. Adjournment

At 7:45p.m. Krupicka moved, Palmisano seconded to adjourn the meeting. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nays: none. Absent: none. Motion carried unanimously.

Marian Krupicka, Secretary

ACTION ON BILLS MARCH, 2025

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
Republic Bank-Bills for Approval	3787 - 3830	\$ 128,360.18
Republic Paper Pay Checks		\$ -
Republic Direct Deposits		\$ 140,996.08
	MONTH'S TOTAL:	\$ 269,356.26

Indian Prairie Public Library District
Bill Payment List
March 2025

Date	Num	Vendor	Amount
10127 Republic Bank Operating Account			
03/07/2025	3787	The Language Labs	195.00
03/13/2025	3788	Accurate	285.24
03/13/2025	3789	Allcomm Systems, Inc.	3,405.00
03/13/2025	3790	Ann Stovall	300.00
03/13/2025	3791	AT&T	365.15
03/13/2025	3792	Baker & Taylor	64.94
03/13/2025	3793	Case Lots Inc.	1,414.70
03/13/2025	3794	CONSTELLATION NEWENERGY, INC.	5,226.61
03/13/2025	3795	Dames, Mary	16.38
03/13/2025	3796	DEMCO	482.51
03/13/2025	3797	Erin Fergus	170.90
03/13/2025	3798	Fox Valley Fire & Safety	25,517.48
03/13/2025	3799	Heritage House Florist	70.94
03/13/2025	3800	Illinois Dept of Innovation & Technology	475.00
03/13/2025	3801	Ingram Library Services	10,994.74
03/13/2025	3802	Joe Eskew	31.22
03/13/2025	3803	Joliet Area Historical Museum	150.00
03/13/2025	3804	Jordan Calabrese	395.16
03/13/2025	3805	Kanopy	284.75
03/13/2025	3806	Kate Kresek	6.03
03/13/2025	3807	kristinZkreations	225.00
03/13/2025	3808	Lauterbach & Amen, LLP	695.00
03/13/2025	3809	Midwest Tape	7,045.61
03/13/2025	3810	NCPERS Group Life Insurance	64.00
03/13/2025	3811	NobleTec LLC	5,572.30
03/13/2025	3812	OverDrive, Inc.	5,952.57
03/13/2025	3813	Premier Mechanical, Inc	24,750.00
03/13/2025	3814	RAILS	267.17
03/13/2025	3815	Runco Office Supply	49.99
03/13/2025	3816	Schultz, Jack	173.14
03/13/2025	3817	Staples Inc.	295.92
03/13/2025	3818	The New York Times	1,130.95
03/13/2025	3819	Thomas Klise/Crimson Multimedia	401.33
03/13/2025	3820	Unique Management Services, Inc.	59.10
03/13/2025	3821	Wlosinski, Maria	15.98
03/20/2025	3822	Charles E. Kirkpatrick	200.00
03/28/2025	3832	Blue Cross Blue Shield of Illinois	26,348.92
03/28/2025	3833	Dearborn Life Insurance Company	91.81
03/28/2025	3824	Bank of America	356.43
03/28/2025	3823	Bank of America	627.62

**Indian Prairie Public Library District
Bill Payment List
March 2025**

Date	Num	Vendor	Amount
03/28/2025	3825	Bank of America	492.78
03/28/2025	3826	Bank of America	956.45
03/28/2025	3827	Bank of America	962.53
03/28/2025	3828	Bank of America	759.11
03/28/2025	3829	Bank of America	919.37
03/28/2025	3831	City of Darien	50.00
03/28/2025	3830	Lucarelli, Anthony	45.35
Total for 10127 Republic Bank Operating Account			\$ 128,360.18

Bills for approval – Electronic Payments & Automatic Withdrawals

MARCH 2025

Vendor	Purpose	Date Paid	Amount Paid
Federal & IL	Payroll taxes	3/12/2025	24,773.07
Federal & IL	Payroll taxes	3/26/2025	24,936.67
ExpertPay	Garnishments	3/12/2025	478.40
ExpertPay	Garnishments	3/26/2025	478.40
IMRF	Payroll Pension	3/14/2025	30,974.72
Mission Square	457 Plan	3/14/2025	50.00
Mission Square	457 Plan	3/28/2025	50.00
Nationwide	457 Plan	3/13/2025	50.00
Nationwide	457 Plan	3/27/2025	50.00
DAC	Deposit to HRA	3/4/2025	796.31
DAC	Deposit to HRA	3/7/2025	236.17
DAC	Deposit to HRA	3/11/2025	510.56
DAC	Deposit to HRA	3/18/2025	728.08
DAC	Deposit to HRA	3/25/2025	2,778.76
Nicor	Gas	3/14/2025	1,960.43
ELS	License Stickers		4,897.00
ELS	ELS Fee (Feb)	3/4/2025	83.60
INB & Republic	Cr Card & Bank Fees	3/21/2025	265.34

2025 ANNUAL ORDINANCE AUTHORIZING
PUBLIC LIBRARY NON-RESIDENT CARDS

WHEREAS, the Indian Prairie Public Library District is a tax-supported public library; and

WHEREAS, people residing within the jurisdictional boundaries of the Indian Prairie Public Library District pay taxes to support the library, and so need pay no additional fee to be eligible to receive a library card; and

WHEREAS, PA 92-0166 stipulates that “A person residing outside of a public library service area must apply for a non-resident card at the public library located closest to the person’s principal residence”; and

WHEREAS, the Office of the Illinois Secretary of State has issued regulations defining the “closest public library” and also providing three formulas which public libraries can use to determine the non-resident fee; and

WHEREAS, the Board of Library Trustees of the Indian Prairie Public Library District has determined for its 2025-2026 fiscal year, commencing July 1, 2025 and ending June 30, 2026, to participate in the non-resident reciprocal borrowing program of its regional library system and to issue non-resident library cards.

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE BOARD OF LIBRARY TRUSTEES OF THE INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT as follows:

SECTION 1: Individuals residing beyond the jurisdictional boundaries of the Indian Prairie Public Library District whose closest public library is the Indian Prairie Public Library District, and not residing within the boundaries of another public library, may purchase a non-resident fee card during fiscal year 2025-2026, calculated according to the General Mathematical Formula (23 Ad. Code 3050.60(a)).

SECTION 2: Individuals residing beyond the jurisdictional boundaries of the Indian Prairie Public Library District, but owning (as an individual, a partner, the principal stockholder, or other joint owner) taxable property within the jurisdictional boundaries of the Indian Prairie Public Library District, or serving as a Senior Administrative Officer of a firm, business or other corporation owning taxable property within the jurisdictional boundaries of the Indian Prairie Public Library District, notwithstanding anything to the contrary in this Ordinance, may obtain one (1) non-resident library card without payment of the non-resident fee upon presentation of the most recent tax bill upon that taxable property; provided however, that in no event shall the privileges and use of the Library be extended to more than one (1) individual non-resident for each parcel of taxable property. Each non-resident library card issued pursuant to this Section is limited to the exclusive use of the individual whose name appears on its face.

SECTION 3: The President of the Board of Library Trustees shall notify the regional library system in writing within 30 days of the adoption of this Ordinance, stating (a) the effective date of this Ordinance, (b) the beginning and ending dates of the 12-month period of validity for non-resident library cards issued pursuant to this Ordinance, and (c) the fee formula as set forth herein.

SECTION 4: The Indian Prairie Public Library District shall continue to honor all non-resident library cards heretofore issued by the Library, for the full term of purchase.

SECTION 5: The Indian Prairie Public Library District shall cooperate with other participating area public libraries and the regional library system and adjacent regional library systems to determine the appropriate non-resident service areas, as stated in 23 Ad. Code 3050.25.

SECTION 6: The Policy of the Indian Prairie Public Library District for service to non-residents, including a description of the Library’s service areas and the methods of calculating fees, shall be available for public inspection at the Library.

SECTION 7: A valid non-resident library card issued by the Indian Prairie Public Library District pursuant to this Ordinance shall accord a non-resident library cardholder all the services which this Library provides to its residents, including reciprocal borrowing privileges.

ADOPTED this 16th day of April, 2025, pursuant to roll call vote as follows:

AYES:

NAYS:

ABSENT:

Victoria Suriano, President

ATTEST:

Marian Krupicka, Secretary

431.1 Overdue Fines

431.1-1 Most collections do not incur overdue fines. The exceptions are: console games, Hot Picks, ~~Trending~~, iPods, tablets, vinyl records, record players, Library of Things, LeapPad and Launchpad tablets, Launchpads, Rokus, Parenting Packs, Nature Packs, and STEM Kits.

431.1-2 Fine calculation starts with the first day after the due date and is counted for every day the library is open. The maximum fine is equivalent to the overdue fine multiplied by 42 days or the price of the items, whichever is less.



433.3 — Suspension of Family Privileges

~~Borrowing privileges may be suspended for a patron and all members of the patron's immediate family (spouse, child, parent, sibling) living at the patron's address if total fees and fines for the family exceed \$100.00. Once fees and fines for all family members have been paid borrowing privileges will be reinstated.~~



432 Homebound Services

432.1 Eligibility

An institution or individual must have a valid Indian Prairie library card.

432.1-1 Individuals

Any person residing within the Indian Prairie Public Library District and who is temporarily or permanently unable to come to the library due to a physical limitation, illness, advanced age or short term convalescence is eligible for homebound service. A doctor's certificate may be required.

432.1-2 Institutions

Any residential institution located within the Indian Prairie Public Library District is eligible for homebound service in order to serve the needs of the institution's residents.

432.2 Materials

Any circulating item can be requested for homebound delivery as well as interlibrary loans. Exceptions may apply to such as Library of Things items, equipment, **the Trending collection**, new materials and high demand items. Indian Prairie reserves the right to decide whether or not a specific item can be supplied. A patron may have up to 20 items delivered to them at one time.

432.3 Loan Period

Items are checked out for 8 weeks for most items. Items can be renewed as permitted by library policy. Borrowing privileges will be suspended when an item is six weeks overdue.

432.4 Fines

Fines will be waived; however, the patron, whether individual or institution, is expected to return materials when due and is responsible for the replacement cost of lost or damaged items.

432.5 Deliveries

Deliveries are scheduled according to **the delivery schedule provided by community assisted rides**, availability of volunteers and staff. The patron must notify the **Homebound Services Coordinator** Programming and Outreach Strategist forty-eight hours before the scheduled delivery to make changes or additions. ~~Library items will not be left unattended or unsigned for.~~

603 Foods and Beverages

Light snacks and beverages in covered containers are allowed in the library, however food may not be eaten at the computers. Patrons may be asked to take the food to the Café. **Food preparation or warming/cooking equipment and appliances are not allowed.** Patrons will be asked to dispose of a beverage or snack or to leave the library if their behavior disturbs others. Patrons are responsible for **trash and** any damage caused by foods or beverages that they have in their possession. See Policy 670 regarding alcoholic beverages.

Executive Director's Report April 2025

Upcoming Events for Trustees:

A Trustee workshop on the basics of being a trustee will be held at the Orland Park Public Library on Saturday, May 17 from 10 a.m. to 12 p.m. Speakers are Rene Leyva, Director of Fossil Ridge Public Library and Jennifer Hovanec, Director La Grange Public Library.

The annual LACONI Trustee Banquet is scheduled for Friday, May 30th at 6pm at the Nineteenth Century Club in Oak Park.

Please let me know if you are interested in attending either of these events.

Federal Funding Cuts:

On March 14th, President Trump issued an Executive Order mandating the elimination of several agencies, including the Institute of Museum and Library Services (ILMS). IPPL does not directly receive IMLS funds, however the Illinois State Library does count on these funds to help sustain library services in underfunded areas. A breakdown of the impact is attached to my report.

National Library Week:

National Library Week was April 6 - 12 and we celebrated all week long! There was an all-ages library scavenger hunt, pop up demonstrations in the lobby and a Starbucks coffee raffle for those that told us why they love their library. Mary, Jamie and Maria planned a lot of fun (and food!) for the staff over the course of the week.

ILA Award:

Amy Merda nominated Kate Kresek for the Oberman and Rich Reaching Forward Conference Grant and I am pleased to report that Kate won! This award recognizes the contributions of a support staff member to the library community and the role of support staff in libraries. Kate will receive free registration to this year's Reaching Forward Conference, an overnight stay at the conference hotel, \$50 for expenses, and a framed certificate. She will be presented with the award at the conference in May.

Here is what Amy wrote about Kate when applying for the grant:

Why I think Kate Kresek deserves to attend Reaching Forward: Kate Kresek is a valued member of the Programming and Outreach Department here at the Indian Prairie Public Library. In her role as a Specialist, she has brought numerous innovative programs to IPPL guests and to fellow staff using information she gleans through her research and networking. She has a personal drive to continually learn about programming and outreach opportunities in webinars and more to share with the IPPL community. As her supervisor, I am lucky enough to see first-hand her hard work and knowledge-seeking blossom into amazing experiences for our guests. I am 100% sure her attendance at Reaching Forward this year will translate into more amazing opportunities for the IPPL community. In the last twelve months, there are multiple examples of her programming creativity in action. In 2024, Kate worked with staff on another successful Volunteer Fair, a partnership program which connected adults, teens, and families with local organizations that saw community attendance of more than 80 guests. Because of her experience with the fair, Kate floated the idea of a Trades Fair with other staff, and now that new program will be occurring in spring of 2025. Sharing her ideas with others in the department has also made other wonderful things happen for our community. For example, when Kate received information on the Ravensburger puzzle grant, she immediately shared it with another staff member who is offering a puzzle challenge this summer. That staff member took that

information, applied, and we ended up receiving the grant. In January of this year, Kate offered another successful Martin Luther King Day of Service Program, which offered all ages in the community a drop-in opportunity to create blankets for babies as part of the Camden's Comfort Project. Over 80 blankets were created by more than 40 guests, some of whom stayed for hours. Also in January, Kate launched a new Spice of the Month monthly pickup program for adults, which has been very well received by the community. Guests also even email her photos of completed dishes using the featured spice! Kate frequently researches unique opportunities to bring to our location in Darien. For example, Kate booked IPPL as a stop on the Wreaths Across America traveling exhibition in 2024. Over two days, many local veterans and community members visited the parking lot exhibit, which opened with a morning wreath laying ceremony attended by community members, including IL State Representative Nicole La Ha and members of a local VFW post. In 2025, she plans to bring a traveling Science Center to IPPL in the summer and is looking forward to working with the Chicago History Museum to bring a temporary poster exhibit featuring information on Camp Douglas to IPPL this fall.

Personnel:

Raissa Moraes Vinagre Oliveria started on April 2nd as a Guest Services Page.

Tech & Maker Specialist Kate Ouwenga is moving on to a new role at Downers Grove Public Library as of April 11. This full-time position will be replaced with two 25-hour Specialists which will give the department more flexibility in coverage.

GS Associate Michaela Rakos is moving on from IPPL to a full-time role in the healthcare field. Her last day is April 18. She will stay on as a substitute.

P&O Teen Librarian Sarah Zagotta is moving on to a new role at Glen Ellyn Library. Her last day is May 2.

Summer Reading:

Republic Bank is once again generously sponsoring Summer Reading prizes for teens and adults with a donation of \$2,200. This year, the prize for first completed log is a reusable grow pot.

IPPL Foundation & Friends:

The Book Sale brought in \$207 and we received \$14 in movie donations in March.

Library Giving Day was Tuesday, April 1st and the Foundation received \$1,421 in donations.

Meetings:

- 3/25 Person-In-Charge Training
- 3/27 Department Head Meeting
- 4/10 Department Head Meeting
- 4/16 Director's Meeting @ Thomas Ford Library
- 4/16 Library Board Meeting

In March, I had 30 one-on-ones with staff.

Submitted by:
 Laura Birmingham
 Executive Director



Federal Funding for Libraries in Illinois: IMLS/LSTA

Administered through the Institute of Museum and Library Services (IMLS), the Library Services and Technology Act (LSTA), the only federal program that exclusively covers services and funding for libraries, provided \$5.7 million for Illinois Libraries in FY2024 under the Grants to States Program. **Please support LSTA funding in the FY2025 federal budget; over 11.8 million Illinoisans reside in public library service areas which benefit from this funding.**

In FY2024 this funding impacted Illinois libraries through:

Efficiently Sharing Resources: 11 million items were transferred among more than 1,700 public, school, academic, and special libraries in Illinois. LSTA-supported resource sharing allowed for ground delivery services provided by the regional library systems and at no-charge to Illinois residents who requested the library materials. No one library can own everything; and sharing resources between libraries benefits library users across the entire state.

Additionally, through subscriptions for WorldCat Discovery/FirstSearch services Illinois libraries conducted nearly 1 million citation searches between July 1, 2023 and June 30, 2024 to serve their library patrons and support their library operations. Academic and college libraries constituted (263,379) 28% of searches; public libraries (65%) 610,099; K-12 school libraries (5%) 47,157 and special libraries such as medical, law, corporate, and government (2%) 17,254. Use of these services allows libraries to identify and access the resources that are required to meet the expectations of their patrons.

Project Next Generation Grants: This initiative is designed to educate at-risk students and bridge the digital divide. Public libraries work closely with their school districts to identify needs; since its 2000 inception, thousands of teens benefited. In FY2024, 30 libraries received more than \$500,000 in funding to enhance students' abilities to deal with life experiences, develop critical thinking skills, and prepare for the future. The program is designed to immerse students in learning while providing access to computers, software, and technologies. The Peoria Public Library received \$12,500 to implement "Project Next Generation Mini Stem Activities" at its Lincoln Branch. Other communities benefitting from this program included Normal, Highwood, Chicago Ridge, Carbondale, Evanston and Glen Carbon.

Public Library Programming: Administered by the Northbrook Public Library, the "Illinois Libraries Present" initiative allows over 200 public libraries to afford high quality online programming for their patrons that would be cost prohibitive for single libraries to hold on their own. The program affords public libraries access to nationally known speakers and authors at no cost to the public they serve.

Professional Development: The Illinois Library Association receives funding from the Illinois State Library and partners with the Reaching Across Illinois and the Illinois Heartland library systems to provide library leadership training for library directors, those who are brand new or those newer to the position, via "Directors' University." These programs enable library leaders to make the most out of local tax dollars which support the bulk of public library operations in this state.

Questions? Contact Executive Director Cynthia Robinson, crobinson@ila.org, 312-644-1897

Illinois Library Association
560 W. Washington Blvd, Suite 330 Chicago, IL 60661
o: 312-644-1897 f: 312-644-1899 w: ila.org



Illinois Public Libraries by the Numbers FY2024²⁸



Illinois has **640** Public libraries with a service area population of **11,807,164**.*

4,019,072 Illinois residents have library cards, about **32%**.

Illinoisans checked out **990,685,270** materials – that's **7** per resident or **23** per card holders.

E-books, e-audiobooks, and e-videos were downloaded **16,763,660** times.

Illinois residents visited libraries **36,260,689** times.

4,096,023 Illinoisans attended **218,009** library programs either in person or virtually.

Illinois residents connected to library Wi-Fi **23,703,627** times.

Illinois libraries do all this for only **\$72** per person!



Illinois Library Association
560 W. Washington Blvd, Suite 330 Chicago, IL 60661
o: 312-644-1897 f: 312-644-1899 w: ila.org

**1 Million Illinois residents do not have public library services.*

Deputy Director's Report: March 2025

Building & Grounds:

We're getting ready for the boiler replacement project in May. Premier Mechanical has come by to expand the concrete pad in the basement where the two smaller, more efficient boilers will sit. They have also been discussing various methods of getting the two boilers downstairs with us. We have settled on a plan where they will use temporary scaffolding in the stairwell on the north side of the building to lower the boilers into the basement, then they will slide them over to the correct spot on the south side.

Additionally, Joe closed 26 building tickets in March. Highlights include: 1) Installed new locks on two restroom doors that have vacant/occupied indicators visible from the outside, 2) Added a power outlet high up on a wall in the GS/RS workroom for the network extender, so it wouldn't get dislodged so much by passing carts, and 3) Replaced the old T&M Department Head's desk with a new one that works better for the space.

Meetings:

Tech & Maker department meeting, 3/12

Department Head meetings, 3/13 & 3/27

Library Board meeting, 3/19

Regular check-in meetings with Joe, twice/week (ongoing)

Regular check-in meetings with Tony, once/week (ongoing)

Regular check-in meetings with Jack: 3/5, 3/11, 3/18

Regular check-in meetings with Anthony, Kate, Gail C, Kasra, Megan, Bhargavi, Luke (twice/month on average)

Staff Training:

I had several onboarding meetings with Sharon, our new Head of Tech & Maker, where we went over topics such as LibCal, scheduling tools, OneDrive & SharePoint, the Tech Desk, and more.

I also conducted PIC training about closing procedures and unattended children.

Technology Highlights:

Sadly, the test runs for the Microsoft tenet migration failed for the sixth week in a row in March and so I called a stop to the process and asked for a meeting with our IT consultants. After some discussion about how to best approach the issues at hand, we decided to delay any further attempts until Memorial Day weekend. We are closed for two days in a row during this time, which is an unusual occurrence, and the 60 straight hours when we are not operating gives the consultants a much larger and more comfortable window, they can use to re-run migrations that throw errors and do any other necessary troubleshooting. Overall, it seems likely that scheduling the migration for this time will give us the largest overall chance of success.

Tony closed 51 technology tickets in March. Highlights include: 1) Troubleshooting an issue with the phone system routing return calls to the wrong person, 2) Configuring Sharon's computer so it connects to the proper printers, and 3) Troubleshooting an issue with the TV timer on the Mid-Kids Switch TV.

The WorkNet DuPage Kiosk stats for March were 16 sessions.

Report Submitted by: Kristen Lawson

**Jill Yott, Communications Coordinator, Report for Board of Trustees
March 2025**

In the Gallery—March

1st and 2nd Floor Gallery: Darien Woman’s Club Annual Art Show
Display Cases: Darien Woman’s Club Annual Art Show

Notable Projects/Meetings/Workshops

- Jill attended March Board Meeting to present logos.
- Met with Sharon to talk about story for newsletter.
- Worked on Caudill, Monarch, and Bluestem booklists with designer; Fernanda printed for the new display. I updated on the web.
- Started working on summer reading fliers with designer
- Started working on summer reading video with Amy and her team.
- Met with Kristen regarding Maker Studio signs.
- Had regular 1-1 meetings with Laura.
- Fernanda worked on National Library Week scavenger hunt items.
- Had regular 1-1 meetings with Fernanda.
- Had 1-1 call with Patron Point.
- Worked on summer reading registration and email campaign set up.
- Created signs for the Volunteer Fair.
- Finalized the last piece for the Memory Kits for Jeanine.
- Created new spice club flier.

June/July/August 2025 Newsletter

Library staff submitted programs for March 13; reviewed the programs and wrote content for the newsletter.

Outreach

- Pulled together the outreach items for P & O team’s visits in February.
- Put an ad for Summer Volunteering in the Hinsdale South High School *Stinger* (below)

Website

- Did minor updates to the site as requested by Kristen, Gail, and Jordan.
- Updated the home page to reflect the currently happenings in the library.
- Updated the Maker Studio website per Kristen’s edits.
- Updated the social services page with Joe’s extensive edits.



**Earn service hours as a
volunteer this summer!**

Get all the details: bit.ly/ipplteen25



Indian Prairie
Public Library

401 Plainfield Rd, Darien, IL 60561 • 630/887-8760

Yelp & Google

People are using Yelp and Google to access the library.
February Google website clicks: 3,514
February Google directions: 1,050

February Google phone calls: 481

February Yelp calls: 22

Ryan left us a 5-star review and said . . .

The librarians that work here really make this place special. 😊

General Enews Subscribers

We gained subscribers this month; typical for this time of year.

February 28	22,742
March 31	22,772
Loss/Gain in subscribers	+30

Enews Open Rate

Both the regular enews and regular campaigns had steady opening rates.

Date	Open Rate
Mar. 4	37 percent
Mar. 11	38 percent
Mar. 18	35 percent
Mar. 25	35 percent
Recommends	49 percent
Birthday Campaign Open Rate	54 percent
Anniversary Campaign Open Rate	48 percent
Library Welcome Emails	
Welcome one	75 percent
Welcome two	65 percent
Welcome three	59 percent

Social Media

March social media grew by a small margin, with the exception of X and YouTube. We are not active on YouTube; this is not surprising to have no growth.

Likes/Follows

Social Channel	Likes/Followers	+/- (February)
Facebook (likes)	2,550	+2
Facebook (follows)	2,846	+4
Instagram	1,245	+11
X (formerly Twitter)	1,119	-5
LinkedIn	257	+1
YouTube	220	No change
Threads	224	+2
BlueSky	82	+12

Popular Facebook, Instagram, and Threads posts

Fernanda has been doing reels weekly on our Facebook and Instagram; these reels do well engagement-wise. From highlighting the Library of Things to the Seed Library and the Darien Woman's Club Art Show, it's fun to see her vision come to life. As far as the most popular posts, the posts below had the most engagement in March, which included Illinois Philharmonic ticket giveaway; us hosting the Willowbrook Burr Ridge Chamber of Commerce; a recap of the Book Art Workshop; a recap of the Trades Fair; and families enjoying themselves at our activity table.



IPO Tickets! We once again are participating in Check Out IPO, the program that introduces IPPL guests to live classical music with our partner Illinois Philharmonic Orchestra. As part of the program, w...

Photo · Mon, Mar 17



The Willowbrook/Burr Ridge Chamber of Commerce held their monthly meeting at the library in the Keshav Sanghani Meeting Room. During their meeting, Librarian Joe P. presented library...

Photo · Wed, Mar 5



Our friends had a blast at Book Art Workshop, where they created beautiful art pieces from discarded books. Want to see what adult programs we have coming up? Check these out! • Golf Fitness:...

Photo · Fri, Mar 7



Thank you to everyone—both vendors and attendees—who came out to explore potential new careers at our Trades Fair last weekend.

Photo · Mon, Mar 24



We are all smiles at IPPL! These families are enjoying the activity table on the second floor of the library, which hosts themed activities for kids. Not only are kids having fun making an activity ...

Photo · Sat, Mar 22

Guest Services

March 2025

Circulation

The total checkouts and renewals for March were 55,402

70% of our checkouts and renewals were done by self-service. 26% of our checkouts and renewals were done at the desk, and 4% were done at the drive-up.

We had 34,289 in-person visitors in March.

We had 688 patrons use the drive-up in March.

We checked out or renewed 2,349 items at the drive-up. 1,097 holds were placed in March for pickup at the drive-up.

*Any increase/decrease in stats is due to the implementation of autorenewals and or no mobile checkout

Community

Passports: We accepted 98 passports in March.

License plate sticker renewals: We sold 33 License plate stickers in March

Library Cards: We issued a total of 185 library cards. There were 71 non-resident and 114 resident library cards. 23 were initiated remotely.

Total number of IPPL Library cards: 27,577

Birthday gift: We handed out 28 birthday gifts in March.

Cindy Maiello Gluecklich

Head of Guest Services

Circulation Statistics														
	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
Month	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	
July	87,602	80,022	75,425	67,595	59,767	65,323	64,326	38,174	48,269	50,710	58,718	62,630		
Aug.	77,621	72,824	67,971	63,720	56,603	61,591	60,815	44,438	44,949	50,259	61,685	60,057		
Sept.	65,873	64,241	57,006	53,375	48,001	43,966	55,401	44,419	40,926	42,524	53,672	46,430		
Oct.	70,857	65,894	60,141	56,236	51,829	56,250	56,681	45,228	43,085	42,952	56,408	54,050		
Nov.	68,912	64,203	59,906	53,280	51,105	53,902	53,513	43,386	42,654	43,005	51,651	51,652		
Dec.	62,642	62,656	56,512	50,932	48,477	51,627	50,504	39,447	42,669	41,917	52,438	48,516		
Jan.	71,590	69,608	64,231	58,950	53,767	56,972	57,138	42,870	47,860	44,846	57,406	56,726		
Feb.	65,225	60,286	60,625	54,369	52,259	53,962	54,801	40,445	42,102	42,325	53,832	50,864		
Mar.	74,816	64,857	65,904	61,856	58,144	59,223	33,850	46,377	47,000	48,922	57,801	55,402		
Apr.	68,376	71,904	60,424	54,820	52,453	54,270	11,631	29,586	44,598	43,707	54,511			
May	61,687	62,018	58,528	54,893	51,329	54,751	15,670	45,473	42,153	43,553	49,626			
June	74,986	71,702	71,568	60,867	60,743	59,443	26,631	46,565	47,887	51,985	60,675			
Yearly														
Total	850,187	810,215	758,241	690,893	644,477	671,280	540,961	506,408	534,152	546,705	668,423	486,327	0	
& Ill sent added ^Missing data--used an average number to get a total *Parking lot construction #Covid 19 \$-closed 2 weeks														

Programming and Outreach Department – March 2025

Community

On Feb. 3, Laura Warner, Youth Specialist, represented IPPL at the Creative Youth Art Fair, hosted by the Darien Women's Club, held at Cass Junior High. She shared information on library services and shared an origami activity with 103 community members.

Amy Merda, Dept. Head, facilitated an outreach activity visit at Lakeview Junior High's Spartan Hour, providing "big game" opportunities to 28 middle schoolers.

Jean Carroll, Adult Librarian, and Kate Kresek, Adult Specialist, provided mobile library service on Mar. 11 to 19 residents at Harvester Place Senior Living, which resulted in 9 checkouts and multiple browsing and connection opportunities.

Also on Mar. 11, Laura Warner visited Anne M. Jeans School to facilitate a Keva Plank challenge with 42 students in the Community House after-school program.

Erin Fergus, Senior Librarian, hosted a field trip of 35 Elizabeth Ide School preschool students, teachers, and their families at IPPL on Mar. 12.

On Mar. 13, Sarah Zagotta, Teen Librarian, represented IPPL at the Dist. 86 Parent Network Summer Opportunities Fair at Hinsdale South High School, interacting with 14 community members and networking with school staff.

Sarah Zagotta returned to Hinsdale South on Mar. 20 for the Dist. 86 College Fair. She promoted the CollegeNow database and provided information on summer opportunities to 61 attendees.

On Mar. 18, Kate Kresek and Jean Carroll provided mobile library service to 9 residents at Eden Vista Burr Ridge, which resulted in 14 checkouts and 3 holds.

On Mar. 21, Jean Carroll provided mobile library service to 11 residents at Burr Ridge Senior Living, which resulted in 2 new resident cards, 6 holds, and 16 checkouts.

215 seed packets were taken for use by guests from the Seed Library, which is maintained by Betty Cornfield, Associate, and generously sponsored by the Darien Garden Club.

Programs – March 2025

In March, we had 69 programs attended by 2,756 guests.

Early Literacy/Families

3/5	1,000 Books Before Kindergarten Storytime	Jordan	27
3/8	Arabic Storytime	Erin	30
3/11	Talented Toddlers	Amy (Beth)	28
3/12	Talented Toddlers	Beth	32
3/14	Baby Brilliance	Erin	22
3/17	Preschool Play	Erin	31

3/18	Talented Toddlers	Amy (Beth)	31
3/18	Playing with STEM	Erin, Beth	20
3/19	Talented Toddlers	Beth	32
3/21	Baby Brilliance	Erin	23
3/24	Preschool Play	Erin	31
3/25	Talented Toddlers	Amy (Beth)	29
3/26	Talented Toddlers	Beth	36
3/28	Baby Brilliance	Erin	24
3/31	Preschool Play	Erin	11

Attendance for the Arabic storytime was robust due to an email Erin sent to the principal of Quran Blossoms Preschool with the information and a link to register. The day she sent out the information and the administrator shared this information with their preschool's families, registrations filled up. The event was a big success.

Playing with STEM is a new event Erin is trying out to boost the early literacy (ages 3-6) science programs. The program consisted of 4 stations focusing on learning about bees. Children explored sensory bins filled with small felt bees, flowers, paper tubes, and pom-poms where they were encouraged to use tweezers to count and make patterns. They learned about how bees pollinate using crushed cheese puffs and matched patterns to build honeycomb structures. With the help of Beth Skolba, the children pretended their Sphero robot was a bee to "fly" to all the paper flowers scattered on the carpet. Later, Erin heard from one of our regular patrons who attended with her grandchildren that she and the kids really enjoyed the program. Other seasonally appropriate topics will likely be explored in the future.

Mid-Kids

3/1	Mini-Detectives Drop-In	Laura	16
3/12	Read to a Pet	Amy	9
3/17	Art Buddies: Clay Sculptures	Amy	14
3/20	STEAM Madness	Laura	10
3/26	Homeschooling SMART: Weather Wonders	Laura	14

Mini Detectives Drop-In concluded our Pages with Police programming for the year. Two Willowbrook police officers brought detective activity kits where kids could dust for finger prints, compare types of fingerprints, and discuss safety in the community.

STEAM Madness was a 4th-6th grade STEAM program at the end of March. Guests were challenged to work as a team to build a mini basketball hoop and catapult for a ping pong ball with a limited set of supplies. One group used geometry they learned in school to create a stable catapult that could consistently get the ping pong ball into the hoop. Another group tested different materials and methods to build a hoop that would stand up on its own until they found a method that worked. The kids had a blast combining their background knowledge of math and science, creativity, and interest in basketball through a hands-on collaborative project.

Teens

3/11	Middle School Dungeons & Dragons	Sarah	2
3/13	Try Snacks Around the World: Belgium	Sarah	7
3/16	Teen Drop-In Volunteer Hour	Sarah	3
3/22	Trades Fair	Kate, Sarah	98

Adults

3/2	Seed & Plant Exchange	Amy	78
3/3	Remember When...?	Jean	34
3/4	Illinois Libraries Present: Coralie Adam	Jen	3
3/5	Online: Chair Yoga	Kate	31
3/6	Learn Spanish for Adults (6-week class)	Beth	16
3/6	Thursday Afternoon Movie: Unsung Hero	T.J.	23
3/12	Online: Chair Yoga	Kate	33
3/13	Learn Spanish for Adults (6-week class)	Beth	16
3/19	Online: Chair Yoga	Kate	27
3/20	Thursday Afternoon Movie: The Wild Robot	T.J.	16
3/20	Golf Fitness	Kate	22
3/20	Learn Spanish for Adults (6-week class)	Beth	14
3/23	Neil Diamond Tribute Concert	Jean	103
3/25	Puzzle Swap	Jean	44
3/26	Adult Dungeons & Dragons	Sarah	20
3/26	Online: Chair Yoga	Kate	31
3/27	Learn Spanish for Adults (6-week class)	Beth	14
3/30	The Disappearance of Molly Zelko	Kate	21

Denny Diamond was a huge hit. Over a dozen people who were on the waitlist came and waited on standby until the start of the concert hoping to get in (good news, they did!). We had 103 people attend - our largest record of attendees for a Sunday Afternoon Concert. Denny performed for over 90 minutes (bonus!) and had the audience waving their hands in the air and singing along to Sweet Caroline. In between songs, Denny kept us entertained with facts about Neil Diamond's life and music. We are so grateful to the IPPL Foundation & Friends for sponsoring such a wonderful event.



Our first Trades Fair took place on Saturday, March 22 with 98 guests attending. They were able to speak with 9 different organizations ranging from the Willowbrook Police Department to Plumbers Local 130 to the Midwest Barber Academy.

Groups

3/1	ESL Conversation Group	Joe	5
-----	------------------------	-----	---

3/3	Adult Chess Drop-In	Laura	10
3/6	Nonfiction at Night Book Discussion	Joe	7
3/13	Crime Readers: Age of Vice	Tori	11
3/10	Adult Chess Drop-In	Laura, Sarah	11
3/15	TASC Meeting	Sarah	4
3/17	Novel Idea	Jen	15
3/17	Adult Chess Drop-In	Jean	12
3/24	Adult Chess Drop-In	Jean	12
3/27	Genealogy Group	Joe	24

Passive and Pop-Up Programs

Early Literacy/Mid-Kids

3/1-3/31	Scavenger Hunt: Find the Penguins	Beth	78
3/1-3/31	Baby Book Bees registrations	Jordan	1
3/1-3/31	Baby Book Bees completions	Jordan	1
3/1-3/31	1,000 Books Before Kindergarten registrations	Jordan	7
3/1-3/31	1,000 Books Before Kindergarten completions	Jordan	1
3/1-3/31	AISLE brochure turn-ins	Jordan	18
3/1-3/31	AISLE voting ballot turn-ins	Jordan	5
3/1-3/18	St. Patrick's Day Coloring	Beth	290
3/3-3/30	Ramadan Coloring	Erin	325
3/3-3/17	Leprechaun Coloring	Erin	200
3/18-3/31	Ramadan Color by Number	Beth	265
3/21-3/30	Basketball Coloring	Erin	225
3/31-	Bunny Coloring	Erin	50
3/31-	Little Makers @ Home: Bigger or Smaller	Erin	50

Teen

3/1-3/31	Teen Post	Sarah	8
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Adult

3/1-3/31	Adult Puzzles in Café	Kate	40
3/4	Pick-up Program: Spice of the Month: Basil	Kate	20

Submitted by:

Amy Merda, P & O Dept. Head

4/10/25

Resource Services March 2025 Report

Submitted by Gail Graziani, Head of Resource Services

Collection Updates

- Jordan Calabrese, Youth and Teen Resource Services Librarian, collaborated with tech-focused staff to select, order, process, and move the new AISLE Award books to the Kids & Teens shelving, and relocated last year's Award books. Jordan also worked closely with the Communications department on signage, brochures, and marketing.
- Tori Castro, Resource Services Librarian, coordinated with Melanie Alcantara, Resource Services Acquisitions Specialist, to create shelf labels for the Large Type and Graphic Novel/Manga collections.
- Jeanine Clinton, Resource Services Librarian, updated the Adult World Language collection, including adding shelf labels in each language and purchasing new titles.
- Anna Hinkley, Resource Services Specialist, and Jeanine Clinton, Resource Services Librarian, oversaw updates to the Cooking subcategories to improve the collection's organization, including updating spine labels and catalog records.
- Jen Ripka, Resource Services Librarian, planned and coordinated the forthcoming Community Picks display which will highlight suggestions from the community.
- Diane Nickolaou, Resource Services Associate II, and Melanie Alcantara, Resource Services Acquisitions Specialist, created shelf labels for the magazine collection to aid in locating materials.
- T.J. Szafranski, Senior Resource Services Librarian, worked with Jill Yott, Communications Coordinator, to facilitate the rollout of Chicago Tribune digital access on the library's website.

Collection Totals

Print Books	98,735
A/V Materials	34,365
Other Materials (Kits, Devices, Games, Puzzles)	1,425
Total Physical Formats	134,525
eBooks (eMediaLibrary & Hoopla)	1,070,082
eAudio & eMusic (eMediaLibrary & Hoopla)	788,421
Digital Video (Hoopla & Kanopy)	68,568
Total Electronic Formats	1,927,071
TOTAL Physical & Electronic Materials	2,061,596

Library Displays

1st Floor

- Get your greens!
- Midwest March
- March Madness
- Spring Cleaning

2nd Floor

- Women's History Month
- Celebrating Ramadan
- Celebrating St. Patrick's Day
- Celebrating Holi

Monthly Highlights

- T.J. Szafranski, Senior Resource Services Librarian, and Gail Graziani, Head of Resource Services, presented on IPPL’s databases, including Consumer Reports, Transparent Language, Illinois Legal Forms, and Morningstar, at the March Board of Trustees meeting.
- Jen Ripka, Resource Services Librarian, serving as a chair of the ALA SustainRT Committee, worked with the committee to compile a book list on “Top Sustainability titles for Children.”
- Joe Popowitch, Resource Services Librarian, facilitated the spring meeting of the Suburban Chicago Historical Networking Group, held at IPPL.
- Jeanine Clinton, Resource Services Librarian, added new items to the Library of Things collection, including a radon detector and a magnetic sweeper.
- Tori Castro, Resource Services Librarian, researched options for adding the Homebound Program application as a fillable form to the website.
- Jordan Calabrese, Youth and Teen Resource Services Librarian, as part of IPPL’s annual Write-On program committee, booked a children’s author to participate in the November 2026 event.

On-Call Librarian Interactions

Assistance	130	65 phone / 51 in-person / 13 chat / 1 email
Reference	187	52 phone / 125 in-person / 6 chat / 4 email
One-to-One Training	10	3 phone / 7 in-person
Readers’ Advisory	5	1 phone / 4 in-person
Directional	8	5 phone / 3 in-person

Resource Services Strategic Plan Initiatives

- *Expand and elevate services to seniors:* The library’s Homebound Program procedures were updated and a new application created; staff facilitated the annual AARP Tax-Aide program, and; following a request, staff initiated a new afternoon book group that meets quarterly.
- *Support business partners and local Chambers:* Resource Services staff presented on IPPL’s business resources at the March 2025 meeting of the Willowbrook / Burr Ridge Chamber of Commerce.
- *Increase partnerships with local government agencies and organizations:* Joe Popowitch, Resource Services Librarian, organized a new group bringing together local historical societies for collaboration and joint programming. Joe is also a member the Neighbors Together group which supports the work of Literacy DuPage.

Community

- Tori Castro, Resource Services Librarian, checked out 86 items for Homebound program delivery, and prepared discussion questions for 16 outside book groups.
- Joe Popowitch, Resource Services Librarian, coordinated five Veterans History Project volunteer hours and 2.75 general volunteer hours.

Programs

Date	Name	Program	Attendance
3/01/25	Joe	In-Person ESL Conversation Group	5
3/05/25	Jordan	1,000 Books Before Kindergarten Storytime	27
3/06/25	T.J.	Thursday Afternoon Movie	23
3/06/25	Joe	NonFiction at Night Book Group	7
3/13/25	Tori	Crime Readers Book Group	11
3/14/25	Jen	Illinois Libraries Present: Coralie Adam	12
3/15/25	Joe	In-Person ESL Conversation Group	4
3/17/25	Jen	Novel Idea Book Group	15
3/20/25	T.J.	Thursday Afternoon Movie	16
3/27/25	Joe	Genealogy Group	24

Youth Passive Programs

Program	Engagement
Monarch Challenge	9 completed brochures turned in
Bluestem Challenge	5 completed challenges turned in
Caudill Challenge	4 completed brochures turned in
1,000 Books Before Kindergarten	7 registrations
Baby Book Bees	1 registration and 1 completion
100 Books Before Graduation	1 completion
Mid-Kid Book Bags	n/a

Continuing Education & Contributing to the Profession

- T.J. Szafranski attended the following webinars/meetings:
 - Chicago Tribune Digital Pilot Program (RAILS)
- Jen Ripka attended the following webinars/meetings:
 - Foundations of AI in Libraries eCourse (Library Journal)
 - Town Hall Meeting on IMLS Advocacy (ALA)
 - SustainRT Chairs Meeting
 - SustainRT Committee Meeting
- Jeanine Clinton attended the following webinars/meetings:
 - Cataloging Equipment (CMC)
 - Reference Basics (RAILS)

Technology & Maker Services Board Report

March 2025

Classes/Programs

Number of Classes: 11 Total Attendance: 110

Maker Programs

Date	Time	Class	Audience	Instructor	Attendance
3/1	10-11am	Intro 3D Printing	Kids	Jack	11
3/13	6-730pm	Sublimation Mugs	Kids	Jack	12
3/22	930-11am	Jewelry making	Adults	Kate	11
3/24	630-8pm	Rolled Paper Flowers	Adults	Kate	11
3/27	6-730pm	Scented Candles & Bath Bombs	Kids	Jack	11
3/31	630-8pm	Intro to Circular Knitting Machines	Adults	Kate	6

Technology Programs

Date	Time	Class	Audience	Instructor	Attendance
3/10	6-730pm	Canva basics	Adults	Ann	9
3/11	930-11am	iPhone Basics	Adults	Ann	7
3/19	4-5pm	Ozobot Coding with Color	Kids	Jack	15
3/25	6-7pm	Professional Communications Essentials	Adults	PRC	6
3/26	4-5pm	LEGO Robotics	Kids	Jack	11

Statistics

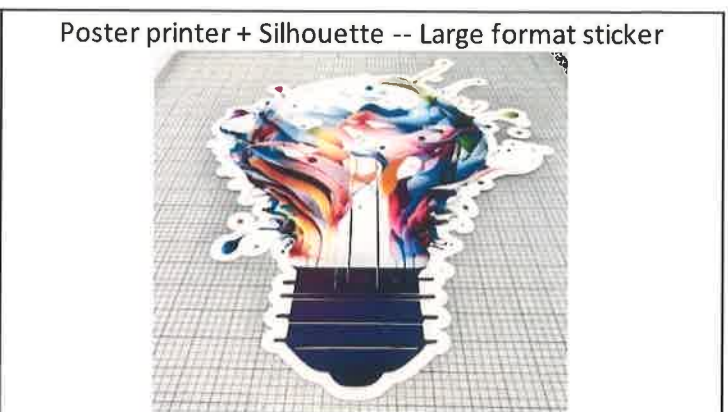
- Computer Usage
 - Adult Users: 1652 Hours: 1361
 - Adult laptop: 6 Hours: 10
 - K&T Users: 545 Hours: 288
 - K&T Laptops: 6 Hours: 5
- Technology Desk Assistance- 1051
- 1-on-1 Training- 1
- Wireless Usage- Total Unique Access: 9903

Classes/Programs

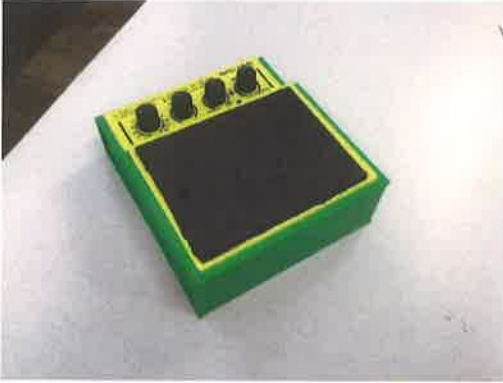
Made in a class



Made Using Equipment



3D Printer – PLA enclosure for audio equipment



Laser cutter – Engraved YETI-style mug



Statistics

- Maker Assistance- 53
- Maker 1-on-1 Training- 117

Equipment Usage

- 3D Printers- 4
- Button Maker- 7
- Candle Maker- 2
- Cricut (Vinyl)- 6
- Digital Editing (iMac)- 1
- Embroidery Machine- 27
- Heat Hat/ Mug Press - 31
- Knitting Machine- 4
- Laminator - 0
- Laser Cutter- 32
- Poster Printer- 23
- Serger- 2
- Sewing Machine- 7
- Silhouette (Vinyl)- 3
- Sizzix (die cut/embossing)- 2
- Sublimation Printer- 19
- White Toner Printer – 12
 - Total : 182

Outreach & Projects

- Luke took photos of the new Bambu 3D printer and circular knitting machine

- Luke helped train Sharon at the Tech Desk and in the Maker Studio, helping her to learn the equipment and procedures in each area. Luke also worked with Gail to improve her sewing skills by creating a bolster pillow / tube cat.
- Luke 3D-printed a new PLA handle for the Bambu printer, which had arrived with a chipped handle for the outer door to the printer.
- Luke researched alternate, improved options for a new poster printer to potentially replace the current Epson which has a history of leaving ink blobs when printing on glossy paper.
- Luke is putting the finishing touches on a couple of his programs, including the Intro to the Digital Darkroom class and Pendant Necklace class.
- Kate updated the Machine Maintenance Manual to include more specific instructions for the maintenance schedule. She took photos while Jack taught Gail how to take regular care of each machine.
- Jack has completely recreated the lost Sewing how-to document on SharePoint for staff use.
- Jack worked with Gail and Kate to create a how-to document for the new Bambu 3D printer.
- Jack is investigating the feasibility of incorporating a Kniterate software-led knitting machine.
- Sharon has practiced using the laser cutter, knitting machine, embroidery machine, 3D printer, poster printer, sublimation printer, heat press, Sissix and Silhouette.
- Sharon is working with Gail to improve user manual for creating Publisher files on a laptop and printing files on the poster printer.

Submitted by Sharon Byerly, April 2025

STATISTICS FOR	Mar-25	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Circulation</u>					
Adult	22,835	24,385	207,864	218,211	-4.74%
Teen	1,043	1,093	10,345	11,024	-6.16%
Kids	16,279	17,390	144,742	149,637	-3.27%
ILLS Sent	2,759	2,814	24,538	25,613	-4.20%
TOTAL	42,916	45,682	387,489	404,485	-4.20%
Electronic Circulation	12,486	12,119	98,838	99,126	-0.29%
GRAND TOTAL CIRC.	55,402	57,801	486,327	503,611	-3.43%
% Reciprocal Borrowing	10%	11%	10%	10%	
Patron Visits	34,977	30,941	273,015	265,526	2.82%
<u>Current Cards</u>					
Resident	114	172	25,173	24,945	0.91%
Non-Resident	71	103	2,404	2,259	6.42%
TOTAL	185	275	27,577	27,204	1.37%
<u>Patron Assistance</u>					
Adult - Reference	1,919	2,617	17,386	21,950	-20.79%
Kids - Reference	1,002	1,049	8,166	8,309	-1.72%
Technology - Reference	1,104	1,965	10,232	10,500	-2.55%
TOTAL REFERENCE	4,025	5,631	35,784	40,759	-12.21%
Adult - Other	72	90	500	842	-40.62%
Kids - Other	36	81	265	430	-38.37%
Technology - Other	60	27	831	122	581.15%
TOTAL OTHER	168	198	1,596	1,394	14.49%
GRAND TOTAL ASST.	4,193	5,829	37,380	42,153	-11.32%
<u>ILL/Reserves</u>					
Holds	7,295	7,874	62,242	75,111	-17.13%
ILLs Sent	2,759	2,814	24,538	25,613	-4.20%
ILLs Checked Out	3,604	3,816	47,568	35,802	32.86%
ILLS Received	4,262	4,461	36,918	42,014	-12.13%
<u>Programs - Adult</u>					
# Programs	17	12	131	123	6.50%
Attendance	511	387	3,286	2,469	33.09%
<u>Programs - Tech & Maker</u>					
# Programs	11	20	117	119	-1.68%
Attendance	110	206	1,056	934	13.06%
<u>Individual Technology Training</u>					
# of Patrons	31	139	374	1,466	-74.49%
<u>Groups</u>					
# Programs	10	12	93	95	-2.11%
Attendance	111	109	844	869	-2.88%
<u>Others</u>					
#Programs	0	0	0	0	
Attendance	0	0	0	0	
<u>Programs - Teen</u>					
# Programs	4	7	40	67	-40.30%
Attendance	110	10	394	390	1.03%
<u>Programs - Kids</u>					
# Programs	19	21	171	167	2.40%
Attendance	440	541	4,481	4,026	11.30%
GRAND TOTAL ATT.	1,313	1,392	10,435	10,154	2.77%

STATISTICS FOR	Mar-25	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Passive Programs - Adult</u>					
#Programs	2	2	22	25	-12.00%
Attendance	60	34	1,594	546	191.94%
<u>Passive Programs - Teen</u>					
# Programs	1	1	17	20	-15.00%
Attendance	8	0	873	144	506.25%
<u>Passive Programs - Kids</u>					
# Programs	14	17	122	137	-10.95%
Attendance	1,516	1,586	11,820	13,539	-12.70%
<u>Computers - Patron Use</u>					
Adult Computers	1,652	1,863	14,610	13,996	4.39%
Kids Computers	545	860	5,246	5,824	-9.92%
Teen Laptop	6	4	30	34	-11.76%
Adult Laptop	6	8	64	136	-52.94%
TOTAL PATRON USE	2,209	2,735	19,950	19,990	-0.20%
<u>Hours Used</u>					
Adult Computers	1,361	1,472	12,250	11,150	9.87%
Kids Computers	288	444	2,802	2,756	1.67%
Teen Laptop	5	4	24	33	-27.27%
Adult Laptop	10	10	78	150	-48.00%
TOTAL HOURS USED	1,664	1,930	15,154	14,089	7.56%
Wireless Total Connections	9,903	7,214	74,077	64,837	14.25%
IPPL Total Web Site Access	13,083	12,791	112,738	117,679	-4.20%
IPPL Total Page Views	49,007	45,795	416,073	443,751	-6.24%
Subscription Database Logins	4,707	2,283	43,195	23,864	81.00%
<u>Outreach-Homebound</u>					
Items Delivered	86	135	997	1,458	-31.62%
<u>Volunteers</u>					
Number Active	17	14			
Hours Worked	60	56	852	982	-13.24%
Staff Training Hours	58	70	1,098	594	84.85%
<u>Room Use</u>					
Conference Rooms	788	898	7,075	7,089	-0.20%
Meeting Rooms					
Library	73	81	514	475	8.21%
Non-Library	24	16	165	169	-2.37%
Board Room					
Library	24	18	194	179	8.38%
Non-Library	20	31	171	215	-20.47%

MATERIALS COLLECTION TOTALS FOR PHYSICAL FORMATS - March 2025

BOOKS	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Reference	112	0	0	112
Non-Fiction	29,210	133	728	28,615
Fiction	28,817	259	98	28,978
ADULT TOTALS	58,139	392	826	57,705
KIDS				
Non-Fiction	12,816	80	34	12,862
Fiction	23,320	447	164	23,603
Books + Audio (Vox, WonderBooks)	212	3	0	215
KIDS TOTALS	36,348	530	198	36,680
TEEN				
Non-Fiction	755	9	8	756
Fiction	3,530	110	46	3,594
TEEN TOTALS	4,285	119	54	4,350
BOOK TOTALS	98,772	1,041	1,078	98,735

AUDIO	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Audiobooks on CD	6,052	5	42	6,015
Music CDs	4,326	8	1	4,333
Vinyl Records	30	1	0	31
Playaway	311	0	0	311
ADULT TOTALS	10,719	14	43	10,690
KIDS				
Audiobooks on CD	347	6	0	353
Music CDs	211	0	0	211
Playaway	131	12	0	143
KIDS TOTALS	689	18	0	707
TEEN				
Audiobooks on CD	107	2	4	105
Playaway	20	3	6	17
TEEN TOTALS	127	5	10	122
AUDIO TOTALS	11,535	37	53	11,519

VIDEO	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
DVD & Blu-ray	19,124	71	73	19,122
ADULT TOTALS	19,124	71	73	19,122
KIDS				
DVD & Blu-ray	3,724	15	15	3,724
KIDS TOTALS	3,724	15	15	3,724
TEEN				
DVD & Blu-ray	0	0	0	0
TEEN TOTALS	0	0	0	0
VIDEO TOTALS	22,848	86	88	22,846

OTHER	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Kits (Book Club to Go)	15	0	0	15
Library of Things	98	3	6	95
Devices (Rokus, iPods, Kindles, Record Players)	62	0	0	62
Console Games	549	6	2	553
CD-ROMs	0	0	0	0
ADULT TOTALS	724	9	8	725
KIDS				
Kits (STEM, Book bundles, etc.)	200	0	0	200
Puzzles	22	0	0	22
Tablets (Fire HD, Launchpads)	30	0	0	30
Console Games	335	2	2	335
Board Games - Juvenile	18	0	1	17
KIDS TOTALS	605	2	3	604
TEEN				
Equipment (CD Players, etc.)	25	0	0	25
Console Games	0	0	0	0
Board Games	72	0	1	71
TEEN TOTALS	97	0	1	96
OTHER TOTALS	1,426	11	12	1,425
COLLECTION TOTALS	134,581	1,175	1,231	134,525

MATERIALS COLLECTION TOTALS FOR ELECTRONIC FORMATS - Mar 2025

eBOOKS	Previous Month Totals	+/- Items	Current Totals
Hoopla (ebooks & comics)	1,030,369	11,353	1,041,722
eMedia (OverDrive Consortium)	19,784	-8	19,776
eMedia (OverDrive Advantage)	8,150	207	8,357
Preloaded Adult eReaders	227	0	227
eBook Totals	1,058,530	11,552	1,070,082
AUDIO	Previous Month Totals	+/- Items	Current Totals
Audiobooks			
Hoopla	289,463	6,921	296,384
eMedia (Overdrive Consortium)	7,241	33	7,274
eMedia (OverDrive Advantage)	2,484	81	2,565
Preloaded Audiobook Tablets	181	1	182
Music			
Hoopla	479,974	2,042	482,016
Audio Total	779,343	9,078	788,421
VISUAL	Previous Month Totals	+/- Items	Current Totals
Videos			
Hoopla (includes TV Episodes)	32,646	-456	32,190
Kanopy	34,661	-190	34,471
Preloaded Adult Roku Titles	1,650	13	1,663
Preloaded Family Roku Titles	243	1	244
Visual Totals	69,200	-632	68,568
Total Audio/Visual	848,543	8,446	856,989
Collection Totals	1,907,073	19,998	1,927,071

INDIAN PRAIRIE PUBLIC LIBRARY TREASURER'S REPORT 3/31/2025

Balance on hand as of February 28, 2025.....	3,224,997.21
Cash Receipts for March.....	109,831.38
Cash Disbursements for March.....	363,691.77
Cash on hand as of March 31, 2025.....	2,971,136.82

Investments

Illinois Funds (Money Market) - Average Monthly Rate 4.436%	
General.....	1,342,546.21
MPI Investment (Corporate Fund).....	1,422,792.05
Republic Bank - Savings - Rate 3.11%.....	195,177.98
Republic Bank - Checking General.....	(2,312.89)
Republic Bank - Payroll Account.....	4,441.29
Republic Bank - License Sticker Account.....	7,888.18
Petty Cash/Circulation.....	604.00
Balances as of March 31, 2025.....	2,971,136.82

FUND BALANCES AS OF 3/31/2025

Corporate Fund.....	2,733,597.81
Building & Maintenance Fund.....	(57,006.39)
I.M.R.F. Fund.....	(11,640.35)
Liability Fund.....	(10,295.60)
Social Security Fund.....	(14,425.11)
Special Reserve Fund.....	-
Deferred Taxes.....	148,672.60
Current Liabilites.....	330,906.46
Grand Total All Funds.....	2,971,136.82

53

**Indian Prairie Public Library District
Consolidated Revenue Report for March 2025**

Percent of Year: 75.00

	RECEIVED March 2025	RECEIVED THIS YEAR	PRCT COLL	BUDGET RECEIPTS	UNCOLLECTED RECEIPTS
PROPERTY TAX & LEVY INTEREST					
41100 · Property Taxes	0.00	4,386,716.26	100.99%	4,343,827.00	-42,889.26
41150 · Non-current Property Taxes	234.86	900.53	0.00%	800.00	-100.53
43100 · Interest-Tax Levy	0.00	4,285.70	0.00%	0.00	-4,285.70
TOTAL PROPERTY TAX & LEVY INTEREST	234.86	4,391,902.49	101.09%	4,344,627.00	-47,275.49
INTERGOVERNMENTAL					
42200 · Per Capita Grant	0.00	65,179.62	100.00%	65,180.00	0.38
42300 · LIMRICC	0.00	0.00	0.00%	0.00	0.00
TOTAL INTERGOVERNMENTAL	0.00	65,179.62	100.00%	65,180.00	0.38
INTEREST					
43500 · Interest - Investment	5,884.06	75,172.86	125.29%	60,000.00	-15,172.86
TOTAL INTEREST	5,884.06	75,172.86	125.29%	60,000.00	-15,172.86
DESK MONIES					
45100 · Copier	262.05	2,020.95	96.24%	2,100.00	79.05
45120 · Computer Copies	1,878.71	14,129.17	117.74%	12,000.00	-2,129.17
45130 · Fax	408.64	3,000.11	60.00%	5,000.00	1,999.89
45200 · Fines/Fees	464.59	3,811.77	95.29%	4,000.00	188.23
45250 · Gifts/Donations	0.00	28.00	28.00%	100.00	72.00
45300 · Lost Materials	561.05	4,564.75	83.00%	5,500.00	935.25
45350 · Non-Resident Fees	7,892.80	98,013.92	106.54%	92,000.00	-6,013.92
45550 · Meeting Room Rental	175.00	1,956.25	130.42%	1,500.00	-456.25
45600 · ILL Fees	23.00	208.90	59.69%	350.00	141.10
45650 · Maker Studio	677.50	7,319.08	97.59%	7,500.00	180.92
45700 · Passport Fees	3,465.00	24,395.00	81.32%	30,000.00	5,605.00
45800 · License Stickers	235.60	2,538.40	101.54%	2,500.00	-38.40
TOTAL DESK MONIES	16,043.94	161,986.30	99.65%	162,550.00	563.70
OTHER INCOME					
46500 · OCLC Refund	0.00	545.00	0.00%	500.00	-45.00
46700 · Miscellaneous	0.00	380.00	25.33%	1,500.00	1,120.00
46800 · Collection Agency Fee	30.00	333.74	333.74%	100.00	-233.74
TOTAL OTHER INCOME	30.00	1,258.74	59.94%	2,100.00	841.26
TOTAL	22,192.86	4,695,500.01	101.32%	4,634,457.00	-61,043.01
49000 · Operating Transfer In	40,760.00	55,738.29			
GRAND TOTAL	62,952.86	4,751,238.30	102.52%	4,634,457.00	-116,781.30

Operating Transfer In reflects \$55,738.29 from Corporate Reserves

70000 · Operating Transfer Purchases - Mighty Moving & Storage \$1,965.00, RightSize Facility \$13,013.29,

Fox Valley Fire & Safety \$16,010.00, Premier Mechanical \$24,750.00

Indian Prairie Public Library District Consolidated Expenditures Report for March 2025

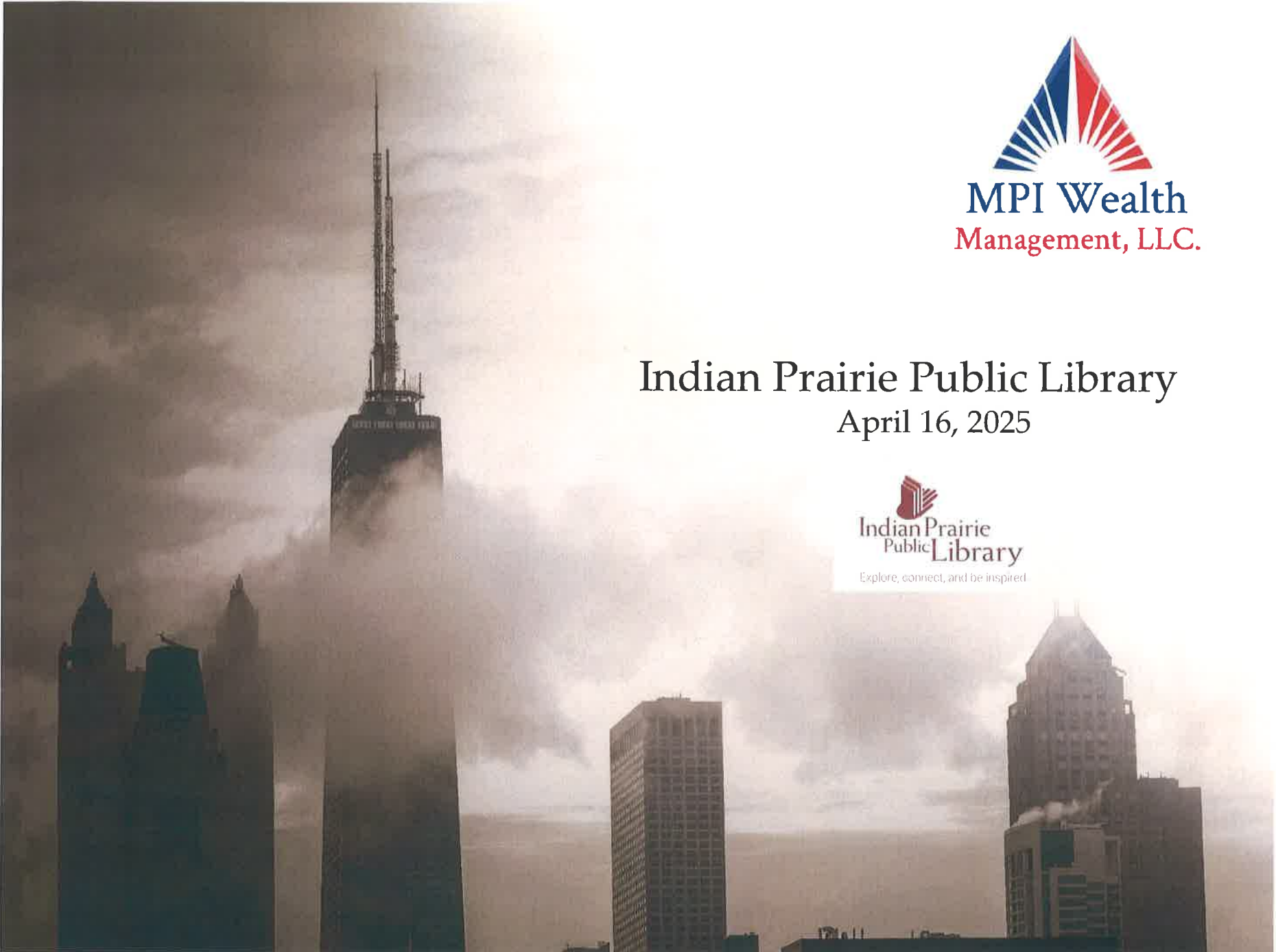
Percent of Year: 75.00

	March 25	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION
PERSONNEL							
61100 · Salaries	194,941.41	1,964,586.81	76.03%	2,583,941.00	619,354.19		
61310 · Benefits - Medical / Life Ins.	22,132.85	184,751.41	71.87%	257,063.00	72,311.59		
61330 · Benefits - IMRF	22,017.14	212,565.42	74.96%	283,555.00	70,989.58		
61340 · Benefits - FICA	14,254.89	145,185.16	73.45%	197,671.00	52,485.84		
61400 · Staff Development	1,202.76	12,694.63	68.99%	18,400.00	5,705.37		
61600 · Board Development	15.00	15.00	1.50%	1,000.00	985.00		
61710 · Workers Compensation	0.00	4,433.00	105.22%	4,213.00	-220.00		
61720 · Unemployment Insurance	0.00	2,070.23	69.01%	3,000.00	929.77		
TOTAL PERSONNEL	254,564.05	2,526,301.66	75.44%	3,348,843.00	822,541.34	3,400,000.00	74.30%
MATERIALS							
62100 · Books	9,672.67	88,787.84	53.80%	165,040.00	76,252.16		
62200 · Periodicals	1,211.87	16,180.88	88.42%	18,300.00	2,119.12		
62300 · Audio	315.12	10,327.34	42.07%	24,550.00	14,222.66		
62400 · Video	1,449.93	17,362.34	52.61%	33,000.00	15,637.66		
62500 · Multi-Media	288.56	3,309.50	60.17%	5,500.00	2,190.50		
62600 · eMaterials	11,653.41	179,597.27	74.80%	240,090.00	60,492.73		
62700 · Console Games	401.33	3,618.84	60.31%	6,000.00	2,381.16		
62800 · Damaged Item Replacement	834.19	5,001.97	83.37%	6,000.00	998.03		
62900 · Materials Supplies	1,633.58	15,373.92	71.51%	21,500.00	6,126.08		
TOTAL MATERIALS	27,460.66	339,559.90	65.30%	519,980.00	180,420.10	530,000.00	64.07%
BUILDING							
63200 · Cleaning Service	0.00	45,469.34	54.78%	83,000.00	37,530.66		
63300 · Utilities (1-8-11 · Gas)	1,960.43	10,895.87	38.91%	28,000.00	17,104.13		
63300 · Utilities (1-8-12 · Electric)	5,226.61	56,184.73	79.13%	71,000.00	14,815.27		
63300 · Utilities (1-8-13 · Telephone)	242.43	2,075.52	83.02%	2,500.00	424.48		
63300 · Utilities (1-8-14 · Water/Sewer)	0.00	7,800.71	78.01%	10,000.00	2,199.29		
63300 · Utilities (1-8-15 · Garbage Disposal)	0.00	2,832.00	56.64%	5,000.00	2,168.00		
63350 · Building Supplies	1,011.63	8,768.41	58.46%	15,000.00	6,231.59		
63400 · Maintenance Supplies	319.88	6,479.57	54.00%	12,000.00	5,520.43		
63500 · Security System Monitoring	0.00	887.50	88.75%	1,000.00	112.50		
63600 · Property Maintenance	0.00	22,824.54	74.59%	30,600.00	7,775.46		
63800 · Building Maintenance/Repair	10,156.97	70,379.35	107.29%	65,600.00	-4,779.35		
TOTAL BUILDING	18,917.95	234,597.54	72.47%	323,700.00	89,102.46	225,000.00	104.27%
OPERATIONS							
64100 · Payroll Service	695.00	6,115.00	76.44%	8,000.00	1,885.00		
64200 · Supplies - Office	734.57	3,508.37	70.17%	5,000.00	1,491.63		
64300 · Photocopy Supplies	295.92	1,834.45	61.15%	3,000.00	1,165.55		
64400 · Guest Services Supplies	3.05	180.88	22.61%	800.00	619.12		
64500 · Postage	-353.50	-78.52	-1.57%	5,000.00	5,078.52		
64550 · Passport Postage	353.50	2,987.84	59.76%	5,000.00	2,012.16		
64600 · Non-Payment Reimbursement	0.00	0.00	0.00%	500.00	500.00		
64700 · Travel	63.58	901.00	60.07%	1,500.00	599.00		
64800 · Organizational Memberships	50.00	1,997.90	66.60%	3,000.00	1,002.10		
64900 · Bank Fees	265.34	2,702.30	77.21%	3,500.00	797.70		
TOTAL OPERATION	2,107.46	20,149.22	57.08%	35,300.00	15,150.78	45,000.00	44.78%
TECHNOLOGY							
65100 · Supplies-Toner	0.00	10,405.97	57.81%	18,000.00	7,594.03		
65160 · Supplies-Technology Services	16.93	46.83	23.42%	200.00	153.17		
65170 · Supplies-Maker Studio	80.96	5,569.57	79.57%	7,000.00	1,430.43		
65200 · Technology-Prof Services	0.00	16,172.50	73.51%	22,000.00	5,827.50		
65300 · Purchase of Equipment	61.63	6,010.04	55.91%	10,750.00	4,739.96		
65350 · STEM Kits	0.00	520.29	26.02%	2,000.00	1,479.71		

Indian Prairie Public Library District Consolidated Expenditures Report for March 2025

Percent of Year: 75.00								
	March 25	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION	
65400 · Technology Equip Mnt/Repair	160.00	6,534.03	41.36%	15,800.00	9,265.97			
65500 · Software	5,853.48	30,321.80	79.30%	38,235.00	7,913.20			
65600 · SWAN	0.00	34,394.27	75.45%	45,584.00	11,189.73			
65700 · Telecommunications	1,016.65	8,991.96	68.87%	13,056.00	4,064.04			
TOTAL TECHNOLOGY	7,189.65	118,967.26	68.92%	172,625.00	53,657.74	195,000.00		61.01%
CONTRACTUAL SERVICES								
66100 · General Professional Services	4,414.24	29,678.59	57.63%	51,500.00	21,821.41			
66200 · Credit Bureau	59.10	778.15	77.82%	1,000.00	221.85			
66300 · Copier	-25.11	1,698.21	56.61%	3,000.00	1,301.79			
66400 · Copier Maintenance Contract	0.00	749.00	37.45%	2,000.00	1,251.00			
66900 · Fees - Bond Registrar	0.00	0.00	0.00%	200.00	200.00			
TOTAL CONTRACTUAL SERVICES	4,448.23	32,903.95	57.03%	57,700.00	24,796.05	62,000.00		53.07%
INSURANCE								
67100 · Multi Peril-Physical Assets	0.00	16,924.00	100.00%	16,924.00	0.00			
67200 · Bonding	0.00	1,367.00	100.00%	1,367.00	0.00			
67300 · Officers & Directors Liability	0.00	2,358.00	100.00%	2,358.00	0.00			
67400 · Umbrella Liability	0.00	3,025.00	100.00%	3,025.00	0.00			
TOTAL INSURANCE	0.00	23,674.00	100.00%	23,674.00	0.00	26,000.00		91.05%
COMMUNICATIONS								
68110 · Marketing Newsletter	0.00	34,045.26	68.53%	49,680.00	15,634.74			
68111 · eNewsletter	0.00	159.68	1.72%	9,260.00	9,100.32			
68210 · Marketing Advertising	15.00	417.00	41.70%	1,000.00	583.00			
68310 · Marketing Supplies	0.00	232.00	9.67%	2,400.00	2,168.00			
68410 · Marketing-Information Printing	0.00	617.12	6.50%	9,500.00	8,882.88			
68500 · Legal Notices	0.00	625.85	62.59%	1,000.00	374.15			
TOTAL COMMUNICATIONS	15.00	36,096.91	49.56%	72,840.00	36,743.09	78,000.00		46.28%
PROGRAMMING								
68600 · Programming	904.66	19,860.23	52.26%	38,000.00	18,139.77			
TOTAL PROGRAMMING	904.66	19,860.23	52.26%	38,000.00	18,139.77	42,000.00		47.29%
CAPITAL OUTLAY & CONTINGENCY								
69200 · Special Reserve Fund	0.00	0.00	0.00%		0.00			
69250 · Equipment/Furnishings	0.00	0.00	0.00%		0.00			
69800 · Operating Transfer Out	40,760.00	55,738.29	0.00%		-55,738.29			
69900 · Contingency	0.00	7,087.69	78.75%	9,000.00	1,912.31			
69920 · Gift/Donation Purchases	0.00	0.00	0.00%		0.00			
TOTAL	397,127.66	3,470,674.94	75.42%	4,601,662.00	1,130,987.06			
70000 · Operating Transfer Purchases	40,760.00	55,738.29	0.00%					
GRAND TOTAL	437,887.66	3,526,413.23	76.63%	4,601,662.00	1,075,248.77	4,603,000.00		76.61%

Operating Transfer In reflects \$55,738.29 from Corporate Reserves
 70000 · Operating Transfer Purchases - Mighty Moving & Storage \$1,965.00, RightSize Facility \$13,013.29,
 Fox Valley Fire & Safety \$16,010.00, Premier Mechanical \$24,750.00



Indian Prairie Public Library

April 16, 2025

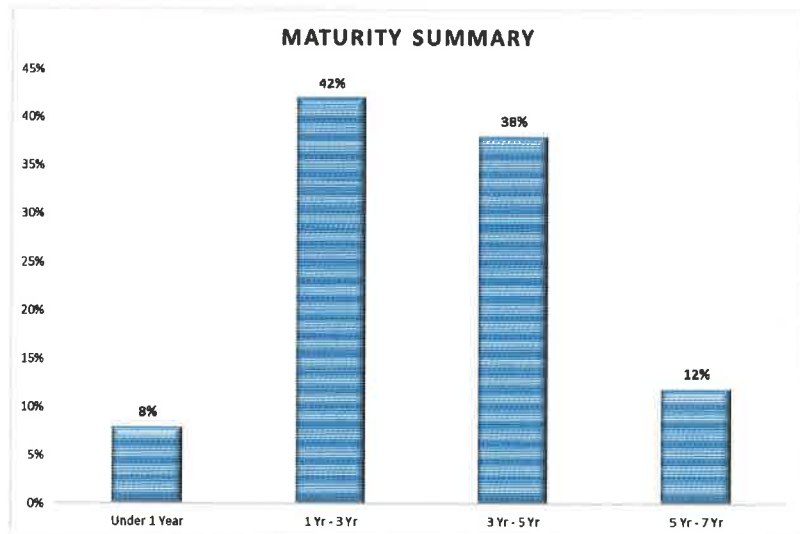
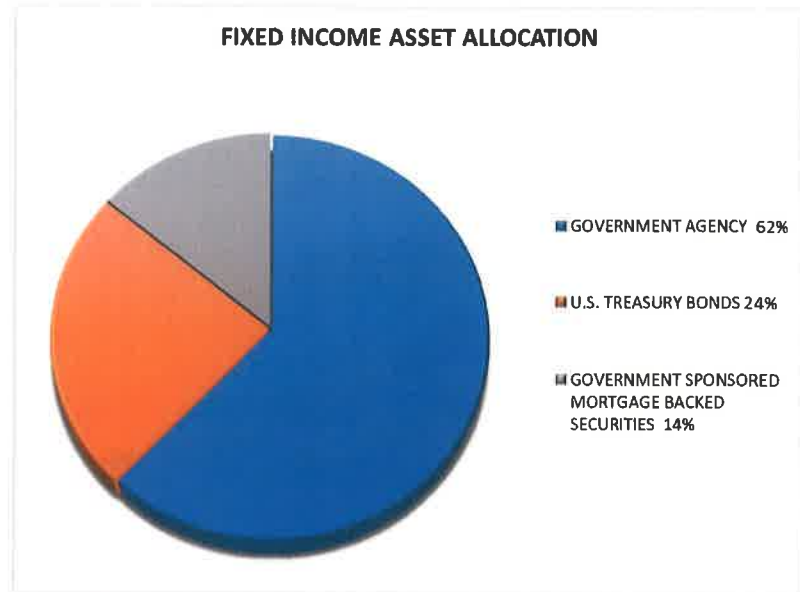




INDIAN PRAIRIE PUBLIC LIBRARY

As of April 14, 2025

- Portfolio Value: \$1,422,153
- Portfolio Yield: 4.30%
- Inception Date: June 2009
- Money Fund Balance: \$84,721
- Bonds Maturing in 12 Months: \$100,000
- 2025 YTD Performance: 2.15%
- Portfolio Positions
 - 100% U.S. Government Agencies / Bonds
 - No Corporate Bonds / No Credit Risk



Bond Market Summary

- Fed Rate Cuts Paused
- Tariff and Inflation Concerns
- Market Volatility will Persist

Indian Prairie Portfolio

- Short Life... 3.3 Duration
- 15% Maturing next 12 Months or MMF
- Excellent Reinvestment Opportunities



Portfolio Detail



**INDIAN PRAIRIE PUBLIC LIBRARY -
64157790**
As of 4/14/2025

60

Portfolio Appraisal

	Symbol	Units	Unit Cost	Cost Basis	Price	Ending Value	Accrual	Allocation	Yield	Yield to Worst	
64157790 - INDIAN PRAIRIE PUBLIC LIBRARY											
■ Corporate Bonds											
	FHLMC REMIC SERIES 3325 20370615 5.50000	31397JE75	32,000	105.02	605.00	102.76	591.99	3	0.0%	5.4%	5.3
Total Corporate Bonds					605.00		591.99	3	0.0%	5.4%	5.3
■ Govt/Inflation											
	FEDERAL FARM CR BKS 1.12% 09/28/2029	3133EMBG6	150,000	99.95	149,917.50	87.22	130,826.85	75	9.2%	1.3%	4.3
	FEDERAL FARM CR BKS 2.25% 04/27/2027	3133EF5E3	150,000	103.66	155,492.80	96.83	145,239.00	1,566	10.3%	2.3%	3.9
	FEDERAL HOME LN MTG CORP 0.7% 12/30/2026	3134GWUQ7	150,000	99.97	149,955.00	94.49	141,729.75	41	10.0%	0.7%	4.1
	FEDERAL HOME LN MTG CORP 1% 09/14/2028	3134GWP67	150,000	100.00	150,000.00	90.22	135,329.70	125	9.6%	1.1%	4.1
	FEDERAL HOME LOAN BANKS 0.73% 09/22/2027	3130AK6V3	150,000	99.95	149,917.50	92.39	138,591.15	67	9.8%	0.8%	4.1
	FEDERAL HOME LOAN BANKS 0.95% 02/25/2028	3130AL4C5	150,000	99.55	149,320.00	91.80	137,692.50	194	9.7%	1.0%	4.1
	FHLMC GIANT MBS GOLD COMB 15 4.5% 09/01/2026	3128MDMZ3	240,000	109.62	86.82	85.38	67.62	0	0.0%	5.3%	17.8
	FHLMC MBS GOLD 15 YR 3.5% 11/01/2025	3128PS6V4	81,000	124.85	256.86	99.86	205.46	1	0.0%	3.5%	3.8
	FHLMC MBS GOLD 15 YR 4% 03/01/2026	3128PUDA7	280,000	107.49	1,513.82	79.33	1,117.34	4	0.1%	5.0%	—
	FNMA SUPER INT 15 YEAR 4% 11/01/2028	3138EPV68	50,000	106.70	251.29	87.38	205.79	0	0.0%	4.6%	8.4
	GNMA PASS-THRU C PLATINUM 30YR 5.5% 09/20/2053	3622ACSK7	100,000	96.46	78,570.42	99.92	81,387.84	299	5.8%	5.5%	5.6
	GNMA PASS-THRU M JUMBO FHA 3% 03/20/2050	36179VHG8	1,000,000	87.72	91,724.75	83.85	87,670.40	206	6.2%	3.6%	4.1
	GNMA PASS-THRU X PLATINUM 30YR 5.5% 04/15/2033	36225BXT0	175,000	107.61	1,150.57	100.20	1,071.38	5	0.1%	5.5%	5.6
	GNMA PASS-THRU X SINGLE FAMILY 5.5% 11/15/2033	36202UDL4	100,000	109.72	1,958.58	101.67	1,814.88	8	0.1%	5.4%	5.4
	GNMA PASS-THRU X SINGLE FAMILY 5.5% 11/15/2033	36202XJMO	38,000	110.37	654.75	101.64	602.91	3	0.0%	5.4%	5.4
	GNMA PASS-THRU X SINGLE FAMILY 5.5% 12/15/2032	36200D5V1	125,000	109.89	2,387.80	101.64	2,208.51	10	0.2%	5.4%	5.4
	GNMA PASS-THRU X SINGLE FAMILY 6% 06/15/2037	36290UCC8	111,289	108.07	509.26	102.43	482.65	2	0.0%	5.9%	5.9
	GNMA PASS-THRU X SINGLE FAMILY 6% 10/15/2038	36295QRA0	53,114	109.33	273.79	101.24	253.55	1	0.0%	5.9%	6.0
	GNMA PASS-THRU X SINGLE FAMILY 7% 06/15/2031	36213UH45	3,245,000	113.10	4,642.75	103.62	4,253.24	23	0.3%	6.8%	6.5
	UNITED STATES TREAS NTS 3.5% 04/30/2030	91282CGZ8	150,000	96.10	144,145.37	97.54	146,308.59	2,388	10.3%	3.6%	4.1
	UNITED STATES TREAS NTS 3.875% 08/15/2033	91282CHT1	75,000	92.41	69,307.62	97.00	72,752.93	470	5.1%	4.0%	4.4
	UNITED STATES TREAS NTS 4.25% 05/31/2025	91282CHD6	100,000	98.82	98,820.24	99.96	99,957.03	1,584	7.1%	4.3%	4.7
Total Govt/Inflation					1,400,857.49		1,329,769.07	7,069	94.0%	2.3%	4.3
■ Cash											
	CASH	CASH	5,886	1.00	5,885.52	1.00	5,885.52	0	0.4%	—	—
Total Cash					5,885.52		5,885.52	0	0.4%	—	—
■ Money Markets											
	SCHWAB CHARLES FAMILY FD TREAS OB MNV INV	SNOXX	78,836	1.00	78,835.90	1.00	78,835.90	0	5.6%	3.9%	—



INDIAN PRAIRIE PUBLIC LIBRARY -
64157790
As of 4/14/2025

Portfolio Appraisal
Portfolio Appraisal
Page 2 of 2

61

Portfolio Appraisal

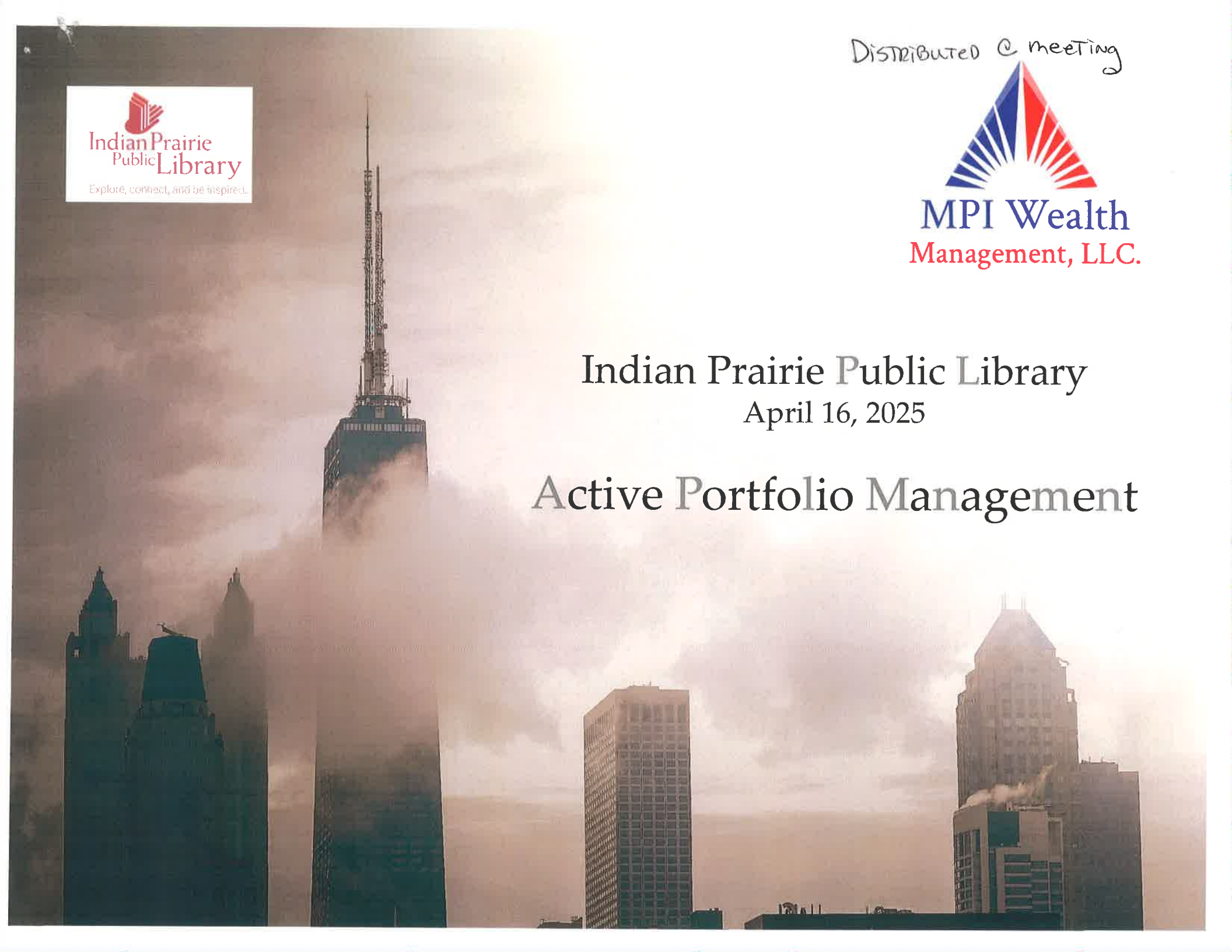
	Symbol	Units	Unit Cost	Cost Basis	Price	Ending Value	Accrual	Allocation	Yield	Yield to Worst
■ Total Money Markets				78,835.90		78,835.90	0	5.6%	3.9%	—
Total 64157790 - INDIAN PRAIRIE PUBLIC LIBRARY				1,486,183.91		1,415,082.48	7,071	100.0%	2.4%	4.3

Distributed @ meeting



Indian Prairie Public Library
April 16, 2025

Active Portfolio Management





When Interest Rates Rise, Bond Prices go Down
From March 2022 to July 2023 Overnight FED Fund Interest Rates went up 10x

Vanguard Long-Term Treasury ETF VGLT

ETF Chart | Medalist Rating as of Feb 28, 2025 | [See Vanguard Investment Hub >](#)



Interest Rates go up, Bond prices go Down
Rising Interest rates drove Long U.S. Treasury Prices Down 37% in 3 years



Active Portfolio Management

If you had a 20 Year Maturity U.S. Treasury Bond Portfolio in 2022 it was yielding 2%. The value of the portfolio 3 years later was down 37%. Your yield on cost was still 2%

In 2022 the Indian Prairie Portfolio was yielding 1% and had a Duration of 3.3 Years. Three years later the Library Portfolio was yielding 4.3%. The value of your portfolio that 3-year period went from \$1,272,070 to \$1,422,153, plus 11.7%.

The way we structured your portfolio in 2022, allowed us to protect principal and increase the portfolio yield.

ACTIVE PORTFOLIO MANAGEMENT MATTERS



Meeting Ground Rules

- Respect other people, their ideas and opinions.
- Do not interrupt others.
- Try to say it in 25 words or less.
- Speak only to the topic at hand.
- No side conversations.
- When an idea has been stated previously and you agree, only speak when you have something new to add.
- Everyone gets a chance to share their opinion before someone speaks again.
- Speaking briefly and staying focused is everyone's responsibility. This will make the meeting run smoothly.
- Respond to people in a non-dismissive, respectful manner.
- Insure everyone has an equal voice.
- These are everybody's rules and everyone is responsible for seeing that they are followed.