

**Board of Trustees Regular Meeting
December 18, 2013 – 7 p.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, 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. Fleming to Library re: Thank You for Use of Parking Lot Page 3
 - 2. Management Association re Religious Freedom and Marriage
Fairness Act Page 4

- E. Omnibus Consent Agenda
 - 1. Minutes of Truth in Taxation Hearing and Regular Board
Meeting, November 20, 2013 Page 6
 - 2. Treasurer's Report Page 10
 - 3. Action on Bill/Additional Bills Page 14
 - 4. Bank Resolution #2013-I - Community Bank of Willowbrook Page 19
 - 5. Bank Resolution #2013-J - Hinsdale Bank & Trust Page 21

- F. Items Deleted from Omnibus Consent Agenda

- G. Library Director's Report Page 23 Information

- H. Staff Report

- I. Reports
 - 1. Darien Committee for Intergovernmental Coordination
(Krupicka) Information
 - 2. WB/BR Chamber of Commerce Meeting (no report)
 - 3. Darien Chamber of Commerce (no report)
 - 4. RAILS Page 37 Information
 - 5. Building and Grounds Committee (no report)

BOARD MEETING – DECEMBER 18, 2013 – PAGE 2

Reports (continued)

- 6. Finance Committee (no report)
- 7. Plan/Annexation Committee (no report)
- 8. Policy Committee (no report)

J. Unfinished Business

- 1. Appointment of Trustees

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Action

K. New Business

- 1. Library Director Evaluation Process
- 2. Water Vapor Cigarettes

Information
Action

L. Meetings Scheduled

Building and Grounds Committee, January 22 at 1:00 pm

M. Community Events

N. Library Events

iPad 101: Getting Started with Your iPad	12/17/2013	6:00 PM
Crime Readers Book Discussion	12/19/2013	7:00 PM
Arctic Art for All Ages	12/26/2013	1:00 PM
"The New Adventures of Pippi Longstocking"	1/2/2014	1:30 PM
Countdown to Downton!	1/3/2014	1:00 PM
Practice ACT	1/4/2014	10:00 AM
DIYT's	1/7/2014	4:00 PM
E-movies & E-music	1/7/2014	6:30 PM
Master JobLink	1/8/2014	2:00 PM
Master JobLink	1/8/2014	3:30 PM
iPad 101: Getting Started with Your iPad	1/8/2014	6:00 PM
Novel Idea- Me Before You by Jojo Moyes	1/8/2014	7:00 PM
Senior Friday Fun Days	1/10/2014	10:00 AM
E-movies & E-music	1/11/2014	10:00 AM
DIYT's	1/14/2014	4:00 PM
E-books fo iPads and Tablets	1/14/2014	6:00 PM
E-books for Kindles	1/14/2014	7:30 PM

O. Adjournment



**DARIEN
LIONS CLUB**
DISTRICT 1 J



1702 Plainfield Road • Darien, Illinois 60561
www.darionlions.org

Dear Indian Prairie Library Management and Staff,

Thank you for allowing the Darien Lions club to once again utilize your parking lot this year for our annual Halloween Party. We had a tremendous amount of kids attend the party this year and parking was at a premium. It was a pleasure of mine to a part of this successful continuation of the long relationship between our two organizations. I want all of you to know that you helped bring a tremendous amount of joy to hundreds of children.

Thank You,

Troy M. Fleming
2013 Halloween Chairman

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Member Resources

Illinois Passes Marriage Equality; Governor to Sign

by Kelly A. Hayden, JD, Director, Employment Law Services/General Counsel

Published November 12, 2013

On November 6, 2013, the Illinois General Assembly passed the *Religious Freedom and Marriage Fairness Act* legalizing same sex marriage in Illinois. The bill was sent to Governor Quinn, who has indicated that he will sign the bill into law in a ceremony in Springfield on November 20, 2013. The law will formally take effect on June 1, 2014.

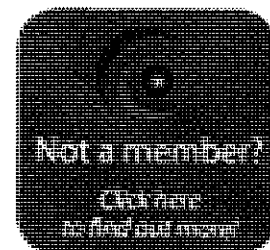
The bill provides that if two persons entered into a same sex marriage or civil union in another state, Illinois will recognize the validity of that marriage, with the exception of common law marriages, which will not be recognized (and never have been) in Illinois. Those same sex couples who previously entered into civil unions under the *Illinois Religious Freedom Protection and Civil Union Act* may choose to convert their civil union to a marriage by applying for a marriage license.

Same sex couples in Illinois will be entitled to all of the same benefits and protections under Illinois law as opposite sex married couples. Further, "to the extent the law of this State adopts, refers to, or relies upon provisions of federal law as applicable to this State, parties to a marriage of the same sex and their children shall be treated under the law of this State as if federal law recognizes the marriages of same-sex couples in the same manner as the law of this State."

Members should consult with their benefit providers and or benefits counsel as soon as possible to determine if any changes to benefit plans are necessary prior to the effective date of June 1. With respect to employee handbooks, no language changes are likely necessary to policies. Where a policy refers to "spouse," the policy should be read to include a same sex spouse as well as a spouse in a civil union. Members should now administer these policies (e.g., leave of absence policies that refer to a "spouse") in accordance with this law.

Members interested in reviewing the new law can click [here](#).

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Member Resources

Illinois Passes Same-Sex Marriage Bill

by Sonal Shah, JD, Labor/Employment Law Counsel

Published December 3, 2013

In the last ten years, there has been rapid change on the issue of gay rights, both nationally and here in Illinois. In 2005, Illinois held that discrimination based on sexual orientation was unlawful. Then, in 2011, the state allowed same-sex couples to enter into civil unions. Last week, Illinois became the 16th state to allow same-sex marriage. The bill, known as the Religious Freedom and Marriage Fairness Act, is slated to go into effect on June 1, 2014.

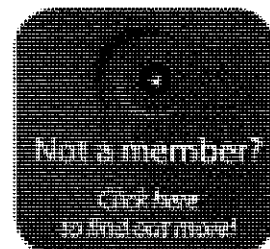
Not only has Illinois shown significant shift on the issue of gay rights, but so has the federal government. Earlier this year, the Supreme Court struck down the portion of the Defense of Marriage Act which provided that for purposes of federal law, "marriage" is a legal union between one man and one woman as husband and wife, and the word "spouse" is a person of the opposite-sex who is a husband or wife.

As a result, same-sex married couples now have the same rights, benefits, protections and responsibilities as couples in an opposite-sex marriage. For employers, this means, among other things, providing a same-sex spouse equal coverage under the organization's medical, dental and vision plans. It also means providing such individuals with coverage under leave policies, such as bereavement policies, the Family Medical Leave Act, Illinois Family Military Leave Act and Illinois Victims' Economic Security and Safety Act. In addition, same-sex spouses will be entitled to protection under qualified retirement plans and provided special enrollment and COBRA rights under health and welfare plans.

It is also important that employers ensure their employees are not subjected to harassment or discrimination based on their sexual orientation and/or being in a same-sex marriage. In sum, employers need to make certain that they and their employees treat those in same-sex marriages the same way they treat those in opposite-sex marriages for purposes of all policies, practices and benefits.

For more information on this issue, please click [here](#).

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Indian Prairie Public Library
Board of Trustees Minutes

Truth in Taxation Hearing

November 20, 2013 - 7 p.m.

- A. Call to Order and Statement of Purpose – President Suriano called the meeting to order at 7:03 p.m. Present were Donald Damon, Marian Krupicka, Julia Lacayo, Victoria Suriano, Jamie Bukovac, Laura Birmingham, Maria Wlosinski. Absent: Beena Deshmukh. Suriano stated that the purpose of the hearing was to provide opportunity for public comment on the proposed property tax levy increase. The Legal Notice of Proposed Property Tax Increase for Indian Prairie Public Library District appeared in The Doings Newspaper on November 7, 2013 (copy in packet). Bukovac stated that the information in the legal notice mistakenly contained the bond. We won't be levying for the bond retirement fund and that is reflected in the Levy Ordinance on tonight's agenda.
- B. Public Questions/Comments – There was no public in attendance.
- C. Closing of Hearing – Suriano closed the hearing at 7:08 p.m.

Board of Trustees Regular Meeting

November 20, 2013 – 7:10 p.m.

A. Roll Call

President Suriano called the meeting to order at 7:10 p.m. Acting-Secretary Lacayo called the roll.

Present: Donald Damon, Julia Lacayo, Marian Krupicka, Victoria Suriano

Absent: Beena Deshmukh

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Nancy Roy,
Debbie Wordinger (arrived at 7:25 p.m.)

Others: Joe Martin of Brian Zabel & Associates regarding K1 of New Business

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

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

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

- C. Public Comment – none

At this point Joe Martin addressed the Board regarding FY2012-2013 Audit Report (item K1 of New Business). Martin left at 7:25 p.m. and the Board continued with the Staff Report (Debbie Wordinger). Wordinger left at 7:45 p.m. and the Board continued with Communications and Announcements and the rest of the agenda.

D. Communications and Announcements

- 1. Barmada to Indian Prairie re: Muslim Journeys Grant
- 2. Bukovac to DiStasio re: Donation

- 3. Bukovac to Leuser re: Donation
- 4. Ritzman to Public Library Clients re: Firearm Concealed Carry Act
- 5. Branham to Bukovac re: Darien Park District Garden Club Plant Sale
- 6. Bukovac to Branham re: Darien Park District Garden Club Plant Sale
- 7. Darien Historical Society to Suriano re: The Future of the Historical Society

With respect to the Darien Historical Society (D7), Bukovac noted that we could partner with them on their archiving priority by helping them find grant money and volunteers. Over the years we have offered to digitize their historical information which falls within our mission. Bukovac will speak to our reference librarian about the archiving issue. Suriano noted that the DCIC is meeting on 12/3 and this issue is on their agenda. Bukovac will gather information for Krupicka to share at the 12/3 meeting.

E. Omnibus Consent Agenda

- 1. Minutes of Regular Board Meeting, October 16, 2013
- 2. Treasurer's Report
- 3. Action on Bills/Additional Bills
- 4. 2014 Days Closed
- 5. Ordinance #2013-7 Directing County Clerk as to PTELL Reduction
- 6. Firearm Concealed Carry Policy

Krupicka moved, Lacayo seconded to set the Omnibus Consent Agenda. Motion carried unanimously. Damon moved, Krupicka seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

The new shared collection of e-books that the system is going to provide will give us a chance to try another vendor for a very low fee to see if we like their product. Our current vendor, OverDrive, is the only vendor who has an agreement with Amazon to supply for Kindle (50% of our users use a Kindle) so it's a situation that we will monitor closely. In January the library is unveiling a new service where people can stream or temporarily download music and movies using Hoopla. It's an experimental model in which the library pays as patrons use it. We are setting up limitations/parameters so that there are controls in place to ensure that it can be evenly shared by people. A staff member will attend the January Board meeting to give a demonstration. The library will also have 3 Rokus for check-out. Each one will have a number of movies that patrons will be able to stream through their televisions if they have wireless internet and a HDMI connection. Bukovac thanked Birmingham and Popowitch for coordinating our successful recycling event. Birmingham said that 600 cars came through and every one had shredding which demonstrates a definite need for community shredding events. The library is investigating partnering with others for a future recycling event.

H. Staff Report - Debbie Wordinger, Head of Adult Services

Wordinger's annual report is in the packet. She reviewed key points with the Board including making the library a center of the community, supplying books in whatever format and ongoing issues such as physical space and weeding of the collection. Wordinger said they are continually trying to reach out to the community—to make the library a community center where people can learn, connect and meet people with similar interests. Suriano commended Wordinger and the adult staff on the great job they do particularly in light of the rapidly changing environment. The Board thanked Wordinger for her very thorough report.

I. Reports

1. WB/BR Chamber of Commerce – (none).
2. Darien Chamber of Commerce - Cigler’s report is in the packet.
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)

J. Unfinished Business

1. Ordinance #2013-8 Levying and Assessing Taxes – Krupicka moved, Damon seconded to approve Ordinance #2013-8 Levying and Assessing Taxes. Motion carried unanimously.
2. Appointment of Library Trustees – Candidate interviews will be held at the December Board meeting. To date, William Buckley (attended September meeting) and Dorothy Schardt (attended October meeting) have submitted their questionnaires. Suriano asked the Trustees to follow-up with anyone who may be interested and invite them to the December meeting.

K. New Business

1. FY2012/2013 Audit Report – Joe Martin of Brian Zabel & Associates reviewed the audit report with the Board. Martin said the findings are very positive and complimented the great job done by library staff. His blanket recommendation is to continually monitor internal controls to determine if policies and procedures are still working.
2. Partnering with Willowbrook Park District to Provide Computer Classes – Bukovac said that Willowbrook Park District contacted us regarding partnering with them to offer computer classes at the village hall. They would provide 5 computers, manage the registration and promotion and share the fees with us. We would provide 7 laptops and the instructor. Bukovac noted that we’ve been looking at ways to bring computer classes out to the community. This would also open it up to people who don’t live in the district since we limit our classes to IPPL cardholders. The Board agreed that it was a good idea and would help to increase our presence in the community and act as a great promotional tool. Bukovac said it will appear in the park district’s spring catalog.

L. Scheduled Meetings

1. A Building and Grounds Committee meeting was scheduled for January 22 at 1 p.m.

M. Community Events

N. Library Events

Genealogy Group	11/21/2013	1:00 PM
Poetry workshop	11/21/2013	6:30 PM
Crime Readers Book Discussion	11/21/2013	7:00 PM
Current Events Group	11/25/2013	7:00 PM
Needlers	11/26/2013	7:00 PM
Movies & More:Harper	11/29/2013	7:00 PM
Adult Chess Group	12/2/2013	6:00 PM
Craft It!	12/3/2013	7:00 PM
The Christmas Canvas	12/4/2013	7:00 PM
ESL Conversation Group	12/7/2013	10:00 AM
Adult Chess Group	12/9/2013	6:00 PM
Current Events Group	12/9/2013	7:00 PM

Needlers	12/10/2013	7:00 PM
Job Seekers Counseling	12/11/2013	2:00 PM
Job Seekers Counseling	12/11/2013	3:30 PM
Novel Idea- Light On Snow by Anita Shreve	12/11/2013	7:00 PM
Adult Chess Group	12/16/2013	6:00 PM

O. Adjournment

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

Julia Lacayo, Acting-Secretary

INDIAN PRAIRIE PUBLIC LIBRARY TREASURER'S REPORT 11/30/2013

Balance on hand as of October 31, 2013.....	3,953,929.32
Cash Receipts for November.....	77,261.66
Cash Disbursements for November.....	249,394.23
Cash on hand as of November 30, 2013.....	3,781,796.75
Illinois Funds (Money Market) - Average Monthly Rate 0.027%	
General.....	780,721.41
Special Reserve.....	20,949.62
Working Cash.....	315.06
Bond.....	462,605.68
Children's Endowment.....	2,885.87
Endowment.....	11,170.65
<u>MPI Investments</u>	1,148,753.57

JP Morgan Chase - Savings - Rate .10%	
General.....	942,620.54

Working Cash Fund

MPI Investments.....	389,445.35
JP Morgan Chase - Checking - Rate .05%	
General.....	16,442.37
Hinsdale Bank & Trust - Checking.....	5,282.63
Petty Cash.....	200.00
Petty Cash/Circulation.....	404.00
Balances as of November, 2013.....	3,781,796.75

FUND BALANCES AS OF 11/30/2013

Corporate Fund.....	2,638,687.41
Building & Maintenance Fund.....	113,621.32
I.M.R.F. Fund.....	6,600.99
Liability Fund.....	7,239.89
Social Security Fund.....	5,042.78
Special Reserve Fund.....	22,073.52
Working Cash Fund.....	389,847.70
Bond Fund.....	539,113.01
Misc. Balance Sheet Accounts from all Funds.....	59,570.13
Grand Total All Funds.....	3,781,796.75

Indian Prairie Public Library District
Consolidated Revenue Report for November 2013



Percent of Year: 41.67

	RECEIVED November 13	RECEIVED THIS YEAR	PRCT COLL	BUDGET RECEIPTS	UNCOLLECTED RECEIPTS
PROPERTY TAX & LEVY INTEREST					
41100 · Property Taxes	52,303.57	3,217,372.67	99.45%	3,235,315.00	17,942.33
41110 · Bond Property Taxes	7,626.97	237,213.99	50.06%	473,860.00	236,646.01
41150 · Non-current Property Taxes	0.00	624.53	208.18%	300.00	-324.53
43100 · Interest-Tax Levy	14.52	100.92	0.00%	0.00	-100.92
TOTAL PROPERTY TAX & LEVY INTEREST	59,945.06	3,455,312.11	93.15%	3,709,475.00	254,162.89
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	3.04	18.03	18.03%	100.00	81.97
43500 · Interest - Investment	102.84	393.42	39.34%	1,000.00	606.58
TOTAL INTEREST	105.88	411.45	37.41%	1,100.00	688.55
DESK MONIES					
45100 · Copier	342.05	2,353.90	52.31%	4,500.00	2,146.10
45120 · Computer Copies	977.80	5,252.63	52.53%	10,000.00	4,747.37
45200 · Fines/Fees	4,335.19	24,064.85	42.22%	57,000.00	32,935.15
45250 · Gifts/Donations	500.00	1,140.00	57.00%	2,000.00	860.00
45300 · Lost Materials	1,932.18	7,741.92	70.38%	11,000.00	3,258.08
45350 · Non-Resident Fees	7,596.00	39,430.11	46.39%	85,000.00	45,569.89
45400 · DVD Fines	1,104.25	5,551.16	61.68%	9,000.00	3,448.84
45450 · Book Rental	237.00	1,078.70	51.37%	2,100.00	1,021.30
45550 · Meeting Room Rental	0.00	0.00	0.00%	200.00	200.00
45600 · ILL Fees	26.45	213.35	42.67%	500.00	286.65
TOTAL DESK MONIES	17,050.72	86,826.62	47.89%	181,300.00	94,473.38
OTHER INCOME					
46700 · Miscellaneous	8.50	78.17	4.89%	1,600.00	1,521.83
46750 · Collection Agency Fee	30.00	200.00	0.00%	0.00	-200.00
TOTAL OTHER INCOME	38.50	278.17	17.39%	1,600.00	1,321.83
GRAND TOTAL	77,140.16	3,542,828.35	90.02%	3,935,475.00	392,646.65

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

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Percent of Year: 41.67

	November 13	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	REMAINING APPROPRIATION
PERSONNEL							
61100 · Salaries	146,354.78	740,167.55	37.50%	1,974,041.00	1,233,873.45	2,033,262.00	1,293,094.45
61310 · Benefits - Medical / Life Ins.	8,996.50	46,524.60	40.63%	114,500.00	67,975.40	132,000.00	85,475.40
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	13,279.63	69,540.60	37.17%	187,083.00	117,542.40	137,500.00	67,959.40
61340 · Benefits - FICA	11,081.32	56,023.30	38.27%	146,389.00	90,365.70	93,500.00	37,476.70
61400 · Staff Development	600.05	5,647.69	30.69%	18,400.00	12,752.31	25,000.00	19,352.31
61500 · Recruitment	0.00	0.00	0.00%	0.00	0.00	1,000.00	1,000.00
61600 · Board Development	81.87	156.87	10.46%	1,500.00	1,343.13	22,000.00	21,843.13
61710 · Workers Compensation	0.00	12,414.00	112.64%	11,021.00	-1,393.00	15,000.00	2,586.00
61720 · Unemployment Insurance	190.34	1,337.33	29.72%	4,500.00	3,162.67	7,000.00	5,662.67
TOTAL PERSONNEL	180,584.49	931,811.94	37.88%	2,459,934.00	1,528,122.06	2,468,862.00	1,537,050.06
MATERIALS							
62100 · Books	18,960.81	89,220.53	35.81%	249,175.00	159,954.47	255,000.00	165,779.47
62200 · Periodicals	287.43	12,411.30	34.33%	36,150.00	23,738.70	42,000.00	29,588.70
62300 · Audio	4,237.36	20,614.59	41.19%	50,050.00	29,435.41	52,000.00	31,385.41
62400 · Video	3,908.77	19,387.21	35.12%	55,200.00	35,812.79	60,000.00	40,612.79
62500 · Multi-Media	182.19	740.48	37.02%	2,000.00	1,259.52	2,300.00	1,559.52
62600 · Electronic Reference Resources	1,986.35	45,979.56	70.25%	65,455.00	19,475.44	69,500.00	23,520.44
62800 · Processing Supplies	2,464.21	12,864.33	55.93%	23,000.00	10,135.67	25,000.00	12,135.67
TOTAL MATERIALS	32,027.12	201,218.00	41.83%	481,030.00	279,812.00	505,800.00	304,582.00
BUILDING							
63100 · Building & Maintenance Fund	0.00	0.00	0.00%	0.00	0.00	0.00	0.00
63200 · Cleaning Service	4,864.80	27,070.10	41.65%	65,000.00	37,929.90	70,000.00	42,929.90
63300 · Utilities (1-8-11 · Gas)	947.51	2,735.25	22.79%	12,000.00	9,264.75	0.00	-2,735.25
63300 · Utilities (1-8-12 · Electric)	4,490.39	25,440.86	42.40%	60,000.00	34,559.14	0.00	0.00
63300 · Utilities (1-8-13 · Telephone)	688.44	4,543.88	41.31%	11,000.00	6,456.12	0.00	0.00
63300 · Utilities (1-8-14 · Water/Sewer)	1,955.69	3,682.99	87.69%	4,200.00	517.01	0.00	0.00
63300 · Utilities (1-8-15 · Garbage Disposal)	253.52	1,221.43	40.71%	3,000.00	1,778.57	0.00	0.00
63400 · Maintenance Supplies	2,230.59	7,202.43	45.02%	16,000.00	8,797.57	20,000.00	12,797.57
63500 · Security System Monitoring	249.00	558.00	37.20%	1,500.00	942.00	2,000.00	1,442.00
63600 · Property Maintenance	992.00	5,765.93	27.46%	21,000.00	15,234.07	30,000.00	24,234.07
63800 · Building Maintenance/Repairs	406.90	13,639.75	0.00%	43,000.00	29,360.25	55,000.00	41,360.25
TOTAL BUILDING	17,078.64	91,860.62	38.81%	236,700.00	144,839.38	177,000.00	120,028.54
OPERATIONS							
64200 · Supplies - Office	1,028.87	4,403.22	33.87%	13,000.00	8,596.78	16,000.00	11,596.78
64300 · Photocopy Supplies	308.38	1,889.98	42.00%	4,500.00	2,610.02	5,500.00	3,610.02
64400 · Patron Card Supplies	0.00	0.00	0.00%	4,500.00	4,500.00	5,000.00	5,000.00
64500 · Postage	18.17	287.90	4.11%	7,000.00	6,712.10	9,000.00	8,712.10
64600 · Non-Payment Reimbursement	624.99	2,658.00	75.94%	3,500.00	842.00	6,000.00	3,342.00
64700 · Travel	41.13	186.22	28.65%	650.00	463.78	1,000.00	813.78
64800 · Organizational Memberships	425.00	525.00	29.17%	1,800.00	1,275.00	2,200.00	1,675.00
64900 · Bank Fees	243.44	1,193.24	44.19%	2,700.00	1,506.76	0.00	-1,193.24
TOTAL OPERATION	2,689.98	11,143.56	29.60%	37,650.00	26,506.44	44,700.00	33,556.44
AUTOMATION							
65100 · Supplies (paper, ink cartridge)	1,925.47	7,036.34	74.07%	9,500.00	2,463.66	11,000.00	3,963.66
65200 · Automation-Prof Services	29.99	29.99	0.60%	5,000.00	4,970.01	10,000.00	9,970.01
65300 · Purchase of Equipment	868.70	7,138.52	39.73%	17,970.00	10,831.48	21,000.00	13,861.48
65400 · Automation Equip Mnt/Repair	1,580.99	2,623.38	174.89%	1,500.00	-1,123.38	4,000.00	1,376.62
65500 · Software	109.94	7,705.08	36.43%	21,148.00	13,442.92	24,000.00	16,294.92
65600 · SWAN	0.00	25,459.00	50.40%	50,518.00	25,059.00	53,000.00	27,541.00
65700 · Telecommunications	527.97	2,610.49	41.44%	6,300.00	3,689.51	9,000.00	6,389.51

Indian Prairie Public Library District
Consolidated Expenditures Report for November 2013

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Percent of Year: 41.67

	November 13	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	REMAINING APPROPRIATION
TOTAL AUTOMATION	5,043.06	52,602.80	46.99%	111,938.00	59,333.20	132,000.00	79,397.20
CONTRACTUAL SERVICES							
66100 · General Professional Services	2,920.00	3,834.00	28.40%	13,500.00	9,666.00	29,000.00	25,166.00
66200 · Credit Bureau	80.55	443.25	29.55%	1,500.00	1,056.75	2,000.00	1,556.75
66300 · Equipment-Maintenance Repair	254.25	2,223.98	27.12%	8,200.00	5,976.02	9,800.00	7,576.02
66900 · Fees - Bond Registrar	0.00	10.00	0.00%	500.00	490.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	3,254.80	6,511.23	27.47%	23,700.00	17,188.77	40,800.00	34,298.77
INSURANCE							
67100 · Multi Peril-Physical Assets	0.00	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	0.00	2,984.00	100.00%	2,984.00	0.00	0.00	-2,984.00
67400 · Umbrella Liability	0.00	3,283.00	100.00%	3,283.00	0.00	0.00	-3,283.00
TOTAL INSURANCE	0.00	15,108.00	87.80%	17,208.00	2,100.00	0.00	-15,108.00
MARKETING							
68110 · Marketing Newsletter	1,783.22	7,717.34	31.91%	24,185.00	16,467.66	25,800.00	18,082.66
68210 · Marketing Advertising	45.00	2,478.11	82.60%	3,000.00	521.89	5,000.00	2,521.89
68310 · Marketing Supplies	91.44	440.46	17.62%	2,500.00	2,059.54	4,000.00	3,559.54
68410 · Marketing-Information Printing	0.00	650.28	16.26%	4,000.00	3,349.72	7,500.00	6,849.72
68500 · Legal Notices	0.00	804.00	67.00%	1,200.00	396.00	2,000.00	1,196.00
68600 · Special Events	3,473.18	9,494.37	37.68%	25,200.00	15,705.63	30,000.00	20,505.63
TOTAL PUBLIC INFORMATION	5,392.84	21,584.56	35.92%	60,085.00	38,500.44	74,300.00	52,715.44
CAPITAL OUTLAY & CONTINGENCY							
69100 · Building Improvements	0.00	189.99	0.00%	0.00	-189.99	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	777.42	2,016.15	6.04%	33,372.00	31,355.85	80,000.00	77,983.85
TOTAL CAPITAL OUTLAY & CONTINGENCY	777.42	2,206.14	0.45%	494,969.00	492,762.86	80,000.00	77,983.85
GRANT/DONATION PURCHASES							
70000 · Grant/Donation Purchases	0.00	498.00	0.00%	0.00	0.00	0.00	-498.00
TOTAL GRANT/DONATION PURCHASES	0.00	498.00	0.00%	0.00	0.00	0.00	-498.00
GRAND TOTAL	246,848.55	1,334,046.85	34.00%	3,923,212.00	2,589,165.15	3,523,462.00	2,224,504.30

ACTION ON BILLS November 2013

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
Chase Bank-Bills for Approval	44889 thru 45009	\$ 79,749.51
Chase Bank-Salaries for November	35558 thru 35588	\$ 9,220.33
Hinsdale Bank-Direct Deposits	& 16658 thru 16811	\$ 96,106.67

MONTH'S TOTAL: \$ 185,076.51

Indian Prairie Public Library District Check Register

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November 1 through November 30, 2013

Type	Date	Num	Name	Amount
10121 - Checking JP Morgan Chase				
Bill Pmt Check	08/13/2013	44589	Runco Office Supply	-57.65 VOID-Lost in Mail
Bill Pmt Check	11/06/2013	44889	A.M. Best Company	1,220.95
Bill Pmt Check	11/06/2013	44890	Asimakopoulos, Jennifer	14.87
Bill Pmt Check	11/06/2013	44891	Baker & Taylor	4,515.67
Bill Pmt Check	11/06/2013	44892	Baker & Taylor (video)	649.20
Bill Pmt Check	11/06/2013	44893	Blackstone Audio, Inc.	250.00
Bill Pmt Check	11/06/2013	44894	Constellation	4,490.39
Bill Pmt Check	11/06/2013	44895	DAC	124.50
Bill Pmt Check	11/06/2013	44896	FedEx	6.83
Bill Pmt Check	11/06/2013	44897	Frankovelgia, Kym	300.00
Bill Pmt Check	11/06/2013	44898	Gale/CENGAGE Learning	83.17
Bill Pmt Check	11/06/2013	44899	Garvey's Office Products	104.36
Bill Pmt Check	11/06/2013	44900	Gensini, Vittorio	250.00
Bill Pmt Check	11/06/2013	44901	Inkwell	552.88
Bill Pmt Check	11/06/2013	44902	JanWay Company USA, Inc.	95.00
Bill Pmt Check	11/06/2013	44903	LaTour, Kristin L.	50.00
Bill Pmt Check	11/06/2013	44904	Lu, Xiwei	2,000.00
Bill Pmt Check	11/06/2013	44905	Micro Center	29.99
Bill Pmt Check	11/06/2013	44906	Midwest Tape	855.52
Bill Pmt Check	11/06/2013	44907	My Halal Kitchen, LLC	150.00
Bill Pmt Check	11/06/2013	44908	OverDrive	160.00
Bill Pmt Check	11/06/2013	44909	Random House	180.00
Bill Pmt Check	11/06/2013	44910	Recorded Books, LLC	62.55
Bill Pmt Check	11/06/2013	44911	Runco	143.57
Bill Pmt Check	11/06/2013	44912	Sebert Landscaping	295.00
Bill Pmt Check	11/06/2013	44913	Showcases	60.42
Bill Pmt Check	11/06/2013	44914	Target	195.97
Bill Pmt Check	11/06/2013	44915	Thomson Reuters West	205.96
Bill Pmt Check	11/06/2013	44916	Vorreyer, Donna	50.00
Liability Check	11/07/2013	44917	Adler & Associates	35.22
Liability Check	11/07/2013	44918	Nationwide Retirement	610.00
Liability Check	11/07/2013	44919	Vantagepoint	1,077.00
Bill Pmt Check	11/14/2013	44920	Action Flag Co.	54.93
Bill Pmt Check	11/14/2013	44921	Advantage Microfilm Services	254.25
Bill Pmt Check	11/14/2013	44922	Baker & Taylor	319.65
Bill Pmt Check	11/14/2013	44923	Baker & Taylor (video)	320.77
Bill Pmt Check	11/14/2013	44924	Botticella, Joey	15.00
Bill Pmt Check	11/14/2013	44925	Case Lots Inc.	538.80
Bill Pmt Check	11/14/2013	44926	Consumers' Checkbook	450.00
Bill Pmt Check	11/14/2013	44927	Cosmopolitan Building Services	4,775.00
Bill Pmt Check	11/14/2013	44928	DEMCO	105.55
Bill Pmt Check	11/14/2013	44929	Evanced Solutions	1,472.63
Bill Pmt Check	11/14/2013	44930	Fidelity Monitor & Insight	149.00
Bill Pmt Check	11/14/2013	44931	Gale/CENGAGE Learning	24.79

Indian Prairie Public Library District
Check Register
November 1 through November 30, 2013

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Type	Date	Num	Name	Amount
Bill Pmt Check	11/14/2013	44932	Geiger, Heidi	10.80
Bill Pmt Check	11/14/2013	44933	Grainger	481.28
Bill Pmt Check	11/14/2013	44934	Hinsdale South High School Stinger	45.00
Bill Pmt Check	11/14/2013	44935	Home Depot	254.09
Bill Pmt Check	11/14/2013	44936	Inkwell	76.94
Bill Pmt Check	11/14/2013	44937	Innovation Experts	275.00
Bill Pmt Check	11/14/2013	44938	Midwest Tape	392.28
Bill Pmt Check	11/14/2013	44939	OverDrive	1,174.04
Bill Pmt Check	11/14/2013	44940	Palmisano, Stacy.	13.56
Bill Pmt Check	11/14/2013	44941	Record Information Services, Inc.	769.00
Bill Pmt Check	11/14/2013	44942	Rogers Vending	121.76
Bill Pmt Check	11/14/2013	44943	Roy, Nancy	16.27
Bill Pmt Check	11/14/2013	44944	Runco	270.80
Bill Pmt Check	11/14/2013	44945	Sebert Landscaping	697.00
Bill Pmt Check	11/14/2013	44946	Speciality Mat Service	89.80
Bill Pmt Check	11/14/2013	44947	Unique Management	80.55
Bill Pmt Check	11/14/2013	44948	USA Today	279.41
Bill Pmt Check	11/14/2013	44949	Westmont Paint & Decorating	258.83
Bill Pmt Check	11/14/2013	44950	Zabel, Brian & Associates, PC	2,850.00
Bill Pmt Check	11/19/2013	44951	Runco Office Supply	57.65 Replacement for Ck #44589
Bill Pmt Check	11/21/2013	44952	Aurico	70.00
Bill Pmt Check	11/21/2013	44953	Baker & Taylor	8,384.69
Bill Pmt Check	11/21/2013	44954	Baker & Taylor (video)	974.56
Bill Pmt Check	11/21/2013	44955	Blackstone Audio, Inc.	39.96
Bill Pmt Check	11/21/2013	44956	Case Lots Inc.	100.60
Bill Pmt Check	11/21/2013	44957	Center Point Large Print	195.33
Bill Pmt Check	11/21/2013	44958	Classic Hardware and Door LLC	240.00
Bill Pmt Check	11/21/2013	44959	Comcast	229.85
Bill Pmt Check	11/21/2013	44960	Crement, Emily	7.80
Bill Pmt Check	11/21/2013	44961	DEMCO	262.99
Bill Pmt Check	11/21/2013	44962	Diverse Media, Inc.	33.18
Bill Pmt Check	11/21/2013	44963	Findaway World, LLC	127.97
Bill Pmt Check	11/21/2013	44964	Fox Valley Fire & Safety	149.00
Bill Pmt Check	11/21/2013	44965	Gale/CENGAGE Learning	557.25
Bill Pmt Check	11/21/2013	44966	Groot Industries, Inc.	406.52
Bill Pmt Check	11/21/2013	44967	Inkwell	609.67
Bill Pmt Check	11/21/2013	44968	JavaSmart USA LLC	107.65
Bill Pmt Check	11/21/2013	44969	Kapco	329.92
Bill Pmt Check	11/21/2013	44970	Kountz, Krista	28.52
Bill Pmt Check	11/21/2013	44971	Lincoln National Life	91.71
Bill Pmt Check	11/21/2013	44972	Midwest Tape	805.13
Bill Pmt Check	11/21/2013	44973	New Readers Press	45.36
Bill Pmt Check	11/21/2013	44974	OverDrive	136.96
Bill Pmt Check	11/21/2013	44975	Quill	38.98
Bill Pmt Check	11/21/2013	44976	Random House	63.75

Indian Prairie Public Library District
Check Register
 November 1 through November 30, 2013

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Type	Date	Num	Name	Amount
Bill Pmt Check	11/21/2013	44977	Recorded Books, LLC	999.48
Bill Pmt Check	11/21/2013	44978	Rogers Vending	19.32
Bill Pmt Check	11/21/2013	44979	Showcases	250.43
Bill Pmt Check	11/21/2013	44980	Stephens Plumbing & Heating, Inc.	257.90
Bill Pmt Check	11/21/2013	44981	Team One Repair, Inc.	857.00
Bill Pmt Check	11/21/2013	44982	Terrell, Staci	233.91
Bill Pmt Check	11/21/2013	44983	Thomson Reuters West	51.49
Bill Pmt Check	11/21/2013	44984	Vernon Library Supplies, Inc.	1,050.65
Bill Pmt Check	11/21/2013	44985	Williams., Natalie	77.46
Bill Pmt Check	11/21/2013	44986	Willowbrook/Burr Ridge Chamberof Corr	425.00
Bill Pmt Check	11/21/2013	44987	Wlosinski, Maria	11.30
Liability Check	11/21/2013	44988	Adler & Associates	35.22
Liability Check	11/21/2013	44989	Nationwide Retirement	610.00
Liability Check	11/21/2013	44990	Vantagepoint	1,077.00
Bill Pmt Check	11/25/2013	44991	VISOgraphic	1,783.22
Bill Pmt Check	11/26/2013	44992	Petty Cash-Stacy Palmisano	193.04
Bill Pmt Check	11/27/2013	44993	Asimakopoulos, Jennifer	39.68
Bill Pmt Check	11/27/2013	44994	Awnings Plus	835.00
Bill Pmt Check	11/27/2013	44995	Baker & Taylor	1,008.84
Bill Pmt Check	11/27/2013	44996	Baker & Taylor (video)	453.01
Bill Pmt Check	11/27/2013	44997	Bank of America	8,069.56
Bill Pmt Check	11/27/2013	44998	BCBS	7,404.75
Bill Pmt Check	11/27/2013	44999	Bukovac, Jamie	85.65
Bill Pmt Check	11/27/2013	45000	Call One	688.44
Bill Pmt Check	11/27/2013	45001	Case Lots Inc.	58.90
Bill Pmt Check	11/27/2013	45002	DuPage County Public Works	1,955.69
Bill Pmt Check	11/27/2013	45003	Fire & Security Systems	249.00
Bill Pmt Check	11/27/2013	45004	Grey House Publishing, Inc.	149.50
Bill Pmt Check	11/27/2013	45005	Guardian	427.49
Bill Pmt Check	11/27/2013	45006	OverDrive	501.77
Bill Pmt Check	11/27/2013	45007	Random House	10.00
Bill Pmt Check	11/27/2013	45008	Twisted Fiber Studio	300.00
Bill Pmt Check	11/27/2013	45009	VSP Vision	86.66

Total 10121 · Checking JP Morgan Chase

79,749.51

TOTAL

79,749.51

Bills for approval – Electronic Payments & Automatic Withdrawals

November 2013

Vendor	Purpose	Date Paid	Amount Paid
EFTPS-Federal	Payroll taxes	11/08/2013	18,097.04
ILDOR-State	Payroll taxes	11/08/2013	3,198.65
EFTPS-Federal	Payroll taxes	11/22/2013	18,185.60
ILDOR-State	Payroll taxes	11/22/2013	3,208.98
IMRF	Payroll Pension	11/29/2013	17,638.38
AT&T	Telecommunications	11/14/2013	298.12
Nicor	Gas	11/14/2013	947.51
DAC	Deposit to HRA	11/06/2013	2,500.00
US Bank	Credit Card Fee	11/04/2013	223.44
Hinsdale Bank	Fee-Direct Deposit	11/04/2013	20.00

RESOLUTION OF ASSOCIATION OR ORGANIZATION

19

DATE: 11/20/2013

10320034

TO: NAME / ADDRESS OF FINANCIAL INSTITUTION ("Financial Institution") Community Bank of Willowbrook 6262 S Route 83 Willowbrook, IL 60527 <small>000007 Community Bank of Willowbrook</small>	FROM: NAME / ADDRESS OF ASSOCIATION OR ORGANIZATION ("Organization") Indian Prairie Public Library Foundation 401 Plainfield Rd Darien IL 60561-4207
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Use this Resolution Of Association Or Organization to Open Account(s), to Deposit and Withdraw Funds, and to Open and Have Access to Safe Deposit Boxes, as well as sign Agreements on behalf of the Association or Organization for ATM or Debit Cards, Night Depository services, Lock Box services, and Cash Management.

Words, numbers or phrases preceded by a are applicable only when marked, i.e., .

THIS IS TO CERTIFY THAT, I am the duly elected and qualified Secretary Clerk and keeper of the records of the above-named Organization and that the following is a true copy of this Resolution duly adopted by the officers of said Organization at a meeting held on the _____ day of _____, at which a quorum was present, and that such Resolution is still in full force and effect and has not been amended or rescinded.

This is a For Profit Nonprofit Organization.

IT IS RESOLVED THAT:

Pursuant to authority contained in the By-Laws of the Organization, the said officers of the Organization have duly designated Financial Institution as a depository of the funds of the Organization. By virtue of said election, the By-Laws and the afore-said designation, the following described officers, and designated parties or agents, if any, referred to below as "Authorized Signer" or "Authorized Signers" and whose names and signatures appear below, are authorized for and on behalf of the Organization to have the following indicated powers as contained in this Resolution:

DEPOSITORY ACCOUNT. Perform the following for the account(s) indicated on Page 2, in the name of the Organization, Authorized Signers subject to any terms and conditions governing the account(s), such as:

- 1. Open and maintain the account(s); all signers
- 2. Make deposits to the account(s); all signers
- 3. Endorse for negotiation, negotiate, and receive the proceeds of any negotiable instrument, check, draft, or order for the payment of money payable to or belonging to the Organization by writing, stamp, or other means permitted by this Resolution without the designation of the person endorsing; all signers
- 4. Make withdrawals from the account(s) in any manner permitted by the account(s); all signers
- 5. Transfer funds from the account(s) in Financial Institution to any account whether or not held at this Financial Institution and whether or not held by this Organization; all signers
- 6. Transfer funds to the account(s) in Financial Institution from any account whether or not held at this Financial Institution and whether or not held by this Organization; all signers
- 7. Approve, endorse, guarantee, and identify the endorsement of any payee or any endorser of any negotiable instrument, check, draft or order for the payment of money whether drawn by the Organization or anyone else and guarantee the payment of any negotiable instrument, check, draft, or order for the payment of money; and all signers
- 8. Delegate to others the authority to approve, endorse, guarantee, and identify the endorsement of any payee or endorser on any negotiable instrument, check, draft, or order for the payment of money and to guarantee the payment of any such negotiable instrument, check, draft, or order for the payment of money. all signers
- 9. All of the above. all signers

SAFE DEPOSIT BOX. Lease a Safe Deposit Box(es) with Financial Institution, make inspections of, deposits to and removals from Box(es), and exercise all rights and be subject to all responsibilities under the Lease. all signers

NIGHT DEPOSITORY. Enter into a Night Depository Agreement with Financial Institution and exercise all rights and be subject to all responsibilities under the Agreement. all signers

LOCK BOX. Enter into a Lock Box Agreement with Financial Institution and exercise all rights and be subject to all responsibilities under the Agreement. all signers

DEBIT CARD/ATM CARD. Apply for, receive and utilize debit cards, automated teller machine cards, or other access devices to exercise those powers authorized by this Resolution or other Resolutions then in effect. all signers

CASH MANAGEMENT. Enter into a Cash Management Agreement with Financial Institution, and exercise all rights and be subject to all responsibilities under the Agreement. all signers

OTHER AUTHORITY- describe: all signers

Further, this Resolution continues on Page 2 of this document, and all of the power and authority granted are incorporated in this Resolution.

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RESOLUTION APPLIES TO (check all that apply): ALL ACCOUNTS SAFE DEPOSIT BOX NUMBER(S):
 ALL FUTURE ACCOUNTS SPECIFIC ACCOUNTS - NUMBER(S): 10320034

NAME AND TITLE	SIGNATURE	LIMITATIONS
1. Victoria Suriano President	X	COUNTERSIGNERS: 1
2. Donald Damon Vice-president	X	COUNTERSIGNERS: 1
3. Marian Krupicka Treasurer	X	COUNTERSIGNERS: 1
4. Beena Deshmukh Secretary	X	COUNTERSIGNERS: 1
5.	X	COUNTERSIGNERS:
6.	X	COUNTERSIGNERS:
7.	X	COUNTERSIGNERS:
8.	X	COUNTERSIGNERS:

SIGNATURE CERTIFICATION. The undersigned certifies that he/she is the Secretary/Clerk and keeper of the above-named Organization's official records, and is duly authorized to make this certification on its behalf.

By X _____ Attest By X _____
 Beena Deshmukh Date Victoria Suriano Date
 Secretary/Clerk President

IT IS FURTHER RESOLVED AS FOLLOWS, the Secretary/Clerk of this Organization certifies to the Financial Institution that:

- The Secretary/Clerk and keeper of the records of this Organization shall certify to the Financial Institution the names of the persons who are at present authorized to act on behalf of this Organization under this Resolution and shall from time to time hereafter, as changes in the personnel of said officers are made, immediately certify such changes to the Financial Institution. The Financial Institution shall be fully protected in relying on such certifications of the Secretary/Clerk and shall be indemnified and held harmless from any claims, demands, expenses, loss or damage resulting from, or growing out of, honoring the signature of any officer so certified, or refusing to honor any signature not so certified;
- Unless specifically designated, each of the Authorized Signers whose signature appears above may sign without the other(s);
- (Select if applicable) FACSIMILE SIGNATURES. The Financial Institution shall be entitled to honor and charge the Organization for all such negotiable instruments, checks, drafts, or other orders for payment of money drawn in the name of the Organization, on the indicated account(s), including an order for electronic debit, whether by electronic tape or otherwise, regardless of by whom or by what means a facsimile signature or other non-manual signature (collectively, "Facsimile Signatures") may have been affixed, or electronically communicated, if such Facsimile Signatures resemble the specimens duly certified to or filed with the Financial Institution for any of the named Authorized Signers, regardless of whether any misuse is with or without the negligence of the Organization. The Specimen Facsimile Signature Exhibit, when attached, is incorporated into and is an integral part of this Resolution. The Organization agrees that the duty of maintaining the security of any such Facsimile Signatures or device by which they are affixed is solely that of the Organization. Your authorization notwithstanding, Financial Institution is not obligated to accept or pay any items bearing Facsimile Signatures;
- As used herein, any pronouns relative to the signers for the Organization shall include the masculine, feminine, and neutral gender, and the singular and plural number, wherever the context so admits or requires;
- All items deposited with prior endorsements are guaranteed by the Organization;
- All items not clearly endorsed by the Organization may be returned to the Organization by the Financial Institution or, alternatively, the Financial Institution is granted a power of attorney in relation to any such item to endorse any such item on behalf of the Organization in order to facilitate collection;
- Financial Institution shall have no liability for any delay in the presentment or return of any negotiable instrument or other order for the payment of money, that is not properly endorsed;
- Financial Institution is directed and authorized to act upon and honor any withdrawal or transfer instructions issued and to honor, pay an charge to any depository account or accounts of the Organization, all checks or orders for the payment of money so drawn when signed consistent with this Resolution without inquiring as to the disposition of the proceeds or the circumstances surrounding the issuance of the check or the order for the payment of the money involved, whether such checks or orders for the payment of money are payable to the order of, or endorsed or negotiated by any one or more of the Authorized Signers signing them or such party in their individual capacities or not, and whether they are deposited to the individual credit of or tendered in payment of the individual obligation of any one or more of the Authorized Signers signing them or of any other such party or not;
- All transactions by any of the officers, employees or agents of the Organization on its behalf, and in its name, with the Financial Institution prior to the delivery to the Financial Institution of a certified copy of the foregoing Resolution are, in all respects, hereby ratified, confirmed, approved and adopted; and
- Notwithstanding any modification or termination of the power of any Authorized Signer of the Organization, this Resolution shall remain in force and bind the Organization and its legal representatives, successors, assignees, receivers, trustees or assigns until written notice to the contrary signed by, or on behalf of, the Organization shall have been received by the Financial Institution, and that receipt of such notice shall not affect any action taken by the Financial Institution prior to receipt of such notice in reliance on this Resolution.

Additional comments or instructions:

See attachment for additional instructions or comments. Attachment must be dated and properly authorized.

RESOLUTION DESIGNATING PUBLIC DEPOSITORY AND AUTHORIZING WITHDRAWAL OF MUNICIPAL PUBLIC MONEYS

TO: (Name/Address of Financial Institution) Hinsdale Bank & Trust 25 E 1st Street Hinsdale, IL 60521 <small>0000001 Hinsdale Bank & Trust</small>	FROM: (Name/Address of Municipal Entity) Indian Prairie Public Library District 401 Plainfield Rd Darien IL 60561-4207
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Words or phrases preceded by a are applicable only if the is marked.

Under the Governing Municipality of:

State of: Illinois

"IT IS RESOLVED THAT:

Hinsdale Bank & Trust (the "Financial Institution"), qualified as a public depository under state law, is hereby designated as a depository in which the funds of this Municipality may from time to time be deposited;

The following described account(s) be opened and maintained in the name of this Municipality with the Financial Institution subject to the rules and regulations of the Financial Institution from time to time in effect;

The person(s) and the number thereof designated by title designated account(s) is hereby authorized, for and on behalf of this Municipality, to sign orders or checks in accordance with state law, for payment or withdrawal of money from said account(s) and to issue instructions regarding the same and to endorse for deposit, negotiation, collection or discount by Financial Institution any and all checks, drafts, notes, bills, certificates of deposit or other instruments or orders for the payment of money owned or held by said Municipality;

The endorsement for deposit may be in writing, by stamp, or otherwise, with or without designation of signature of the person so endorsing; and

Any officer, agent or employee of this Municipality is hereby authorized to make oral or written requests of the Financial Institution for the transfer of funds or money between accounts maintained by this Municipality at the Financial Institution."

THIS RESOLUTION APPLIES TO (Select One): All Accounts

Specific Account Number(s): 0250035227

DATE OF RESOLUTION:

NAME AND TITLE	SIGNATURE	NO. OF NECESSARY COUNTER SIGNATURES
Vicki Suriano	(X)	
Jamie Bukovac	(X)	
Marian Krupicka	(X)	
Donald Damon	(X)	
Beena Deshmukh	(X)	

Additional comments or instructions:

This Resolution includes all of the provisions on Page 2.

This is to Certify, that the foregoing is a true and correct copy of resolutions duly and legally adopted by the governing body of Municipality at an open legal meeting held on the _____ day of _____ and said resolutions are now in full force and effect.

Signed by

(X)

Date

Clerk

The undersigned member of the governing body not authorized to sign orders or checks certifies that the foregoing is a correct copy of a resolution passed as therein set forth.

(X)

Date

Title:

"IT IS FURTHER RESOLVED, that the Financial Institution be and is hereby authorized and directed to honor, certify, pay and charge to any of the accounts of this Municipality, all orders or checks for the payment, withdrawal or transfer of funds or money deposited in these accounts or to the credit of this Municipality for whatever purpose or to whomever payable, including requests for conversion of such instruments into cash as well as for deduction from and payment of cash out of any deposit, and whether or not payable to, endorsed or negotiated by or for the credit of any persons signing such instrument or payable to or for the credit of any other officer, agent or employee of this Municipality, when signed, accepted, endorsed or approved as evidenced by original or facsimile signature by the person(s), and the number thereof, designated by title for the accounts described in the foregoing resolution, and to honor any request(s) made in accordance with the foregoing resolution, whether written or oral, and including but not limited to, request(s) made by telephone or other electronic means, for the transfer of funds or money between accounts maintained by this Municipality at the Financial Institution, and the Financial Institution shall not be required or under any duty to inquire as to the circumstances of the issuance or use of any such instrument or request or the application or use of proceeds thereof.

FURTHER RESOLVED, that the Financial Institution be and is hereby authorized to comply with any process, summons, order, injunction, execution, distraint, levy, lien, or notice of any kind (hereafter called "Process") received by or served upon the Financial Institution, by which, in the Financial Institution's opinion, another person or entity claims an interest in any of these accounts and Financial Institution may, at its option and without liability, thereupon refuse to honor orders to pay or withdraw sums from these accounts and may hold the balance therein until Process is disposed of to Financial Institution's satisfaction.

FURTHER RESOLVED, that any one of the persons holding the offices of this Municipality designated above is hereby authorized (1) to receive for and on behalf of this Municipality, securities, currency or any other property of whatever nature held by, sent to, consigned to or delivered to the Financial Institution for the account of or for delivery to this Municipality, and to give receipt therefor, and the Financial Institution is hereby authorized to make delivery of such property in accordance herewith, (2) to sell, transfer, endorse for sale or otherwise authorize the sale or transfer of securities or any other property of whatever nature held by, sent to, consigned to or delivered to the Financial Institution for the account of or for delivery to this Municipality, and to receive and/or apply the proceeds of any such sale to the credit of this Municipality in any such manner as he/she/they deem(s) proper, and the Financial Institution is hereby authorized to make a sale or transfer of any of the aforementioned property in accordance herewith, and (3) in accordance with state law, to accept such security, if applicable, and to execute such documents as said officer deems proper and necessary to secure the funds of this Municipality and to issue instructions regarding the same.

FURTHER RESOLVED, that this Municipality assumes full responsibility for any and all payments made or any other actions taken by the Financial Institution in reliance upon the signatures, including facsimiles thereof, of any person or persons holding the offices of this Municipality designated above regardless of whether or not the use of a facsimile signature was unlawful or unauthorized and regardless of by whom or by what means the purported signature or facsimile signature may have been affixed to any instrument if such signatures resemble the specimen or facsimile signatures provided to the Financial Institution, for refusing to honor any signatures not provided to the Financial Institution, for honoring any requests for the transfer of funds or money between accounts or for the instructions from the persons designated in the foregoing resolutions regarding security for the accounts notwithstanding any inconsistent requirements of this Municipality not expressed in the foregoing resolutions, and that this Municipality agrees to indemnify and hold harmless the Financial Institution against any and all claims, demands, losses, costs, damages or expenses suffered or incurred by the Financial Institution resulting from or arising out of any such payment or other action.

Select if applicable: Further Resolved, the Financial Institution is authorized to honor facsimile and other non-manual signatures and may honor and charge the Municipality for all negotiable instruments, checks, drafts, and other orders for payment of money drawn in the name of the Municipality, on its regular accounts, including an order for electronic debit, whether by electronic tape or otherwise, regardless of by whom or by what means the facsimile signature or other non-manual signature may have been affixed, or electronically communicated, if such facsimile signature resembles the specimen attached to this Resolution or filed with the Financial Institution, regardless of whether misuse of a specimen or non-manual signature is with or without the negligence of the Municipality. The Specimen Facsimile Signature Exhibit, if attached, is incorporated into and is an integral part of this Resolution. The Municipality indemnifies the Financial Institution for all claims, expenses, and losses resulting from the honoring of any signature certified or refusing to honor any signature not so certified.

FURTHER RESOLVED, that the Secretary or Clerk of this Municipality be and hereby is authorized and directed to certify to the Financial Institution the foregoing resolutions, that the provisions thereof are in conformity with law, the names, incumbencies and specimen or facsimile signature(s) on this resolution and, if applicable, on signature cards of the officer or officers named therein, and that the foregoing resolutions and signature cards, if any, and the authority thereby conferred shall remain in full force and effect until this Municipality notifies the Financial Institution to the contrary in writing; and the Financial Institution may conclusively presume that such resolutions and signature cards are in effect and that the persons identified therein from time to time as officers of the Municipality have been duly elected or appointed to and continue to hold such offices.

FURTHER RESOLVED, that this resolution authorizes the Financial Institution to honor all orders or checks when bearing, or purporting to bear, the facsimile signature(s) provided below, if any, by any 1 of the named officers, or in an attached Exhibit when indicated.

Facsimile Signature

Facsimile Signature

The Specimen Facsimile Signature Exhibit attached is incorporated into and is an integral part of this Resolution.

By initialing, I acknowledge this is page 2 of 2 of the Resolution Designating Public Depository and Authorizing Withdrawal of Municipal Public Moneys

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Initials Initials Initials Initials

**Director's Report
December 2013**

Agenda

Unfinished Business:

Dorothy Schardt will be at the meeting to interview for the trustee position. I have also contacted Mr. Buckley about the interview. Included in the packet are questions that have been used in the past for trustee interviews.

New Business:

I will review the process for the director's annual evaluation. Also, we have had a request from a patron to smoke a water vapor cigarette in the library. This type of device is legal in public spaces. I would like to hear the trustees' opinion on this. Our current policy reads "Smoking and tobacco chewing are prohibited in the library at all times."

Theft of Equipment

We place various devices on the Tech Bar for patrons to try out. We attach them with a security cord that is used in stores. On December 5 a man pried off a Google Nexus tablet and left the building with it. Staff filed a police report. With the aid of the security cameras we have a good photo of the man which the police sent out on the Darien enewsletter and placed in the Patch. The tablet cost \$378.29 and the library has a \$1,000.00 insurance deductible.

The Building

I held a brainstorming session with 11 staff members where we brainstormed ideas on ways to use the building and potential new services. This is in preparation for the Building and Grounds Committee meeting in January.

Also, in reviewing the tightness of collections in some shelving areas, I added shelving near the GenLit books creating space for the GenLit paperbacks and Graphic Novels. I also added shelving after the test books near the group study rooms. The books on foreign languages will be moved from the main non-fiction area to part of the new shelving. As a result the non-fiction will be shifted and more room created for the large print. Part of this new shelving will also create room for the audio books as all the subject pull-outs will be shifted as well.

Use of Library Survey

This survey was conducted in the library over a period of 5 days in November. Participants received a \$5.00 coupon that could be used for rental books or fines. 546 surveys were filled out and volunteer Sue Tarr has entered the information into Survey Methods. I will be analyzing the information and share the results at the January board meeting.

Staff

A holiday lunch is being held Tuesday 12/17, 12:00 – 2:00. The library will provide a ham and turkey and staff bring side dishes and desserts. The trustees are welcome to attend.

Two workshops were organized for staff this month. One was title "Understanding Generational Differences Between Baby Boomers, Generation Xers and Millennials". Laura organized this workshop and we opened it up to our neighboring libraries. We held 2 sessions and had over 50 people at each session. The workshop will be held 12/16 and will present tools for project management. I will also be conducting a supervisors' workshop on 12/20 and will discuss that in detail in next month's report.

Kelly Von Zee, Early Literacy Librarian, will be resigning January 3 to take the position of Assistant Head of the Youth Services Department at the Addison Public Library. Cris Cigler, Marketing and Public Information Coordinator, will be resigning December 20 to take the position of Public Relations and Outreach Manager position at the Fox River Valley Public Library District serving East and West Dundee. Rocio Martinez is resigning as Interlibrary Loan Page December 11. Debbie Such has been hired to take the position at a salary of \$8.77/hour. Former employee Anna Grob has been hired back as a Circulation Page beginning December 2 at a salary of \$9.50/hour.

Jamie Bukovac, Director

**Assistant Director's Report
December 2013**

Building and Grounds:

The awning was struck as second time. Fortunately, the awning had not been repaired yet, so the two different drivers have split the cost of the repair. The awning should be back up before the end of the year.

Mike, our Building Services Associate, installed the Fall brick orders into the Reading Garden.

Mike has also been busy with several shelving projects in adult Services. He added additional shelving to make more room for the GenLit , Self Help and audiobook collections.

Friends of the Library:

The Friends met on Tuesday, December 10th. Highlights of the meeting include:

- The Friends will sponsor a quarterly concert series. Cindy Kline will book the artists. The concerts will be held on Sundays throughout the year.
- The Friends discussed ways to deal with the volume of library withdrawals. I will be working with Technical Services to get rid of these books so that the Friends don't have to try to keep up with the massive amounts.
- The giant Book Sale will be held February 8 & 9, 2014
- The approved the following funds:
 - Up to \$500 per quarter for music concerts
 - Door prizes for the Downton Abbey program (\$50)
 - A new disc repair machine for Technical Services (\$1,800)
 - 2500 more "My First Library Card" cards (\$450)
- The next meeting is scheduled for January 14th at 2pm.

IPPL App Advisor Blog:

Ann Stovall and I have created a new blog "IPPL App Advisor". The blog will be added to the website in January. We will review and recommend different apps for iPhone/iPad and Android applications. I enjoy trying out new apps so this will be a fun new task for me.

Productivity Class:

I am participating in Library Juice Academy's *Working Faster, Working Smarter: Productivity Strategies for Librarians*. The class has given me some useful tools to help conquer my ever-

growing "To Do" list and be better organized. The book often refers to David Allen's *Getting Things Done* which is a great read with many useful tips.

Generation Workshop:

Catherine Popowits of Diversity Training will present a multi-library workshop on working with different generations on Thursday, December 12th. She will give attendees an overview of the characteristics of each of the generations (Baby Boomers, Gen X, Millennials, etc) followed by an interactive session where participants will role-play different scenarios. The goal is to have a better understanding of our coworkers and how to better work with a multigenerational group.

Holiday Lunch:

If you can, please drop in for a holiday lunch buffet on Tuesday, December 17th from 12-2. The library is providing ham and turkey and staff will bring in appetizers, sides, and desserts to share.

Marketing:

Cris Cigler's report is attached.

Submitted by:

Laura Birmingham

Marketing Department Board Report November 2013

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.

This is the sixth month of sending out the eNews every Tuesday. Special note, our inclusion of an upcoming brick deadline yielded the purchase of five additional bricks. We added a new feature "Everything E" that is devoted to news about e-books, e-magazines, e-movies, e-music.

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

Also meets: Provide technology classes at two other locations per year and investigate offering classes using other computer labs in the community and creating a traveling computer lab.

We are serving as a drop off point for the Willowbrook Burr Ridge Chamber Giving Tree. Representative Bill Foster visited the library during a program that was part of the Bridging Cultures grant

Newsletter

Providing popular materials and programs

Children, teens and adults depend on the library to make their leisure time more enjoyable.

Fostering life-long learning

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

Enhancing the community

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

To enrich lives through technology

Technology has become a foundational component in our residents' lives.

The winter newsletter was in the mail to our district on the Wednesday before Thanksgiving. This newsletter highlighted our 25th year of serving the community, announced e-movies and e-music, FRISK and K-Rot, and Little U; the new DIY Teens, TAB Giving Tree, district timeline, Food for Fines, the 10th Big Read, computer classes, and training on e-books, e-readers, e-movies, and e-music. It was also distributed to village halls, apartment and condo complexes; letters sent to elected officials, school principals, local clubs. The interactive version is promoted on our website, through eNews, on Facebook, in the print edition, and on the lobby's digital display. It received nearly 100 clicks (from eNews) in one day.

Patron Use Survey

Strategic Plan: Conduct an in-house survey examining how patrons use the building and services.

Surveys were conducted in the lobby of the lobby over five days. Total responses: 546 surveys. All of the survey data has been entered in SurveyMethods (thanks to dedicated volunteer Sue Tarr). Results still need to be analyzed.

25th anniversary

A slideshow of photos from the past 25 years is being displayed on the digital photo frames on the Checkout Desk and on the Kids & Teens Desk. It will also be uploaded to the anniversary web page that is being developed.

Soon To Be Famous Author Project

A really captivating video was created, here at IPPL, featuring that is a parody of *It's a Wonderful Life*. As of 12/9, it has 344 views and it was released on 12/5! See it here: <https://www.youtube.com/watch?v=RgjAvSBkoKg>



Graphics

Theresa created a logo for the IPPL Foundation.

Christine Cigler
Marketing Coordinator
December 9, 2014

Circulation Services
November 2013

We circulated 3% less in November than we did a year ago. In 2012 we circulated 71,019 and in 2013 the total was 69,912. However, electronic Circulation was up 58% over last year! 3% more patrons visited the library in November than last year – 36,034 up from 37, 921.

Our patrons continue to enjoy having the option of using self-service or coming to the check-out desk for personal service! In November patrons using a form of self-service (self-checks, downloadable items, renewing on line) accounted for 39,976 of our check outs and renewals or 57% of our total circulation.

November has been a hectic month! Our new page, Susan Findling, started on Nov. 8. Late in the month, one of our ILL pages, Rocio Martinez, turned in her resignation, effective December 11. Fortunately, one of our regular substitutes, Debbie Such, was interested in the position. Debbie was hired and will start when Rocio leaves. Because of the lack of qualified candidates, I decided to pull the job posting for the Senior Supervisor position until after the holidays. I have taken over the administrative duties of the position, while the other supervisors are filling in with extra hours. It's really been a good experience for me to directly supervise the pages, as it has given me an opportunity to gain a better understanding of the position and the people who work it. However, I am looking forward to hiring a Senior Supervisor after the first of the year to take back these responsibilities!

Ann Stovall, Brett Butcher and I met with Andy Kaluski from Team One on November 8 to discuss new printers for the check-out desk. Andy left us two to try out and we are purchasing one right away. My understanding is that "down the line" we will be able to customize our receipts with these printers without going through SWAN.

Debbie Sheehan
Head of Circulation Services

				Circ Stats								
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2013
Month	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	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	77,621	
Sept.	59,179	55,769	55,283	53,975	55,798	62,798	69,066	71,475	70,089	67,864	65,873	
Oct.	59,726	61,117	55,646	58,620	63,670	66,511	75,131	42,400	71,702	74,123	70,857	
Nov.	59,438	60,497*	55,000	55,020	59,559	66,395	71,373	53,470	67,626	71,019	69,912	
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 webpack 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	371,865	
*Missing data--used an average number to get a total												

TECHNICAL & COMPUTER SERVICES REPORT Board Report November 2013

Strategic Plan Goals

- Investigate and implement other technology uses for the Tech Bar. (2013) -
The Tech Bar was updated with new larger display tablets including the Apple Air, Google Nexus 10, Microsoft Surface and Kindle Fire HD 8.9. The tablets were displayed on new stands to showcase the devices. The new tablets were made available just before Thanksgiving so patrons can try before they buy.

Projects, Public Service Enhancements & Sharing

- The Bookletters alert sign-up page was updated to inform patrons that they can suggest the library purchase a book not owned by the library.
- A video was created to show patrons how to access book reviews, read a-likes, series information and more on SWAN. The link to the video is available under the SWAN Catalog section of the eTutor page.
- The Amazon play app was added to the teen listening stations to offer teens more music to listen to. We are using our Amazon account to access over 3,000 digital albums of the music CDs we have over purchased over the years.
- I recently joined a local Technology library users group and hosted the groups November meeting at the library. The attendees were impressed with our technology and I have recently received requests on how we implemented the digital kiosk and teen listening stations.

Ann M. Stovall, Head of Technical & Computer Services, December 10, 2013

Adult Services November, 2013: Board Report

We had several popular programs in November. There were 90 people at a concert, "Come to the Cabaret" that featured 1980s music in honor of our anniversary. We had two historic portrayals. A portrayal of Pierre Salinger talking on Kennedy and Camelot had 33 in attendance, and a portrayal of Jane Austen had 53. A program about changes in the weather had 26 in attendance.

Most of our groups continue to have a good attendance. Chess regularly has enough people in attendance to have five games going and Current Events gets about a dozen people regularly. The genealogy group always has over thirty people. Of the staff led discussions, we have been getting in the mid-teens for the book discussions and mid-teens to high twenties for the movie discussion.

Joe has sent off an application to the Back 2 Books state grant to see about funding a citizenship corner near the Literacy/ESL Collection

We have added shelving that allowed us to have more room for self help, graphic novels, and GenLit books, and audiobooks.

We have a volunteer putting stickers on books for which we have a digital (eMediaLibrary) copy available to help to promote the e-book collection.

The database Chicago Consumer Checkbook is now available with remote access. We changed our in-house subscription to the one with remote access and have already seen use increase.

Shirley just added thirty new titles to Zinio. On the very day she submitted the 2014 Zinio subscriptions they became available for our patrons.

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

Overview

For Kids & Teen staff, November was filled with programs and partnerships. We wrapped up another session of storytimes and special events and we made many wonderful connections out in our community. It was rewarding to see results for all of our work, planning, and building relationships with schools and families.

Programs

This month we completed the fall programming session. This session included brand new storytimes and events for all ages, birth through teen. We offered 38 original programs and served 828 people at our events in November. In total, for the seven week fall session, we offered 84 programs and served 1,850 people in our programs.

Little U

This session we began offering a new series of early literacy storytimes called "Little University" or Little U. The programs included under this brand are Baby Brilliance, Talented Toddlers, Junior Genius, Early Explorers, Spanish Scholars, and Fantastic Families. Class registrations filled quickly, attendance was strong (averaging about 15 children plus their caregiver per program) and we received a wonderful response from the parents and community. *(Supporting Strategic Plan: Brand the library's early education services, programs, and materials.)*

K-Rot and FrISK

We are also excited about the success of our new Mid-Kid programming! This was the first session that we offered two weekly events for school-aged children, K-RoT and FrISK.

K-Rot (Kids Reading on Tuesdays) is a book discussion and activity group for kids grade 4-6. This season, K-RoT discussed the *Percy Jackson and the Olympians* series and participated in themed activities. Attendance for this program grew steadily over the seven weeks. Now we've got 7-10 kids who make up a committed core group of K-RoTters.

FrISK (Friday Interactive Storytime for Kids) is a program for children in 1-3 grade which includes books, activities, crafts, games, and science experiments. This season the books selected were all Monarch Award winners. Attendance started strong from the beginning when we kicked off with a visit with a service dog. Since then attendance has fluctuated between 12 and 18 kids. *(Supporting Strategic Plan: Provide opportunities for hands-on learning, inventing, and sharing of skills and tools.)*

PACT

We had a full house for another test preparation course, proctored by Kaplan. On November 16, we hosted a Practice ACT test for 40 teens. *(Supporting Strategic Plan: Provide opportunities for hands-on learning, inventing, and sharing of skills and tools.)*

Partnerships

Teens 4 Xcellence Book Group (T4X)

This month the group discussed the book "Legend," by Marie Lu and examined the art the author created based on her books. The discussion was followed by an interactive activity where the students created their own Legend fan art. As students worked, the group brainstormed questions for Marie Lu. Krista collected the questions, and later made notecards to hand out to students who volunteered to ask them to Marie Lu when she visited on November 12th. *(Supporting Strategic Plan: Form partnerships to further develop community services)*

Play to Learn

Kelly has been working on a Play to Learn grant project with the DuPage Children's Museum, Positive Parenting, and Anne M Jeans Elementary School. The first program was October 2nd and the total attendance was 114 people. At the November 3rd event, there was a total attendance of 90 people. The program is divided into sessions. Kelly works with the children to provide a STEM focused story time. Afterwards, the parents and the children come back together to play with portable exhibits brought by the DPCM to the school. Positive Parenting DuPage also provides information to the parents at this event about how to contact them and find out about various community services. There will be two more events, 2/5 and 3/12. The 2/5 event will be at AMJ, and the 3/12 event will be held at the library. *(Supporting Strategic Plan: Form partnerships to further develop community services)*

Goddard School Cardboard Display

Goddard School participated in a Cardboard Challenge, much like the event we hosted in October. We created space in the Kids & Teens department to display their project, a cardboard recreation of the Chicago skyline. They were delighted that we were willing to partner with them to support their work and we received many compliments on the temporary art installation from our patrons. *(Supporting Strategic Plan: Form partnerships to further develop community services, partner with organizations to provide recycling opportunities for the community.)*

Meeting with Superintendents

Over the last couple of months Jamie and Natalie have met with the superintendents from each of the schools in our districts. We agreed that it was important for us to make contact with the schools, especially at this level, to see what the schools objectives are for the year, to learn what challenges they are facing, and to brainstorm ways that we can work together to support learning in our communities. This has been very informative and we are already seeing the potential and making plans to partnering with our schools this year. *(Supporting Strategic Plan: Conduct focused discussions with schools regarding their strategic goals and analyze how the library can provide support, meet with community organizations to get updates on their activities and discuss ways to partner.)*

Services

The Mid-Kid Space

We have been working on creating a Mid-Kids Space, much like the Teen Lounge or the Family Center, which will appeal to kids in 1st-6th grade. We have repainted the walls, created a "sidewalk" with chalkboard paint for the kids to draw on, moved shelving, and shifted popular collections in the space. *(Supporting Strategic Plan: Develop more programming and activities that provide the opportunity for people to interact.)*

Staff Changes

Tyler Works joined our team as our Senior Youth Services Librarian on November 18th. He is already a wonderful addition to our staff. At the beginning of December, we received notice that our Early Literacy Librarian, Kelly Von Zee, is resigning. She has accepted a new position at Addison Public Library. We have already begun the search for a new candidate.

Submitted by Natalie Williams 12/11/2013

STATISTICS FOR	Nov. 2013	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Circulation</u>					
Adult	41,425	44,507	225,711	239,342	-5.70%
Teen	3,098	3,414	17,422	19,191	-9.22%
Kids	21,795	21,461	113,320	114,041	-0.63%
TOTAL	66,318	69,382	356,453	372,574	-4.33%
Electronic Circulation	2,594	1,637	14,412	8,563	68.31%
GRAND TOTAL CIRC.	68,912	71,019	370,865	381,137	-2.70%
% Reciprocal Borrowing	16%	16%	15%	16%	
Patron Visits	36,034	34,921	204,748	211,491	-3.19%
<u>Current Cards</u>					
Resident	128	159	22,912	23,394	-2.06%
Non-Resident	95	97	1,081	1,110	-2.61%
TOTAL	223	256	23,993	24,504	-2.09%
<u>Patron Assistance</u>					
Adult - Reference	2,934	3,241	16,868	17,987	-6.22%
Kids - Reference	1,607	2,135	9,413	10,298	-8.59%
TOTAL REFERENCE	4,541	5,376	26,281	28,285	-7.09%
Adult - Other	1,619	504	8,155	7,035	15.92%
Kids - Other	1,743	1,772	7,973	8,784	-9.23%
TOTAL OTHER	3,362	2,276	16,128	15,819	1.95%
GRAND TOTAL ASST.	7,903	7,652	42,409	44,104	-3.84%
<u>ILL/Reserves</u>					
Holds	7,958	8,814	42,738	48,485	-11.85%
ILLs Sent	4,480	4,954	25,022	26,471	-5.47%
ILLs Checked Out	4,729	5,575	27,760	31,268	-11.22%
ILLs Received	5,065	6,051	30,063	33,849	-11.18%
Copy/Fax Sent	0	2	0	4	-100.00%
Copy/Fax Received	6	6	170	28	507.14%
<u>Programs - Adult</u>					
# Programs	5	5	31	28	10.71%
Attendance	241	205	1,039	1,119	-7.15%
<u>Computer Classes</u>					
# Programs	2	2	29	31	-6.45%
Attendance	15	18	308	315	-2.22%
<u>Individual Technology</u>					
<u>Training</u>					
# of Patrons	110	31	461	154	199.35%
<u>Groups</u>					
# Programs	15	13	66	66	0.00%
Attendance	191	158	921	840	9.64%
<u>Others</u>					
# Programs	0	0	6	0	
Attendance	0	0	102	0	
<u>Programs - Teen</u>					
# Programs	2	8	18	63	-71.43%
Attendance	100	326	396	1,125	-64.80%
<u>Programs - Kids</u>					
# Programs	36	39	115	178	-35.39%
Attendance	728	1,529	3,799	9,555	-60.24%
GRAND TOTAL ATT.	1,385	2,267	7,026	13,108	-46.40%

STATISTICS FOR	Nov. 2013	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
Computers -					
Patron Use					
Adult Computers	4,125	3,981	22,079	22,012	0.30%
Kids Computers	1,578	1,409	7,869	8,187	-3.88%
Teen Laptop	173	197	851	1,117	-23.81%
Adult Laptop	157	283	916	1,006	-8.95%
TOTAL PATRON USE	6,033	5,870	31,715	32,322	-1.88%
Hours Used					
Adult Computers	2,579	2,825	14,432	15,168	-4.85%
Kids Computers	854	806	4,370	5,071	-13.82%
Teen Laptop	247	226	1,228	1,300.50	-5.57%
Adult Laptop	307	525	1,748	1,899	-7.95%
TOTAL HOURS USED	3,987	4,382	21,778	23,438.50	-7.08%
IPPL Web Site Visitors	2,423	16,481	11,286	99,672	-88.68%
IPPL Total Page Views	5,051	11,610	26,726	91,365	-70.75%
Subscription Database Logins	3,103	2,648	14,558	13,328	9.23%
Outreach-Homebound					
Items Delivered	141	179	788	845	-6.75%
Volunteers					
Number Active	51	71			
Hours Worked	308.25	444.50	2,242.50	3,025.50	-25.88%
Staff Training Hours	53.75	82	430	367.25	17.09%
Room Use					
Multi-Purpose Room	27	23	75	91	-17.58%
Meeting Room					
Library	25	21	160	161	-0.62%
Non-Library	27	29	141	142	-0.70%
Group Study Room	241	218	1,275	1,228	3.83%
Lobby Programs	2	1	9	9	0.00%
Conference Room	16	12	80	67	19.40%
Clavinova	0	0	0	0	

MATERIALS COLLECTION STATISTICS- NOVEMBER 2013

CATEGORY	Previous Month Totals	Added Items	Withdrawn Items	Current Total	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Withdrawn
BOOKS--ADULT								
Reference	1471	267	3	1735	57	51	324	54
Non-Fiction	53094	161	647	52608	1673	2324	1834	2971
Fiction	38919	478	508	38889	2055	1629	2533	2137
TOTAL	93484	906	1158	93232	3785	4004	4691	5162
BOOKS-- CHILDRENS								
Reference	890	0	244	646	0	0	0	244
Non-Fiction	20149	41	37	20153	209	94	250	131
Fiction	28627	87	1278	27436	1518	927	1605	2205
TOTAL	49666	128	1559	48235	1727	1021	1855	2580
BOOKS - TEEN								
Non-Fiction	869	0	19	850	51	142	51	161
Fiction	3557	16	4	3569	236	173	252	177
TOTAL	4426	16	23	4419	287	315	303	338
GRAND TOTAL	147576	1050	2740	145886	5799	5340	6849	8080

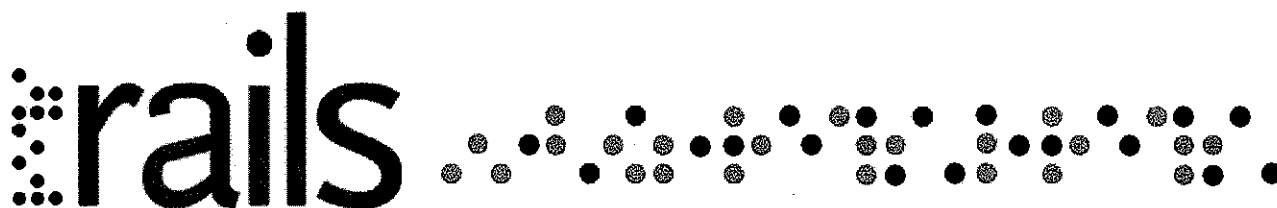
CATEGORY	Previous Month Totals	Added Items	Withdrawn Items	Current Total	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Withdrawn
AUDIOVISUAL-ADULT								
Audio Books on CD	4627	71	1	4697	291	289	362	290
Music CD	10324	55	3	10376	351	91	406	94
Playaway	407	13	1	419	24	12	37	13
Video (VHS & DVD)	15618	181	21	15778	598	230	779	251
CD-ROMs	161	0	0	161	0	2	0	2
TOTAL	31137	320	26	31431	1264	624	1584	650
AUDIOVISUAL-CHILDRENS								
Audio Books	758	0	0	758	88	16	88	16
Childrens Music CD	875	1	2	874	18	3	19	5
Junior Music CD	209	3	2	210	61	7	64	9
Playaway	65	0	0	65	3	0	3	0
Video	4300	54	24	4330	360	158	414	182
TOTAL	6207	58	28	6237	530	184	588	212
AUDIOVISUAL-TEEN								
Audio Books on CD	234	0	0	234	10	11	10	11
Music CD	34	0	3	31	0	288	0	291
Playaway	68	0	0	68	2	1	2	1
Video	491	0	0	491	28	8	28	8
Console Games	448	2	0	450	15	20	17	20
PC-GAMES (formally CD-ROMS)	-21	0	2	-23	0	9	0	11
TOTAL	1254	2	5	1251	55	337	57	342
GRAND TOTAL	38598	380	59	38919	1849	1145	2229	1204

CATEGORY	Previous Month Totals	Added Items	Current Total	Prev. Mo YTD		Year to Date	
				A	W	Added	Withdrawn
Digital Collections							
Adults ebooks	1433	52	1485	205		257	
Kids and Teens ebooks	334	0	334	0		0	
Reference ebooks	329	0	329	0		0	
Emedia Library (ebooks & audiobooks)	13162	89	13251	304		393	

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News from the Reaching Across Illinois Library System.



e-news

RAILS Closed on Thanksgiving

RAILS will be closed on Thursday, November 28, in observance of Thanksgiving. Delivery and Talking Book Services will not be provided. (RAILS will be *open* on Friday, November 29, the day after Thanksgiving.) A [list of RAILS observed holidays](#) can be found on the RAILS website by clicking on the About tab, then on Holidays/Closings.

RAILS extends our warmest wishes to you and your loved ones for a happy Thanksgiving!

Training Webinars on eRead Illinois Axis 360 Platform

There will be five live webinars in December on the [eRead Illinois](#) Axis 360 platform for libraries participating in the program. Topics covered in each webinar include: how to access the shared collection, how to check out books, how to access checked-out books, holds management, compatible reading devices, accessing and downloading the reading apps (Blio and axisReader), as well as general [eRead Illinois](#) policies.

Registration and viewing instructions can be found on [L2](#) for the following sessions: (Note: You must be logged into L2 in order to view the information about these programs.)

- [Thursday, December 5, 2013, 1:00 p.m. – 2:00 p.m.](#)
- [Wednesday, December 11, 2013, 10:00 a.m. – 11:00 a.m.](#)
- [Thursday, December 12, 2013, 1:00 p.m. – 2:00 p.m.](#)
- [Wednesday, December 18, 2013, 10:00 a.m. – 11:00 a.m.](#)
- [Thursday, December 19, 2013, 1:00 p.m. – 2:00 p.m.](#)

A recorded session will also be provided at a later date for libraries to share with their staff. In-person trainings will begin in late January. Watch *RAILS E-News* and the RAILS website for more information. If you have any questions, please contact Natalie DeJonghe, E-book Trainer/Coordinator, at natalie.dejonghe@railibraries.info or at 630.734.5121.

December 4 Member Update

RAILS reminds members about the next RAILS Member Update on December 4, from 9:30 - 11:30 a.m. The videoconference will originate from the Sycamore Public Library, and RAILS Executive Director Dee Brennan will attend at this location. The meeting will also be available at a number of other videoconference locations. After a brief update on the latest RAILS news, there will be an overview of different e-book models used throughout the country, an update on the [eRead Illinois](#) project, and an opportunity for participants to share the latest news about their e-book projects. If you are watching online and would like to provide input during the session, please email feedback@railibraries.info. For an [agenda](#), streaming instructions, registration information, and a list of videoconference locations, see:

November 26, 2013

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Upcoming Meetings

[December 4 RAILS Member Update](#)

[December 9 RAILS Board Consortia Committee](#)

[December 18 RAILS Networking Event](#)

[January 31 RAILS Board Meeting](#)

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RAILS Welcomes Consulting/Continuing Education Manager

RAILS is delighted to welcome Joe Filapek, who started this week as RAILS Consulting and Continuing Education Manager. RAILS members have expressed a great deal of interest in consulting and continuing education services. Joe will be working collaboratively with RAILS staff, external consultants, and providers of continuing education to develop these services to meet member library needs.

RAILS Board Consortia Committee Meeting December 9

RAILS is researching options for an [overlay product](#) to give RAILS-area library users seamless access to the catalogs of RAILS consortia and eventually to the catalogs of standalone libraries that choose to participate. Lori Bowen Ayre and Melissa Stockton are the consultants who are working with us to investigate similar multitype consortial projects, including Prospector in Colorado, Marina in Maryland, EZ-Borrow in Pennsylvania, MassVC in Massachusetts, and MelCat in Michigan. Ms. Ayre will be in Burr Ridge to present their detailed findings at the next RAILS Board Consortia Committee meeting on Monday, December 9, 2013. The meeting is scheduled from 10 a.m. – 1 p.m. at RAILS in Burr Ridge and at designated videoconference locations. RAILS members are invited to attend in person or by videoconference. For more information, see: <http://www.librarylearning.info/events/?eventID=16482>.

December 18 RAILS Networking Event in Lincolnshire

The Vernon Area Public Library District (Lincolnshire) is hosting a networking event for RAILS members on December 18, from 1:30 - 3:30 p.m. RAILS Executive Director Dee Brennan will be on hand to talk with members about issues that are important to them and how RAILS might be able to help with these issues. This will also be an excellent opportunity to network with colleagues and to enjoy a variety of desserts and other refreshments. Staff from all types of libraries (academic, public, school, and special) are welcome to attend. For registration and detailed information, see: www.librarylearning.info/events/?eventID=16608.

Annual Library Certification Process Starts in January 2014

The annual certification process is fast approaching. The FY2014 online certification form will be available on January 2, 2014. The certification period will be open until March 31, 2014. The Illinois State Library (ISL) will be sending a letter via US mail to all RAILS member libraries during the first week of December. Please watch for this letter next week.

We recommend that you complete the certification form as soon as possible (beginning January 2) to allow enough time for RAILS staff to answer your questions and assist you in the process. More information about certification, including the questions that you will be asked when you certify, can be found on the ISL website at: <http://www.cyberdriveillinois.com/departments/library/libraries/librarycertification.html>.

By certifying, you guarantee that all staff at your library will continue to have full access to all RAILS programs and services, as well as grants and programs from the Illinois State Library (ISL). RAILS' services for full members include delivery, support for resource sharing, continuing education, consulting, grant projects (such as the [eRead Illinois](#) grant project), and a variety of communication services that allow you to connect with colleagues throughout the RAILS service area, such as the [RAILS Community](#) online forums, and [Fast Facts](#), a web-based survey creation tool. For more information about the wide variety of programs and

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www.railslibraries.info. Please contact RAILS with any questions about certification at: certification@railslibraries.info.

RAILS Inclement Weather Policy

The RAILS Board approved a revised inclement weather policy at its September 27 meeting. Decisions to close any of our seven service centers for the day or to open late will be made by the Executive Director in consultation with other staff. If RAILS decides to completely close a service center, a special alert will be posted to the top of the RAILS website at www.railslibraries.info as soon as possible. If you would like to subscribe to automatically receive RAILS Alerts (including weather closings) via email, visit <http://www.railslibraries.info/subscribe> and click on Subscribe to Email under RAILS Alerts in the first column. RAILS also has email lists that will be used to notify members of any changes to your library's delivery service, including delays due to weather, route changes, etc. To be included in these lists, please see below.

Update Your Information in L2 for Accuracy and to Receive Delivery Information

RAILS has email lists that are used to notify members of any changes to your library's delivery service, including delays due to weather, route changes, cancellations, etc. If you are listed as the System Delivery Contact in L2's Library Positions page (that provides check boxes for all library positions), you will receive notification of any changes affecting your delivery service. A new check box for System Delivery Contact was added in the Library Positions page in L2 for this purpose.

To ensure that you receive delivery route-based email messages, you may need to update your L2 profile. Log into L2 at www.librarylearning.info. Click on your name in the box on the top right. Then click Edit Profile in the sidebar. Click the Edit link to the right of your library affiliation(s). Click Edit again to update your title and position at your library. **To be included in the email list for your delivery route, at least one of these positions needs to be checked: Director, Co-Director, Branch Librarian, Head of Circulation, Interlibrary Loan Contact, or System Delivery Contact. Colleagues with any of these positions checked in the Library Positions page in L2 will automatically receive delivery route-based messages.** (Note that library directors can also edit their employees' L2 profiles to add staff members to L2 and to the delivery route email lists.)

To update your basic L2 account information, such as your name, phone number, and email address, log into [L2](#). Click your name in the box on the top right. Make sure that the email address and other information in your profile is correct. (If it isn't, or if there is no email address listed, click Edit Profile in the sidebar, and then Edit Profile again to edit/add your address.)

All library staff members working in all types of libraries are encouraged to have a profile in L2 and ensure that the information is accurate. Library directors are encouraged to ensure that their library's profile contains current information regarding hours, phone numbers, etc. If you need help to create an L2 account, see [this tutorial](#). If you have questions about L2, contact Susan Weinmann-Stanfa at susan.weinmann@railslibraries.info.

Congratulations East Dubuque Public Library

PraireCat welcomes the East Dubuque District Library as its newest fully participating member. The library was a union listing member and upgraded its level of PraireCat membership to fully participating. More information about RAILS LLSAPs (MAGIC,

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Soon to be Famous Project

Illinois libraries are invited to help discover an unknown self-published author by submitting a book for the Soon to be Famous Illinois Author project. You are also encouraged to download the project's 11 x 17" poster. You can learn more about the project at: soontobefamous.info. If you have questions about the project, contact soontobefamous@gailborden.info.

Are you Subscribed to ISL E-News?

Last week's ISL E-News featured an item about the Itasca Community Library's Vision Center and how it uses technology to reach its visually impaired community. The newsletter also featured information on the ILEAD U project, the Live and Learn Public Library Construction Program, and other important news. You can subscribe to ISL E-News from the upper right corner of the RAILS website's News page.

Deadline for Try-It is November 30

Try-It! Illinois 2013, the fourteenth annual statewide database trial, is sponsored by Secretary of State and State Librarian Jesse White and the Illinois State Library. Try-It! Illinois offers library staff and library users of the more than 5,000 ILLINET member libraries the opportunity to evaluate a wide variety of electronic resources and is available through **November 30, 2013**. Thanks to the partnerships between the Illinois State Library and the participating electronic resource vendors, there is no charge for accessing these databases during Try-It! Illinois. For more information, see: http://www.finditillinois.org/tryit. If you have any questions, please contact Gwen Harrison at 217.785.7334 or gharrison@ilsos.net.

RAILS Library Director News

Sue Pajor is the contact at the Alsip-Merrionette Park Public Library while the library searches for a new director.

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

Morton Public Library Works to Return Items to Those Impacted by Storms

Franklin Grove Village Board Suggests Separate Library District

Sugar Grove Public Library to Seek Tax Hike

Schaumburg Township District Library Receives Five-Star Rating

New Lenox Public Library District Holds First Mini-Golf Fundraiser

B.E.N.D. Program Delivers in West Chicago

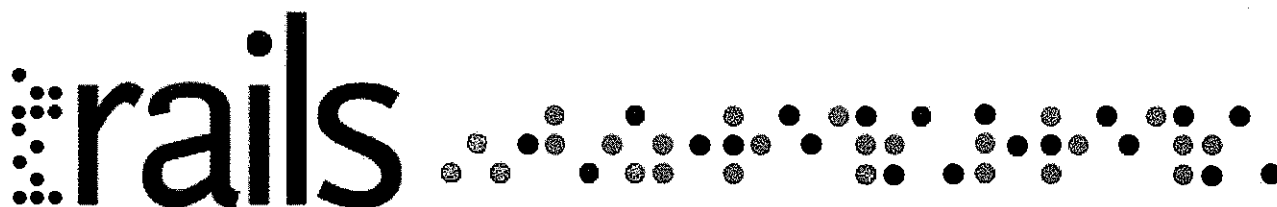
Call for Applications: Sparks! Ignition Grants

New Fast Facts Survey

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News from the Reaching Across Illinois Library System.



e-news

Volunteers Sought to Fill One Vacancy on RAILS Board

RAILS is looking for a public library trustee to fill a vacancy on the RAILS Board beginning in January 2014, and ending on June 30, 2016. The RAILS Board will appoint an individual to fill the vacancy. RAILS Board members act on issues affecting the long-term future of the library system. Desired qualifications include a commitment to sustaining RAILS as a responsive, multitype library system by representing the best interests of the entire membership across the full 27,000 square-mile service area, and a willingness to devote at least 12 days per year to RAILS-related service. All RAILS Board members must be eligible electors in the RAILS geographical area. The RAILS Board meets at sites throughout the RAILS service area. Board members may participate in board meetings via videoconference to save travel time. If you are a public library trustee and are interested in filling the vacancy on the RAILS Board, please contact Dee Brennan, at 630.734.5146 or dee.brennan@railslibraries.info by December 31, 2013.

Upcoming RAILS Board and Committee Meetings

The RAILS Board Delivery Committee will meet on Monday, December 16, from 9:30 - 11:00 a.m. The committee will review the proposed contract with Continental Transportation Services (CTS) to provide delivery and sorting services to Burr Ridge area libraries beginning in early January. For a meeting agenda, when available, and additional meeting locations, see: <http://www.railslibraries.info/board/meeting/2013-12-16>.

The RAILS Board will meet on December 19 at 10 a.m. in Burr Ridge (other locations to be determined). The CTS contract will be one of the main topics of discussion. For a meeting agenda and other information as it becomes available, see: <http://www.railslibraries.info/board/meeting/2013-12-19>.

RAILS Crisis Communication Program December 17

Bad things can happen to good libraries! You can have the best policies, the best library staff and programs—and still get attacked by the press and the public. Some incidents will be a surprise, but some you can prepare for. The goal of this program is to use a recent public library controversy to analyze what happened and what a library needs to do to be prepared to handle similar incidents in the future. Other topics include how to write a good policy, developing talking points, how to manage the press, and much more.

Join us on December 17 at 1:00 p.m., at the RAILS Burr Ridge service center and via videoconference at other available RAILS service center and library locations. Staff from all RAILS member libraries are welcome to attend. This meeting will not be recorded or available via streaming video on the web. For further information, a list of designated

December 11, 2013

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Upcoming Meetings

[December 16 RAILS Board Delivery Committee](#)

[December 18 RAILS Networking Event](#)

[December 19 RAILS Board Meeting](#)

[January 31 RAILS Board Meeting](#)

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[/?eventID=16620](#). (Please note that you will need to be logged into L2 to view the information.)

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Upcoming eRead Illinois Webinars

There are three remaining webinars on the *eRead Illinois* Axis 360 platform. Participating libraries or library staff interested in learning more are encouraged to tune in. More information can be found at: <http://www.railslibraries.info/eread-illinois-program/webinars-and-presentations>. (Note: You must be logged into L2 in order to view the information about these programs.) A recorded session will also be provided at a later date for libraries to share with their staff. If you have any questions, please contact Natalie DeJonghe, E-book Trainer/Coordinator, at natalie.dejonghe@railslibraries.info or at 630.734.5121.

December 18 RAILS Networking Event in Lincolnshire

The Vernon Area Public Library District (Lincolnshire) is hosting a networking event for RAILS members on December 18, from 1:30 - 3:30 p.m. RAILS Executive Director Dee Brennan will be attending this meeting to talk with members.

This is a perfect opportunity to take a break from your busy December schedule to network with colleagues and enjoy a variety of desserts and refreshments. Staff from all types of libraries (academic, public, school, and special) are welcome to attend. For registration and detailed information, see: www.librarylearning.info/events/?eventID=16608.

Potential Group Purchase of Recorded Webcast on Serving People with Disabilities

RAILS would like to determine the level of interest in a possible group purchase of a recorded webcast. ASCLA's AccessAbility Academy: *Positive Interactions: Making the Library a Welcoming and Empowering Place for People with Disabilities* (module 1) is a tutorial and overview geared toward helping library employees feel prepared and confident when communicating and interacting with people with disabilities. The 50-minute webinar is appropriate for viewing by all levels of library staff. Pricing depends on the number of libraries that participate. For more information about the webcast and the pricing structure, see: <http://www.ala.org/ascla/accessibility-academy>. If your library is interested in participating in a group purchase, please respond to Joe Filapek, RAILS Consulting and Continuing Education Manager at joseph.filapek@railslibraries.info by December 19, 2013.

LYRASIS Resources

RAILS members can benefit from RAILS' membership in LYRASIS. Through this affiliation, staff at your library can receive discounts on professional development courses, free participation in select LYRASIS events and webinars, and more. For more information and a link to a flyer that supplies the passcode RAILS members can use to access LYRASIS services, see: <http://www.railslibraries.info/members/resources/lyrasis>. (Note: you must be logged into the RAILS website to view the flyer.)

Recording of December 4 Member Update

A recording of the December 5 RAILS Member Update videoconference is available from the RAILS website from the center of the [RAILS News](#) page. The meeting featured an update on RAILS services from Executive Director Dee Brennan, an overview of different models and approaches used by e-book consortia nationwide from RAILS Associate Executive Director Jane Plass, an update on the *eRead Illinois* project, and more. Please mark your calendar for the next [RAILS Member Update on March 5, 2014](#). Stay tuned to *RAILS E-News* for more information.

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The [Library Learning \(L2\)](#) website is the statewide directory of library professionals and the official directory of RAILS member libraries. Colleagues working at all levels in all types of libraries are encouraged to review their L2 profile and check it for accuracy. School library directors and designated staff members who work in libraries with multiple branches or buildings are encouraged to **check the L2 records of all the buildings in their library or school district and ensure that the staff listing, hours, website, etc. are accurate.** If you don't have an L2 account, [this page](#) offers a tutorial on how to create one, [a tutorial for library directors](#) on how to add staff to L2, and a link to [L2's password reminder form](#) in case you don't recall your L2 password. If you or your colleagues would like help with L2, visit www.railslibraries.info/l2help or contact Susan Weinmann-Stanfa at susan.weinmann@railslibraries.info.

Are You Ready for Annual Library Certification?

The annual library certification process begins on January 2, 2014 and will be open until March 31, 2014. The Illinois State Library (ISL) sent a letter via US mail to all RAILS member libraries on December 6, 2013 with information on the certification process. All RAILS members, including academic, public, school, and special libraries must annually certify that their library meets system membership requirements. If you would like more information about certification, including the questions that you will be asked, see: <http://www.cyberdriveillinois.com/departments/library/libraries/librarycertification.html>. Please contact certification@railslibraries.info if you have any questions.

Call for Proposals for 2014 ILA Conference

The ILA Annual Conference Program Committee is seeking program proposals for presentations at the 2014 annual conference, "Kickstarting Connections, Creativity, Community." Staff working in all types of libraries are encouraged to collaborate and partner with each other and to submit a proposal. The conference will be held in Springfield on October 14-16, 2014. More information can be found at: <http://www.ila.org/ila-events/2014-ila-annual-conference>.

RAILS Holiday Closings

RAILS will be closed on:

- Christmas Eve (Tuesday, December 24, 2013)
- Christmas Day (Wednesday, December 25, 2013)
- New Year's Eve (Tuesday, December 31, 2013)
- New Year's Day (Wednesday, January 1, 2014).

Delivery and Talking Book services will not be provided. A [list of RAILS observed holidays](#) can be found on the RAILS website by clicking on the About tab, then on Holidays/Closings.

Soon to be Famous Project Produces Video



Have you seen the new video created by colleagues from the [Soon to be Famous Illinois Author Project](#)? "Soon to be famous" actors and actresses from the Illinois library community have produced, edited, and performed in this video: <http://www.youtube.com/watch?v=RgjAvSBkoKq&feature=youtu.be>. For more information about the project, please visit soontobefamous.info or contact

soontobefamous@gailborden.info.

Questions for potential trustees
to be used by the trustees at the interview

What would you like to tell us about yourself?

What is it that interests you about the library to want to be on the board?

While we don't expect you to know everything about the library or the board, tell us what contributions you would make to the board.

What questions do you have for us?

Name: Dorothy Schardt

What town do you live in?

I grew up in Darien and currently reside in Willowbrook.

What is your "day job"?

I am a Registered Nurse specializing in hematology/oncology. I work full time in outpatient chemotherapy infusion at Rush in Lisle, and part time on the Bone Marrow Transplant Unit at Loyola.

Tell us about your experience, hobbies and interests.

I completed my bachelor's degree in Philosophy with a minor in German Literature at Loyola in 2004. After college I spent a year serving as a full time volunteer in a service program called Amate House before working at Catholic Charities for several years (Office Manager and Volunteer Coordinator for the West Suburban Region). During that time I completed a Masters in Public Health at UIC. From there, I found my calling in nursing and earned a Masters of Nursing at DePaul. I've been working full time as an RN for the last three years.

I enjoy health and fitness. I love cooking (especially healthy recipes) and working out. I have completed two marathons and numerous shorter races. Lately I'm really enjoying yoga and taking my bike out to the trails at Waterfall Glenn. When it's time to crash, I love curling up with a good book...which I later enjoy discussing with the Gen Lit Book Club!

Why would you like to be a trustee?

I would like to be a trustee so that I can give something back to the community. When I reflect on my life growing up in Darien and now living in Willowbrook, I realize that the library has been an integral part of my experience of community. The library has truly enriched my life, from the time when I joined in on Story Time in my footie PJ's, through today, when I enjoy meeting with friends at book club. I realize that the wonderful programs, events, book/materials selection, facility, and community itself would not exist if it weren't for the dedicated people who make them happen. I would be honored if I could take a turn helping with that job.

What about Indian Prairie makes you the most proud?

I am really proud of the way the library has continuously evolved to meet the needs of the community and keep up with a changing environment. At a time when it almost seems that books - the traditional mainstay of libraries - are becoming a thing of the past, the library has found ways to adapt, and is more vibrant and alive than ever. I am proud of the fact that the library makes so many resources available to the community and I enjoy the comfortable and aesthetically pleasing facility.

Do you have anything else that you would like to share with the Board?

Thank you for considering me for this position. If chosen, I look forward to the opportunity of working with you and learning new skills and knowledge as a trustee.

Indian Prairie Public Library
Trustee Questionnaire



Please return to Library Director Jamie Bukovac.
Thank you.

Name: William C Buckley 630 567 0222
6404 S. Warden Ave. Phone No.

Town: Willowbrook IL 60527

What is your "day job"? Retired tired of traveling all
over 9 States + the country.

Tell us about your experience, hobbies and interests.

2 yrs in the navy out in the Pacific / 33 yrs with Shell Oil Co.
Truck Mechanic - 3 yrs Shop Foreman Fleet of 51
Truck Trucks 3 1/2 yrs Maintaining Aviation Refuelers
At 11 Airports in 9 States & ENVIRONMENTAL for
9 States / 91 Fuelers -

Meru Air & Discharges ~~from~~ For 31 plants in
Nine States spills leaks etc at all our plants
4 yrs at that job. Retired 12-06 & have
~~enjoyed~~ enjoyed all of it. now a Beekeeper for
What about Indian Prairie makes you the most proud?

Have had Good Relations 40 yrs or more
w/ IPPL - Have had a Card About Below
30 yrs. Good Service + Good people working
w/ IPPL. Also a zoning Board with Village

Do you have anything else that you would like to share with the Board?

Was President of Ill. State Beekeeping
about 4 to 6000 Beekeepers President of
2 yrs Cook Bu Page Beekeeping Group 4 yrs. Still
Keeping Bees & Help new Beekeepers w/ Advice
Helping Promoting Beekeeping Am living with
My daughter & son in law since my wife passed away - one

65 yrs of married life + 2 Boys + 1 Girl
3 grandkids - 2 Boys + 1 Girl. Just
Like Pop. old enough to Vote.

Bill Buckley

Willing to do this job or chore
Waterman

Listening Posts November, 2013

Kids & Teens

Circulation

Clarendon Hills patron said she LOVES our library and "never" goes to CHPL. She said parking is terrible there and we are so nice!

Patron wanted to know if we are going to sell Christmas stamps.

Patron said there is never any bottled water in the vending machine. Always a red light, meaning it is out. Could we put more water in there?

DG patron checking out 4 movies said IPPL has a GREAT movie selection and his library's selection is "terrible".

"This is an absolutely wonderful operation, and I hope you all get along well because I don't want anyone to leave", said a new IPPL patron from Clarendon Hills about our newsletter and our beautiful library.

"I love this library! Can we choose where we love based on what library we get?" Patron said she has to move and doesn't want to leave us.

Adult & Computer Help Desk

Member/guest says we have an unfriendly automated phone system. It throws you into a loop if you don't know an extension.

Thank you for your quality programming -from an attendee at the Jane Austen program.

We need more of these types of programs-from an attendee at the Muslim Journeys/ Sweet and Savory Ramadan program

One of the most enjoyable programs I've attended at the library-from an attendee at the Come to the Cabaret! program.

Technology

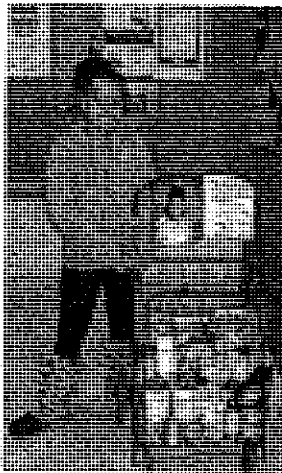
Administration

While working at the Ask Us Desk, I approached a man who looked as though he might need some help. He said, "I just wanted to thank the library for the weather program. It was fantastic."
Cris

distributed at mtg.

Burr Ridge birthday girl gives back to the library she loves

By: Sandy Illian Bosch | sbosch@pioneerlocal.com | [@sandydoings](https://twitter.com/sandydoings)



Lonnaah Whitfield wanted just one thing for her 11th birthday — to make the day special for someone else.

Instead of asking for gifts, the Burr Ridge Middle School

fifth-grader

asked her mother to take her grocery shopping on Dec. 7, where she spent the money that might have purchased her birthday gifts on food for the Indian Prairie Public Library's Food for Fines program. The program allows those with overdue fines to pay those fines in food rather than in money. The food is then donated to local food pantries.

But Lonnaah knew that for some, even a can of corn or a box of cereal was beyond their means.

"Some people struggle. They don't have money right now," Lonnaah said.

Instead of collecting gifts for her 11th birthday, Lonnaah Whitfield went grocery shopping and donated the food to the Indian Prairie Public Library's Food for Fines program. | Photo courtesy of Indian Prairie Public Library

So she filled a cart with 125 cans and boxes, some of which came from her own family's pantry, and posted a sign that offered the food to anyone with a fine to pay.

"It's my birthday, and my gift is for you," read Lonnaah's sign.

She included her picture — a face that Lonnaah's mom, Ladina Whitfield, said most people at the library have probably seen before.

"She lives there," Whitfield said.

She said her daughter loves the library and likes to make gifts, including rubber band bracelets, for those who work there.

The next day at school, Lonnaah was able to see for herself the joy her gift had created. A little girl with four overdue movies accepted Lonnaah's gift and offered her thanks.

"I can't even describe the smile on Lonnaah's face," Whitfield said.

Lonnaah's donations were among 3,463 items collected through this year's Foods for Fines program, which ran Dec. 7 through 15. The program allows patrons to donate one item for each dollar owed in overdue fines. The food is then donated to pantries at Our Lady of Mount Carmel

and Our Lady of Peace
churches in Darien