

Indian Prairie Public Library
401 Plainfield Road
Darien, Illinois 60561

Board of Trustees Regular Meeting
August 21, 2013 – 7p.m. – Conference Room

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

- A. Roll Call
Donald Damon, Beena Deshmukh, Marian Krupicka,
Julia Lacayo, Luanne Spiros, Victoria Suriano

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

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

- C. Public Comment

- D. Communications and Announcements
 - 1. Darien Chamber of Commerce to Bukovac re: DarienFest Page 3
 - 2. Bukovac to Darien Lions Club re: Donation Page 4
 - 3. Ritzman to Public Library Clients re: FOIA – Text Messages Page 5
 - 4. Kehoe to Joynt re: Volunteer Experience Page 8
 - 5. Illinois Library Association Conference Page 9

- E. Omnibus Consent Agenda
 - 1. Minutes of Regular Board Meeting, July 17, 2013 Page 11
 - 2. Treasurer's Report Page 15
 - 3. Action on Bill/Additional Bills Page 19
 - 4. Semi-Annual Statement of Receipts and Disbursements Page 24
 - 5. Annual Statement of Receipts and Disbursements Page 29
 - 6. Approval of FY2013 Illinois Public Library Annual Report Page 35

- F. Items Deleted from Omnibus Consent Agenda

- G. Library Director's Report Page 55 Information

- H. Staff Report

- I. Reports
 - 1. WB/BR Chamber of Commerce Meeting (none)
 - 2. Darien Chamber of Commerce (none)
 - 3. RAILS Page 77 Information
 - 4. Building and Grounds (none)

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Reports (continued)

- 5. Finance Committee (none)
- 6. Plan/Annexation Committee (none)
- 7. Policy Committee (none)

J. Unfinished Business

- 1. Board Officers Action

K. New Business

- 1. Audit of Secretary’s Minutes and Review of Closed Session Minutes Action
- 2. Library Policy 610 “Serious or Repeat Violations of Library Rules” Page 85 Action
- 3. New Trustee Discussion
- 4. Salary Cap Page 86 Action
- 5. Environmental Scan Page 88 Discussion

L. Scheduled Meetings

M. Community Events

- 1. DCIC September 19, 6:00 p.m.

N. Library Events

Genealogy Group	8/22/2013	1:00 PM
Current Events Group	8/26/2013	7:00 PM
Fantasy Football 201 (Advanced)	8/27/2013	6:30 PM
Millennium Park: 4th Wednesdays	8/28/2013	1:00 PM
Fantasy Football Draft	8/29/2013	6:30 PM
Adult Chess Group	9/2/2013	6:00 PM
ESL Conversation Group	9/7/2013	10:00 AM
Adult Chess Group	9/9/2013	6:00 PM
Computer Class Registration Begins	9/9/2013	6:30 PM
Current Events Group	9/9/2013	7:00 PM
Novel Idea- A Painted House by John Grisham	9/11/2013	7:00 PM
Senior Friday Fun Days	9/13/2013	10:00 AM
Poetry Reading and Open Mic	9/13/2013	7:00 PM
Adult Chess Group	9/16/2013	6:00 PM

O. Adjournment



Darien Chamber of Commerce
1702 Plainfield Road
Darien, Illinois 60561
630.968.0004 fax 630.968.2474

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August 5, 2013

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

Dear Jamie:

The Darien Chamber of Commerce is organizing the 26th Annual Celebration of DarienFest on September 6, 7 and 8 at Darien Community Park. We are requesting use of the Library's parking lot. We would also like to install signage, with the DarienFest dates at the corner of the Library property a few weeks in advance.

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

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

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

Sincerely,

Clare Bongiovanni

DarienFest Chairman

Approved by

A handwritten signature in black ink, appearing to read 'Jamie Bukovac', written over a horizontal line.

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

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



July 24, 2013


Jim Kiser, President
Darien Lions Club
1702 Plainfield Road
Darien, IL 60561

Dear Jim:

On behalf of the Trustees and staff of the Indian Prairie Public Library District I am extending a sincere thank you for the Darien Lions Club donation of \$500.00. We will use the donation to purchase an Intellikeys USB Keyboard and a PocketTalker Ultra Personal Listening System. The IntelliKeys keyboard is a versatile enlarged keyboard that plugs into any Macintosh or Windows computer. It enables users with physical, visual, or cognitive disabilities to easily type, enter numbers, navigate on-screen displays, and execute menu commands. The PocketTalker will enable staff to work more effectively with patrons who having hearing difficulties.

We truly appreciate the opportunities your donations have provided over the years. Thank you so much for your continued support.

Sincerely,



Jamie Bukovac
Director

Board of Trustees

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

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* ALSO LICENSED IN WISCONSIN

FOIA – TEXT MESSAGES

TO: Public Library Clients
FROM: Roger Ritzman
Mark Ritzman
DATE: July 18, 2013

Are text messages sent from private cell phones subject to disclosure under FOIA?

Yes, if the text messages pertain to “public business” according to an Appellate Court Opinion “hot off the press”.

This issue was addressed by the Appellate Court of Illinois, Fourth District, in *City of Champaign vs. Lisa Madigan*, 2013 IL App (4th) 120662, Opinion filed 7/16/13.

FACTS

The City of Champaign received a FOIA request for:

“All electronic communications, including cell phone text messages, sent and received by members of the city council and the mayor during city council meetings and study sessions since (and including) May 3. Please note that this request applies to both city-issued and personal cell phones, city-issued or personal email addresses and Twitter accounts”.

The City refused to provide any electronic communications on equipment privately owned by the Mayor and City Council members. The position of the City of Champaign was that:

“The individual members of the city council are not themselves the “public body” and thus text and email messages “pertaining to public business,” which were sent to or from an individual council member on his personal electronic devices are not, *inter alia*, prepared by or received by a public body.”

The issue went to the Appellate Court after the Circuit Court of Sangamon County affirmed the decision of the Attorney General (Public Access Counselor) finding that texts/emails on the personal devices of City Council members are “public records” subject to FOIA.

THE DECISION

The Appellate Court found that:

“If the communication, which pertains to the transaction of public business, was sent or received during the time a city council meeting was in session, *i.e.*, during the time the individual city council members were functioning collectively as the “public body,” then the communication is a “public record” and thus subject to FOIA.”

NOTES

1. Technically, the Appellate Court’s ruling is limited to text messages on privately owned devices sent during City Council meetings. The tenor of the Opinion, however, has implications for all text messages dealing with public business.
2. The Appellate Court invited the Illinois General Assembly and local municipalities to address the issue, *i.e.*:

“Finally, we note the language in the statute’s preamble recognizes “technology may advance at a rate that outpaces its ability to address those advances legislatively.” 5 ILCS 140/1 (West 2010). The instant cause of action presents just such a situation. If the General Assembly intends for communications pertaining to city business to and from an individual city council member’s personal electronic device to be subject to FOIA in every case, it should expressly so state. It is not this court’s function to legislate. Indeed, such issues are legislative matters best left to resolution by the General Assembly. We would encourage local municipalities to consider promulgating their own rules prohibiting city council members from using their personal electronic devices during city council meetings.”

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3. In our Memorandum of March 24, 2010 re: "Email Communications" (copy attached), we made the following "Recommendations/Observations" as to emails:

- A. Avoid (or strictly limit) use of email between/among Trustees.
- B. Avoid "forward" or "reply all" buttons in response to distribution of information.
- C. Be aware that email about Library business is a public document subject to production under the Freedom of Information Act regardless of how/where the email is generated.

We recommend avoiding (or strictly limiting) use of text messages between/among Trustees as to any Library business.

Roger A. Ritzman
Mark A. Ritzman
PEREGRINE, STIME, NEWMAN,
RITZMAN & BRÜCKNER, LTD.
221 E. Illinois Street, P.O. Box 564
Wheaton, Illinois 60187-0564
Phone (630) 665-1900
Facsimile (630) 665-0407
M:_LIBRARYDIST\MEMO\Memo-Text Messages.docx

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Jamie Bukovac

Subject:

FW: Volunteering at the library

From: Linda Kehoe [<mailto:linda.kehoe@att.net>]

Sent: Monday, August 12, 2013 7:22 PM

To: Sarah Joynt

Subject: Volunteering at the library

Hi Sarah,

I just wanted to verify with you that my last session as a volunteer at the library was for August 9th per the schedule I was given. Thank you for the opportunity to work at the library . It was a good learning experience for me and maybe I could do it again next year as well.

Zach Kehoe

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2013 Illinois Library Association
Annual Conference
October 15-17 » Navy Pier, Chicago

The theme for the 2013 ILA Annual Conference is *ignite!*, with fire symbolizing the burning enthusiasm of our profession, the sparking and catching of ideas, and the untamed ambition of all those who seek to offer warm atmospheres, transforming ideas, and hot services to their communities. Illinois library employees are proud to be trailblazers, consistently striving to spark new ideas for serving the burning needs of our communities. Through kindled inspiration, connectivity and collaboration, we actively share our ideas, *ignite!* the conversation and, in doing so, light a path for others.

- [Conference Preview](#)
- [Conference Schedule](#)
- [Online Registration](#)
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Keynote and Speakers Series



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Featured Authors



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Conference Information

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- [Exhibitor Information and Floor Plan](#)
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Ready, Set ...Blaze! Advocates Lighting the Trail and Building an On-Fire Library Community – Turning the Page 2.0 Session Code: 1091

Wednesday, October 16, 2013 10:15 AM - 11:15 AM

Room: 326 Venue: Navy Pier

Have your public library's advocacy efforts grown cold? Wondering how to warm-up your community's support of the library? Need a spark of ideas to jumpstart your staff's enthusiasm in promoting library services? Join local Turning the Page trainers in a rapid-fire session that will provide tips to kindle your staff and supporters. This program, based on the Gates Foundation sponsored and PLA created Turning the Page 2.0 program, will introduce librarians, trustees, staff members, and friends of libraries to the basics of being effective library advocates on the local, state and national level.

Speakers Portia Latalladi Ms. Kathy Caudill

Public Libraries: The Future is Now! Session Code: 1019

Wednesday, October 16, 2013 2:00 PM - 3:30 PM

Room: 326 Venue: Navy Pier

Public Libraries are changing rapidly and trustees need to understand trends that affect services, collections, spaces and budgeting. This panel of five public library staff members will discuss E-books, space allocation, digital media labs, social media and other current trends. Trustees will hear how real libraries are coping with these changes and incorporating them into their existing plans of service.

Speakers Megan Millen Jane Schulten Jennifer Hathcock Kate Hall Carolyn Ciesla

The Do's and Don'ts of Construction and Remodeling Projects: From Drafting Bid Documents to Awarding the Contract Session Code: 1038

Wednesday, October 16, 2013 2:00 PM - 3:30 PM

Room: 325 Venue: Navy Pier

This program will teach attendees, including library trustees, directors and staff, the best practices for dealing with the many issues that arise when libraries engage in construction projects. Topics include: public bidding requirements and what to include in bid documents; prevailing wage requirements, how to evaluate bid responses; activities prohibited during the bid process and the process of selecting an architect or engineer.

Speakers Kathleen Henn , Mr. James Fessler

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Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of July 17, 2013

**Board of Trustees Regular Meeting
July 17, 2013 – 7 p.m.**

A. Roll Call

President Suriano called the meeting to order at 7:04 p.m. Secretary Spiros called the roll.

Present: Donald Damon, Julia Lacayo, Luanne Spiros, Victoria Suriano

Absent: Marian Krupicka

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Sarah Joynt

Others: none

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

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

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

- C. Public Comment – none

- D. Appointment of Beena Deshmukh as Trustee - Spiros moved, Damon seconded to appoint Beena Deshmukh to the Board. Motion carried unanimously.

- E. Trustee Oath of Office – Deshmukh took the oath of office.

- F. Appointment of Officers – With the resignation of Schusterich who was the treasurer, Suriano discussed the officer positions. Since Spiros and Krupicka have experience serving on the IPPL Board for many years, Suriano would like to appoint them to the position of Vice-President and Treasurer, respectively. Suriano explained the position of Secretary to the newly appointed Trustees, Damon, Deshmukh and Lacayo and asked one of them to consider the Secretary position. The matter will be on the August agenda and Suriano will appoint the officers at that time. Until then Krupicka will remain as Vice-President and Spiros will remain as Secretary.

At this point, Joynt gave her staff report (item K). The Board then continued with the Communications and Announcements and the rest of the agenda.

G. Communications and Announcements

1. Oggerino to Trustees and Bukovac re: Resignation
2. Schusterich to Suriano and Bukovac re: Resignation
3. Praxair to Megaridis re: Donation
4. Suriano to Praxair re: Donation
5. Overmann and Andersen to Foundation re: Darien Woman's Club Donation
6. Bukovac to Stevens re: Darien Woman's Club Donation

- 7. Bukovac to Community Bank of Willowbrook re: Donation
- 8. Darien Park District Garden Club to Bukovac re: Donation
- 9. Bukovac to Darien Park District Garden Club re: Donation
- 10. Bukovac to Trilla re: Follow-up to Meeting
- 11. City of Darien re: Town Hall Meeting
- 12. Radogno to Cigler re: Children’s Safety Expo
- 13. Radogno to Cigler re: Children’s Safety Expo
- 14. Sandack to Cigler re: Children’s Safety Expo
- 15. Hansen to Library re: World Book Night
- 16. Klotz to Library re: World Book Night
- 17. Davis to IPPL Youth Coordinators re: Thank You

H. Omnibus Consent Agenda

- 1. Minutes of Regular Board Meeting, May 15, 201
- 2. Treasurer’s Report – June 2013
- 3. Action on Bill/Additional Bills – June 2013
- 4. Treasurer’s Report & Action on Bills – May 2013
- 5. Budgetary Calendar 2013/2014 Fiscal Year
- 6. Ordinance #2013-2 Ascertaining the Prevailing Wage
- 7. Ordinance #2013-3 Establishing Regular Meeting Dates
- 8. Ordinance #2013-5 Amending the Budget and Appropriations Ordinance #2012-6
- 9. Nominating Committee Minutes – May 15, 2013
 Damon moved, Lacayo seconded to set the Omnibus Consent Agenda. Motion carried unanimously. Deshmukh moved, Lacayo seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

I. Items Deleted from Omnibus Consent Agenda - none

J. Library Director’s Report

Information regarding the Illinois Library Association Conference was distributed. The landscaping work at the Plainfield Road entrance will start next week.

K. Staff Report - Sarah Joynt, Youth Services Senior Librarian, reported about the library’s first-ever teen music festival, “The Sound”, held on June 28 (the Board was also treated to a short video). Joynt was assisted by a committee of 5 teens who worked their hearts out planning and organizing the event. The committee selected the 10 final participants from 20 submissions. The event was a huge success with 200 people attending. The acts were judged by a panel of 3 judges. In addition, a fan favorite award was chosen by a text vote in which 198 individuals participated. Cash prizes were given by the Gift of Carl Foundation. The event was a great experience for the teens as well as a great partnership/collaboration with the community. Bukovac noted that a letter was distributed tonight from the Gift of Carl Foundation thanking Joynt for everything she did to make the event such a success.

L. Reports

- 1. WB/BR Chamber of Commerce – Cigler’s report is in the packet.
- 2. Darien Chamber of Commerce - (none)
- 3. RAILS – backup is in the packet.
- 4. Building and Grounds Committee - (no report)
- 5. Finance Committee – (no report)
- 6. Plan/Annexation Committee (no report)
- 7. Policy Committee – (no report)

M. Unfinished Business - none

N. New Business

1. Resolution #2013-F Honoring Jo Ann Schusterich – Spiros moved, Damon seconded to approve Resolution #2013-F Honoring Jo Ann Schusterich. Motion carried unanimously.
2. Operating Budget 2013/2014 – Bukovac reviewed the backup with the Board. Spiros moved, Deshmukh seconded to approve the Operating Budget 2013/2014. Motion carried unanimously.
3. Financial Forecast, Reserves and Capital Items – Bukovac reviewed the backup with the Board.
4. 2013/2014 Salary Range – Damon moved, Spiros seconded to approve the 2013/2014 Salary Range. Motion carried unanimously.
5. Tentative Budget and Appropriations Ordinance – Spiros moved, Damon seconded to approve the Tentative Budget and Appropriations Ordinance. Motion carried unanimously.
6. Ordinance #2013-4 Determining to Levy an Additional Tax of .02% for the 2013/2014 Fiscal Year – Spiros moved, Damon seconded to approve Ordinance #2013-4 Determining to Levy an Additional Tax of .02% for the 2013/2014 Fiscal Year. Motion carried unanimously.
7. Appoint Committee to Review Closed Session Minutes and Complete Secretary’s Audit – Suriano and Krupicka will be on the committee.
8. Committee Appointments - The Board discussed the committees and Suriano made the following appointments:
 Building & Grounds – Krupicka (CP), Lacayo
 Finance – Krupicka (CP), Damon, Spiros
 Plan/Annexation – Spiros (CR), Deshmukh, Krupicka
 Policy – Damon (CP), Deshmukh, Lacayo

O. Scheduled Meetings

Foundation Meeting August 21, 6:30

P. Community Events

Darien Town Hall September 26, 7:00 – 9:00

Q. Library Events

Trading Card Club	7/17/2013	1:00 PM
Let's Make Music	7/18/2013	10:30 AM
K&T Readers' Theatre Troupe	7/18/2013	3:15 PM
Girls Night In	7/18/2013	6:00 PM
ESL Conversation Group	7/20/2013	10:00 AM
Adult Chess Group	7/22/2013	6:00 PM
Family Tours - Readers Theatre	7/22/2013	6:30 PM
Current Events Group	7/22/2013	7:00 PM
K&T Chess	7/23/2013	1:30 PM
Teen Self Defense	7/23/2013	6:30 PM
C.U.B. Utility and Phone Bill Clinic: 4th Wednesdays	7/24/2013	1:00 PM
Trading Card Club	7/24/2013	1:00 PM
Let's Make Music	7/25/2013	10:30 AM
Genealogy Group	7/25/2013	1:00 PM
Open DS Gaming Event	7/25/2013	1:30 PM

All About eBooks -- Drop in!	7/25/2013	2:00 PM
Moving Big Science from New York to Illinois	7/25/2013	7:00 PM
Family Tours - DuPage Children's Museum	7/29/2013	6:30 PM
Family Tours - DuPage Children's Museum	7/29/2013	7:00 PM
K&T Chess	7/30/2013	1:30 PM
Trading Card Club	7/31/2013	1:00 PM
Let's Make Music	8/1/2013	10:30 AM
Talent Show	8/1/2013	1:00 PM
Mock PSAT	8/2/2013	10:00 AM
ESL Conversation Group	8/3/2013	10:00 AM
Adult Chess Group	8/5/2013	6:00 PM
Trading Card Club	8/7/2013	1:00 PM
Senior Friday Fun Days	8/9/2013	10:00 AM
Adult Chess Group	8/12/2013	6:00 PM
Current Events Group	8/12/2013	7:00 PM
Senior Computer Bootcamp	8/13/2013	10:00 AM
Senior Computer Bootcamp	8/13/2013	2:00 PM
Senior Computer Bootcamp	8/14/2013	10:00 AM
Trading Card Club	8/14/2013	1:00 PM
Senior Computer Bootcamp	8/14/2013	2:00 PM
Senior Computer Bootcamp	8/15/2013	10:00 AM
Senior Computer Bootcamp	8/15/2013	2:00 PM
Senior Computer Bootcamp	8/16/2013	11:00 AM
ESL Conversation Group	8/17/2013	10:00 AM
Adult Chess Group	8/19/2013	6:00 PM
GenLit (for 20-30 somethings)	8/19/2013	6:30 PM
Fantasy Football 101 (Beginning)	8/20/2013	6:30 PM

R. Adjournment

At 9:07 p.m. Spiros moved, Damon seconded to adjourn the meeting. All ayes. Motion carried unanimously.

Luanne Spiros, Secretary

INDIAN PRAIRIE PUBLIC LIBRARY TREASURER'S REPORT 7/31/2013

Balance on hand as of June 30, 2013.....	3,270,377.66
Cash Receipts for July.....	154,034.35
Cash Disbursements for July.....	325,784.99
Cash on hand as of July 31, 2013.....	3,098,627.02
<u>Illinois Funds (Money Market) - Average Monthly Rate 0.015%</u>	
General.....	893,342.26
Special Reserve.....	20,948.18
Working Cash.....	315.06
Bond.....	228,662.85
Children's Endowment.....	2,885.69
Endowment.....	11,169.89
<u>MPI Investments</u>	1,155,656.99

JP Morgan Chase - Savings - Rate .16%	
General.....	222,369.82

Working Cash Fund

MPI Investments.....	391,002.37
JP Morgan Chase - Checking - Rate .05%	
General.....	114,601.39
Hinsdale Bank & Trust - Checking.....	57,068.52
Petty Cash.....	200.00
Petty Cash/Circulation.....	404.00
Balances as of July 31, 2013.....	3,098,627.02

FUND BALANCES AS OF 07/31/2013

Corporate Fund.....	2,132,107.36
Building & Maintenance Fund.....	100,329.75
I.M.R.F. Fund.....	29,704.75
Liability Fund.....	3,208.83
Social Security Fund.....	26,997.32
Special Reserve Fund.....	22,072.08
Working Cash Fund.....	391,404.72
Bond Fund.....	318,535.41
Misc. Balance Sheet Accounts from all Funds.....	74,266.80
Grand Total All Funds.....	3,098,627.02

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**Indian Prairie Public Library District
Consolidated Revenue Report for July 2013**

Percent of Year: 8.33

	RECEIVED July 13	RECEIVED THIS YEAR	PRCT COLL	BUDGET RECEIPTS	UNCOLLECTED RECEIPTS
PROPERTY TAX & LEVY INTEREST					
41100 · Property Taxes	1,698,153.00	1,698,153.00	52.49%	3,235,315.00	1,537,162.00
41110 · Bond Property Taxes	16,693.51	16,693.51	3.52%	473,860.00	457,166.49
41150 · Non-current Property Taxes	252.52	252.52	84.17%	300.00	47.48
43100 · Interest-Tax Levy	5.16	5.16	0.00%	0.00	-5.16
TOTAL PROPERTY TAX & LEVY INTEREST	1,715,104.19	1,715,104.19	46.24%	3,709,475.00	1,994,370.81
INTERGOVERNMENTAL					
42200 · Per Capita Grant	0.00	0.00	0.00%	42,000.00	42,000.00
42300 · LIMRICC	0.00	0.00	0.00%	0.00	0.00
TOTAL INTERGOVERNMENTAL	0.00	0.00	0.00%	42,000.00	42,000.00
INTEREST					
43200 · Interest -Checking	4.22	4.22	4.22%	100.00	95.78
43500 · Interest - Investment	39.66	39.66	0.00%	1,000.00	960.34
TOTAL INTEREST	43.88	43.88	3.99%	1,100.00	1,056.12
DESK MONIES					
45100 · Copier	570.04	570.04	12.67%	4,500.00	3,929.96
45120 · Computer Copies	1,149.14	1,149.14	11.49%	10,000.00	8,850.86
45200 · Fines/Fees	5,545.72	5,545.72	9.73%	57,000.00	51,454.28
45250 · Gifts/Donations	600.00	600.00	30.00%	2,000.00	1,400.00
45300 · Lost Materials	1,186.95	1,186.95	10.79%	11,000.00	9,813.05
45350 · Non-Resident Fees	10,121.00	10,121.00	11.91%	85,000.00	74,879.00
45400 · DVD Fines	1,142.69	1,142.69	12.70%	9,000.00	7,857.31
45450 · Book Rental	257.25	257.25	12.25%	2,100.00	1,842.75
45550 · Meeting Room Rental	0.00	0.00	0.00%	200.00	200.00
45600 · ILL Fees	83.90	83.90	0.00%	500.00	416.10
TOTAL DESK MONIES	20,656.69	20,656.69	11.39%	181,300.00	160,643.31
OTHER INCOME					
46700 · Miscellaneous	58.00	58.00	3.63%	1,600.00	1,542.00
46750 · Collection Agency Fee	60.00	60.00	0.00%	0.00	-60.00
TOTAL OTHER INCOME	118.00	118.00	7.36%	1,600.00	1,482.00
GRAND TOTAL	1,735,922.76	1,735,922.76	44.11%	3,935,475.00	2,199,552.24

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**Indian Prairie Public Library District
Consolidated Expenditures Report for July 2013**

Percent of Year: 8.33

	July 13	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	REMAINING APPROPRIATION
PERSONNEL							
61100 · Salaries	73,871.92	73,871.92	3.74%	1,974,041.00	1,900,169.08	2,033,262.00	1,959,390.08
61310 · Benefits - Medical / Life Ins.	10,142.08	10,142.08	8.86%	114,500.00	104,357.92	132,000.00	121,857.92
61320 · Employee Assistance Program	0.00	0.00	0.00%	2,500.00	2,500.00	2,600.00	2,600.00
61330 · Benefits - IMRF	7,165.45	7,165.45	3.83%	187,083.00	179,917.55	137,500.00	130,334.55
61340 · Benefits - FICA	5,589.89	5,589.89	3.82%	146,389.00	140,799.11	93,500.00	87,910.11
61400 · Staff Development	759.91	759.91	4.13%	18,400.00	17,640.09	25,000.00	24,240.09
61500 · Recruitment	0.00	0.00	0.00%	0.00	0.00	1,000.00	1,000.00
61600 · Board Development	0.00	0.00	0.00%	1,500.00	1,500.00	22,000.00	22,000.00
61710 · Workers Compensation	11,021.00	11,021.00	100.00%	11,021.00	0.00	15,000.00	3,979.00
61720 · Unemployment Insurance	294.00	294.00	6.53%	4,500.00	4,206.00	7,000.00	6,706.00
TOTAL PERSONNEL	108,844.25	108,844.25	4.43%	2,459,934.00	2,351,089.75	2,468,862.00	2,360,017.75
MATERIALS							
62100 · Books	10,173.14	10,173.14	4.08%	249,175.00	239,001.86	255,000.00	244,826.86
62200 · Periodicals	11,188.42	11,188.42	30.95%	36,150.00	24,961.58	42,000.00	30,811.58
62300 · Audio	4,619.53	4,619.53	9.23%	50,050.00	45,430.47	52,000.00	47,380.47
62400 · Video	2,227.06	2,227.06	4.04%	55,200.00	52,972.94	60,000.00	57,772.94
62500 · Multi-Media	516.36	516.36	25.62%	2,000.00	1,483.64	2,300.00	1,783.64
62600 · Electronic Reference Resources	42,357.70	42,357.70	64.71%	65,455.00	23,097.30	69,500.00	27,142.30
62800 · Processing Supplies	3,262.39	3,262.39	14.18%	23,000.00	19,737.61	25,000.00	21,737.61
TOTAL MATERIALS	74,344.60	74,344.60	15.46%	481,030.00	406,685.40	505,800.00	431,455.40
BUILDING							
63100 · Building & Maintenance Fund	0.00	0.00	0.00%	0.00	0.00	0.00	0.00
63200 · Cleaning Service	4,990.00	4,990.00	7.66%	65,000.00	60,010.00	70,000.00	65,010.00
63300 · Utilities (1-8-11 · Gas)	562.74	562.74	4.69%	12,000.00	11,437.26	0.00	-562.74
63300 · Utilities (1-8-12 · Electric)	4,803.92	4,803.92	8.01%	60,000.00	55,196.08	0.00	0.00
63300 · Utilities (1-8-13 · Telephone)	1,029.88	1,029.88	9.36%	11,000.00	9,970.12	0.00	0.00
63300 · Utilities (1-8-14 · Water/Sewer)	616.29	616.29	14.67%	4,200.00	3,583.71	0.00	0.00
63300 · Utilities (1-8-15 · Garbage Disposal)	294.46	294.46	9.82%	3,000.00	2,705.54	0.00	0.00
63400 · Maintenance Supplies	347.14	347.14	2.17%	16,000.00	15,652.86	20,000.00	19,652.86
63500 · Security System Monitoring	0.00	0.00	0.00%	1,500.00	1,500.00	2,000.00	2,000.00
63600 · Property Maintenance	1,042.00	1,042.00	4.96%	21,000.00	19,958.00	30,000.00	28,958.00
63800 · Building Maintenance/Repairs	4,107.71	4,107.71	0.00%	43,000.00	38,892.29	55,000.00	50,892.29
TOTAL BUILDING	17,794.14	17,794.14	7.52%	236,700.00	218,905.86	177,000.00	165,950.41
OPERATIONS							
64200 · Supplies - Office	584.31	584.31	4.50%	13,000.00	12,415.69	16,000.00	15,415.69
64300 · Photocopy Supplies	306.59	306.59	6.81%	4,500.00	4,193.41	5,500.00	5,193.41
64400 · Patron Card Supplies	0.00	0.00	0.00%	4,500.00	4,500.00	5,000.00	5,000.00
64500 · Postage	9.01	9.01	0.13%	7,000.00	6,990.99	9,000.00	8,990.99
64600 · Non-Payment Reimbursement	0.00	0.00	0.00%	3,500.00	3,500.00	6,000.00	6,000.00
64700 · Travel	14.13	14.13	2.17%	650.00	635.87	1,000.00	985.87
64800 · Organizational Memberships	0.00	0.00	0.00%	1,800.00	1,800.00	2,200.00	2,200.00
64900 · Bank Fees	255.93	255.93	9.48%	2,700.00	2,444.07	0.00	-255.93
TOTAL OPERATION	1,169.97	1,169.97	3.11%	37,650.00	36,460.03	44,700.00	43,530.03
AUTOMATION							
65100 · Supplies (paper, ink cartridge)	113.00	113.00	1.19%	9,500.00	9,387.00	11,000.00	10,887.00
65200 · Automation-Prof Services	0.00	0.00	0.00%	5,000.00	5,000.00	10,000.00	10,000.00
65300 · Purchase of Equipment	0.00	0.00	0.00%	17,970.00	17,970.00	21,000.00	21,000.00
65400 · Automation Equip Mnt/Repair	0.00	0.00	0.00%	1,500.00	1,500.00	4,000.00	4,000.00
65500 · Software	0.00	0.00	0.00%	21,148.00	21,148.00	24,000.00	24,000.00
65600 · SWAN	0.00	0.00	0.00%	50,518.00	50,518.00	53,000.00	53,000.00
65700 · Telecommunications	437.89	437.89	6.95%	6,300.00	5,862.11	9,000.00	8,562.11

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**Indian Prairie Public Library District
Consolidated Expenditures Report for July 2013**

Percent of Year: 8.33

	July 13	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	REMAINING APPROPRIATION
TOTAL AUTOMATION	550.89	550.89	0.49%	111,936.00	111,385.11	132,000.00	131,449.11
CONTRACTUAL SERVICES							
66100 · General Professional Services	360.00	360.00	2.67%	13,500.00	13,140.00	29,000.00	28,640.00
66200 · Credit Bureau	89.50	89.50	5.97%	1,500.00	1,410.50	2,000.00	1,910.50
66300 · Equipment-Maintenance Repair	985.16	985.16	12.01%	8,200.00	7,214.84	9,800.00	8,814.84
66900 · Fees - Bond Registrar	0.00	0.00	0.00%	500.00	500.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	1,434.66	1,434.66	6.05%	23,700.00	22,265.34	40,800.00	39,365.34
INSURANCE							
67100 · Multi Peril-Physical Assets	8,841.00	8,841.00	100.00%	8,841.00	0.00	0.00	-8,841.00
67200 · Bonding	0.00	0.00	0.00%	2,100.00	2,100.00	0.00	0.00
67300 · Officers & Directors Liability	2,984.00	2,984.00	100.00%	2,984.00	0.00	0.00	-2,984.00
67400 · Umbrella Liability	3,283.00	3,283.00	100.00%	3,283.00	0.00	0.00	-3,283.00
TOTAL INSURANCE	15,108.00	15,108.00	87.80%	17,208.00	2,100.00	0.00	-15,108.00
MARKETING							
68110 · Marketing Newsletter	0.00	0.00	0.00%	24,185.00	24,185.00	25,800.00	25,800.00
68210 · Marketing Advertising	0.00	0.00	0.00%	3,000.00	3,000.00	5,000.00	5,000.00
68310 · Marketing Supplies	33.99	33.99	1.36%	2,500.00	2,466.01	4,000.00	3,966.01
68410 · Marketing-Information Printing	0.00	0.00	0.00%	4,000.00	4,000.00	7,500.00	7,500.00
68500 · Legal Notices	0.00	0.00	0.00%	1,200.00	1,200.00	2,000.00	2,000.00
68600 · Special Events	1,396.02	1,396.02	5.54%	25,200.00	23,803.98	30,000.00	28,603.98
TOTAL PUBLIC INFORMATION	1,430.01	1,430.01	2.38%	60,085.00	58,654.99	74,300.00	72,869.99
CAPITAL OUTLAY & CONTINGENCY							
69100 · Building Improvements	0.00	0.00	0.00%	0.00	0.00	0.00	0.00
69200 · Special Reserve Fund	0.00	0.00	0.00%	0.00	0.00	0.00	0.00
69300 · Bond Interest and Principal	0.00	0.00	0.00%	461,597.00	461,597.00	0.00	0.00
69800 · Operating Transfer Out	0.00	0.00	0.00%	0.00	0.00	0.00	0.00
69900 · Contingency	0.00	0.00	0.00%	33,372.00	33,372.00	80,000.00	80,000.00
TOTAL CAPITAL OUTLAY & CONTINGENCY	0.00	0.00	0.00%	494,969.00	494,969.00	80,000.00	80,000.00
GRAND TOTAL	220,676.52	220,676.52	5.63%	3,923,212.00	3,702,535.48	3,523,462.00	3,309,530.03

ACTION ON BILLS July 2013

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
Chase Bank - Bills for Approval	44426 thru 44548	\$ 153,566.83
Chase Bank - Salaries for July	35414 thru 35444	\$ 7,761.09
Hinsdale Bank - Direct Deposits	& 15958 thru 16116	\$ 98,957.28

MONTH'S TOTAL: \$ 260,285.20

Indian Prairie Public Library District Check Register

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July 1, 2013 through July 31, 2013

Type	Date	Num	Name	Amount
0121 - Checking - JP Morgan Chase				
Liability Check	07/03/2013	44426	Adler & Associates	35.22
Liability Check	07/03/2013	44427	Nationwide Retirement	610.00
Liability Check	07/03/2013	44428	Vantagepoint	1,075.99
Bill Pmt Check	07/09/2013	44429	Colonial Life	47.32
Bill Pmt Check	07/09/2013	44430	Cosmopolitan Building Services	4,775.00
Bill Pmt Check	07/09/2013	44431	DAC	114.00
Bill Pmt Check	07/09/2013	44432	Garvey's Office Products	5.99
Bill Pmt Check	07/09/2013	44433	Grey House Publishing, Inc.	3,995.00
Bill Pmt Check	07/09/2013	44434	Inkwell	42.28
Bill Pmt Check	07/09/2013	44435	Innovation Experts	11,833.00
Bill Pmt Check	07/09/2013	44436	Joynt, Sarah	99.89
Bill Pmt Check	07/09/2013	44437	Lagerstrom, Kate	150.00
Bill Pmt Check	07/09/2013	44438	Mango Languages	3,328.00
Bill Pmt Check	07/09/2013	44439	Morningstar	3,920.00
Bill Pmt Check	07/09/2013	44440	NCPERS Group Life	64.00
Bill Pmt Check	07/09/2013	44441	OverDrive	50.92
Bill Pmt Check	07/09/2013	44442	Philadelphia Insurance Companies	2,984.00
Bill Pmt Check	07/09/2013	44443	Phillip's Interior Plants	215.00
Bill Pmt Check	07/09/2013	44444	Rogers Vending	75.00
Bill Pmt Check	07/09/2013	44445	Runco	55.96
Bill Pmt Check	07/09/2013	44446	Saban, Jacquelyn	6.00
Bill Pmt Check	07/09/2013	44447	Sebert Landscaping	1,042.00
Bill Pmt Check	07/09/2013	44448	Stevanovich, Linda	15.99
Bill Pmt Check	07/09/2013	44449	Unique Management	89.50
Bill Pmt Check	07/09/2013	44450	Value Line Publishing, Inc.	3,175.00
Bill Pmt Check	07/16/2013	44451	Asimakopoulos, Jennifer	141.49
Bill Pmt Check	07/16/2013	44452	Baker & Taylor	3,646.29
Bill Pmt Check	07/16/2013	44453	Baker & Taylor (video)	732.03
Bill Pmt Check	07/16/2013	44454	Cabreana Audio Group	79.96
Bill Pmt Check	07/16/2013	44455	Cavendish Square	474.12
Bill Pmt Check	07/16/2013	44456	CDW Government	4,292.46
Bill Pmt Check	07/16/2013	44457	Davidson Titles, Inc.	167.14
Bill Pmt Check	07/16/2013	44458	Early Advantage	1,272.00
Bill Pmt Check	07/16/2013	44459	Gale/CENGAGE Learning	188.18
Bill Pmt Check	07/16/2013	44460	LexisNexis Matthew Bender	2,425.25
Bill Pmt Check	07/16/2013	44461	Midwest Tape	838.48
Bill Pmt Check	07/16/2013	44462	New Readers Press	616.19
Bill Pmt Check	07/16/2013	44463	Random House	33.75
Bill Pmt Check	07/16/2013	44464	Unique Books, Inc.	1,756.17
Bill Pmt Check	07/16/2013	44465	VOID	0.00
Bill Pmt Check	07/17/2013	44466	AAll	29.00
Bill Pmt Check	07/17/2013	44467	American Library Association	85.00
Bill Pmt Check	07/17/2013	44468	AtoZ Databases	3,960.00
Bill Pmt Check	07/17/2013	44469	Baker & Taylor	3,749.96
Bill Pmt Check	07/17/2013	44470	Baker & Taylor (video)	782.51
Bill Pmt Check	07/17/2013	44471	Bunn, David	95.36

Indian Prairie Public Library District Check Register

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July 1, 2013 through July 31, 2013

Type	Date	Num	Name	Amount
Bill Pmt Check	07/17/2013	44472	Canon Business Solutions	985.16
Bill Pmt Check	07/17/2013	44473	Case Lots Inc.	79.80
Bill Pmt Check	07/17/2013	44474	Center Point Large Print	108.45
Bill Pmt Check	07/17/2013	44475	Cigler, Christine	62.15
Bill Pmt Check	07/17/2013	44476	Constellation	4,803.92
Bill Pmt Check	07/17/2013	44477	DEMCO	1,566.97
Bill Pmt Check	07/17/2013	44478	Deucher., Suzanne	25.30
Bill Pmt Check	07/17/2013	44479	FedEx	9.01
Bill Pmt Check	07/17/2013	44480	Gale/CENGAGE Learning	174.18
Bill Pmt Check	07/17/2013	44481	Garvey's Office Products	29.53
Bill Pmt Check	07/17/2013	44482	Groot Industries, Inc.	294.46
Bill Pmt Check	07/17/2013	44483	Ingram Library Services	12.57
Bill Pmt Check	07/17/2013	44484	Inkwell	160.42
Bill Pmt Check	07/17/2013	44485	Joynt, Sarah	113.60
Bill Pmt Check	07/17/2013	44486	LearningExpress, LLC	4,756.70
Bill Pmt Check	07/17/2013	44487	Lincoln National Life	87.21
Bill Pmt Check	07/17/2013	44488	Midwest Tape	92.78
Bill Pmt Check	07/17/2013	44489	MPS	318.98
Bill Pmt Check	07/17/2013	44490	OverDrive	556.76
Bill Pmt Check	07/17/2013	44491	Palmisano, Stacy.	27.66
Bill Pmt Check	07/17/2013	44492	Showcases	371.25
Bill Pmt Check	07/17/2013	44493	Stephens Plumbing & Heating, Inc.	128.00
Bill Pmt Check	07/17/2013	44494	Uline	186.22
Bill Pmt Check	07/17/2013	44495	United States Treasury	16.00
Bill Pmt Check	07/17/2013	44496	Vernon Library Supplies, Inc.	884.69
Bill Pmt Check	07/17/2013	44497	Williams., Natalie	14.00
Bill Pmt Check	07/17/2013	44498	Wolper Information Services	49.58
Bill Pmt Check	07/17/2013	44499	Wordinger, Debra	55.00
Liability Check	07/18/2013	44500	Adler & Associates	35.22
Liability Check	07/18/2013	44501	Nationwide Retirement	610.00
Liability Check	07/18/2013	44502	Vantagepoint	1,075.99
Bill Pmt Check	07/25/2013	44503	Baird, Tina	125.00
Liability Check	07/29/2013	44504	LIMRiCC	1,038.21
Bill Pmt Check	07/30/2013	44505	AAIL	24.00
Bill Pmt Check	07/30/2013	44506	Adult Reading Round Table	30.00
Bill Pmt Check	07/30/2013	44507	Asimakopoulos, Jennifer	32.24
Bill Pmt Check	07/30/2013	44508	Baker & Taylor	4,145.93
Bill Pmt Check	07/30/2013	44509	Baker & Taylor (video)	976.36
Bill Pmt Check	07/30/2013	44510	Bank of America	1,003.69
Bill Pmt Check	07/30/2013	44511	BCBS	8,750.52
Bill Pmt Check	07/30/2013	44512	Blackstone Audio, Inc.	100.00
Bill Pmt Check	07/30/2013	44513	BookLetters	1,500.00
Bill Pmt Check	07/30/2013	44514	Bukovac, Jamie	126.56
Bill Pmt Check	07/30/2013	44515	Call One	1,705.47
Bill Pmt Check	07/30/2013	44516	Case Lots Inc.	126.70
Bill Pmt Check	07/30/2013	44517	CM Financial Corporation	99.00
Bill Pmt Check	07/30/2013	44518	Cochran, Judith	56.69

Indian Prairie Public Library District Check Register

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July 1, 2013 through July 31, 2013

Type	Date	Num	Name	Amount
Bill Pmt Check	07/30/2013	44519	Colonial Life	47.32
Bill Pmt Check	07/30/2013	44520	Comcast	139.85
Bill Pmt Check	07/30/2013	44521	Davidson Titles, Inc.	280.86
Bill Pmt Check	07/30/2013	44522	Diverse Media, Inc.	107.87
Bill Pmt Check	07/30/2013	44523	DuPage County Public Works	517.29
Bill Pmt Check	07/30/2013	44524	EBSCO	4,567.00
Bill Pmt Check	07/30/2013	44525	Findaway World, LLC	3,119.70
Bill Pmt Check	07/30/2013	44526	Gale/CENGAGE Learning	112.76
Bill Pmt Check	07/30/2013	44527	Grey House Publishing, Inc.	359.00
Bill Pmt Check	07/30/2013	44528	Guardian	501.05
Bill Pmt Check	07/30/2013	44529	Inkwell	142.13
Bill Pmt Check	07/30/2013	44530	JavaSmart USA LLC	122.91
Bill Pmt Check	07/30/2013	44531	Kiplinger's Investing for Income	79.00
Bill Pmt Check	07/30/2013	44532	Kroeschell Service	3,304.12
Bill Pmt Check	07/30/2013	44533	Midwest Tape	611.28
Bill Pmt Check	07/30/2013	44534	MyersBriggs	23,145.00
Bill Pmt Check	07/30/2013	44535	NCPERS Group Life	64.00
Bill Pmt Check	07/30/2013	44536	New Readers Press	422.84
Bill Pmt Check	07/30/2013	44537	OverDrive	1,244.55
Bill Pmt Check	07/30/2013	44538	Peregrine, Stime, Newman, Ritzman & Bruck	360.00
Bill Pmt Check	07/30/2013	44539	Potomac Publishing, Inc.	9.95
Bill Pmt Check	07/30/2013	44540	RAILS	1,323.00
Bill Pmt Check	07/30/2013	44541	Random House	185.00
Bill Pmt Check	07/30/2013	44542	Recorded Books, LLC	385.10
Bill Pmt Check	07/30/2013	44543	Runco	250.63
Bill Pmt Check	07/30/2013	44544	Target	122.81
Bill Pmt Check	07/30/2013	44545	Team One Repair, Inc.	113.00
Bill Pmt Check	07/30/2013	44546	Unique Books, Inc.	136.74
Bill Pmt Check	07/30/2013	44547	VSP Vision	92.85
Bill Pmt Check	07/30/2013	44548	Wolper Information Services	10,996.89

Total 10121 · Checking - JP Morgan Chase

153,566.83

TOTAL

153,566.83

Bills for approval – Electronic Payments & Automatic Withdrawals

July 2013

Vendor	Purpose	Date Paid	Amount Paid
EFTPS-Federal	Payroll taxes	07/05/2013	18,431.36
ILDOR-State	Payroll taxes	07/05/2013	3,256.35
EFTPS-Federal	Payroll taxes	07/19/2013	18,359.78
ILDOR-State	Payroll taxes	07/19/2013	3,214.44
IMRF	Payroll Pension	07/29/2013	18,621.15
AT&T	Telecommunications	07/12/2013	298.04
Nicor	Gas	07/17/2013	562.74
DAC	Deposit to HRA	07/01/2013	2,500.00
US Bank	Credit Card Fee	07/02/2013	235.93
Hinsdale Bank	Fee-Direct Deposit	07/03/2013	20.00

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICTSTATEMENT OF RECEIPTS AND DISBURSEMENTSFOR THE FISCAL PERIOD JANUARY 1, 2013 THROUGH JUNE 30, 2013

CASH AND INVESTMENTS AS OF JANUARY 1, 2013: \$2,964,393.85

RECEIPTS BY FUND

CORPORATE FUND: Deferred Property Taxes 1,477,188.22, Property Taxes 107.84, Non-Current Property Taxes .72, Intergovernmental 43,704.93, Interest 333.10, Misc. Revenue - Copier, Fines, Gifts, Non-Resident Fees, Rental, Etc. 96,441.38, TOTAL \$1,617,776.19.

BUILDING & MAINTENANCE FUND: Deferred Property Taxes, 43,979.35, Property Taxes, 3.36, Non-Current Property Taxes .02, TOTAL \$43,982.73.

I.M.R.F. FUND: Deferred Property Taxes, 30,219.47, Property Taxes 2.29, Non-Current Property Taxes .01, TOTAL \$30,221.77.

LIABILITY INSURANCE FUND: Deferred Property Taxes 3,938.48, Property Taxes .61, TOTAL \$3,939.09.

SOCIAL SECURITY FUND: Deferred Property Taxes 27,452.72, Property Taxes 2.06, Non-Current Property Taxes .01 TOTAL \$27,454.79.

SPECIAL RESERVE FUND: Interest 4.27, TOTAL \$4.27.

WORKING CASH FUND: Interest 0.04, TOTAL \$0.04.

BOND FUND: Bond Property Taxes 231,271.84, Interest 4.00, TOTAL \$231,275.84.

TOTAL RECEIPTS ALL FUNDS: \$1,954,654.72

DISBURSEMENTS BY FUND

CORPORATE FUND: NET PAYROLL: 677,697.50, VENDORS: Accountemps 799.37 Action Flag Co. 193.07 Adler & Associates 457.86 Adult Reading Round Table 65.00 Advantage Microfilm Services 542.75 Affordable Library Products 1,427.07 Alarm Financial 180.00 Allmake Appliance Repair, Inc. 138.73 Alternative Energy Solutions, Ltd. 2,085.64 Apple Books 128.91 Applied Ergonomics 400.00 Art Excursions, Inc. 550.00 Asimakopoulos, Jennifer 304.01 AT&T 1,782.30 AudioGo 1,986.72 Aurico 266.00 Baker & Taylor 83,520.39 Baker & Taylor (video) 19,507.65 Bank of America 52,519.21 Bannerville USA, Inc. 228.00 Barnum, Patty 200.00 Bayscan Technologies 195.60 BCBS 43,365.36 Belliveau, Steve 385.00 Birmingham, Laura 101.31 Bittman, Bridget 250.00 Blackstone Audio, Inc. 20.00 BookBrowse LLC 630.00 BookPage 480.00 Bottom Line Personal 39.00 Bowker LLC, R.R. 500.00 Bukovac, Jamie 532.25 Bunn, David 58.60 C & S Sales Promotions, Inc. 742.50 Cabreana Audio Group 1,261.43 Call One 750.00 Canon Business Solutions 1,377.97 Carlson, Elizabeth 265.00

Case Lots Inc. 1,833.65 Cataldo, Jill 600.00 CCH 29.79 Center Point Large Print 935.80 Chicago Tribune 503.80 City of Darien 50.00 Classic Hardware and Door LLC 66.25 Cochran, Judith 230.52 Colonial Life 283.92 Comcast 827.30 CompPsych 2,500.00 Cosmopolitan Building Services 28,650.00 Current Technologies 2,312.32 DAC 15,717.00 Darien Park District 3,855.32 Davidson Titles, Inc. 1,233.49 Delicious Creations 92.50 Dell Marketing L.P. 2,537.77 DEMCO 5,545.96 Dietrich, Dionne 70.00 Disney Educational Productions 10.77 Displays2go 804.41 Distinctive Interiors 234.00 Diverse Media, Inc. 108.08 Do It Yourself Magazine 19.97 Downers Grove Public Library 363.90 Downers Grove South High School 60.00 DuPage Children's Museum 400.00 Dzierzbicki, Monica 259.91 Edmonds Incorporated 2,209.55 EFTPS 232,484.85 Emerald Marketing, Inc. 500.00 Evanced Solutions 2,980.00 EverGreen Printing Supplies 56.39 Fank, Susan 29.14 Fasano Pie Company 234.00 FedEx 10.74 Fire & Security Systems 512.00 Five Star CPR & First Aid 280.00 Fox Valley Fire & Safety 5,902.00 Frank Electric Co. 386.00 FrogLady Presentations 300.00 Gale/CENGAGE Learning 9,249.32 Garvey's Office Products 2,443.80 Gaylord Bros., Inc. 625.31 Glenside Public Library District 17.50 God's Power Your Purpose 16.00 Grainger 539.30 Grand Avenue Capital 150.00 Graphic Promotions, Inc. 235.00 Grey House Publishing, Inc. 1,048.60 Guardian 2,665.14 Guest, Laurie 762.50 Harris, Monica 150.00 Hartney, Jane 950.20 Heritage House Florist 110.00 Hinsdale Bank 120.00 Hinsdale South High School Stinger 70.00 ID Label 230.00 Illinois Department of Revenue 40,996.74 Illinois Library Association 685.00 Illinois Secretary of State 10.00 Image Systems 487.35 IMRF 118,355.87 Indian Prairie Library Foundation 300.00 Ingram Library Services 232.03 Inkwell 1,331.34 Innovation Experts 215.00 Interact Business Products, LLC 4,610.00 Janczy, Ron 35.00 JanWay Company USA, Inc. 997.37 JavaSmart USA LLC 672.48 Jensen, Shirley P 123.11 Joynt, Sarah 121.28 Kapco 471.36 Kline, Cindy 15.00 Kolnik, MaryLou 20.60 Krekelberg, Mary L 57.50 Kroeschell Service 9,343.59 LACONi 45.00 LACONi-CSS 15.00 LACONi-OPP 17.00 LACONi-RASS 0.00 Law Bulletin Publishing Company 67.00 Lawrentz, Sonia 185.00 LexisNexis Matthew Bender 117.06 Library Journals, LLC 295.00 LIMRiCC 2,361.76 Lincoln National Life 514.76 Madsen, Stacie 10.80 Maloya, Diana 18.30 Management Association 900.94 Marsden, Michael 200.00 MaximumPC 24.95 McCully, Nancy 205.00 Michalak, Ellen 335.00 Micro Center 79.99 Midwest Tape 9,242.09 Myers-Briggs 30.00 Naisbitt, Patricia 268.00 Nationwide Retirement 7,930.00 NCPERS Group Life 576.00 New Readers Press 43.00 News Bank, Inc. 5,350.00 Nicor 7,363.29 Niels, Christine 70.06 Old Town School of Folk Music 500.00 Ollis Book Corporation 1,917.39 OverDrive 14,949.16 Oxford University Press 41.69 Palmisano, Stacy. 111.84 Paraclete Press, Inc. 157.26 PC Mall 133.60 Peregrine, Stime, Newman, Ritzman & Bruck 954.00 Peterson, Michael 200.00 Petty Cash 740.06 Phillip's Interior Plants 1,075.00 Phoenix System & Service, Inc. 3,792.00 PitneyBowes 592.45 Price Digests 69.95 Print Designs USA, Inc. 596.00 Proforma Creative Impressions 286.00 ProQuest LLC 1,995.00 Quill 4,089.71 Ramirez, Martha 47.06 Random House 3,075.25 Rebecca Caudill Young Readers' Book Award 10.00 Recorded Books, LLC 11,506.67 Recreational Equipment, Inc. 150.00 Regent Book Company 13.82 Register Printing of Illinois, Inc. 441.90 Reid, Richard J. 240.00 Research Technology International 529.65 Rock Valley Publishing -125.00 Rogers Vending 781.49 Roy, Nancy 294.95 Rubberdisc 256.50 Runco 2,911.12 Salem Press 420.00 Scholastic Library Publishing 2,672.44 Schuetz, Roy 30.00 ScotPress Printing 1,920.38 Sebert Landscaping 20,338.00 Shah, Rajer 12.50 Shaw, Donald 33.90 Sheehan,

Debbie 84.29 ShopSmart 34.95 Showcases 252.54 Siddhpura, Pushpa 10.00
 Slager, Gina Marie 300.00 Smart Computing 29.00 Song, Xiangqian 15.80
 Speciality Mat Service 1,119.00 Specialty Store Services 187.35 Stephens
 Plumbing & Heating, Inc. 666.00 Stevanovich, Linda 198.01 Stovall, Ann
 391.74 Streett, Cathy 153.80 Sun-Times Media 221.00 SWAN 31,583.12
 Szabados, Stephen M. 100.00 Target 2,384.95 Team One Repair, Inc.
 2,437.28 The Book Farm 6,879.17 The Cottage Journal Seasons 19.98 The
 Great Courses 539.55 The Penworthy Company 1,741.85 The Risk Management
 Association 7.00 Thomson Reuters - West 200.14 ThyssenKrupp Elevator
 1,474.02 Trainer's Warehouse 75.06 Tucker, Denise 80.00 Tumbleweed Press,
 Inc. 399.00 TV Weekly -39.00 Tyco SimplexGrinnell 112.00 US Bank 1,120.69
 U.S. Postal Service (Postage-By-Phone) 2,000.00 Uline 52.60 Unique Books,
 Inc. 3,760.12 Unique Management 420.65 United States Postal Service
 3,776.65 Vantagepoint 13,129.95 VISOgraphic 7,719.23 VSP Vision 464.25
 Web Commerce Partners, Inc. 50.60 Weld-All 432.00 Williams., Natalie
 105.73 Willowbrook/Burr Ridge Chamber of Commerce 240.00 Wilson, Shelly
 125.00 Wlosinski, Maria 57.64 Wolper Information Services 5,566.79
 Woodridge Public Library 15.00 Wordinger, Debra 202.88 Workman Publishing
 Co. 13.00 World Book School and Library 2,116.00 VENDORS PAID UNDER 1.00:
 -249.94, TOTAL: \$1,617,221.77.

BUILDING & MAINTENANCE FUND: Call One 6,799.52, CM Financial 198.00
 Constellation 23,121.28, DuPage County Public Works 1,577.05 Frank
 Electric 1,540.00, Groot Industries 1,305.92 Siebert 135.00, Stephens
 Plumbing 96.00, TOTAL: \$34,772.77.

I.M.R.F. FUND: Illinois Municipal Retirement Fund 2.30, TOTAL: \$2.30.

LIABILITY INSURANCE FUND: LIMRICC -250.00, TOTAL: -\$250.00

SOCIAL SECURITY FUND: EFTPS 2.07, TOTAL: \$2.07.

BOND FUND: The Bank of New York Mellon 6,698.32, TOTAL: \$6,698.32.

TOTAL DISBURSEMENTS ALL FUNDS: \$1,658,447.23

CASH AND INVESTMENTS AS OF JUNE 30, 2013: \$3,260,601.34

THE FOREGOING TO THE BEST OF MY KNOWLEDGE IS A TRUE AND CORRECT STATEMENT
 OF RECEIPTS AND DISBURSEMENTS OF THE INDIAN PRAIRIE PUBLIC LIBRARY
 DISTRICT FOR THE FISCAL PERIOD JANUARY 1, 2013 THROUGH JUNE 30, 2013.

 MARIAN KRUPICKA, TREASURER

SUBSCRIBED AND SWORN TO BEFORE ME, A NOTARY PUBLIC THIS 21st DAY OF
 AUGUST 2013

 NOTARY PUBLIC

EMPLOYEES PAID DURING THE FISCAL PERIOD JANUARY 1, 2013 THROUGH JUNE 30, 2013

Asimakopoulos, Jennifer A. Sr. Reference Librarian 24,961.50, Barnett, Geri L., Tech Services Assistant 4,213.50, Beggs, Vera H. Reference Librarian 599.28, Birmingham, Laura N. Assistant Director 40,715.90, Blesy, Harold H. Administrative Technical Assistant 103.24, Bortman, Priscilla L. Circulation Services Assistant 994.40, Borucki, Christine K. Custodian/Security Monitor 13,086.94, Boyer, Barbara A. Circulation Services Assistant 6,126.01, Brozek, Terri L. Circulation Services Assistant 6,353.71, Bukovac, Jamie P. Director 56,141.71, Bunn, David L. Technology Assistant 13,763.41, Butcher, Brett A. Technology Assistant 6,661.46, Cartwright, Karen J. Circulation Services Assistant 5,165.35, Cerkanowicz, Barbara A. Youth Services Page 3,077.59, Chiligris-Nickolaou, Diane L. Technical Services Supervisor 6,569.95, Cochran, Judith J. Youth Services Librarian 15,757.20, Cosmas, Amelia T. Circulation Services Assistant 4,792.32, Cox, Nancy Youth Services Assistant 9,951.38, Czuba, Patricia A. Interlibrary Loan Supervisor 11,181.48, Dangles, Joyce D. Circulation Services Assistant 6,586.75, Daskalos, Anastasia Circulation Services Supervisor 3,803.57 Deucher, Suzanne Adult Services Librarian 21,169.02, Dzierzbicki, Monica A. Youth Services Librarian 29,362.52, Egger, Benjamin C. Security Monitor 7,085.52, Eisenschenk, Kimberly Circulation Services Assistant 5,483.89, Fank, Susan C. Technical Services Assistant 15,648.81, Fujiura, Mieko A. Circulation Services Supervisor 11,727.65, Glenn, Hugh W. Computer/Magazine Assistant 9,514.43, Graziani, Gail M. Adult Services Assistant 4,834.21, Grob, Anna M. Circulation Assistant/Page 2,650.22, Guldberg, Barbara A. Circulation Services Assistant 6,760.08, Hahn, Jeanette C. Circulation Services Page 3,933.49, Hartney, Jane S. Youth Services Assistant 17,851.93, Hays, Holly Adult Services Page 2304.00, Hinkley, Anna M. Technical Services Assistant II 8,262.20, Jensen, Shirley P. Senior Reference Librarian 34,203.00, Johnson, Gail A. Circulation Services Supervisor 12,282.27, Jovien, Ashley G. Youth Services Page 2,891.48, Joynt, Sarah K. Senior Youth Services Librarian 27,030.04, Kitley, Nicolette F. Circulation Page 3,549.06, Kline, Cynthia L. Readers Advisory Assistant 7,112.10, Komperda, Patricia A. Circulation Services Assistant 5,295.07, Koprowski, Ariel Adult Services Page 2,409.78, Kountz, Krista L. Youth Services Summer Assistant 885.88 Krekelberg, Mary L. Reference Librarian 28,803.02, Kruski, Jason T. Security Monitor 4,018.66, Lafayette, Luella Circulation Services Supervisor 3,142.78, Layman, Jessica E. Readers Advisory Assistant 927.48 Lazarski, Carol R. Computer/Magazine Assistant 5,980.37, Leja, Patricia L. Circulation Services Assistant 5,980.55, Lipowski, Nadine V. Circulation Services Assistant 5,067.79, Lippencott, Suzanne H. Youth Services Librarian Substitute 4,062.75, Liu, Julie S. Computer/Magazine Assistant 6,930.86, Maher, Sandra L. Senior Reference Librarian 2,079.35, McKee, Sandra P. Youth Services Assistant 3,046.90, Meronek,

Gregory Interlibrary Loan Page 4,135.86, Milewski, Robert J. Circulation Page 4,308.87, Mommsen, Joan B. Reference Librarian Substitute 5,522.98, Monkus, Sally A. Readers Advisory 6,951.32, Niels, Christine E. Marketing/Public Information Coordinator 22,132.52, O'Connell , Nila J. Circulation Services Assistant 5,791.08, Palicz, Kimberly A. Circulation Services Assistant 5,531.80, Palmisano, Stacy Administrative Assistant 6,855.00, Papaurelis, Theresa A. Graphic Artist 4,835.05, Paxson, Mary K. Readers Advisory Assistant 10,097.00, Pierce, Nicole D. Summer Youth Services Assistant 367.60, Piotrowski, Lucille A. Readers Advisory Assistant 2,725.80, Poluektova, Yulia V. Youth Services Page 3,623.80, Popowitch, Joseph A. Reference Librarian 27,358.54, Raffenetti, Mimi A. Reference Librarian Substitute 1,070.66, Ramirez, Martha Technical Services Assistant 7,037.27, Rodela-Sulik Gloria A. Technical Services Supervisor 5,239.20 Roman, Linda E. Adult Services Page 2,805.63, Roy, Nancy E. Administrative Office Coordinator 16,593.50, Rusthoven, Christine D. Youth Services and Reference Librarian Substitute 89.55, Schueren, Mary J. Readers Advisory Assistant 8,604.37, Seli , Kenneth S. Youth Services Assistant Substitute 2,470.92, Shackleton, Carol A. Circulation Services Assistant 11,119.02, Sheehan, Deborah A. Circulation Services Department Head 34,251.79, Smith, Sarah E. Computer/Magazine Assistant 5,549.98, Smith, Tina L. Adult Services Page 2,104.14, Sobun, Mary Lynn C. Youth Services Page 2,988.13, Stevanovich, Linda D. Youth Services Assistant 8,114.37, Stovall, Ann M. Technical Services Department Head 37,644.85, Stranski , Corrine Youth Services Assistant Substitute 1,090.07, Stuart, Elizabeth C. Adult Services Page 2,875.06, Tagney, Kimberly A. Circulation Services Assistant 3,639.48, Thompson , Cynthia A. Adult Services Page 3,123.27, Thurman, Deidre L. Circulation Services Assistant 8,429.40, Tomaszewski, Thomas L. Computer/Magazine Assistant 1,095.12 Tucker, Denise C. Readers Advisory Assistant 7,307.05, Vlasko-Vlasova, Galina S. Youth & Adult Services Page 1,494.98, Von Zee, Kelly M. Youth Services Librarian 20,553.00, Washington, Livonia Circulation Services Assistant 3,286.39, Watts, William T. Circulation Services Page 3,914.27, Williams, Natalie Youth Services Department Head 11,108.64 Witczak , Geraldine Adult Services Page 3,567.83, Wlosinski , Maria A. Administrative Assistant 8,167.86, Wordinger, Debra L. Adult Services Department Head 39,370.51, Yang, Man Hua Adult & Circulation Services Page 8,830.41, Zinoveva, Natalya Circulation Services Page 4,824.25; GROSS PAYROLL TOTAL \$941,492.00

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

STATEMENT OF RECEIPTS AND DISBURSEMENTS

FOR THE FISCAL PERIOD JULY 1, 2012 THROUGH JUNE 30, 2013

CASH AND INVESTMENTS AS OF JULY 1, 2012: \$3,188,608.80

RECEIPTS BY FUND

CORPORATE FUND: Deferred Property Taxes 1,477,188.22, Property Taxes 1,460,159.24, Non-Current Property Taxes 282.88, Intergovernmental 43,704.93, Interest 356.43, Misc. Revenue - Copier, Fines, Gifts, Non-Resident Fees, Rental, Etc. 211,300.27 TOTAL \$3,192,991.97.

BUILDING & MAINTENANCE FUND: Deferred Property Taxes 43,979.35 Property Taxes 45,447.00, Non-Current Property Taxes 9.03 Interest 0.74, TOTAL \$89,436.12.

I.M.R.F. FUND: Deferred Property Taxes 30,219.47, Property Taxes 30,979.61, Non-Current Property Taxes 6.16, Interest 0.50, TOTAL \$61,205.74.

LIABILITY INSURANCE FUND: Deferred Property Taxes 3,938.48 Property Taxes 8,179.58, Non-Current Property Taxes 1.76 Interest 0.14, TOTAL \$12,119.96.

SOCIAL SECURITY FUND: Deferred Property Taxes 27,452.72 Property Taxes 27,835.73, Non-Current Property Taxes 5.72 Interest 0.45, TOTAL \$55,294.62.

SPECIAL RESERVE FUND: Interest 15.58, TOTAL \$15.58.

WORKING CASH FUND: Interest 0.19, TOTAL \$0.19.

BOND FUND: Bond Property Taxes 479,117.58, Non-Current Property Taxes 36.80 Interest 217.63, TOTAL \$479,372.01.

TOTAL RECEIPTS ALL FUNDS: \$3,890,436.19

DISBURSEMENTS BY FUND

CORPORATE FUND: NET PAYROLL: 1,370,271.64, VENDORS: A.M. Best Company 2,377.90 AAI 29.00 Accountemps 13,812.40 AccuCut 63.00 Action Flag Co. 193.07 Adler & Associates 739.62 Adult Reading Round Table 90.00 Advantage Microfilm Services 542.75 Affordable Library Products 4,043.07 Alarm Financial 300.00 ALLDATA 1,500.00 Allmake Appliance Repair, Inc. 138.73 Alternative Energy Solutions, Ltd. 2,444.64 American Library Association 160.20 Apple Books 3,942.09 Applied Ergonomics 400.00 Art Excursions, Inc. 550.00 Asher, Jay 2,386.70 Asimakopoulos, Jennifer 327.93 AT&T 3,705.39 AtoZ Databases 3,960.00 AudioGo 4,704.82 Aurico 499.00 Baker & Taylor 158,139.81 Baker & Taylor (video) 37,683.83 Baldwin Cooke 143.01 Bank of America 88,101.28 Bannerville USA, Inc. 228.00 Barnes &

Noble, Inc. 217.90 Barnum, Patty 200.00 Barrett, Kathryn 50.00 Bayscan Technologies 1,268.70 BCBS 87,177.45 Belliveau, Steve 385.00 Bibliotheca ITG LLC 6,497.84 Birmingham, Laura 204.84 Bittman, Bridget 780.00 Blackstone Audio, Inc. 40.00 BookBrowse LLC 1,305.00 BookLetters 1,500.00 BookPage 480.00 Bottom Line Personal 39.00 Bowker LLC, R.R. 500.00 Branham, Liz 60.10 Bukovac, Jamie 931.25 Bunn, David 58.60 Burr Ridge Park District 120.55 C & S Sales Promotions, Inc. 742.50 Cabreana Audio Group 2,413.75 Call One 750.00 Cambridge University Press 46.40 Canon Business Solutions 2,852.83 Career Vision 50.00 Carlson, Elizabeth 365.00 Case Lots Inc. 4,742.55 Cataldo, Jill 600.00 CCH 133.28 CDW Government 291.14 Center Point Large Print 1,822.57 Chicago Sun-Times 101.40 Chicago Tribune 812.55 City of Darien 100.00 Classic Hardware and Door LLC 66.25 Cochran, Judith 471.15 Colonial Life 567.84 Comcast 1,598.70 Compass Group USA 150.00 CompPsych 2,500.00 Constant Contact 126.00 Consumers' Checkbook 150.00 Cook County Clerk 10.00 Cosmopolitan Building Services 63,121.25 CSAAGSI 31.00 Current Technologies 8,312.32 DAC 23,778.00 Darien Chamber of Commerce 100.00 Darien Park District 3,855.32 Darien Police Department 300.00 Davidson Titles, Inc. 1,233.49 Delicious Creations 92.50 Dell Marketing L.P. 2,537.77 Deluxe 44.28 DEMCO 11,183.67 Dietrich, Dionne 70.00 Disney Educational Productions 10.77 Displays2go 1,060.87 Distinctive Interiors 234.00 Diverse Media, Inc. 353.53 Do It Yourself Magazine 19.97 Dow Theory Forecasts 159.00 Downers Grove Public Library 363.90 Downers Grove South High School 240.00 DuPage Children's Museum 400.00 Dzierzbicki, Monica 347.41 EBSCO 7,400.00 Edmonds Incorporated 2,209.55 EFTPS 387,914.55 Ehlers 97.50 Ellison Educational Equipment, Inc. 305.00 Emerald Marketing, Inc. 500.00 Eriksen, Jody 175.00 Evanced Solutions 3,532.50 EverGreen Printing Supplies 56.39 Fank, Susan 29.14 Faronics Technologies USA Inc. 1,566.50 Fasano Pie Company 234.00 FedEx 18.42 Fire & Security Systems 968.00 Five Star CPR & First Aid 280.00 Fox Valley Fire & Safety 6,551.15 Frank Electric Co. 1,315.00 Franz, Barbara 12.20 FrogLady Presentations 300.00 Gale/CENGAGE Learning 18,987.13 Garvey's Office Products 5,239.95 Gaylord Bros., Inc. 1,331.28 General Revenue 352.50 German, Bill 300.00 Glenside Public Library District 17.50 God's Power Your Purpose 16.00 Grainger 1,802.91 Grand Avenue Capital 150.00 Graphic Promotions, Inc. 235.00 Grey House Publishing, Inc. 5,043.60 Guardian 5,985.73 Guest, Laurie 1,262.50 Harris, Monica 150.00 Hartney, Jane 950.20 Hayman, Ruth 170.84 Heritage House Florist 169.99 Highsmith 82.80 Hinsdale South High School 45.00 Hinsdale South High School Stinger 210.00 ID Label 567.50 IL Dept of Revenue 81,987.19 Illinois Library Association 760.00 Illinois Secretary of State 20.00 Image Systems 1,829.05 IMRF 174,153.83 Indian Prairie Library Foundation 830.00 Information Today, Inc. 366.05 Ingram Library Services 393.01 Inkwell 1,331.34 Innovation Experts 12,035.19 Interact Business Products, LLC 4,610.00 Investor's Business Daily 329.00 J & H Decor 110.00 Janczy, Ron 35.00 JanWay Company USA, Inc. 1,555.37 JavaSmart USA LLC 1,146.13 Jensen, Shirley P 190.61 Joynt, Sarah 498.99 Kapco 1,926.17 Kennedy-Webster Electric Co. 435.86 King, Gary A. 2.00 Kline, Cindy 43.20 Kolnik, MaryLou 20.60 Krekelberg, Mary L 57.50 Kroeschell Service 20,206.19 LACONI 216.00 LACONI-CSS 60.00 LACONI-OPP 48.00 LACONI-RASS 45.00 LACONI-YSS 60.00 Lakeshore Learning Materials 100.81 Law Bulletin Publishing Company 67.00 Lawrentz, Sonia 185.00 LearningExpress, LLC 4,736.70 Legacy Girls 500.00 LexisNexis Matthew Bender 246.14 Library Display Design Systems 181.59 Library Journals, LLC

295.00 LIMRiCC 4,366.37 Lincoln National Life 973.13 Liu, Yang 15.00
 Madsen, Stacie 10.80 Magic Dreams Publishing 20.54 Maloya, Diana 18.30
 Management Association 1,735.94 Mango Languages 3,150.00 Marsden, Michael
 200.00 Mason Crest Publishers 304.27 Maul Enterprises, Inc. 6,876.00
 MaximumPC 24.95 McCully, Nancy 205.00 Meade, Kathy 75.00 Megaridis,
 Crystal 150.00 Mergent, Inc. 1,641.00 Michalak, Ellen 804.00 Micro Center
 237.94 Midwest Tape 19,298.71 Modern Gaelic Productions 50.00 Morningstar
 3,272.50 Movie Licensing USA 100.00 MPS 306.55 Myers-Briggs 10,940.00
 Naisbitt, Patricia 402.00 Nationwide Retirement 15,860.00 NCPERS Group
 Life 1,088.00 Near West Youth Services 25.00 Neiman, Ryan 200.00 New
 Readers Press 374.18 News Bank, Inc. 5,350.00 Nickolaou, Diane 80.73
 Nicor 11,366.32 Niels, Christine 330.46 Old Town School of Folk Music
 500.00 Ollis Book Corporation 3,376.89 OverDrive 18,676.11 Oxford
 University Press 41.69 P. J. Kenedy & Sons 26.95 Palmisano, Stacy. 149.58
 Paraclete Press, Inc. 157.26 PC Mall 194.42 Peregrine, Stime, Newman,
 Ritzman & Bruck 1,944.00 Peterson, Michael 200.00 Petty Cash 1,511.62
 Pexagon Technology 264.50 Phillip's Interior Plants 2,580.00 Phoenix
 System & Service, Inc. 3,792.00 PitneyBowes 922.45 Price Digests 69.95
 Print Designs USA, Inc. 596.00 Professional Library Lift Movers 885.00
 Proforma Creative Impressions 286.00 ProQuest LLC 1,995.00 Quill 7,971.23
 Ramirez., Martha 47.06 Random House 6,161.04 Rebecca Caudill Young
 Readers' Book Award 10.00 Record Information Services, Inc. 769.00
 Recorded Books, LLC 19,307.31 Recreational Equipment, Inc. 150.00 Regent
 Book Company 13.82 Register Printing of Illinois, Inc. 441.90 Reid,
 Richard J. 660.00 Reinventing Space 250.00 Research Technology
 International 1,129.40 Rock Valley Publishing -125.00 Rogers Vending
 1,726.74 Rosen Publishing 623.45 Roy, Nancy 294.95 Rubberdisc 767.00
 Runco 4,164.23 Sage Publications, Inc. 186.41 Salem Press 420.00 Salgado,
 Andrew 400.00 Scholastic Library Publishing 3,426.71 Schuetz, Roy 30.00
 ScotPress Printing 3,248.49 Sebert Landscaping 23,926.00 Sergiyenko,
 Gennady 50.00 Seton Identification Products 59.88 SFG Service Forms and
 Graphics, Inc. 237.80 Shah, Rajer 12.50 Shaw, Donald 33.90 Sheehan,
 Debbie 235.75 ShopSmart 34.95 Showcases 493.11 Siddhpura, Pushpa 10.00
 Slager, Gina Marie 300.00 Smart Computing 29.00 Song, Xiangqian 15.80
 Speciality Mat Service 1,693.90 Specialty Store Services 440.56 Standard
 & Poor's Financial Services, LLC 5,751.78 State Fire Marshal 70.00
 Stephens Plumbing & Heating, Inc. 666.00 Stevanovich, Linda 356.97
 Stovall, Ann 592.22 Streett, Cathy 153.80 Suburban Life Media 42.00 Sun-
 Times Media 1,209.80 SWAN 63,244.27 Szabados, Stephen M. 100.00 Target
 2,384.95 Team One Repair, Inc. 3,174.02 The Book Farm 7,405.45 The
 Child's World 599.55 The Cottage Journal Seasons 19.98 The Great Courses
 789.20 The Mailbox Yearbook 79.90 The McGraw-Hill Companies 2,918.12 The
 Penworthy Company 4,484.54 The Professional Store Design 2,879.43 The
 Risk Management Association 337.00 Thomson Reuters - West 491.62 Three
 Scale Strategy 1,188.00 ThyssenKrupp Elevator 3,105.10 Today's Business
 900.00 Trainer's Warehouse 75.06 Trapp, Sandra 195.00 Tucker, Denise
 80.00 Tumbleweed Press, Inc. 399.00 Tyco SimplexGrinnell 112.00 U.S.
 Postal Service (Postage-By-Phone) 4,000.00 Uline 52.60 Unique Books, Inc.
 5,250.74 Unique Management 895.00 United States Postal Service 7,135.37
 USA Today 208.00 Value Line Publishing, Inc. 3,100.00 Vantagepoint
 25,804.95 VISOgraphic 15,616.98 Von Zee, Kelly 81.56 VSP Vision 959.45
 Web Commerce Partners, Inc. 50.60 Weld-All 432.00 Weston Woods Studios
 149.75 Williams., Natalie 105.73 Willowbrook/Burr Ridge Chamber of
 Commerce 425.00 Wilson, Shelly 125.00 Wlosinski, Maria 71.52 Wolper

Information Services 17,087.7a Wolsky, Mary-Jo 2,363.77 Woodridge Public Library 33.61 Wordinger, Debra 598.87 Workman Publishing Co. 13.00 World Book School and Library 4,131.29 Zabel, Brian & Associates, PC 2,850.00 VENDORS PAID UNDER 1.00: -31.23 Total \$3,116,353.56

BUILDING & MAINTENANCE FUND: BOA 265.46 Call One 10,645.90 CM Financial Corp 297.00 Constellation 30,869.96 Current Technologies 19,514.77 DuPage County Public Works 3,542.80, Exelon Energy Corp. 16,943.14, Frank Electric Company 2,189.00, Groot Industries 2,605.18, Siebert Enterprises 315.00, Stephens Plumbing & Heating, Inc. 96.00, The Professional Store Design 2,879.42 TOTAL: \$90,163.63.

I.M.R.F. FUND: Illinois Municipal Retirement 61,754.59, TOTAL: \$61,754.59.

LIABILITY INSURANCE FUND: LIMRiCC 750.00 Myers-Briggs & Company Inc. 14,060.00, TOTAL: \$14,810.00.

SOCIAL SECURITY FUND: EFTPS 55,541.05, TOTAL: \$55,541.05.

BOND FUND: The Bank of New York Mellon 479,820.82, TOTAL: \$479,820.82.

TOTAL DISBURSEMENTS ALL FUNDS: \$3,818,443.65

CASH AND INVESTMENTS AS OF JUNE 30, 2013: \$3,260,601.34

THE FOREGOING TO THE BEST OF MY KNOWLEDGE IS A TRUE AND CORRECT STATEMENT OF RECEIPTS AND DISBURSEMENTS OF THE INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT FOR THE FISCAL PERIOD JULY 1, 2012 THROUGH JUNE 30, 2013.

Marian Krupicka, TREASURER

SUBSCRIBED AND SWORN TO BEFORE ME, A NOTARY PUBLIC THIS 21st DAY OF AUGUST 2013

NOTARY PUBLIC

EMPLOYEES PAID DURING THE FISCAL PERIOD JULY 1, 2012 THROUGH JUNE 30,
2013

Asimakopoulos, Jennifer A. Sr. Reference Librarian 49,581.00, Barnett, Geri L., Tech Services Assistant 8,389.50, Beggs, Vera H. Reference Librarian 1,910.21, Birmingham, Laura N. Assistant Director 81,418.40, Blesy, Harold H. Administrative Technical Assistant 303.97, Bortman, Priscilla L. Circulation Services Assistant 1,256.00, Borucki, Christine K. Custodian/Security Monitor 29,559.95, Boyer, Barbara A. Circulation Services Assistant 12,128.09, Brozek, Terri L. Circulation Services Assistant 12,079.98, Bukovac, Jamie P. Director 109,893.53, Bunn, David L. Technology Assistant 27,261.17, Butcher, Brett A. Technology Assistant 13,276.75, Cano, Marybeth Youth Services Page 3,008.37 Cartwright, Karen J. Circulation Services Assistant 10,977.22, Cerkanowicz, Barbara A. Youth Services Page 6,167.48, Chiligiris-Nickolaou, Diane L. Technical Services Supervisor 20,212.17, Cochran, Judith J. Youth Services Librarian 31,058.95, Cosmas, Amelia T. Circulation Services Assistant 6,352.32, Cox, Nancy Youth Services Assistant 20,317.51, Czuba, Patricia A. Interlibrary Loan Supervisor 23,405.10, Dangles, Joyce D. Circulation Services Assistant 13,203.10, Daskalos, Anastasia Circulation Services Supervisor 3,803.57 Deucher, Suzanne Adult Services Librarian 42,214.80, Dzierzbicki, Monica A. Youth Services Librarian 60,081.80, Egglar, Benjamin C. Security Monitor 7,085.52, Eisenschenk, Kimberly Circulation Services Assistant 10,520.20, Erickson, Holly T. Youth Services Page 354.00 Fank, Susan C. Technical Services Assistant 31,245.16, Fujiura, Mieko A. Substitute Circulation Services Supervisor 26,247.99, Glenn, Hugh W. Computer/Magazine Assistant 19,170.28, Graziani, Gail M. Substitute Adult Services Assistant 12,619.07, Grob, Anna M. Circulation Assistant/Page 5,372.25, Gronlund, David P. Circulation Services Assistant 2,639.32 Guldberg, Barbara A. Circulation Services Assistant 13,885.20, Hahn, Jeanette C. Circulation Services Page 8,502.08, Hartney, Jane S. Youth Services Assistant 35,660.87, Hays, Holly Adult Services Page 4,666.76, Hinkley, Anna M. Technical Services Assistant II 16,146.60, Jensen, Shirley P. Senior Reference Librarian 67,839.00, Johnson, Gail A. Circulation Services Supervisor 25,219.91, Jovien, Ashley G. Youth Services Page 5,448.19, Joynt, Sarah K. Senior Youth Services Librarian 53,860.56, Kitley, Nicolette F. Circulation Page 7,385.47, Kline, Cynthia L. Readers Advisory Assistant 14,121.81, Komperda, Patricia A. Circulation Services Assistant 10,473.69, Koprowski, Ariel Adult Services Page 4,989.51, Kountz, Krista L. Youth Services Summer Assistant 885.88 Kraft, Albert W. Circulation & ILL Page 69.44 Krekelberg, Mary L. Reference Librarian 57,493.52, Kruski, Jason T. Security Monitor 8,192.35, Lafayette, Luella Circulation Services Supervisor 6,627.21, Layman, Jessica E. Readers Advisory Assistant 927.48 Lazarski, Carol R. Computer/Magazine Assistant 12,081.79, Leja, Patricia L. Circulation Services 9,841.71, Lippencott, Suzanne H. Youth Services Librarian Substitute 9,815.86, Liu, Julie S. Computer/Magazine Assistant

12,616.62, Maher , Sandra L. Senior Reference Librarian 3,282.36, McKee, Sandra P. Youth Services Assistant 4,063.47, Meronek, Gregory Interlibrary Loan Page 8,143.80, Milewski , Robert J. Circulation Page 8,381.33, Mommsen, Joan B. Reference Librarian Substitute 11,514.99, Monkus, Sally A. Readers Advisory 14,072.31, Niels, Christine E. Marketing/Public Information Coordinator 43,947.80, O'Connell , Nila J. Circulation Services Assistant 11,630.00, Palicz, Kimberly A. Circulation Services Assistant 11,260.60, Palmisano, Stacy Administrative Assistant 13,801.86, Papaurelis, Theresa A. Graphic Artist 9,495.77, Paxson, Mary K. Readers Advisory Assistant 18,703.59, Pierce, Nicole D. Summer Youth Services Assistant 2,094.23, Piotrowski, Lucille A. Readers Advisory Assistant 9,046.79, Poluektova, Yulia V. Youth Services Page 7,450.19, Popowitch, Joseph A. Reference Librarian 54,258.50, Raffenetti, Mimi A. Reference Librarian Substitute 2,008.82, Ramirez, Martha Technical Services Assistant 14,843.42, Rodela-Sulik Gloria A. Technical Services Supervisor 5,239.20, Roman, Linda E. Adult Services Page 5,689.48, Roy, Nancy E. Administrative Office Coordinator 24,662.00, Rusthoven, Christine D. Youth Services and Reference Librarian Substitute 924.48, Schueren, Mary J. Readers Advisory Assistant 16,768.74, Seli , Kenneth S. Youth Services Assistant Substitute 5,133.00, Shackleton, Carol A. Circulation Services Assistant 21,744.18, Sheehan, Deborah A. Circulation Services Department Head 68,133.17, Smith, Sarah E. Computer/Magazine Assistant 10,451.44, Smith, Tina L. Adult Services Page 4,319.05, Sobun, Mary Lynn C. Youth Services Page 6,235.39, Spiewak, Gina L. 1,412.57, Stevanovich, Linda D. Youth Services Assistant 16,845.00, Stovall, Ann M. Technical Services Department Head 74,556.76, Stranski , Corrine Youth Services Assistant Substitute 1,619.19, Stuart, Elizabeth C. Adult Services Page 5,823.43, Tagney, Kimberly A. Circulation Services Assistant 9,190.76, Thompson , Cynthia A. Adult Services Page 5,970.39, Thurman, Deidre L. Circulation Services Assistant 17,280.82, Tomaszewski, Thomas L. Computer/Magazine Assistant 1,095.12 Tucker, Denise C. Readers Advisory Assistant 13,664.23, Vlasko-Vlasova, Galina S. Youth & Adult Services Page 2,647.42, Von Zee, Kelly M. Youth Services Librarian 36,458.49, Washington, Livonia Circulation Services Assistant 6,484.11, Watts, William T. Circulation Services Page 7,464.90, Williams, Natalie Youth Services Department Head 11,108.64 Witczak, Geraldine Adult Services Page 6,963.33, Wlosinski , Maria A. Administrative Assistant 16,350.15, Wolsky, Mary-Jo B. Youth Services Assistant 8,143.45, Wordinger, Debra L. Adult Services Department Head 80,508.28, Yang, Man Hua Adult & Circulation Services Page 17,412.40, Zinoveva, Natalya Circulation Services Page 9,702.38; GROSS PAYROLL TOTAL \$1,876,102.25

IPLAR

As Secretary of State and State librarian, I commend our Illinois public libraries on the outstanding services they provide that enhance and enrich the lives of our citizens.

I truly appreciate the efforts and hard work of the 600+ Illinois public libraries in completing the Illinois Public Library Annual Report (IPLAR). The collected data provides a concise snapshot of the current status of Illinois public library services and programs. In addition, the collected information is shared nationally through the Federal-State Cooperative System (FSCS) for Public Library Data. As a result, Illinois librarians have the opportunity to compare themselves with their Illinois peers and librarians through-out the nation.

Again, thank you very much for your hard work in completing the current IPLAR, and for all the good work you do in keeping our patrons educated, entertained, and enlightened.

Sincerely, Jesse White

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT 2013

IDENTIFICATION (1.1 - 1.37)

1.1 ISL Control # [PLSC 151, PLSC 701]	30366
1.2 ISL Branch # [PLSC 151, PLSC 701]	00
1.3a FSCS ID [PLSC 150, PLSC 700]	IL0130
1.3b FSCS_SEQ [PLSC 700]	002
1.4a Legal Name of Library [PLSC 152]	Indian Prairie Public Library District
1.4b If this locked question's answer has changed, then enter the updated answer here.	
1.5a Facility Street Address [PLSC 153]	401 Plainfield Road
1.5b If this locked question's answer has changed, then enter the updated answer here.	
1.6a Facility City [PLSC 154]	Darien
1.6b If this locked question's answer has changed, then enter the updated answer here.	
1.7a Facility Zip [PLSC 155]	60561
1.7b If this locked question's answer has changed, then enter the updated answer here.	
1.8a Facility Zip +4 [PLSC 156]	4207
1.8b If this locked question's answer has changed, then enter the updated answer here.	
1.9a Mailing Address [PLSC 157]	401 Plainfield Road
1.9b If this locked question's answer has changed, then enter the updated answer here.	
1.10a Mailing City [PLSC 158]	Darien
1.10b If this locked question's answer has changed, then enter the updated answer here.	
1.11a Mailing Zip [PLSC 159]	60561
1.11b If this locked question's answer has changed, then enter the updated answer here.	
1.12a Mailing Zip +4 [PLSC 160]	4207
1.12b If this locked question's answer has changed, then enter the updated answer here.	
1.13a Library Telephone Number [PLSC 162]	630-887-8760
1.13b If this locked question's answer has changed, then enter the updated answer here.	
1.14a Library FAX Number	630-887-8801
1.14b If this locked question's answer has changed, then enter the updated answer here.	
1.15 WWW Home Page	http://www.ippl.info

Library Director's Information

1.16 Name	Jamie Bukovac
1.17 Title	Director
1.18 Library Director's E-mail	jamieb@ippl.info

Library Information

1.19a Type of library	District
1.19b If this locked question's answer has changed, then enter the updated answer here.	
1.19c Legal Basis Code [PLSC 201]	Library District
1.19d Geographic Code [PLSC 204]	Other
1.20 Is your library a combined public and school library?	No
1.21 Does your library contract with another library to RECEIVE ALL your library services?	No

Contract for Services

1.22 IF YES, list the names(s) of the library(ies) with whom you contract (Enter each in a separate repeating field)	-1
1.22 IF YES, list the names(s) of the library(ies) with whom you contract (Enter each in a separate repeating field)	-1

Administrative Information

1.23a County in which the administrative entity is located [PLSC 161]	DuPage
1.23b If this locked question's answer has changed, then enter the updated answer here.	
1.23c Metropolitan Status Code [PLSC 710]	Metropolitan Area, but Not Within Central City Limits
1.24 Did the administrative entity's legal service area boundaries change during the past year? [PLSC 205, 75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)]	No
1.26a Population residing in tax base (Use the latest official federal census figure) [PLSC 208]	42,529
1.26b If this locked question's answer has changed, then enter the updated answer here.	
1.27 If the population has changed from the prior year's answer, then indicate the reason.	-1
1.28a This library is currently a member of what Illinois library system?	RAILS
1.28b If this locked question's answer has changed, then enter the updated answer here.	
1.28c Interlibrary Relationship Code [PLSC 200]	Member of a Federation or Cooperative
1.29 Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.30 Does this library have paid staff?	Yes
1.31 Does this library have an established schedule in which services of the staff are available to the public?	Yes
1.32 Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.33 Is this library supported in whole or in part with public funds?	Yes
1.34 Does this public library meet ALL the criteria of the PLSC public library definition? [PLSC 203]	Yes
1.35 Number of Central Libraries [PLSC 209]	1
1.36 Outlet Type Code [PLSC 709]	Central Library
1.37 Administrative Structure Code [PLSC 202]	Administrative Entity with a Single Direct Service Outlet

BRANCHES AND BOOKMOBILE OUTLETS (2.1 - 2.18)

2.1 Total number of bookmobiles [PLSC 211 & PLSC 712]	0
2.2 Total number of branch libraries [PLSC 210]	

ANNUAL REPORT DATA (3.1 - 3.7)

3.1 Fiscal Year Start Date (mm/dd/year) [PLSC 206]	07/01/2012
3.2 Fiscal Year End Date (mm/dd/year) [PLSC 207]	06/30/2013
3.3 Number of months in this fiscal year	12
3.4 Name of person preparing this annual report	Jamie Bukovac
3.5 Telephone Number	630-887-8760
3.6 FAX Number	630-887-1018
3.7 E-Mail Address	jamie@ippl.info

REFERENDA (4.1 - 4.12)

4.1 Was your library involved in a referendum in FY2012/2013?	No
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Referenda dates

If in the last year, or in the period before filing this report, the library board took action to a) convert to public library district status by approval of the corporate authority [75 ILCS 16/10-15]; and/or b) the public library district annexed additional territory in an unincorporated area by backdoor referendum [75 ILCS 16/15-5, et seq.]; and/or c) your public library district took any other action by backdoor referendum, indicate the effective date of the action.

4.7 Conversion - Effective Date (mm/dd/year)	-1
4.8 Annexation - Effective Date (mm/dd/year)	-1
4.9 Other (please specify)	-1
4.10 Other - Effective Date (mm/dd/year)	-1
4.11 Other (please specify)	-1
4.12 Other - Effective Date (mm/dd/year)	-1

CURRENT LIBRARY BOARD (5.1 - 5.14)

NOTE: This information is used for directory purposes and for meeting the annual legal reporting requirements of public library districts. Report the most current information available.

[75 ILCS 5/4-1, et seq., 75 ILCS 16/30-5, et seq.]

5.1 Total number of board seats	7
5.2 Total number of vacant board seats	1
5.3 This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes
5.4 IF NO, please explain	-1

Members

5.5 Name	Beema Deshmukh
5.6 Trustee Position	Secretary
5.7 Present Term Ends (mm/year)	04/2015
5.8 Telephone Number	[REDACTED]
5.9 E-mail Address	[REDACTED]
5.10 Home Address	beenad@ippl.info
5.11 City	[REDACTED]
5.12 State	[REDACTED]
5.13 Zip	IL
5.14 Zip +4	[REDACTED]

Second member

5.5 Name	Donald Damon
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	04/2015
5.8 Telephone Number	[REDACTED]
5.9 E-mail Address	dond@ippl.info
5.10 Home Address	[REDACTED]
5.11 City	[REDACTED]
5.12 State	IL
5.13 Zip	[REDACTED]
5.14 Zip +4	[REDACTED]

Third member

5.5 Name	Marian Krupicka
5.6 Trustee Position	Treasurer
5.7 Present Term Ends (mm/year)	04/2015
5.8 Telephone Number	[REDACTED]
5.9 E-mail Address	mariank@ippl.info
5.10 Home Address	[REDACTED]
5.11 City	[REDACTED]
5.12 State	IL
5.13 Zip	[REDACTED]
5.14 Zip +4	[REDACTED]

Fourth member

5.5 Name	Victoria Suriano
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	04/2015
5.8 Telephone Number	[REDACTED]
5.9 E-mail Address	victorias@ippl.info
5.10 Home Address	[REDACTED]
5.11 City	[REDACTED]
5.12 State	IL
5.13 Zip	[REDACTED]
5.14 Zip +4	[REDACTED]

Fifth member

5.5 Name	Luanne Spiros
5.6 Trustee Position	Vice-President
5.7 Present Term Ends (mm/year)	04/2013
5.8 Telephone Number	[REDACTED]
5.9 E-mail Address	luannes@ippl.info
5.10 Home Address	[REDACTED]
5.11 City	[REDACTED]
5.12 State	IL
5.13 Zip	[REDACTED]
5.14 Zip +4	[REDACTED]

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT 2013

Sixth member

5.5 Name	Julia Lacayo
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	04/2015
5.8 Telephone Number	[REDACTED]
5.9 E-mail Address	julial@ippl.info
5.10 Home Address	[REDACTED]
5.11 City	[REDACTED]
5.12 State	IL
5.13 Zip	[REDACTED]
5.14 Zip +4	[REDACTED]

Seventh member

5.5 Name	
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip	
5.14 Zip +4	

FRIENDS GROUP/FOUNDATION (6.1 - 6.2)

6.1 Does your library have a friends group?	Yes
6.2 Does your library have a library foundation?	Yes

FACILITY/FACILITIES (7.1 - 7.2)

7.1a Total square footage of the main library building [PLSC 711]	43,394
7.1b If this locked question's answer has changed, then enter the updated answer here.	
7.1c Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.	-1
7.2 Total square footage of the branch library building(s), if applicable	-3
7.2b Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.	-1

ASSETS AND LIABILITIES (8.1 - 8.13)

PROPERTY

8.1 What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	\$9,368,494
8.2 During the last fiscal year, did the library acquire any real and/or personal property? [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)]	No

ESTIMATED REPLACEMENT COST

8.8 What is the estimated replacement cost for the library's furniture, equipment, and vehicles?	\$1,253,500
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FISCAL ACCUMULATIONS

8.9 Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)? [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)]	Yes
8.10 IF YES, then prepare a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations. [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)]	The Corporate Fund has a reserve of \$723,886; the Building and Maintenance Fund has a balance of \$60,453; the IMRF Fund has a balance of \$4,447; the Liability Fund has a balance of \$14,110; the Social Security Fund has a balance of \$3,132; the Special Reserve Fund has a balance of \$22,072; the Working Cash Fund has a balance of \$391,405; the Bond Fund has a balance of \$301,838.

LIABILITIES

8.11 Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.? [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)]	Yes
8.12 IF YES, what is the total amount of the outstanding liabilities? [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)]	\$468,195
8.13 IF YES, then prepare a statement that identifies each outstanding liability and its specific dollar amount. [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)]	Bond Fund \$468,195.

OPERATING RECEIPTS BY SOURCE (9.1 - 9.22)

Operating receipts are the monies received and utilized during the fiscal year to support the provision of ongoing, day-to-day library services.

Exclude: revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants.

NOTE: Round answers to the nearest whole dollar.

[75 ILCS 5/4-10(1), 75 ILCS 16/30-65(a)(6)]

LOCAL GOVERNMENT

9.1 Local government [PLSC 300] (except capital income from bond sales which must be reported in 13.1a only)	\$3,132,341
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STATE GOVERNMENT

Exclude: Federal funds distributed by the State of Illinois.

9.2 Per capita grant	\$43,705
9.3 Equalization aid grant	\$0
9.4 Personal property replacement tax	\$0
9.5 Educate and Automate grants (an IL State Library grant)	\$0
9.6 Other	\$0
9.7 If Other, please specify	-1
9.8 Total State Government Funds (9.2 + 9.3 + 9.4 + 9.5 + 9.6) [PLSC 301]	\$43,705

FEDERAL GOVERNMENT

Include: Federal funds distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

9.9 LSTA funds received	\$0
9.10 E-Rate funds received	\$0
9.11 Other federal funds received	\$0
9.12 If Other, please specify	-1
9.13 Total Federal Government Funds (9.9 + 9.10 + 9.11) [PLSC 302]	\$0

OTHER INCOME

9.14 Bill and Melinda Gates Foundation grant monies received	\$0
9.15a Other receipts intended to be used for operating expenditures	\$200,221
9.15b Other non-capital receipts placed in reserve funds	\$0
9.16 TOTAL all other receipts (9.14 + 9.15a, BUT NOT 9.15b) [PLSC 303]	\$200,221

TOTAL OPERATING RECEIPTS

[75 ILCS 5/4-10(1), 75 ILCS 16/30-65(a)(6)]

9.17 TOTAL receipts (9.1 + 9.8 + 9.13 + 9.16) [PLSC 304]	\$3,376,267
9.18 The library safeguards its funds using which option?	Surety Bond
9.19 What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	\$1,688,133
9.20a Is the amount of the surety bond in compliance with library law? [75 ILCS 5/4-9, 75 ILCS 16/30-45(e)]	Yes
9.20b Is the amount of the insurance policy or other insurance instrument in compliance with library law? [75 ILCS 5/4-9, 75 ILCS 16/30-45(e)]	-1
9.21 The designated custodian of the library's funds is:	Library Treasurer
9.22 Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?	Yes

OPERATING EXPENDITURES BY CATEGORY (10.1 - 10.4)

Operating expenditures are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

NOTE: Round answers to the nearest whole dollar.

[75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)]

10.1 Salaries and wages for all library staff [PLSC 350]	\$1,879,771
10.2 Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLSC 351]	\$457,736
10.3 Total Staff Expenditures (10.1 + 10.2) [PLSC 352]	\$2,337,507
10.4 If this library answered question 10.2 as zero or N/A then choose an answer from the drop-down.	-1

MATERIALS EXPENDITURES (11.1 - 11.4)

Include: All materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed.

Exclude: Charges or fees for interlibrary loans and Expenditures for document delivery.

[75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)]

11.1 Printed Materials [PLSC 353]	\$237,296
11.2 Electronic Materials [PLSC 354]	\$92,678
11.3 Other Materials [PLSC 355]	\$105,904
11.4 TOTAL Materials Expenditures (11.1 + 11.2 + 11.3) [PLSC 356]	\$435,878

OTHER OPERATING EXPENDITURES (12.1 - 12.3)

Exclude: Purchases of major fixed assets (Report in Capital Expenditures)

NOTE: Round answers to the nearest whole dollar.

[75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)]

12.1 All other operating expenditures not included above [PLSC 357]	\$544,615
12.2 TOTAL operating expenditures (10.3 + 11.4 + 12.1) [PLSC 358]	\$3,318,000
12.3 Children's Materials Expenditures	\$83,195

CAPITAL REVENUE AND EXPENDITURES (13.1 - 13.7)

Include funds received for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

CAPITAL REVENUE

NOTE: Round answers to the nearest whole dollar.

13.1a Local Government: Capital Income from Bond Sales	\$479,118
13.1b Local Government: Other	\$0
13.1c Total Local Government (13.1a + 13.1b) [PLSC 400]	\$479,118
13.2 State Government [PLSC 401]	\$0
13.3 Federal Government [PLSC 402]	\$0
13.4 Other [PLSC 403]	-1
13.5 If Other, please specify	-1
13.6 Total Capital Revenue (13.1c + 13.2 + 13.3 + 13.4) [PLSC 404]	\$479,118

CAPITAL EXPENDITURES

13.7 Total Capital Expenditures [PLSC 405]	\$0
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PERSONNEL (14.1 - 14.50)

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees -- do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

Group A

Librarians with MASTER'S DEGREES (OR DOCTORATES OR CERTIFICATES OF ADVANCED STUDIES) FROM AN AMERICAN LIBRARY ASSOCIATION ACCREDITED PROGRAM OF LIBRARY AND INFORMATION STUDIES. [PLSC 250]

14.1 Position Title	Library Director
14.2 Primary Work Area Code	Library Director
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	\$56.77
14.7 Total Hours/Week	37.50
14.1 Position Title	Head of Adult Services
14.2 Primary Work Area Code	Adult Services
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	\$40.78
14.7 Total Hours/Week	37.50
14.1 Position Title	Head of Youth Services
14.2 Primary Work Area Code	Children's Services
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	\$27.20
14.7 Total Hours/Week	37.50
14.1 Position Title	Head of Technology and Technical Services
14.2 Primary Work Area Code	Automation/Technology/Systems
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	\$39.00
14.7 Total Hours/Week	37.50
14.1 Position Title	Senior Librarian
14.2 Primary Work Area Code	Adult Services
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	\$35.42
14.7 Total Hours/Week	37.50
14.1 Position Title	Senior Librarian
14.2 Primary Work Area Code	Adult Services
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	\$26.30
14.7 Total Hours/Week	37.50
14.1 Position Title	Senior Librarian
14.2 Primary Work Area Code	Young Adult Services
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	\$28.58
14.7 Total Hours/Week	37.50
14.1 Position Title	Librarian
14.2 Primary Work Area Code	Adult Services
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT 2013

14.5 Sex	Female
14.6 Hourly Rate	\$30.29
14.7 Total Hours/Week	37.50
14.1 Position Title	Librarian
14.2 Primary Work Area Code	Adult Services
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Male
14.6 Hourly Rate	\$28.34
14.7 Total Hours/Week	37.50
14.1 Position Title	Librarian
14.2 Primary Work Area Code	Adult Services
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	\$22.32
14.7 Total Hours/Week	37.50
14.1 Position Title	Librarian
14.2 Primary Work Area Code	Children's Services
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	\$29.75
14.7 Total Hours/Week	37.50
14.1 Position Title	Librarian
14.2 Primary Work Area Code	Children's Services
14.3 Secondary Work Area Code [OPTIONAL]	-1
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	\$21.29
14.7 Total Hours/Week	37.50

Group A Total

14.8 Total Group A: FTE ALA-MLS (14.7 / 40) [PLSC 250]	11.25
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Group B

Other Librarians. Include employees with the TITLE OF LIBRARIAN who EITHER have other types of library education (non-American Library Association accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects.

14.9 Position Title	-1
14.10 Primary Work Area Code	-1
14.11 Secondary Work Area Code [OPTIONAL]	-1
14.12 Education Code	-1
14.13 Sex	-1
14.14 Hourly Rate	-1
14.15 Total Hours/Week	-1

Group B Total

14.16 Total Group B: FTE Other Librarians (14.15/40)	0.00
14.17 Total FTE Librarians (14.8 + 14.16) [PLSC 251]	11.25

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT 2013

Group C

Full-time/part-time administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster), other technical, and clerical employees.

14.18 Total hours worked in a typical week by all Group C employees	934.00
14.19 Minimum hourly rate actually paid (convert annual salary to hourly rate)	\$11.12
14.20 Maximum hourly rate actually paid (convert annual salary to hourly rate)	\$22.93
14.21 Total FTE Group C employees (14.18 / 40)	23.35

Group D

Full-time/part-time pages or shelvers.

14.22 Total hours worked in a typical week by all Group D employees	266.00
14.23 Minimum hourly rate actually paid (convert annual salary to hourly rate)	\$8.77
14.24 Maximum hourly rate actually paid (convert annual salary to hourly rate)	\$11.46
14.25 Total FTE Group D employees (14.22 / 40)	6.65

Group E

Full-time/part-time building maintenance, security or plant operation employees.

14.26 Total hours worked in a typical week by all Group E employees	59.00
14.27 Minimum hourly rate actually paid (convert annual salary to hourly rate)	\$12.60
14.28 Maximum hourly rate actually paid (convert annual salary to hourly rate)	-1
14.29 Total FTE Group E employees (14.26 / 40)	1.48
14.30 Total FTE Other Paid Employees from Groups C, D, and E (14.21 + 14.25 + 14.29) [PLSC 252]	31.48
14.31 Total FTE Paid Employees (14.17 + 14.30) [PLSC 253]	42.73

Librarian Vacancies

Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant.

14.32 Position Title	-1
14.33 Primary Work Area Code	-1
14.34 Education Code	-1
14.35 Total Hours/Week	-1
14.36 Number of Weeks Vacant during FY2012/13	-1
14.37a Annual Salary Range Minimum	-1
14.37b Annual Salary Range Maximum	-1

Newly Created Librarian Positions

Include any newly created librarian positions which were created in FY2012/2013.

14.38 Position Title	Youth Services Librarian
14.39 Primary Work Area Code	Children's Services
14.40 Education Code	Master's Degree (ALA accredited)
14.41 Total Hours/Week	37.50
14.42 Current Status: Filled or Unfilled	Filled
14.43 Date Filled (mm/year, if applicable)	09/2012

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT 2013

Eliminated Librarian Positions

An eliminated librarian position is one that was budgeted for in FY2011/12 but was not in the budget for FY2012/13.

14.44 Position Title	Youth Services Librarian
14.45 Primary Work Area Code	Children's Services
14.46 Education Code	Master's Degree (ALA accredited)
14.47 Total Hours/Week	24.00
14.48 Date Eliminated (mm/year)	06/2013
14.49 Last Annual Salary Paid	\$31,200
14.50 Reason Eliminated (i.e. lack of funds or need, etc.)	made the position full time

SERVICE HOURS/LIBRARY VISITS (15.1 - 15.20)

15.1 Monday Open?	Yes
15.2 Based on a typical Monday, how many hours was the library open on this day?	12.00
15.3 Tuesday Open?	Yes
15.4 Based on a typical Tuesday, how many hours was the library open on this day?	12.00
15.5 Wednesday Open?	Yes
15.6 Based on a typical Wednesday, how many hours was the library open on this day?	12.00
15.7 Thursday Open?	Yes
15.8 Based on a typical Thursday, how many hours was the library open on this day?	12.00
15.9 Friday Open?	Yes
15.10 Based on a typical Friday, how many hours was the library open on this day?	12.00
15.11 Saturday Open?	Yes
15.12 Based on a typical Saturday, how many hours was the library open on this day?	8.00
15.13 Sunday Open?	Yes
15.14 Based on a typical Sunday, how many hours was the library open on this day?	4.00
15.15 Based on a typical week, how many DAYS in that week was the CENTRAL library open mornings (Midnight - 11:59 a.m.)?	6
15.16 Based on a typical week, how many DAYS in that week was the CENTRAL library open afternoons (Noon - 5:59 p.m.)?	7
15.17 Based on a typical week, how many DAYS in that week was the CENTRAL library open evenings (6:00 p.m. - 11:59 p.m.)?	5
15.18a Total public service hours PER YEAR FOR THE MAIN/CENTRAL LIBRARY [PLSC 713]	3,665
15.18b Total public service hours PER YEAR FOR ALL BRANCH LIBRARIES & BOOKMOBILES [PLSC]	-1
15.18c Total scheduled public service hours PER YEAR FOR ALL SERVICE OUTLETS (15.18a + 15.18b) [PLSC 500]	3,665
15.19 Total annual visits/attendance in the library [PLSC 501]	474,417
15.20 Total number of weeks, during the fiscal year, the MAIN/CENTRAL LIBRARY was open for service to the public [PLSC 714]	52

PROGRAMS & ATTENDANCE (16.1 - 16.8)

Exclude: (1) Library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, resume writing assistance, homework assistance, and mentoring activities. (2) Programs sponsored by other groups that use library facilities.

16.1 Total Number of Adult Programs	317
16.2 Adult Program Attendance	5,913
16.3 Total Number of Young Adult Programs [PLSC 602]	129
16.4 Young Adult Program Attendance	2,866
16.5 Total Number of Children's Programs [PLSC 601]	403
16.6 Children's Program Attendance [PLSC 604]	23,029
16.7 Total Number of Library Programs (16.1 + 16.3 + 16.5) [PLSC 600]	849
16.8 Total Library Program Attendance (16.2 + 16.4 + 16.6) [PLSC 603]	31,808

REGISTERED USERS (17.1 - 17.4)

17.1 Total number of resident user's cards in force as of the last day of the fiscal year.	23,156
17.2a Total number of non-resident user's cards in force as of the last day of the fiscal year.	1,075
17.2b What was the total amount of the fees collected from the sale of non-resident user's cards during the past fiscal year?	\$87,428.00
17.3 Total number of registered users as of the last day of the fiscal year. (17.1 + 17.2a) [PLSC 503]	24,231
17.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes

RESOURCES OWNED (18.1 - 18.15)

This area does NOT cover all materials for which expenditures were reported. Report only items that the library has acquired as part of the collection and cataloged whether purchased, licensed, or donated as gifts.

[75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)]

18.1 Books Held at end of FY2012/13 [PLSC 450]	147,117
18.2 Back Files (Retrospective Holdings): Newspapers (Print format only) Held at end of FY2012/13	16
18.3 Are these counts a volume count OR a title count	Title
18.4 Back Files (Retrospective Holdings): Magazines/Periodicals/Serials (Print format only) Held at end of FY2012/13	357
18.5 Are these counts a volume count OR a title count	Title
18.6 Total Print Materials (18.1 + 18.2 + 18.4) [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)]	147,490
18.7 Current Subscriptions: Newspapers/Magazines/Periodicals/Serials (Print format only) Held at end of FY2012/13 [PLSC 460]	419
18.8 E-books Held at end of FY2012/13 [PLSC 451]	11,408
18.9a Audio Recordings: Physical Units Held at end of FY2012/13 [PLSC 452]	7,509
18.9b Audio Recordings: Downloadable Titles Held at end of FY2012/13 [PLSC 453]	4,555
18.10a DVDs/Videos: Physical Units Held at end of FY2012/13 [PLSC 454] [75 ILCS 5/4-10(3) and 75 ILCS 16/30-65(a)(6)]	19,819
18.10b DVDs/Videos: Downloadable Titles Held at end of FY2012/13 [PLSC 455]	0

Licensed Databases

Report the number of licensed databases acquired through payment or formal agreement, by source of access. Each database should be counted individually even if access to several databases is supported through the same vendor interface.

Exclude: Subscriptions to individual electronic serial titles should be reported in question 18.8 NOT in 18.12 - 18.15.

18.11 Local License negotiated by the local library	16
18.12 State License negotiated by the Illinois State Library [PLSC 457]	22
18.13 Other consortia within the state or region	24
18.14 Total Licensed Databases (18.11 + 18.12 + 18.13) [PLSC 458]	62

Children's Holdings

18.15 Children's Holdings	60,849
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USE OF RESOURCES (19.1 - 19.13)

[75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)]

Report for the library's entire fiscal year.

19.1 Number of adult materials loaned	590,161
19.2 Number of children's materials loaned [PLSC 551]	306,636
19.3 Total number of materials loaned (19.1 + 19.2) [PLSC 550]	896,797

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT 2013

Report circulation, including renewals, by the material types below. Include both physical and electronic format circulation if applicable.

19.4 Books	453,779
19.5 Videos/DVDs	295,943
19.6 Audios (include music)	98,648
19.7 Magazines/Periodicals	26,904
19.8 Other Formats	21,523
19.9 TOTAL (Sum of 19.4-19.8)	896,797
19.10 Number of interlibrary loans loaned to other libraries [PLSC 552]	63,018
19.11 Number of interlibrary loans borrowed from other libraries [PLSC 553]	78,968
19.12 Does your library participate in reciprocal borrowing?	Yes
19.13 IF YES, report the number of materials loaned	139,328

REFERENCE QUESTIONS (20.1 - 20.3)

Number of reference questions, for the fiscal year, asked.

20.1 Adult Department	62,278
20.2 Children's Department	44,343
20.3 TOTAL (20.1 + 20.2) [PLSC 502]	106,621

AUTOMATION (21.1 - 21.5)

How many of the following does your library have?

Windows/PC Compatible Computers

21.1 Total number of ALL computers in the library	118
21.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library	67
21.3 Is your library's catalog automated?	Yes
21.4 Is your library's catalog accessible via the web?	Yes
21.5 Does your library have a telecommunications messaging device for the hearing impaired?	Yes

INTERNET (22.1 - 22.20)

22.1 Does your library have Internet access?	Yes
22.2 Does your library have wireless Internet access?	Yes

What Internet provider(s) does your library use? (Check all that apply)

22.3 Illinois Century Network (ICN)	Yes
22.4 Other	Yes
22.5 If your library is NOT a participant in the Illinois Century Network (ICN), please indicate why:	-1

What type(s) of Internet connection(s) is/are used by your library? (Check all that apply)

22.6 DSL	
22.6 Cable	Yes
22.6 Wireless	Yes
22.6 Satellite	
22.6 Fiber	
22.6 Leased Line	
22.6 Network (State, Regional, Municipal)	Yes
22.6 Dial-up	
22.6 Don't know	
22.6 Other	
22.6 N/A	

Internet

22.7 What is the maximum speed of your library's Internet connection? (Select one)	45 Mbps or more
22.8 If Other, please specify	
22.9 Has your library board adopted an Internet public access policy?	Yes
22.10 How many Internet computers does your library have available for public use? [PLSC 650]	60
22.11 Report the number of in-library users of public Internet computers in a year [PLSC 651]	73,939
22.12 Report the annual number of views of your library's homepage	168,890
22.13 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?	Yes
22.14 Does your library utilize Internet filters?	No
22.15 IF YES, when did your library start using filters? (mm/year)	-1

E-RATE (23.1 - 23.3)

23.1 Did your library apply directly for E-rate (telecommunications discounts) for FY2012/13?	No
23.2 IF YES, what is the dollar amount that your library was awarded for FY2012/13?	-1
23.3 Why did your library NOT participate in the E-rate program?	Negligible benefit

STAFF DEVELOPMENT & TRAINING (24.1 - 24.3)

24.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)	\$20,096
24.2 Does this include travel expenses?	Yes
24.3 How many hours of training did employees receive this year?	1,525.00

SUGGESTED QUESTIONS FOR FUTURE IPLARS (25.1)

25.1 What information is not currently asked on the Illinois Public Library Annual Report (IPLAR) that you would be interested in if it were collected?	-1
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PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (26.1)

Public Library District Secretary's Audit (Submit in paper format; there is no electronic version).

A Secretary's Audit must be prepared on your library's letterhead and contain the following information:

1. Your library's name and address (should be on the library's letterhead).
2. The following text: "This is to testify that we have examined the secretary's minutes and other records for the past year and find they are in order and have no errors or discrepancies for fiscal year FY2012/2013."

NOTE: If there ARE any errors or discrepancies, please list and explain fully.

3. The signatures of two trustees who were appointed by the President to audit the Secretary's records.
4. The date completed.

[75 ILCS 16/30-65(a)(1),(c)(d)]

CERTIFICATION PAGE

ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR)
CERTIFICATION PAGE
FISCAL YEAR 2012/3

INSTRUCTIONS:

1. Print the certification page.
2. Obtain the original signatures.
3. Submit the Certification Page with original signatures, and all other required attachments directly to the Illinois State Library.

http://il.countingopinions.com/docs/il/IPLAR_Certification_copy.pdf

Name of Community	Darien
Name of Library	Indian Prairie Public Library District
Fiscal Year State Date:	07/01/2012
Fiscal Year End Date:	06/30/2013

Certification:

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; and, (3) agree that the IPLAR paper copy submitted to the Illinois State Library shall serve as the official file copy.

Affix original signatures (Signatures are required.):

	Signature	Date
Library Director		
President		
Secretary		

IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:

1. Select the Verify button located in the top right quadrant.
2. Review the form and resolve any required fields or edit checks, they will be highlighted in red. In the case of Edit Checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.
3. Select Submit/Lock NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information.

We greatly increased the amount of money budgeted for e-books.(3036600-2013-08-15)

I don't know why the form is showing 0 for last year. 65,619 was reported last year.(3036600-2013-08-15)

55

**Director's Report
August 2013**

Agenda

Communications:

I've included the web page that has information about the Illinois Library Association Conference in October in case you want to look over the programs. Attached to that is a list of the programs that have been developed for trustees. The trustee programs are being held the same day as the board meeting. If anyone is interested in attending just let me know.

Omnibus:

The Illinois Public Library Annual Report is required by the State Library. They use it to gather statistics about libraries. Since the trustees had not made a decision on the officers I went ahead and listed officers but can easily change the document after the board meeting before it is submitted to the state.

The Semi-annual Statement of Receipts and Disbursements and the Annual Statement of Receipts and Disbursements are required to be reviewed and approved by the trustees.

Unfinished Business:

The trustees will elect officers at this meeting.

New Business:

Library policy 610 "Serious or Repeat Violations of Library Rules" has a proposed change at the request of staff. Since this has not gone to the policy committee I have placed it under New Business. This policy addresses barring patrons from the library for creating disturbances and is part of the library's "Use of Library Facilities" policy. Currently patrons are barred first for 30 days and if they continue to create problems they are barred for one year. Staff are requesting that we add a 90 days ban before the one year ban. This is in recognition that some students have a difficult time acting as they should in public spaces and with the current policy some students could be barred for an entire school year.

I've written a separate memo regarding the salary cap.

The environmental scan is a requirement of the state per capita grant application. The state is asking library boards to conduct a strengths, weaknesses, opportunities and threats (SWOT) assessment. I realize that new board members may not be as aware of internal strengths and weaknesses but this should prove to be a good vehicle for discussion and sharing of information among the trustees. An instruction sheet is included in the packet.

IPPL's 25th Birthday

July 1 Indian Prairie turned 25 years old. For the coming year we'll be using the term "celebrating 25 years" in the newsletter, on the website, on various printed pieces, etc. and create some special programs around it. So, in a sense we'll have a year-long celebration.

Trustee Orientations

Beena recently completed her tour (with her daughters – how nice!) Just a reminder that Open Meetings Act training should be completed by October 15. The information is in your white notebook. Print out the certification page and give to Maria.

SWAN

SWAN has sent out RFP's for a software vendor. Debbie Sheehan, Head of Circulation, will be on one of the focus groups that study the various software programs. Demonstrations will also be held in October for library staff. The timeline currently shows SWAN coming up on the new software next August.

Schools

I have contacted the six superintendents of the public schools that are either in our district or have students in our district to schedule time for Natalie and me to meet with them to discuss their goals, to share information about the library and start initial discussion on how we might partner. So far Natalie I have met with Jamie Reilly at Maercker 62 and Kerry Foderaro at Cass 63. Natalie plans on meeting with principals over the fall.

ILA Conference

I submitted a program for the conference which was accepted. I will moderate a program with speaker Catherine Popowits of Diversity Training and Consulting, Inc. on how to build a cross-cultural environment at your library both internally and in serving patrons. I had seen Catherine give a similar presentation a few years ago plus had her at the library for a staff institute day. She is very knowledgeable on this topic and an excellent presenter.

Indian Prairie will also be represented by Sarah Joynt who will be part of a panel presenting on the Kids Read Too! program which has been a companion program to the Big Read.

Adult Services Senior Librarian Shirley Jensen is on the conference committee for this year's conference. I have just started a one and a half year term on the committee that will develop the 2014 ILA Conference. The committee work includes developing the theme, deciding on keynote speakers, and determining which programs will be presented at the conference.

Staff

Laura and I interviewed three candidates for the part-time Building Services Associate position and hired Mike Armstrong who began work August 7 at a salary of \$12.60/hour. Laura and I also interviewed four candidates for three monitor positions. Jim Snell, who is also a volunteer, was hired August 8, Justin Proctor was hired August 7 and Jamie Allard started August 15. All were hired at a salary of \$12.60/hour. Circulation Page Nicolette Kitley resigned her position effective July 17. ILL Page Livonia Washington is resigning her position effective August 24. Livonia has found a full-time position which makes us very happy.

August 14 we held the annual end of summer reading club staff lunch. Administrative Assistant Harry Blesy grilled hotdogs and hamburgers. It was a beautiful day and we set up tables and chairs in the delivery driveway. This is a long-time tradition that staff enjoy.

Jamie Bukovac
Director

**Assistant Director's Report
August 2013**

Building and Grounds:

Harry installed the latest order of bricks in the Reading Garden in late July.

The new landscaping is in off the Plainfield driveway and it looks great! The two beds surrounding both library signs have also been redone. Sebert began removing the polygonum that was taking over the fountain area.

Personnel:

The last week of July was a busy one with interviews for both Security Monitors and the Building Services Associate job. Jamie and I team-interviewed four candidates for the Building Services job. Mike Armstrong was chosen because his experience as a handyman best fit the needs of the library. He lives in Downers Grove and he and his wife own a property management company. Mike started on Wednesday, August 7th and has been busy learning the ropes here. He has fit in quite well and is now catching up on overdue building needs.

As for Security Monitors, we had three positions to fill. We interviewed four candidates who all had a range of customer service experience. Our three hires are:

- Justin Procter-- has worked at Lisle as a Security Monitor for 9 years
- Jim Snell -- is one of our current Tech Tutors and is retired from the State of Illinois Unemployment Services Office
- Jamie Allard -- has a range of experience including retail and apartment management

All three monitors started the week of August 12th. They, along with Jason Kruski, cover the weekday evening and weekend hours. Jason and I have been training the new staff and getting them familiar with the daily routine. I plan to continue to work closely with them as they gain experience on the job.

Friends of the Library:

The Friends met on July 18th. The highlights of the meeting include:

- The following programs were approved for funding: **Lyric Opera Lecture: Othello (\$50); Lyric Opera Lecture: Madam Butterfly (\$50); Pierre Salinger and the 1,000 Days of Kennedy's Camelot – Terry Lynch (\$275); Jane Austen and Her Women – Leslie Goddard (\$275); The Christmas Canvas –Jeff Mishur (\$275).** Total amount approved: \$925.

- The Friends also funded the card purchase (\$300) for the "My First Library Card" program which is kicking off in September.
- A "Fiction Only" sale is scheduled for October 12th & 13th, 2013.
- The Annual Book Sale has been scheduled for February 7th and 8th, 2014.
- The next meeting will be Tuesday, September 17th at 2:00pm.

Marketing:

Cris' report is attached.

Submitted by:

Laura Birmingham

eNews

Strategic Plan: Promote the library as a community information resource/promote library services that connect people with books and movies/offer expert assistance to residents to aid them in finding books and movies they will enjoy.

The eNews was sent out five times this month; three mailings were for programs/events and two were library news. Program issues were opened 23%, 21.8% and 21.5%. The library news issues were opened 19.1% and 19.2%.

Homebound Services

Strategic Plan: Promote the library as a community information resource/promote library services that connect people with books and movies/offer expert assistance to residents to aid them in finding books and movies they will enjoy.

A specific promotion plan for Homebound services has been developed with a five month effort.

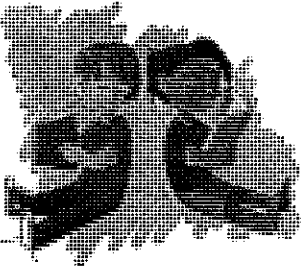
Community Events/Partnerships

Strategic Plan: Annually identify community events the library will participate in/ meet with community organizations to get updates on their activities and discuss ways to partner/ form partnerships to further develop community services

Willowbrook will be including library info in their fall brochure.

Early Literacy Campaign

Strategic Plan – Facilitate early literacy and cultivate young readers/brand the library's early education services, programs, and materials



The My First Library Card campaign is ready to go, as is a National Library Card Signup Month campaign. Both kick off in September.

Branding Early Literacy



Theresa designed a graphic that will be used on flyers, brochures, the newsletter, and the website.

Joomla Training

Strategic Plan: To enrich lives through technology: Technology has become a foundational component in our residents' lives; provide a virtual library; continue to evaluate new technologies in web applications/tools to enhance the website.

Theresa has finished working with Dave Bunn on all the website tasks that are currently being done through Joomla, including framework and design – editing side bars, color schemes, fonts, footer, side menus, images, and RSS feeds. She has also learned how to work with many of the functionality features of our website including the calendar, PayPal, creating links, uploading images and files, tasks related to Evanced and Bookletters, and creating subdomains.

Bitly Links and QR Codes

Strategic Plan: To enrich lives through technology: Technology has become a foundational component in our residents' lives.

Use of QR codes and the use of links in our interactive newsletter is up marginally.

Databases

Strategic Plan: To enrich lives through technology: Technology has become a foundational component in our residents' lives.

A plan to promote financial databases for the upcoming six months has been developed.

Christine Cigler

Marketing Coordinator

August 14, 2013

Adult Services July 2013: Board Report

We cut back on our adult programming during the summer, but did have two well-attended programs in July. A program about the show at the Art Institute, Impressionism and Fashion, had been rescheduled from June because of weather. We had 67 people in attendance. A late addition program to our schedule, Moving Big Science about moving the big magnet up to Fermi Lab drew 72. That is stupendous considering it was not in our newsletter, where most people say they hear about our programs. The move was in the news a lot and I am sure that helped. This has given Cindy the impetus to add more science related programming. Another hands-on program we had was for learning to knit. Because we needed to limit the class size, we only had twenty people in the class, but they were very enthusiastic. Based on their request we are going to try a needle crafting group to meet up on their own twice a month in the library. Strategic Plan: Develop more programming and activities that provide the opportunity for people to interact.

The Big Read book for next year has been announced, *The Longest Road* by Philip Caputo. Programs and discussions will be held next March and April.

We held two e-book classes with 28 people assisted altogether. The staff who taught the class made use of teen volunteers to help the patrons and felt it was very successful. Ten days later we had an e-book drop in with 14 people helped in two hours. At one point five staff were sitting in the lobby and around the adult Ask Us Desk helping patrons with e-books. Because of the change in devices used to read e-books from dedicated readers to phones and tablets, the staff is constantly adjusting the classes to help patrons with the technology they are currently using. Strategic Plan: expand efforts to train patrons on accessing library e-books.

During the course of the fiscal year Jennifer had worked with Cris to do some focused marketing of some of our databases. Overall usage of the databases was up by 9%, but for databases that we had targeted, usage showed a larger increase. Novelist was up by 71%, Public Records by 33%, and AtoZ up by 47%. Jennifer is constantly looking for ways to let patrons know about these great resources. In the last year we have added several investment databases. Our next focused campaign will be for these sources. The Valueline usage increased by 67% during the last fiscal year simply due to word-of-mouth and the business cards we have at the desk and near the database computers.

With more users asking for Skype, Brett set up all of our patron laptops with the software. Technology Services also gave the desk a special headphone with a microphone.

Jennifer and I had submitted a program proposal for next year's PLA in Indianapolis. The program was called Planning for the Future from the Ground Up and was about getting staff on the departmental level to buy into the library's goals, develop departmental goals and plan for the future. Unfortunately we were not chosen.

For purposes of weeding I had a report run on the feature film DVDs that had not circulated in the last 12 months. I ended up with nine movies out of a collection of over 8500 items. The rest of the collection which includes television programs, anime, documentaries and how-to DVDs consists of approximately 6000 items. I had a report run of everything that had not circulated in two years and ended up with 23 items.

Debra R. Wordinger

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**Youth Services
Monthly Report to the Board
July 2013**

Summer Reading Club (SRC) 2013 – Have Book, Will Travel

We're nearing the finish line of this year's Summer Reading Club! With two weeks left to go, we've had 1,441 kids and 358 teens sign up for *Have Book, Will Travel*. We're handing out awards – coupons to local businesses and books - every day! (Supporting Strategic Plan: Present programming for entertainment and leisure and Develop more programming and activities that provide the opportunity for people to interact)

Programs

In July, we offered 48 programs - including weekly storytimes and original programs for every age group. We've entertained over 1,300 guests in the library this month through our programs alone. Here are some of the highlights!

All Ages Storytime

Our weekly storytime for children of all ages continues to draw in crowds of smiling families. Attendance for this program ranges between 65-100 people. Some of the topics that we explored through books, rhymes, and music were "a day at the beach," "here we go wheeling around," and "zooming in the air." (Supporting Strategic Plan: Facilitate early literacy and cultivate young readers)

Reader's Theatre

Each week this summer, our librarian Judy has been leading a group of about 15 school-aged kids in creating and practicing scripts based on several classic children's books. The troop rehearsed regularly and then on July 22nd, they invited the community to come to a performance of their work. 80 people came to enjoy the show. (Supporting Strategic Plan: Develop more programming and activities that provide the opportunity for people to interact)

DuPage Children's Museum

The DuPage Children's Museum visited us again on July 29th, bringing in a large crowd of about 75 people to explore exhibits set up in the Meeting Room. Families wandered around the room playing and interacting with the wonderful science stations. (Supporting Strategic Plan: Use STEM standards as a foundation for programming and materials for all ages)

Instagram It!

This month we offered a fantastic first-time event called *Instagram It!* This program showcased the new teen iPads (purchased courtesy of a grant from Praxair), and offered a basic overview of the Instagram app for teens who were not already familiar. Teens then had the opportunity to use their own photos to create stickers and bookmarks, which were printed, laminated, and decorated. (Supporting Strategic Plan: Host programs that allow residents to use different types of technology)

Girls Night In

Our Teen Librarian Sarah and the Teen Advisory Board members planned and presented the "Girls Night In" program held on July 18th. Due to a scheduling conflict, Robert Jeffery Salon was not able to present hair and makeup tricks. Sarah provided supplies and tricks for manicures and nail art while watching the movie *Pitch Perfect*. The girls were also able to try out the new teen iPads and add their favorite nail art ideas to the IPPL 'Girls Night In' Pinterest board. (Supporting Strategic Plan: Develop more programming and activities that provide the opportunity for people to interact and Host programs that allow residents to use different types of technology)

ALA Conference

On the first weekend of July, the Annual American Library Association (ALA) Conference was held at the McCormick Center in Chicago. This is the largest library conference in the US. The Kids & Teens department sent all four of its full-time librarians to attend lectures and explore exhibits. ALA also offered a two-day virtual conference in the middle of July, another opportunity of which we also took full advantage. We have all written up reports in order to share the things we have learned with each other and with other departments. *(Supporting Strategic Plan: Develop a continuous learning/laboratory environment to increase and support staff knowledge and creativity)*

Partnerships

WBC

Every Wednesday in July, we've continued to provide two programs, one for 4-7th graders and one for k-3rd graders, at the Willowbrook Coalition (WBC). This month we celebrated storybook superheroes by making capes and masks and we created a special Pete the Cat program for the younger kids. Programming also included tie-dye, choosing summer reading books by going on a "blind date with a book", a team Scattergories competition, creating scrapbooks/collages out of recycled maps, and created tableaus (living picture) from a children's picture book. *(Supporting Strategic Plan: Form partnerships to further develop community services)*

WBC Executive Board

Our Teen Librarian Sarah and the WBC Executive committee met to work on the strategic planning process for the Coalition by outlining long and short term goals, identifying new committees, and outlining Coalition events for the coming year. The upcoming coalition events for the following year are a safety day (bussing residents to the DuPage County safety day in Wheaton on 9/28), a health fair (to be held in January 2014), and a community literacy night to be held in late April/early spring. Sarah will chair the literacy event committee with Elizabeth Higgins of People's Resource Center. The event will attempt to draw community members of all ages by holding story times, book buddies, reader's theatre performances by teens, literacy/ESL resources for adults and library card sign ups. *(Supporting Strategic Plan: Form partnerships to further develop community services)*

4th of July Parade

This month, IPPL participated in Darien's annual Lions Club 4th of July parade! Teen Librarian, Sarah co-chaired the committee. We had about 15 teens and enthusiastic staff members show up to represent the library in the festivities. They tossed candy and flew paper airplanes into the crowd. The paper planes, when unfolded, were actually coupons for \$1 off of fines at the library. *(Supporting Strategic Plan: Annually identify community events the library will participate in)*

Collections and Services

Linda added items and updated our Preschool, Primal Animals, and African Animals Kreative Krates. *(Supporting Strategic Plan: Support children and teens in their interest and educational needs)*

This month we introduced the new Lego Duplo table in the Family Center. With funding from the Darien Women's Club, we've purchased the furniture, and the larger Duplo blocks, people, and letters so that our little patrons can to build, play, and learn. *(Supporting Strategic Plan: Evaluate use of the Family Center and consider further development)*

Submitted by Natalie Williams 8/11/2013

TECHNICAL & COMPUTER SERVICES REPORT Board Report July 2013

Strategic Plan Goals

- Investigate and implement other technology uses for the Tech Bar. Tech Bar was updated with three new devices including a Samsung Galaxy, Blackberry Playbook and a Colby tablet. All devices work with our ebook (Overdrive) and emagazine (Zinio) apps which are installed on the devices for patrons to try.
- Review/create procedure manuals in each department and set up cross training program in each department.- Updated withdraw procedures for materials. We also streamlined the process utilizing item fields on SWAN.
- Implement project management software to increase project efficiency and effectiveness. – Trained Adult Services staff on new project management software “Trello”.
- Enhance online advisory tools.- Novelist Select was integrated with SWAN when scoped to the location Indian Prairie it will display read-a-likes, reader reviews, ratings and more.

Reader Ratings and Reviews

Goodreads is the largest social network for readers. Members provide ratings and reviews of books to express their personal opinions and to help others determine if they would enjoy a book. Goodreads respects the right of individuals to express themselves, but does not tolerate abusive behavior.

Reader Rating: (16737 reviews)
Read more on Goodreads

You Might Also Like These...

▼ Titles



An awfully big adventure ,
Bainbridge, Beryl
Why did we recommend this?

(more)



Something happened ,
Heller, Joseph
Why did we recommend this?



Lucky Jim ,
Amis, Kingsley
Why did we recommend this?

▼ Authors

Sage, Angie
Why did we recommend this?

(more)

Lewis, C. S. (Clive Staples), 1898-1963
Why did we recommend this?

Funke, Cornelia Caroline
Why did we recommend this?

Extras from Novelist

▶ Award Winners

Other Projects & Goals

- Brett & Dave were able to do a cable run from the basement to the meeting room for the new wireless access point and attach it to the ceiling utilizing the wireless signal and saving money doing it ourselves. Saving approximately \$125.00.
- Worked with Kids/Teens to streamline the process for materials that need repair. Materials are now sent the directly to Technical Services instead of the Kids/Teens and SWAN is utilized to run monthly replacement reports for selectors.

- Three all-in-one computers have been installed to replace staff office computers freeing up crowded desk areas with the all-in-one design.
- Our first hybrid computer/tablet with both Windows & Android operating system was installed to replace the Head of Technology & Technical Service office computer to test, investigate and utilize Android apps and Windows 8 operating system.
- Adult and teen laptops now have Skype on them with use of microphone headset. Patrons are using Skype for job interviews.
- Adult scanner bed for use with scan station was replaced with a new black LED unit. This unit allows for better scan-to-print quality solution.
- Dave has started iMac training for Kids & Teen staff. He assessed Kelly and Linda on their iMac knowledge. He is in the process of conducting additional training and developing training handouts.
- Training Theresa to take over the Web site design updates has started. Dave conducted three one our training sessions.

Ann M. Stovall, Head of Technical & Computer Services, August 12, 2013

Indian Prairie Public Library District Technology Plan Fiscal year 2013-2015

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- A. Mission Statement
- B. Vision Statements
- C. Assessment of Telecommunication Services
- D. Hardware & Software
- E. Goals and Objectives/Strategies
- F. Professional Development Plan
- G. Provision of a Sufficient Budget for Technology
- H. Evaluation Process
- Appendix A. Internet Access Policy (Attached)
- Appendix B. Hardware Inventory (Attached)

The purpose of the Indian Prairie Public Library (IPPL) Technology Plan is to support the library's Strategic Plan including staff development. The library's 2013-2015 Strategic Plan goals, the Staff Development Plan and an assessment of the library's current telecommunications services and hardware and software, were considered in the development of the goals and objectives. Goals with specific deadlines will be accomplished during the first fiscal year and goals that are marked as "ongoing" are executed over multiple years.

A. MISSION STATEMENT

We enrich peoples' lives by providing opportunities to explore, connect, and be inspired.

B. VISION STATEMENTS

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

Strategic Plan Priority- Enhancing lives through technology
Technology has become a foundation component in our residents' lives.

To support this the library

- Keeps abreast of and anticipates how residents use technology
- Instructs and assists residents in using technology
- Offers opportunities for residents to experiment with new technology
- Provides a virtual library through our web site

C. ASSESSMENT OF TELECOMMUNICATION & SERVICES

Telecommunication Services

- Illinois Century Network (ICN) T-1 line provides a stable and secure connection to access the library's automation network System-wide Automated Network (SWAN) and subscription online resources.
- Comcast Business Deluxe Broadband connection provides fast/video grade bandwidth for Internet access for public and staff.

Services

- Public computers and in-house check out of laptops provide patrons access to on-line catalogs, online resources, the Internet and Microsoft Office Suite.
- The Tech Bar provides an area for patrons to try out new technology devices.
- In-house checkout of iPads for early literacy, S.T.E.M. and other Apps that support programming and services for Kids and Teens.
- Digital Media equipment for digitization of pictures, slides, negatives and audio and videocassette.
- eReaders to checkout and read preloaded ebooks or to download from our ebook collection.
- Hands-on computer classes to teach patrons basic computer and software skills, new technologies, database instruction, social media and downloadable ebooks & emagazines.
- Dynamic website www.ippl.info & mobile app (libraryanywhere) for patrons to access library information, online databases, library catalog, downloadable ebooks, emagazines and audio books and program registration.
- Social Media and other Web tools are used to communicate and promote services, to create reading and subject guide portals, and provide lists of new and coming soon materials. Our Web site and catalog provides opportunities for patrons to ask questions, recommend materials, view staff recommendations, reserve materials and sign-up and retrieve our electronic newsletter "e-News".
- SWAN access for public to provide an online catalog with the holdings of 78 libraries and to support efficient, cost effective library management in such areas as circulation of materials, interlibrary loan, patron holds, and technical services.
- Interactive directory to guide users to locations of collections, programs and services.
- Public fax, copier and computer printing for a minimal fee.
- Three self-checkout to provide easy checkout at point of need located near hold pick-up shelf, audio visual, and kids areas.

D. HARDWARE & SOFTWARE

The following is used to insure the library's equipment meets users needs and to assist in determining the replacement and upgrading of equipment as well as integration of new equipment:

- Hardware & Software Inventory

- Ticket system to track and respond to issues and requests
- Main server is monitored and backed-up.

Main Physical Server: Currently running six virtual servers using VMware software.

- Exchange Server- Staff E-mail Service
- Faronics Server- Antivirus Service & Public PC Security
- PC Reservation – Public Computer Management
- TS01 - Thin Client Connections
- WSUS- Windows Updates Server
- WIN2K2- Printing and staff file saving and sharing
- Blog Server- Departmental Intranet Blogs

Back Physical Server: Provides back-up to main server files and services.

Computers, Laptops and Tablets:

Used by public and staff to access SWAN, Internet, research databases, Microsoft Office children's games, downloadable eBooks, eMagazines and audio books and other software specific to device functions.

E. GOALS AND STRATEGIES

Goal 1: Evaluate and improve IPPL's operations and technological infrastructure to create and maintain state of the art services for the most economical cost possible.

1. Continue to implement thin clients as cost effective way to replace catalog, database and other groups of computers with similar functions. Ongoing, In process
2. Implement new public PC reservation and printing solutions. September 2013.
3. Replace family center computers with touch screen technology. September 2013.
4. Evaluate use of Internet & wireless connection to determine need to expand service. July 2013, Completed
5. Research RFID as a means of creating efficiencies. 2013 – 2014 (Strategic Plan), In process
6. Evaluate upgrading or enhancing the meeting room technology/av equipment to enhance program attendee experience. 2014 (Strategic Plan) In process

Goal 2: Improve and extend community awareness and training opportunities of technology literacy.

1. Expand technology resources on website to promote technology literacy. 2013 (Strategic Plan)
2. Provide computer classes that assist residents in updating their work skills. Ongoing (Strategic Plan)
3. Annually provide "senior boot camp" computer classes. Summer 2012 and ongoing. (Strategic Plan), In process
4. Expand efforts to train patrons on accessing library e-book collection. Ongoing (Strategic Plan), In process

- 5. Provide technology for patrons to create digital media. 2013 and ongoing (Strategic Plan) In process
- 6. Provide technology classes at two other locations per year. 2013 and ongoing (Strategic Plan)
- 7. Investigate offering classes using other computer labs in the community and creating a traveling computer lab. 2013 – 2014 (Strategic Plan)

Goal 3: Continue to identify, investigate, evaluate and implement new technologies.

- 1. Investigate and implement other technology uses for the Tech Bar. 2013 & Ongoing (Strategic Plan), In process
- 2. Continue to examine android use for library services. Ongoing, In progress
- 3. Investigate providing e-music and e-video to patrons. (Strategic Plan) 2013, In process
- 4. Annually survey library members regarding their use of technology. 2013 & Ongoing (Strategic Plan)
- 5. Offer opportunities for residents to experiment with new technology. 2013 & Ongoing (Strategic Plan), In process
- 6. Investigate ways patrons explore our digital collections emagazines and eBooks in the library. November 2013

Goal 4: Provide virtual library services that is useful to our members, staff, and the community.

- 1. Expand local history and oral history interviews. Ongoing, In process
- 2. Continue to evaluate new technologies in web applications/tools to enhance the web site. Ongoing (Strategic Plan)
- 3. Continue to improve and promote mobile access to the library services. Ongoing
- 4. Enhance online advisory tools. 2013 (Strategic Plan), In Process
- 5. Investigate methods for sharing reader-generated reviews online. 2013 (Strategic Plan), In process
- 6. Enhance e-book collection and examine available delivery system. 2013 (Strategic Plan)

Goal 5: Provide knowledgeable and skilled staff to assist patrons with technology.

- 1. Continue staff development in the following technology skills: tablets, Apps, eBooks, download audio books, streaming music & video and digitalization equipment, mobile services and android. (Ongoing)
- 2. Implement project management software training. 2013 (Strategic Plan) In process
- 3. Develop and offer specific training for Computer Help Desk staff. 2013
- 4. Create screencasts/videos to teach and share information. 2012 and ongoing (Strategic Plan), In process
- 5. Training on new computer reservation and printing software. September 2013
- 6. Implement training plan for Apple computers and iPads. 2013, In process

Goal 6: Use technology to promote library services and collections to the community.

1. Prepare a plan to promote the library's technology services. 2013 (Strategic Plan)
2. Re-evaluate software for booklist services and programing registration and calendar. February 2014

E. PROFESSIONAL DEVELOPMENT PLAN

The Indian Prairie Public Library provides a dynamic, engaging team environment that values initiative and every individual. There is an annual In-Service training day for all staff. The library has implemented a Staff Development Plan that includes development of technology skills and in this plan goal 6 supports staff training. Staff is encouraged to explore and keep up with technology trends that impact and enhance library services. Staff members are also encouraged to attend outside training sessions.

F. BUDGET

The Library Board approves an annual budget supporting the library's computers services automation needs.

G. EVALUATION PROCESS

- Computer Services will monitor progress monthly and make mid-course corrections to the Technology Plan in response to new developments and opportunities. Monthly Directors report will include identification of any major software or hardware issues and highlight strategic goal accomplishments.
- Computer Service will provide ongoing evaluations through daily observation and maintenance of all automated services.
- Ease of use, cost to maintain and availability of required equipment and support determines need for software upgrades.
- Evaluation of public usage of computers, website, software and reference databases is conducted through statistics, surveys and by patron/staff comments.

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Circulation Services

July 2013

This past July was our busiest July ever! We circulated 87,602 items! This topped last year (which had been our busiest July) by 386 items! This is the fifth year in a row that our circulation for July has been over 84,000. Here is a recap of the past 10 years of July circulation.

Year	Circulation	Year	Circulation
2003-2004	71,704	2009-2010	84,907
2004-2005	69,760	2010-2011	84,936
2005-2006	68,182	2011-2012	86,301
2006-2007	69,450	2012-2013	87,216
2007-2008	70,056	2013-2014	87,602
2008-2009	79,189		

We circulated 22% more items in July 2013 than we did in July 2003!

In July, patrons using a form of self-service (self-checks, downloadable items, renewing on line) accounted for 56,272 of our check outs or renewals or **64%** of our total circulation. This is an all-time high percentage of patrons serving themselves. For more than a year, we have continuously had more self-service transactions than not. Please remember that even if the patron checks items out themselves, the Circulation pages need to check them in. Over 50% of our checkouts are audio-visual materials, which are very labor intensive to check in.

When I work the Check-Out desk, I have often had patrons tell me that they would like to be notified when their library card was due to be renewed. Working with Cris Cigler, I developed a letter to be sent to our patrons the month before their card expires. We sent the first letter in July. Please note that this is only available to patrons with an email address in their library record. We heard from several patrons who came in to renew their cards that they came in because of the reminder. I am attaching a copy of the letter for you to see.

Cris Cigler, Natalie Williams and I have been working on a "My First Library Card" campaign, aimed at children who have never had a library card before. I have ordered 500 cards with a special graphic on them that we will begin using in September during National Library Card Month. In addition, the kids will get a special bag, with a sticker in it, and have a souvenir picture of them taken with a large sized library card. The special cards and bags will be an ongoing promotion.

On April 1, we began selling stamps as a service to our patrons. It has been unbelievably popular! We started with 15 books and 2 rolls of stamps. We are already selling our second roll of stamps and have had to replenish our supply of books 5 times!

Debbie Sheehan
Head of Circulation Services

Month	2003	2004	2005	Circ Stats		2008	2009	2010	2011	2012	2013
	2004	2005	2006	2006	2007	2009	2010	2011	2012	2013	2014
July	71,704	69,760	68,182	69,450	70,056	79,189	84,907	84,936	86,301	87,216	87,602
Aug.	62,107	66,710	66,665	67,898	64,625	72,584	80,592	77,314	84,118	80,915	
Sept.	59,179	55,769	55,283	53,975	55,798	62,798	69,066	71,475	70,089	67,864	
Oct.	59,726	61,117	55,646	58,620	63,670	66,511	75,131	42,400	71,702	74,123	
Nov.	59,438	60,497 *	55,000	55,020	59,559	66,395	71,373	53,470	67,626	71,019	
Dec.	52,378	53,593	46,961	50,059	51,403	59,953	64,351	67,699	67,864	66,499	
Jan.	67,000	60,631	60,336	60,832	64,730	72,058	76,341	77,035	74,604	78,554	
Feb.	65,032	60,160	57,337	54,435	62,086	69,661	71,385	69,341	73,132	70,512	
Mar.	71,245	68,128	67,087	65,230	70,477	80,579	81,058	83,103	79,502	78,612	
Apr.	59,272	61,606	55,281	57,505	64,763	73,007	72,010	68,953	73,470	71,161	
May	57,551	58,429	54,656	54,410	62,724	68,994	67,337	72,416	69,927	67,429	
June *	72,163	69,281	69,165	67,386	74,029	84,888	87,748	87,635	83,339	79,392	
Renewals through the webpact not included before April						1,284					
						Electronic Circulation	3,852				
Yearly											
Total	756,795	745,681	711,599	714,820	763,920	857,901	905,151	855,777	901,674	893,296	87,602
*Missing data--used an average number to get a total											

Jamie Bukovac

From: Monday, August 12, 2013 4:55 PM
To: Debbie Sheehan
Subject: It's Time To Renew Your Library Card!



Dear Debbie,

We don't want you to miss a single day of the wonderful things that IPPL has to offer, so please come in and renew your library card- it's expiring September 1.

Take home movies, books, music, magazines; access online research tools, your account, our catalog; renew and reserve items and register for classes - all with your IPPL card.

Renewing is easy to do - stop at the Checkout Desk with ID such as a driver's license, state ID, current utility bill, mortgage or lease, bank statement, or personal check.

If you're wondering why you have to bring ID if you already have a library card, it's because we want to make sure the information we have is accurate because it's been three years since your card was issued.

You can renew your child's card (if they're under 18) without them being present.

We're looking forward to seeing you!

Sincerely,

Debbie Sheehan
Head of Circulation Services
630/887-8760
ippl@ippl.info

STATISTICS FOR	Jul-13	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Circulation</u>					
Adult	51,845	53,198	51,845	53,198	-2.54%
Teen	5,039	5,359	5,039	5,359	-5.97%
Kids	27,640	26,755	27,640	26,755	3.31%
TOTAL	84,524	85,312	84,524	85,312	-0.92%
Electronic Circulation	3,078	1,904	3,078	1,904	61.66%
GRAND TOTAL CIRC.	87,602	87,216	87,602	87,216	0.44%
% Reciprocal Borrowing	15%	15%	15%	15%	
Patron Visits	48,435	48,938	48,435	48,938	-1.03%
<u>Current Cards</u>					
Resident	217	272	23,107	23,547	-1.87%
Non-Resident	116	120	1,071	1,040	2.98%
TOTAL	333	392	24,178	24,587	-1.66%
<u>Patron Assistance</u>					
Adult - Reference	2,054	4,024	2,054	4,024	-48.96%
Kids - Reference	1,880	2,400	1,880	2,400	-21.67%
TOTAL REFERENCE	3,934	6,424	3,934	6,424	-38.76%
Adult - Other	628	601	628	601	4.49%
Kids - Other	1,841	1,584	1,841	1,584	16.22%
TOTAL OTHER	2,469	2,185	2,469	2,185	13.00%
GRAND TOTAL ASST.	6,403	8,609	6,403	8,609	-25.62%
<u>ILL/Reserves</u>					
Holds	10,341	11,031	10,341	11,031	-6.26%
ILLs Sent	5,531	5,738	5,531	5,738	-3.61%
ILLs Checked Out	6,484	6,727	6,484	6,727	-3.61%
ILLs Received	7,013	7,305	7,013	7,305	-4.00%
Copy/Fax Sent	0	2	0	2	-100.00%
Copy/Fax Received	40	4	40	4	900.00%
<u>Programs - Adult</u>					
# Programs	4	3	4	3	33.33%
Attendance	169	185	169	185	-8.65%
<u>Computer Classes</u>					
# Programs	5	2	5	2	150.00%
Attendance	67	23	67	23	191.30%
<u>Individual Technology</u>					
<u>Training</u>					
# of Patrons	54	1	54	1	5300.00%
<u>Groups</u>					
# Programs	11	9	11	9	22.22%
Attendance	160	131	160	131	22.14%
<u>Others</u>					
# Programs	0	0	0	0	
Attendance	0	0	0	0	
<u>Programs - Teen</u>					
# Programs	4	31	4	31	-87.10%
Attendance	81	373	81	373	-78.28%
<u>Programs - Kids</u>					
# Programs	45	39	45	39	15.38%
Attendance	1,229	2,722	1,229	2,722	-54.85%
GRAND TOTAL ATT.	1,760	3,435	1,760	3,435	-48.76%

STATISTICS FOR	Jul-13	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
Computers -					
Patron Use					
Adult Computers	4,521	4,408	4,521	4,408	2.56%
Kids Computers	1,744	2,075	1,744	2,075	-15.95%
Teen Laptop	152	243	152	243	-37.45%
Adult Laptop	212	140	212	140	51.43%
TOTAL PATRON USE	6,629	6,866	6,629	6,866	-3.45%
Hours Used					
Adult Computers	2,947	3,097	2,947	3,097	-4.84%
Kids Computers	934	1,197	934	1,197	-21.97%
Teen Laptop	247	280	247	280	-11.79%
Adult Laptop	421	263	421	263	60.08%
TOTAL HOURS USED	4,549	4,837	4,549	4,837	-5.95%
IPPL Web Site Visitors	2,175	21,213	2,175	21,213	-89.75%
IPPL Total Page Views	5,190	14,268	5,190	14,268	-63.62%
Subscription Database Logins	2,708	2,713	2,708	2,713	-0.18%
Outreach-Homebound					
Items Delivered	119	145	119	145	-17.93%
Volunteers					
Number Active	134	152			
Hours Worked	910.50	1,021	910.50	1,021	-10.82%
Staff Training Hours	47.75	29.50	47.75	29.50	61.86%
Room Use					
Multi-Purpose Room	16	11	16	11	45.45%
Meeting Room					
Library	35	29	35	29	20.69%
Non-Library	27	28	27	28	-3.57%
Group Study Room	283	252	283	252	12.30%
Lobby Programs	2	2	2	2	0.00%
Conference Room	11	9	11	9	22.22%
Clavinova	0	0	0	0	

MATERIALS COLLECTION STATISTICS- JULY 2013

CATEGORY	Previous Month Totals	Added Items	Withdrawn Items	Current Total	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Withdrawn
BOOKS--ADULT								
Reference	1465	27	17	1475	0	0	27	17
Non-Fiction	53745	285	329	53701	0	0	285	329
Fiction	38493	482	860	38115	0	0	482	860
TOTAL	93703	794	1206	93291	0	0	794	1206
BOOKS-- CHILDRENS								
Reference	890	0	0	890	0	0	0	0
Non-Fiction	20034	131	51	20114	0	0	131	51
Fiction	28036	283	206	28113	0	0	283	206
TOTAL	48960	414	257	49117	0	0	414	257
BOOKS - TEEN								
Non-Fiction	960	33	4	989	0	0	33	4
Fiction	3494	58	22	3530	0	0	58	22
TOTAL	4454	91	26	4519	0	0	91	26
GRAND TOTAL	147117	1299	1489	146927	0	0	1299	1489

CATEGORY	Previous Month Totals	Added Items	Withdrawn Items	Current Total	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Withdrawn
AUDIOVISUAL-ADULT								
Audio Books on CD	4625	42	10	4657	0	0	42	10
Music CD	10064	66	15	10115	0	0	66	15
Playaway	395	3	0	398	0	0	3	0
Video (VHS & DVD)	15250	55	118	15187	0	0	55	118
CD-ROMs	163	0	0	163	0	0	0	0
TOTAL	30497	166	143	30520	0	0	166	143
AUDIOVISUAL-CHILDRENS								
Audio Books	686	15	2	699	0	0	15	2
Childrens Music CD	860	2	2	860	0	0	2	2
Junior Music CD	155	0	2	153	0	0	0	2
Playaway	62	0	0	62	0	0	0	0
Video	4098	68	17	4149	0	0	68	17
TOTAL	5861	85	23	5923	0	0	85	23
AUDIOVISUAL-TEEN								
Audio Books on CD	235	1	1	235	0	0	1	1
Music CD	360	0	2	358	0	0	0	2
Playaway	67	0	0	67	0	0	0	0
Video	471	7	4	474	0	0	7	4
Console Games	453	0	13	440	0	0	0	13
PC-GAMES (formally CD-ROMS)	-12	0	3	-15	0	0	0	3
TOTAL	1574	8	23	1559	0	0	8	23
GRAND TOTAL	37932	259	189	38002	0	0	259	189

CATEGORY	Previous Month Totals	Added Items	Current Total	Prev. Mo YTD		Year to Date	
				A	W	Added	Withdrawn
Digital Collections							
Adults ebooks	1228	57	1285	0		57	
Kids and Teens ebooks	334	0	334	0		0	
Reference ebooks	329	0	329	0		0	
Emedia Library (ebooks & audiobooks)	12858	109	12967	0		109	

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News from the Reaching Across Illinois Library System.

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 The logo for RAILS (Reaching Across Illinois Library System) features the word "rails" in a lowercase, sans-serif font. The letter "i" is stylized with a dot above it. To the right of the text is a decorative graphic consisting of a horizontal line of dots of varying sizes and shades of gray, resembling a stylized train or a signal.

e-news

Recommendation for Pilot Project to Outsource Delivery at Burr Ridge Service Center

The RAILS Board Delivery Committee will meet next Monday, August 5, at 10 a.m., at the RAILS Burr Ridge service center. The committee will consider a recommendation to implement a pilot project to outsource delivery and sorting at Burr Ridge. The recommendation comes after careful analysis of the three bids received in response to the RFP RAILS issued on May 29. The recommendation for outsourcing at Burr Ridge does not lessen RAILS' commitment to delivery in any way. Our number one goal is to improve delivery service to our member libraries and to save on costs. We believe moving forward with the outsourcing pilot project will achieve this goal and that it is in the best long-term interests of RAILS and our members.

If the delivery committee accepts the recommendation, it will go to the entire RAILS Board for approval on August 16. If the Board approves, RAILS will begin contract negotiations with the approved vendor. The earliest we expect to implement the outsourcing pilot project at Burr Ridge is November. The agenda for the August 5 RAILS Board Delivery Committee is posted at <http://www.railslibraries.info/board/meeting/2013-08-05>.

Opportunity to Provide Input on RAILS' Programs and Services

RAILS has embarked on a strategic planning process designed to guide the development of future system services. There will be many opportunities for members to provide input throughout the process, including nine in-person focus groups planned for September. The focus groups will be conducted by Nancy Bolt and Liz Bishoff, the consultants helping RAILS with the strategic planning process. RAILS staff will not be present at any of the focus groups. RAILS is currently looking for member volunteers to participate in the focus groups.

There will be 12 – 15 participants in each group. Some participants will be appointed, others will be chosen from member volunteers. The goal is to include RAILS members from all types of libraries, heavy users of RAILS services, and members who are not as familiar with RAILS programs and services.

The focus groups are scheduled for: Freeport Public Library, Monday, September 9, 10 a.m. – noon; Princeton Public Library, Tuesday, September 10, 10 a.m. – noon; Western Illinois University (Macomb), Wednesday, September 11, 10 a.m. – noon; Kankakee Public Library, Thursday, September 12, 10 a.m. – noon; Ela Area Public Library District (Lake Zurich), Friday, September 13, 10 a.m. – noon; Quincy Public Library, Monday, September 16, 1:30 – 3:30 p.m.; Moline Public Library, Tuesday, September 17, 10 a.m. – noon; Peoria Public Library, Wednesday, September 18, 10 a.m. – noon; and the RAILS Burr Ridge service center, Thursday, September 19, 10 a.m. – noon.

July 31, 2013

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If you are interested in participating in a focus group, please contact Mary Witt, RAILS Communications Director, at mary.witt@railslibraries.info, by Friday, August 16.

Other opportunities for member input during the strategic planning process will include a consulting needs assessment to help RAILS prioritize the addition of some consulting services in FY2014, focus groups for academic, school, and special library members via webinar, an opportunity for members to provide input at the [September 5 RAILS Member Update](#) session, and a member-wide survey. There will also be a number of opportunities for members to provide informal feedback as well. Stay tuned to *RAILS E-News* for further details.

Update on RAILS Phone System

On Friday, August 2, RAILS will implement its new phone system at the Bolingbrook, Coal Valley and Rockford service centers. All PrairieCat staff will have new extensions. For PrairieCat support, members are reminded to call the main toll-free number: **877.542.7257**. (Discontinued numbers for the Bolingbrook, Coal Valley, and Rockford service centers are 815.729.3345, 309.799.3155, and 815.873.1282. These numbers will no longer work as of August 2.) The RAILS and PrairieCat websites will be updated with the new phone numbers as changes occur. Further details on the changes were recently sent to all PrairieCat members.

Program on Affordable Care Act at RAILS August 26

RAILS has arranged a program called *Affordable Care Act: What Libraries Need to Know* on August 26, from 9:30 a.m. to noon at RAILS Burr Ridge, other videoconference sites, and via one-way streaming video. Shawn Dorgan from Land of Lincoln Health will provide an introduction to the Affordable Care Act and its implementation, and Ruth Holst from National Network of Libraries of Medicine, Greater Midwest Region will talk about how libraries can assist patrons. There will also be time for discussion and feedback from libraries. For details, registration, and an agenda, see: <http://www.librarylearning.info/events/?eventID=15964>. Please note: RAILS Rockford and Wheeling sites have reached capacity. If you are entering a new registration, please choose another location.

Open House for Illinois Talking Book Outreach Center September 18

To celebrate the opening of the Illinois Talking Book Outreach Center (ITBOC) at Burr Ridge, an open house is planned for Wednesday, September 18, from 8:30 - 11:30 a.m. You are invited to stop by on your way to work to meet the ITBOC staff and learn more about services available to libraries and library patrons. Light refreshments will be served. Register to attend at: <http://www.librarylearning.info/events/?eventID=15875>. Read more about the formation of the center at: <http://www.illinoistalkingbooks.org/about>.

Save the Date: Bolingbrook Open House Rescheduled for October 2

The open house at the new RAILS Bolingbrook service center has been rescheduled for Wednesday, October 2 from 2:00 to 4:30 p.m. Please join us to celebrate the opening of RAILS' new service center, take a tour, and mingle with RAILS members from throughout the RAILS service area. More information is available from L2 at: <http://www.librarylearning.info/events/?eventID=15669>.

Videoconferences and Webinars on FY2014 Per Capita Grant Application

Videoconferences and webinars are being offered by the Illinois State Library to communicate changes in the FY2014 [Illinois Public Library Per Capita and Equalization Aid Grant](#) process and to answer your questions. Videoconferences will be held on [Thursday](#),

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News from the Reaching Across Illinois Library System.



e-news

Outsourcing of Delivery and Sorting at RAILS Burr Ridge Service Center

The RAILS Board Delivery Committee met on August 5 to discuss a recommended pilot project to outsource delivery and sorting at Burr Ridge. After lengthy discussion and a detailed presentation by Continental Transportation Services (CTS), the recommended vendor for the project, the committee unanimously voted to bring the recommendation to the entire RAILS Board for approval at its [August 16 meeting](#). If the RAILS Board approves the recommendation, RAILS will begin negotiations with CTS, a company based in Bensenville, Illinois, with 35 years of experience in logistics and transportation. The anticipated start date for the pilot project is November 1, 2013.

The recommendation for outsourcing at Burr Ridge does not lessen RAILS' commitment to delivery in any way. Our number one goal is to improve delivery service to our members and to lower costs. We believe contracting with CTS for the Burr Ridge pilot project will enhance services to members and better position RAILS for the future. Libraries on all four Burr Ridge delivery routes will continue to receive high quality, 24-hour turnaround delivery, and will no longer have to presort materials going out to other libraries. This will save time and space for these libraries. Further information about CTS and next steps will be provided if the RAILS Board approves the pilot project recommendation on August 16.

RAILS Member Update September 5

Members from all types of RAILS libraries (academic, public, school and special) are invited to join us for the next RAILS Member Update on Thursday, September 5, from 9:30 – 11:30 a.m. Executive Director Dee Brennan will host the meeting from the New Lenox Public Library District. You may attend at New Lenox, at a scheduled videoconference location, view the one-way live streaming video on the web, or you may watch a recorded version at a later date.

We will take a look at the new services RAILS is planning for the current fiscal year, including the e-book grant project, consulting/CE services, and the investigation of a discovery and fulfillment overlay product. There will also be an in-depth discussion of the RAILS strategic planning process, with plenty of opportunity for attendees to provide input on current and future RAILS programs and services, as well as challenges they are facing at their libraries that RAILS might be able to help with. During the session, those watching via live streaming are invited to email their feedback to feedback@railslibraries.info. For registration and contact information, see: <http://www.librarylearning.info/events/?eventID=15483>.

Open House for Illinois Talking Book Outreach Center September 18

To celebrate the opening of the Illinois Talking Book Outreach Center (ITBOC) at Burr Ridge,

August 7, 2013

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invited to stop by on your way to work to meet the ITBOC staff and learn more about services available to libraries and library patrons. Light refreshments will be served. Register to attend at: <http://www.librarylearning.info/events/?eventID=15875>.

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Update on E-book Project and Formation of Advisory Committee

As reported, the Secretary of State and Illinois State Library awarded a grant to RAILS and the Illinois Heartland Library System (IHLS) for the *E-books for Illinois* Project. The two-year grant project includes an e-book collection and Axis 360 software platform from Baker & Taylor for RAILS members and IHLS non-Share members, research into a self-hosted model, training, a list of free e-book resources, a website, and assistance to libraries in promoting the project. IHLS Share members will use 3M Cloud. The project also includes two trainer positions, one to be hired by RAILS, the other by IHLS. The [RAILS position](#) was recently posted on our jobs board.

Appointments to the Illinois Statewide E-book Project Advisory Committee were recently made by the executive directors of RAILS and IHLS. The committee's first meeting will be held on August 22 at 1:30 p.m., at the RAILS East Peoria Service Center. Part of the committee's charge includes helping to establish collection development policies/procedures and a membership fee structure for participating libraries. The goal is for the fee structure to be sustainable and affordable for libraries. Committee members are:

- Anne Craig, Illinois State Library, (Illinois State Library representative)
- George Kalinka, Woodridge Public Library, (RAILS representative)
- Nalini Mahajan, Marianjoy Rehabilitation Hospital, (RAILS representative)
- Brittany Osika, Illinois Central College, (RAILS representative)
- Rebecca Scott, Downers Grove North High School, (RAILS representative)
- Marian Albers, Mascoutah Public Library, (IHLS representative)
- Jill Pifer, Fairview Heights Public Library, (IHLS representative)
- Lynn Schmit, Mahomet Public Library, (IHLS representative)
- Diane Yeoman, Mason City Public Library District, (IHLS representative)

Veronda Pitchford, Project Director for *E-books for Illinois* and RAILS Director of Membership Development and Resource Sharing and the two E-book Trainer/Coordinators will serve as ex officio committee members. For more information, contact [Veronda Pitchford](#) at 630.734.5119.

Overlay Project to Welcome a New Era in Resource Sharing

Part of the charge of the new RAILS Consortia Committee is investigating discovery and fulfillment overlay products that will work across different ILS platforms. At the first committee meeting on July 17, a smaller working group was formed to begin research into this project. The working group members are:

- Carol Dawe, LINC Consortium Manager
- Paul Mills, Director, Fountaindale Public Library District (member of the Pinnacle Library Cooperative)
- Robert Moffett, Director of Technical Services, Gail Borden Public Library District (member of LINKin)
- Jane Plass, RAILS Associate Executive Director
- Aaron Skog, SWAN Executive Director
- Jill Sodt, Library Director, Black Hawk College, East Campus (member of the Resource Sharing Alliance)

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The working group will first select a consultant for this project. The consultant will assist with assessing needs, identifying possible products and successful implementations in other states, drafting a request for proposal for a product, and preparing a preliminary report to the Consortia Committee. Selection of a consultant will be done in mid-September, and the preliminary report is due in March 2014. This project is at a very early, investigational stage. RAILS will keep members informed of further developments.

Program on Affordable Care Act at RAILS August 26

RAILS will offer a program on the *Affordable Care Act: What Libraries Need to Know* on August 26, from 9:30 a.m. to noon. Shawn Dorgan from Land of Lincoln Health will provide an introduction to the Affordable Care Act and its implementation, and Ruth Holst from National Network of Libraries of Medicine, Greater Midwest Region will talk about how libraries can assist patrons. There will also be time for discussion and feedback from libraries. The program will be held in-person at the RAILS Burr Ridge service center, broadcast to other videoconference sites, and via one-way streaming video. For details, registration, and an agenda, see: <http://www.librarylearning.info/events/?eventID=15964>. Waubensee Community College (Sugar Grove) has recently been added to the list of videoconference sites. (Please note that the RAILS Rockford and Wheeling sites have reached capacity. If you are entering a new registration, please choose another location.)

RAILS Member Advisory Group Meeting August 13

The next RAILS Member Advisory Group meeting will be held on Tuesday, August 13 at 1:30 p.m. For an agenda and more information, see: <http://www.railslibraries.info/board/meeting/2013-08-13>.

Save the Date: Bolingbrook Open House Rescheduled for October 2

Please help us celebrate the opening of the new RAILS Bolingbrook service center at our open house on Wednesday, October 2, from 2:00 to 4:30 p.m. Attendees will be able to tour the building and mingle with RAILS members from throughout the RAILS service area. More information is available from L2 at: <http://www.librarylearning.info/events/?eventID=15669>.

See You at Reaching Forward South

RAILS will have a booth at [Reaching Forward South](#) on September 19 and 20. RAILS looks forward to connecting with members and library professionals throughout the state to get the word out about the e-book grant project, addition of consulting services to the RAILS line-up, the [Illinois Talking Book Outreach Center](#) and other RAILS services. If you are attending, we hope you will stop by our booth to learn what's new at RAILS.

Webinars on FY2014 Per Capita Grant Application

Webinars are being offered by the Illinois State Library to communicate changes in the FY2014 [Illinois Public Library Per Capita and Equalization Aid Grant](#) process and to answer your questions. Webinars will be held on [Tuesday, August 13](#), from 11 a.m. - noon and [Wednesday, August 14](#), from 2 - 3 p.m. Grant applications are due on October 15, 2013. For questions, please call 800.665.5576, x 2, or email percap-grant@ilsos.net.

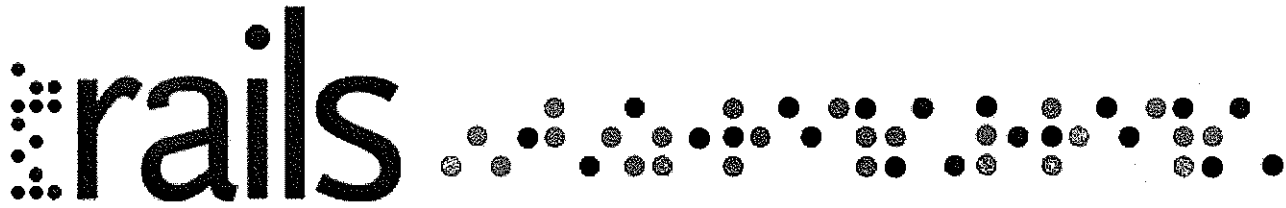
WorldShare Watch

OCLC WorldShare Interlibrary Loan service will replace WorldCat in December 2013. On November 25, 2013, initiation of new requests in WorldCat Resource Sharing will end. Access to WorldCat Resource Sharing will end on January 3, 2014. You can help OCLC support your library's transition to WorldShare ILL by completing a brief survey about your

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News from the Reaching Across Illinois Library System.



e-news

Directors Invited to Provide Input on RAILS Consulting/CE Services

RAILS will add some consulting and continuing education (CE) services for member libraries of all types (academic, public, school, and special) in FY2014 (July 2013 – June 2014). To help us determine the specific services we will offer, all RAILS library directors are invited to complete this survey: <https://www.surveymonkey.com/s/8M7S7BT>. The survey should take approximately 15 minutes to complete. **We are looking for one response per RAILS library and would like each library director to fill out the survey after consulting with appropriate staff as desired. The deadline for completing the survey is Friday, August 30, 2013.** If you would like to preview a copy of the survey or send the link to your staff for their input, you can find a [PDF copy](#) here.

RAILS recently sent an email message inviting everyone identified in [L2](#) as a library director to complete the survey. Thank you to the more than 200 directors who have responded so far! If you have any questions, please contact Mary Witt at mary.witt@railslibraries.info.

Opportunity for Academic, School, and Special Libraries to Provide Input on RAILS' Programs and Services

RAILS has embarked on a strategic planning process to help guide the development of future system services. Nine in-person member focus groups have already been scheduled as part of the process. RAILS academic, school and special libraries have an additional opportunity to provide input into the process through three focus groups conducted via online webinar. The webinars will be conducted by Nancy Bolt and Liz Bishoff, the consultants helping RAILS with the strategic planning process. The schedule is:

- Academic Library Webinar – Monday, September 9, 2:30 – 4:00 p.m.
- School Library Webinar – Thursday, September 12, 3:00 – 4:30 p.m.
- Special Library Webinar – Tuesday, September 17, 2:00 – 3:30 p.m.

The webinars will be held via GoToMeeting, a web-based conferencing tool. Confirmed participants will be sent instructions for participating, including a URL to use for signing in to the GoToMeeting site. (Participants may use their computer's microphone/speakers or call in via phone for the audio portion of the webinar.)

If you are from a RAILS academic, school, or special library, and would like to participate in a webinar to provide input on programs and services RAILS can offer for your type of library, please contact Mary Witt, RAILS Communications Director, at mary.witt@railslibraries.info by Thursday, August 29. **Space is limited to 10 – 12 people per webinar, so volunteer soon!**

RAILS August 16 Board Meeting

August 14, 2013

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the RAILS Geneva service center and at other videoconference locations. This meeting will also be streamed and recorded for viewing at a later date. For a meeting agenda and supporting documents, see: <http://www.railslibraries.info/board/meeting/2013-08-16-0>.

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Outsourcing of Delivery and Sorting at RAILS Burr Ridge Service Center

At their August 16 meeting, the RAILS Board will consider the recommendation of the RAILS Board Delivery Committee to proceed with a pilot project to outsource delivery and sorting at Burr Ridge. If the RAILS Board approves the recommendation, RAILS will begin negotiations with Continental Transportation Services (CTS), a company based in Bensenville, Illinois, with 35 years of experience in logistics and transportation. The anticipated start date for the pilot project is November 1, 2013.

The recommendation for outsourcing at Burr Ridge does not lessen RAILS' commitment to delivery in any way. Our number one goal is to improve delivery service to our members and to lower costs. We believe contracting with CTS for the Burr Ridge pilot project will enhance services to members and better position RAILS for the future. Libraries on all four Burr Ridge delivery routes will continue to receive high quality, 24-hour turnaround delivery, and will no longer have to presort materials going out to other libraries. This will save time and space for these libraries. Further information about CTS and next steps will be provided if the RAILS Board approves the Burr Ridge pilot project recommendation on August 16.

RAILS Member Update September 5

Join us on Thursday, September 5, from 9:30 - 11:30 a.m., for the next RAILS Member Update. Executive Director Dee Brennan will host the meeting from the New Lenox Public Library District. You may attend at New Lenox, at a scheduled videoconference location, view the one-way live streaming video on the web, or you may watch a recorded version at a later date.

During the meeting, RAILS members will be asked to provide their input on current and future RAILS programs and services. Some of the questions that will be used to start the conversation can be found in the [meeting agenda](#). Members are encouraged to view these questions prior to the meeting to help them formulate their suggestions. RAILS will also inform members on the new services RAILS is planning for the current fiscal year, including the e-book grant project, consulting/CE services, and the investigation of a discovery and fulfillment overlay product. If you are watching the live streaming and would like to provide input during the update session, please send an email to feedback@railslibraries.info. For registration, streaming instructions, and contact information, see: <http://www.librarylearning.info/events/?eventID=15483>.

Dee Brennan on RAILS Strategic Planning

Executive Director Dee Brennan's [most recent blog post](#) explains how RAILS is involving our members in the strategic planning process. You can find her blog in the center of the [RAILS website](#). An archive of all her blog posts can be found at: <http://www.railslibraries.info/director-blog>.

Open House for Illinois Talking Book Outreach Center September 18

To celebrate the opening of the Illinois Talking Book Outreach Center (ITBOC) at Burr Ridge, an open house is planned for Wednesday, September 18, from 8:30 - 11:30 a.m. You are invited to stop by on your way to work to meet the ITBOC staff and learn more about services available to libraries and library patrons. Light refreshments will be served. Register to attend

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Program on Affordable Care Act at RAILS August 26

RAILS will offer a program on the *Affordable Care Act: What Libraries Need to Know* on August 26, from 9:30 a.m. to noon. Shawn Dorgan from Land of Lincoln Health will provide an introduction to the Affordable Care Act and its implementation, and Ruth Holst from National Network of Libraries of Medicine, Greater Midwest Region will talk about how libraries can assist patrons. For details, registration, and an agenda, see: <http://www.librarylearning.info/events/?eventID=15964>. (Please note that the RAILS Rockford and Wheeling sites have reached capacity. If you are entering a new registration, please choose another location.)

Tour the Bolingbrook Service Center on October 2

Please help us celebrate the opening of the new RAILS Bolingbrook service center at our open house on Wednesday, October 2, from 2:00 to 4:30 p.m. Attendees will be able to tour the building and mingle with RAILS members from throughout the RAILS service area. More information is available from L2 at: <http://www.librarylearning.info/events/?eventID=15669>.

RAILS Library Director News

Lee Ann Fisher will be the Director of the Moline Public Library, effective August 19.
Patricia Scott is now the Library Director at the Loyola University of Chicago School of Law.

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

Member News

[One Book One Community to Feature *The Middlesteins*](#)

[3D Printing Comes to Brookfield Public Library](#)

[Library Reaches Out to Men with Fantasy Football](#)

[Messenger Library's Hours for August 16](#)

New RAILS Fast Facts Survey

[Circulation of Kindles, Tablets, and Laptops](#)

Continuing Education Opportunities

[College of DuPage LTA Program Classes](#)

[LACONI Membership and Continuing Education Programming](#)

[RAILS Program on Affordable Care Act August 26](#)

[Trends in YA Books August 27](#)

No organization, business or individual shall be permitted to place signs, banners or other advertising on library property except municipalities and organizations located in the library district that are promoting a community event and signs permitted by election law.

Exceptions:

Fundraising within the library is permitted for

- A library sponsored sale or solicitation
- A Friends of the Library sale or solicitation which has been approved by the library director.
- An Indian Prairie Library Foundation sale or solicitation approved by the library director.

Community organizations or governmental entities within the library district may be given permission by the Library Director to use the library as a collection point for items such as Citizen of the Year Nomination forms, scholarship applications, etc. as space permits. The library accepts no responsibility for such items.

610 Serious or Repeat Violations of Library Rules

This list is not all inclusive of behaviors for which patrons may be expelled from library property. Patrons who violate the library's rules of behavior will be advised of the problem and asked to stop the unacceptable behavior or activity. Patrons who continue to misbehave will be asked for identification and required to leave the building for the day. In the case of misconduct which is extreme, the offender will be asked to leave the building immediately, or the police may be called.

Patrons who cause repeated disruption in the library will be warned that they will be barred from the library if the behavior continues. In the case of minors a letter will be sent to their parents or guardians regarding the behavior and consequences. If the behavior persists the patron will be barred for one month. If the patron continues to cause disruptions he or she will be barred for 90 days. If the patron returns and continues to cause disruptions the patron will be barred for one year.

In the case of serious violations, a patron will immediately be barred from the library for one year. In the case of repeated, serious violations a patron may be barred from the library indefinitely.

610.1 Appeal

Persons wishing to appeal these actions may do so upon written request to the Library Director. If the person is not satisfied with the result of their appeal they may request a review by the Library Board of Trustees.

THE SAFETY AND WELL-BEING OF CHILDREN

611 Only adults who are with or assisting children, using youth materials, or interacting with staff should enter the Kids & Teens Department.

To ensure the safety of children, it is the parents' or guardians' responsibility to provide childcare; the library and its staff cannot provide this service. Children aged 7 and under must be accompanied by an adult or adolescent of at least 12 years of age who is near the child and attentive to their needs. Exception: When a child age 3 to 7 is in a library program that does not require the caregiver's attendance, the caregiver may leave the children's department to use another part of the library as long as the caregiver returns 5 minutes before the program is scheduled to end. The caregiver must remain in the library. If the caregiver is repeatedly late to meet the child following a program, the child may be removed from program enrollment.

Salary Cap

The library has a salary schedule (see attached) which has a minimum and maximum amount listed for each grade level. The range between the minimum and maximum is 50% per recommendation by the Management Association. Due mostly to longevity some staff have or will soon hit the maximum amount of their grade level. The idea of a maximum amount means that they would not receive a merit increase but only cost of living increases when given.

There are three ways to approach this:

1. Staff do not receive their merit increase and receive only cost of living increases.
2. Staff are awarded half their percentage merit increase which would move them above the maximum amount. They would also receive any cost of living increase.
3. Staff are awarded their merit dollars as a bonus, thus not increasing their salary amount except when receiving a cost of living raise.

**NDIAN PRAIRIE PUBLIC LIBRARY SALARY SCHEDULE 2013-2014
EFFECTIVE 7/14/13**

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Grade Level and Position	Minimum	Maximum
Grade I Adult Services Page Circulation Page Youth Services Page Substitute ILL Page	8.77	13.15
Grade II Youth Services Page Summer Youth Services Assistant	9.27	13.91
Grade III Administrative Technical Assistant	9.94	14.91
Grade IV Technical Services Assistant	11.12	16.58
Grade V Computer/Magazine Assistant Circulation Assistant Graphic Artist Substitute Bookkeeper Security Monitor Technical Services Assistant II Technology Assistant Technology Instructor Building Services Associate	12.60	18.91
Grade VI Administrative Assistant Technical Services Supervisor Youth Services Assistant Senior Circulation Supervisor Circulation Supervisor Readers Advisory Assistant	14.30	21.45
Grade VII Reference Librarian Youth Services Librarian Administrative Office Coordinator Marketing & Public Information Coordinator Substitute Librarian	21.29 41,517	31.94 62,276
Grade VIII Senior Youth Services Librarian Senior Reference Librarian	24.06 46,913	36.09 70,371
Grade IX Department Head	27.19 53,019	40.78 79,528
Grade X Assistant Director	30.72 59,912	46.09 89,869
Grade XI Library Director	To be set by Board	

Indian Prairie Public Library

SWOT - Strengths, Weaknesses, Opportunities, Threats

An exercise to help distinguish where IPPL is today and where it could be in the future. The purpose is to identify factors that currently or potentially will influence IPPL's success.

SWOT Ground Rules

Be honest and realistic.

Be specific.

Keep statements short and simple.

Statements may be subjective depending on point of view.

A condition may fit into more than one category (again depending of point of view).

All responses are valid.

Internal Analysis - taking stock of current situations, outlooks and prospects.

Strengths:

What is IPPL doing well? What internal resources and capabilities can be used to guarantee success for IPPL? What should IPPL maintain, build and leverage? Where is the capacity for growth?

Weaknesses:

What internal conditions should be changed or removed to improve and grow service?

Are there things that impede the library's growth? What is getting in the way of providing great service?

External analysis - consider technology, economics, markets (competition), politics, education, and business within the community, society and the profession.

Opportunities:

What existing or potential factors provide opportunity for IPPL to grow and better serve its community?

Threats

What existing or potential conditions could affect the library's ability to grow and change? What may present a threat or act in competition with IPPL? What challenges does IPPL face?

Listening Posts July 2013

Kids & Teens

Book Buddies – guy reader and guy listener having fun reading and laughing. “He needed a boost”, said grandma.

“We still do the Bedtime Math every night. Love it” said a patron.

Circulation

Patron bought a book of stamps and said it was such a nice service for us to provide. She loves that she doesn't have to wait in line at the post office.

Patron was upset that the computer shut down before she could save her document, 4:50 pm.

Patron was disappointed we only take cash for a book of stamps.

Hinsdale patron checking out 15 items raved about how much she liked our library, “you have such a great selection of items and so nice and friendly here”. Also said parking is bad at Hinsdale and great here.

A patron came up to me and liked the idea of casual weekends for the staff but thought it would be cool to tell people somewhere what the theme is for the weekend so maybe they could tag on to it.

“This library is awesome! I love this library”, said a little girl to her grandfather.

I renewed a card for a woman who was notified by email that her card would expire; she said it was good you let her know.

“I wouldn't have noticed otherwise”, said a patron whose card expired on 8/1/13.

Patron suggested having kneelers (like the ones used to wash floors) to check out items on the bottom shelves.

I saw a guy about 30ish playing with the Legos set up in the lobby. He was so proud of his creation that he made his wife take a picture of it with her phone.

I loved having “The Sound” at the library. It was a blessing that the weather was bad that night because it brought the youth, their peers and parents into the library. It was great seeing all the talent and hearing the great music.

A patron went to see the Darien July 4th parade and said that when IPPL came by everyone cheered!

A Brookfield patron was telling her friend who came to IPPL with her that one of the great things at this library is that they give you a computer printout of what you checked out.

“This is such a good library ILL is wonderful!” said a patron.

Circulation cont.

Westmont patron said that this is an awesome library and she loves it here.

Adult & Computer Help Desk

A woman asked if we have spare reading glasses. One of the options I gave her was the Merlin Magnifier. Another lady overheard and asked for more information about that and then said she didn't realize that was a service we provide. (And that we're great!)

When I went to get the listening posts from the "Ask Us Desk," I was asked what I was looking for by the reference librarian. The reference librarian said I have no idea where those are, I have forgotten about those. To which I replied "So that is why I haven't seen any from you." Then the readers' advisor stated that she too had forgotten about Listening Posts. (Possibly that is why we only have one listening post this month not including this one.)

Technology

Administration

A patron left a voice mail – she attended the Facebook and the Twitter classes and wanted to compliment the wonderful teen volunteer, Ashley, who was involved in both classes and absolutely wonderful. Ashley is a wonderful representative of the library. The patron also complimented Suzy for the Facebook class and Dave for the Twitter class saying they each did a wonderful job teaching their class.

"I can always count on Indian Prairie" said a patron at the Reference Desk.

"You're not a library, you're a community center" said a patron at the Reference Desk.