

Indian Prairie Public Library Board Agenda
September 16, 2026

Budget and Appropriations Hearing
September 16, 2026 – 6:30 p.m.

- | | | |
|----|---|--------|
| A. | Call to Order and Statement of Purpose: The purpose of the hearing is to provide the opportunity for public comment on the Budget and Appropriations Ordinance. | Page 3 |
| B. | Public Questions/Comments | |
| C. | Closing of Hearing | |

Board of Trustees Regular Meeting
September 16, 2026 – 7 p.m.

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

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

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

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

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

- C. Public Comment

- | | | |
|----|---|--------|
| D. | Communications and Announcements | |
| | 1. Thank You from DuPage County Health Department re: Operation Dropbox | Page 4 |
| | 2. Keyes to Birmingham re: IPLAR | Page 5 |

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|----|---|---------|--------|
| E. | Omnibus Consent Agenda | | Action |
| | 1. Minutes of Regular Board Meeting, August 19, 2026 | Page 6 | |
| | 2. Action on Bills/Additional Bills | Page 8 | |
| | 3. Ordinance #2026-4 Budget and Appropriations Ordinance for FY 2026/27 | Page 11 | |
| | 4. Estimate of Revenues FY 2026/27 | Page 13 | |

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|----|---|--|--------|
| F. | Items Deleted from Omnibus Consent Agenda | | Action |
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|----|---------------------------|---------|-------------|
| G. | Library Director's Report | Page 14 | Information |
|----|---------------------------|---------|-------------|

Board Meeting – September 16, 2026 – Page 2

H.	Department Reports		Information
	1. Deputy Director's Report	Page 16	
	2. Marketing	Page 18	
	3. Guest Services	Page 20	
	4. Programming & Outreach	Page 22	
	5. Resource Services	Page 24	
	6. Technology & Maker Services	Page 25	
I.	Staff Report – Summer Reading Wrap-Up Amy Merda, Head of Programming & Outreach		Information
J.	Reports		
	1. Treasurer's Report	Page 32	Information
	2. Building and Grounds Committee (no report)		
	3. Finance Committee (no report)		
	4. Planning/Outreach Committee (no report)		
	5. Policy Committee (no report)		
K.	Unfinished Business None		
L.	New Business		
	1. Executive Director Review	Page 36	Information
M.	Scheduled Meetings None		
N.	Adjournment		

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

NOTICE IS HEREBY GIVEN that a public hearing will be held in conjunction with a Budget and Appropriations Ordinance for the Indian Prairie Public Library District, DuPage & Cook Counties, Illinois at 6:30 p.m. Central Daylight Savings Time, September 16, 2026, at the Indian Prairie Public Library, 401 Plainfield Road, Darien, Illinois. Notice is hereby given that a tentative Budget and Appropriations Ordinance is on file and has been on file at the Indian Prairie Public Library, 401 Plainfield Road, Darien, Illinois, since July 17, 2026.

Samia Wahab, Secretary
Board of Trustees
7/30/26 108697

Dear Indian Prairie Public Library,

Thank you to you and your facility for supporting Operation Dropbox! Your help in promoting the project and serving as a donation site played a key role in making our first year a tremendous success. Thanks to the DuPage County community, we collected more than 1,700 individual items with a total value of \$5,874.20.

Midwest Shelter for Homeless Veterans is incredibly grateful for this outpouring of support and is excited to stock their Freedom Commissary with these generous contributions.

We are truly grateful for your partnership and the compassion you've shown to our community.

Thank you for helping make a meaningful difference.

- DuPage County Health Department



Approval of IPLAR 2026

From Keyes, Laura F <LKeyes@ILSOS.GOV>

Date Fri 8/21/2026 4:22 PM

To Laura Birmingham <laurab@ippl.info>

Cc IPLAR <IPLAR@ILSOS.GOV>

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Secured by Check Point

Laura,

Thank you for answering so many questions for the Illinois State Library, both off and on the Annual Report. We appreciate the time it took to complete this Annual Report, and we thank you for providing your library's information, which will help shape the image of Illinois Public Libraries this year. The data is being compiled in order to share with the Director of the State Library, the Secretary of State / State Librarian, and the Institute of Museum and Library Services (IMLS). Your library's data is combined with others across the state, and uploaded to the annual Public Library Survey.

Your library's 2026 Illinois Public Library Annual Report (IPLAR) is officially approved. If you have any questions about how to better track or collect data in your library, in preparation for the 2027 IPLAR, please contact me. I look forward to helping you.

Best Regards,



Laura F. Keyes (she/her)

Library Program Specialist, Illinois State Library

Secretary of State Alexi Giannoulias

Gwendolyn Brooks Building, 300 South Second St., Springfield, IL 62701

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[Illinois State Library](#)



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Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of August 19, 2026

**Board of Trustees Regular Meeting
August 19, 2026 – 6:30 p.m.**

A. Roll Call

President Rodriguez called the meeting to order at 6:32 p.m. Acting-Secretary Palmisano called the roll. Present: Donald Damon, Marian Krupicka, Stacy Palmisano, Themis Raftis, Christina Rodriguez, Victoria Suriano, Samia Wahab (arrived at 6:34 p.m.)

Absent: none

Staff Present: Laura Birmingham, Kristen Lawson, Maria Wlosinski

Others: none

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

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

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

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

C. Public Comment

D. Communications and Announcements - none

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, July 15, 2026

2. Action on Bills/Additional Bills

3. Approval of 2026 Illinois Public Library Annual Report

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

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

H. Department Reports

Lawson reported that the hand dryers have been installed and we haven't received any comments. There have been issues with the digital event displays in the library. We were originally told by Google that they would be discontinuing Google Kiosk in April, 2027 but they've already stopped supporting it. So, we've accelerated our timeline for another solution and hope to have it in place in a week or so. Palmisano liked the service alert in the newsletter

regarding our upcoming elevator project – Yott also did a great job creating the guide to our online calendar as well as breaking down the information regarding changes to how we distribute the newsletter. Suriano noted the wonderful job Diaz continues to do with our social media posts.

- I. Staff Report – Kristen Lawson, Deputy Director (Questions Asked at IPPL Service Points) – Lawson explained that we use a software tool called Gimlet at every service point to collect data from patron interactions. It's one of the ways that we gather information for the IPLAR. During the month of April, staff recorded the questions that were asked. They collected 6,049 questions with Guest Services receiving the most. Wednesday was the heaviest question day of the week. Most questions were asked in person with some over the phone. The top subjects were checkouts/holds/renewals, library services and spaces, printing and copying, study and meeting rooms, computer guest passes, programs and events, maker studio, and computer help. Key takeaways were classic readers advisory and reference questions are still being asked but people ask more about our spaces and services. Also, help with technology is a significant need. Finally, people overwhelmingly prefer to interact with us in person. Lawson said that the questions reinforced many things that we already knew. This was a labor intensive project, and she thanked the staff for doing a great job collecting and recording the questions.

J. Reports

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

K. Unfinished Business - none

L. New Business

1. Closing Early Thanksgiving Eve – The Board discussed Birmingham's request to consider closing at 6 p.m. or 7 p.m. on November 25th, the night before Thanksgiving. They reviewed door count statistics from the last five years that were included in the packet. Suriano and Raftis supported closing at 7 p.m. while the other Trustees favored 6 p.m. Krupicka moved, Palmisano seconded to close the library at 6 p.m. on Wednesday, November 25. Ayes: Damon, Krupicka, Palmisano, Rodriguez, Wahab. Nayes: Raftis, Suriano. Absent: none. Motion carried.
2. Talking Points about Discontinuation of Paper Towels – The Board didn't have any questions about the backup.

M. Scheduled Meetings

N. Adjournment

At 7:43 p.m. Suriano moved, Raftis seconded to adjourn the meeting. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nayes: none. Absent: none. Motion carried unanimously.

Samia Wahab, Secretary

AUGUST, 2026

Bills for Approval – Electronic Payments & Automatic Withdrawals

Vendor	Purpose	Date Paid	Amount Paid
Federal & IL	Payroll taxes	8/12/2026	26,780.97
Federal & IL	Payroll taxes	8/26/2026	26,856.44
IMRF	Payroll Pension-May	8/19/2026	48,654.81
Mission Square	457 Plan	8/14/2026	50.00
Mission Square	457 Plan	8/28/2026	50.00
Nationwide	457 Plan	8/13/2026	1,050.00
Nationwide	457 Plan	8/27/2026	1,050.00
DAC	Deposit to HRA	8/03/2026	420.44
DAC	Deposit to HRA	8/06/2026	453.86
DAC	Deposit to HRA	8/10/2026	254.45
DAC	Deposit to HRA	8/14/2026	681.01
DAC	Deposit to HRA	8/19/2026	907.99
DAC	Deposit to HRA	8/26/2026	468.71
Lauterbach & Amen	Payroll Service	8/10/2026	716.00
Constellation	Electric	8/11/2026	8,857.53
Nicor	Gas	8/13/2026	1,540.26
United Healthcare	Group Health Premium	8/12/2026	32,975.59
FP Postage	Postage		
ELS	License Sticker fees	8/31/2026	5,557.50
INB & Republic	Cr Card & Bank Fees	8/20/2026	409.83

Action on Bills – Checks, ACHs, & Payroll Direct Deposits

Account	Check Numbers	Other	Amount Paid
Operating	4687 - 4718	Plus ACHs	82,974.70
Payroll		Direct Deposits	149,900.97
	TOTAL ACTION	ON BILLS	232,875.67

Indian Prairie Public Library District
Bill Payment List
August 2026

Date	Num	Vendor	Amount
10127 Republic Bank Operating Account			
08/14/2026	4687	AT&T	315.38
08/14/2026	4688	Canon U.S.A. Inc.	79.19
08/14/2026	4689	City of Darien	100.00
08/14/2026	4690	Consumers' Checkbook	470.00
08/14/2026	4691	Groot Industries, Inc.	420.02
08/14/2026	4692	Illinois Dept of Innovation & Technology	475.00
08/14/2026	4693	Ingram Library Services	14,534.91
08/14/2026	4694	Kristin Carrera	150.00
08/14/2026	4695	Marcy ThomasBurns	480.00
08/14/2026	4696	Midwest Laser Specialists, Inc.	384.97
08/14/2026	4697	Morningstar Inc.	5,464.00
08/14/2026	4698	NCPERS Group Life Insurance	64.00
08/14/2026	4699	Ooma, Inc.	130.54
08/14/2026	4700	Premier Landscape Contractors	1,503.80
08/14/2026	4701	RAILS	540.00
08/14/2026	4702	Rivistas Subscription Services	174.84
08/14/2026	4703	Staples Inc.	147.12
08/14/2026	4704	Tee Jay Service Company	937.00
08/14/2026	4705	The Atlantic Monthly Group LLC	59.95
08/14/2026	4706	Today's Business Solutions, Inc.	700.00
08/27/2026	4707	Amy Merda	31.67
08/27/2026	4708	Assurant Fire Protection LLC	390.00
08/27/2026	4709	Broward County Board of Commissioners	19.94
08/27/2026	4710	Canon Financial Services, Inc.	315.76
08/27/2026	4711	Children's Plus Inc.	155.70
08/27/2026	4712	FSS Technologies	116.10
08/27/2026	4713	Margaret Martinson	54.67
08/27/2026	4714	OverDrive, Inc.	6,657.36
08/27/2026	4715	RAILS	4,319.00
08/27/2026	4716	Ryan, Aileen	5.08
08/27/2026	4717	Thomas J. Jones	400.00
08/27/2026	4718	Today's Business Solutions, Inc.	2,245.00
08/10/2026	ACH 01	Hagg Press, Inc.	2,899.43
08/28/2026	ACH 02	Blackstone Publishing, Inc.	41.25
08/28/2026	ACH 03	Case Lots Inc.	756.30
08/28/2026	ACH 04	Hagg Press, Inc.	8,819.00
08/28/2026	ACH 05	JANPRO Franchise Development of Northern Illinois	5,595.00
08/28/2026	ACH 06	Kanopy	342.55

Indian Prairie Public Library District
Bill Payment List
August 2026

Date	Num	Vendor	Amount
08/28/2026	ACH 07	Midwest Tape	10,192.32
08/28/2026	ACH 08	Quill LLC	2,772.99
08/28/2026	ACH 09	Rise Vision Incorporated	952.00
08/28/2026	ACH 10	Specialty Mat Service	206.22
08/28/2026	ACH 11	Thomas Klise/Crimson Multimedia	748.12
08/28/2026	ACH12 BOA Gail	Bank of America	2,588.28
08/28/2026	ACH13 BOA Kristen	Bank of America	774.63
08/28/2026	ACH14 BOA Laura	Bank of America	456.00
08/28/2026	ACH15 BOA Sharon	Bank of America	744.76
08/28/2026	ACH16 BOA Amy	Bank of America	503.80
08/28/2026	ACH17 BOA Maria	Bank of America	2,501.30
08/28/2026	ACH18 BOA Joe	Bank of America	239.75
Total for 10127 Republic Bank Operating Account			\$ 82,974.70

**ORDINANCE NO. 2026-4
BUDGET AND APPROPRIATION ORDINANCE
INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT
DU PAGE & COOK COUNTIES, ILLINOIS
FISCAL YEAR JULY 1, 2026 TO JUNE 30, 2027**

This Ordinance constitutes the Budget and Appropriations Ordinance for the Indian Prairie Public Library District, DuPage and Cook Counties, Illinois for the fiscal year beginning July 1, 2026 and ending June 30, 2027.

BE IT ORDAINED by the Board of Library Trustees of the Indian Prairie Public Library District, DuPage and Cook Counties, Illinois, as follows:

SECTION 1. The following budget and appropriation amounts are adopted for the fiscal year beginning July 1, 2026 and ending June 30, 2027.

Estimate of Expenditures from Corporate Fund

	<u>Appropriation</u>
Personnel	3,750,000
Materials	525,000
Building Operations	375,000
Office Operations	40,000
Technology & Maker	225,000
Contractual Services	50,000
Insurance	40,000
Communications/Publicity	50,000
Programs	45,000
Total Corporate Fund	5,100,000

Estimate of Expenditures from Special Tax Funds

Audit	0
IMRF	55,000
Social Security	50,000
Liability Insurance	24,000
Building and Equipment (.02% Special Tax)	125,000

Summary

Corporate	5,100,000
Audit	0
IMRF	55,000
Social Security	50,000
Liability Insurance	24,000
Building and Equipment (.02%)	125,000
Special Reserve	200,000
Total Appropriation	5,554,000

SECTION 2. As part of the Annual Budget, it is stated

- a. The cash on hand at the beginning of the fiscal year is \$4,358,765.18.
- b. The estimated cash expected to be received during the fiscal year from all sources is \$4,969,790.40.
- c. The estimated expenditures for the fiscal year are \$4,964,080.
- d. The estimated cash expected to be on hand at the end of the fiscal year is \$4,343,358.46.
- e. The estimated amount of taxes to be received during the fiscal year is \$4,647,264.
- f. The estimated amount of income to be received from sources other than library taxes for the fiscal year is \$322,526.

SECTION 3. Funds in the total amount of \$5,554,000 or so much thereof as may be authorized by law, be and the same are hereby appropriated as specified.

SECTION 4. All unexpended balances of proceeds received annually from public library taxes not in excess of statutory limits may be transferred to the Corporate Reserve Fund.

AYES:

NAYS:

ABSENT:

PASSED by the Board of Library Trustees on September 16, 2026.

Stacy Palmisano, President pro tem

ATTEST:

Samia Wahab, Secretary

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT,
DU PAGE & COOK COUNTIES, ILLINOIS
ESTIMATE OF REVENUES FOR THE FISCAL YEAR
BEGINNING JULY 1, 2026 AND ENDING JUNE 30, 2027

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

I do further certify that the following is an estimate of fund balances on hand as of July 1, 2026 and revenues, by source, anticipated to be received by the INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT in the following fiscal year, being the fiscal year of July 1, 2026 to June 30, 2027.

<u>ESTIMATE OF FUNDS AVAILABLE</u>		<u>SOURCE</u>
1.	1,676,520	Corporate fund balance on hand 7/1/26
2.	322,526	Receipts during current fiscal year from tax anticipation warrants and receipts from other sources such as fines, gifts, grants, rentals, donations, and impact fees
3.	4,647,264	Anticipated tax collection
4.	0	Special Reserve Fund
5.	12,930	Balance SPECIAL TAX funds on hand 7/1/26
6.	0	Proceeds of mortgage loan, bonds, construction grants and gifts for purchase of site or building or remodeling and improving existing building
6,659,240		Total estimated revenues and fund balances available for the 2026/27 fiscal year

I do further certify that the above estimate of balances on hand as of July 1, 2026 and revenues anticipated to be received in the following fiscal year was made in full compliance with the provisions of 35 ILCS 200/18-50.

Date

Themis Raftis, Treasurer and Chief Fiscal Officer of the
INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT

Executive Director's Report: August 2026

Packet Highlights:

The hearing on the Budget and Appropriations will kick off the meeting. The final B&A Ordinance is in the Omnibus for approval.

The annual Estimate of Revenues as required by law is in the Omnibus.

Amy Merda will present an overview of the 2026 Summer Reading program as the staff report.

Staff Institute Day 2026:

Our annual training day is scheduled for Friday, September 25 and the library will be closed for the day. As usual, we have a jam-packed agenda which includes:

- Presentation on Neurodiversity and Customer Service
- Safety drills for tornado and fire
- Presentation on Communication and Customer Service
- Team building exercises
- Five-minute "How to" presentations by staff on a variety of topics (I am doing one on the process and timing of preparing our annual budget)

Community Connections:

Partnering with the Darien Woman's Club, the library hosted a blood drive on September 7th. There were 17 donors, which saves approximately 51 lives.

The library will be a collection point for a Willowbrook/Burr Ridge Chamber Food Drive starting October 1st.

The library is hosting a CVS Vaccine Clinic on Monday, September 14. Appointments are available and walk-ins are welcome.

Legislative Happenings:

Congressman Bill Foster's team has a table in the lobby every Thursday from 1-3 p.m.

Representative Laha is hosting the Illinois Secretary of State Mobile Services event on Monday, September 14th in the Keshav Sanghani meeting room. The event is completely full as this is a popular service for the community.

IPPL Foundation & Friends:

- Book Sale \$182
- Book bags \$0
- Movie donations \$8

Training, Meetings and Events:

8/25 SWAN Fireside
9/9 RAILS Member Update
9/10 Department Head Meeting
9/16 Library Board Meeting

In August, I had 32 one-on-ones.

Continuing Education:

Focus on UX and Empathic Design to Ensure a Human-Centered Library (1 hour)

The Leadership Ladder (1 hour)

Submitted by: Laura Birmingham

Deputy Director's Report: August 2026

Building & Grounds:

We were notified on August 25 by the Village of Willowbrook that they will not be renewing the IGA they have with us for snow/ice removal for financial reasons. The IGA lasted for three years and during that time we paid them a very reasonable flat rate per month in the winter for snow and ice removal. So, I have been reaching out to other area vendors for snow removal to get quotes and get another vendor in place to be ready for the 2026/2027 winter season.

Painters from Drake Painting came and repainted many of the public areas of the library during the week of August 24. We asked for and received a visit from the team that came here last year, who did a very good job once again. The painting was done early, on budget, and with no spills or damage to the wall mounted signs, floors, or furniture.

Additionally, Joe closed 46 building tickets in August. Highlights include: 1) Lifted and reset many bricks in the reading garden to restore damage done by tree roots, 2) Refinished, repaired and painted a stand-alone shelving unit for use in the teen section, and 3) Installed the new hand dryers plus wall guards in the public restrooms.

Staff Training:

In August I conducted Person-in-Charge training on teens and roaming expectations.

Meetings:

- Department Head meeting, 8/13
- Library Board meeting, 8/19
- LACONI Training: Library Management for Inclusive Workspaces on 8/28
- Word to PDF Accessible Documents Hands-on Training (RAILS) on 8/31
- Regular check-in meetings with Joe, twice/week (ongoing)
- Regular check-in meetings with Tony, once/week (ongoing)

Technology Highlights:

Several of the library's technology systems experienced issues in August due to factors beyond our control. For example, on 8/17 two of our digital event displays stopped working due to an update from Google; Tony and I were able to resolve this by switching to RiseVision as a content platform and switching hardware to the RiseVision-compatible Amazon signage sticks. Also, on 8/19 there was a Microsoft server update that created public computer login issues; NobleTec was able to help us resolve that within about a day. Then, on 8/25 our website went down. This was especially impactful, and unlucky, because it went down that morning just as fall program registration opened up. Our web host said that the outage was due to "a bug in the LVE kernel module used for handling resource management." They had it resolved within a few hours.

I want to express my deep appreciation for the front-line staff at IPPL, who did their best to help us troubleshoot and provide the best possible guest experience to the public throughout the last few weeks.

Additionally, Tony closed 41 tech tickets in August. Highlights include: 1) Replaced printers behind the Guest Services Desk and in the GS/RS Workroom, 2) Configured new hardware and used new online platform to set up new digital display system, and 3) Worked with TBS to troubleshoot an issue with our color printer.

Report submitted by: Kristen Lawson

Jill Yott, Communications Coordinator, Board Report, August 2026

August Gallery

1st Floor: Oak Brook Art League

2nd Floor: Oak Brook Art League

Display Cases: Eloise Smith and Mid-Kids Art Club Program

Notable Projects/Meetings/Workshops

Met with Gail regarding upcoming projects.

Met with Amy about programming.

Met with Sharon about Maker Studio LibCal and signs.

Had regular 1-1 meetings with Laura.

Had regular 1-1 meetings with Fernanda.

Met with Jordan, TJ, and Tori Re: Canva

Created other signs as requested by the P & O team, Resource Services, Laura, and Kristen.

Fernanda and I attended an in-person marketing meeting in Downers Grove on Aug. 28.

Summer Reading Enews

Summer Reading ended on Aug. 2. We sent out the prize winners and survey email on Aug. 3.

Because of the low response for the survey, I sent a follow up email on Aug. 10.

Prize winners Aug. 3: 69 percent

Second survey email Aug. 10: 56 percent

Print Newsletter

The newsletter was dropped at the post offices on Aug. 20.

On that same note, I printed copies of page 3, which was the Easy Peasy Guide. Programmers will distribute during fall programs. I also put posters by the newsletter racks. We will make sure we put the guides out with the newsletter in November, to remind people just how easy it is to register online. Fernanda did a reel about how easy it is to register for programs based on the guides.

Outreach

Fernanda pulled together promotional items for several back-to-school events that Programming & Outreach attended in August.

Arranged advertising for the Hinsdale South High School *Stinger* for the year. Reached out to Hinsdale Central High School *Devils Advocate*; awaiting response.

Website

Did minor updates to the site as requested by Laura, Kristen, Gail, Cindy, Jordan, Joe, and Sharon.

Updated the home page to reflect on the current happenings in the library.

Note: As we update pages, we continually make sure we meet accessibility standards. Even though the deadline was extended, we are still improving our pages as we do updates.

Page 2: Jill Yott, Communications Coordinator, Board Report, August 2026

Enews

Nearly every August, our open rates fall. Since is the second year in a row, the open rates stayed steady. It's nice that everyone continues to be engaged with us. We also sent out the Early Literacy newsletter for the third time (once a quarter), which also has a strong open rate.

Current Subscribers: 21,792

Date/Type of enews & open rate

Aug. 6: 39 percent

Aug. 13: 39 percent

Aug. 20: 39 percent

Aug. 27: 39 percent

Early Literacy: 53 percent

Recommends: 44 percent

Birthday: 52 percent

Anniversary: 47 percent

Welcome 1: 71 percent

Welcome 2: 59 percent

Welcome 3: 55 percent

Social Media

Our reels continue to be popular on social media. Fernanda does a great job with recognizing trends. Dog Day, which featured our staff dogs, got a lot of engagement as well as any time we featured one of our smiling staff. People love to see our staff. Overall, our channels grew or were steady in followers.

Followers

Facebook: 3,250

Instagram: 1,502

X: 1,125

LinkedIn: 291

YouTube: 226

Threads: 252

BlueSky: 223

Social Media +/- Change from Previous Month

Facebook: +12

Instagram: +20

X: +2

LinkedIn: +1

YouTube: No Change

Threads: +2

BlueSky: +13

Guest Services August 2026

Circulation

The total checkouts and renewals for August were 56,080.

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

The library had 21,754 in-person visitors and 634 patrons used the drive-up.

Staff checked out or renewed 1,423 items at the drive-up. 990 holds were placed in August for pickup at the drive-up.

Passports: Staff accepted 81 passports.

License plate sticker renewals: Staff sold 37 license plate stickers.

Library Cards: 303 library cards were issued: 214 resident and 89 non-resident. 89 were initiated remotely.

Total number of IPPL Library cards: 26,183

Birthday gift: Staff handed out 31 birthday gifts in August.

Cynthia Maiello Gluecklich
Head of Guest Services

[illegible]

Programming and Outreach Department – August 2026

Community

The first Tuesday in August, Aug. 4, was again National Night Out, a community-building partnership event between local police departments and the residents they serve. Margie Martinson, Specialist, and Amy Merda, Dept. Head, represented IPPL in Darien at Prairieview Elementary and interacted with 115 attendees. On the other side of our service area, Laura Warner, Mid-Kids Liaison, and Lauren Bobysud, Specialist, represented IPPL at the Burr Ridge/Willowbrook event at Harvester Park in Burr Ridge. At both locations, staff offered giveaways, a game, and library information.

On Aug. 11, Jean Carroll, Adult Librarian, provided mobile library service at Harvester Place Senior Living to 5 residents, resulting in 9 checkouts.

Jean Carroll and Kate Kresek provided mobile library service on Aug. 18 at Eden Vista Burr Ridge and interacted with 4 residents. Those interactions included 11 checkouts.

On Aug. 21, Jean Carroll provided mobile library service at Burr Ridge Senior Living to 9 residents. During that time, residents checked out 14 items.

A total of 12 teen volunteers generously volunteered 34.5 hours of time at the library this month.

One hundred twenty-seven packets were taken for use by guests from the 2nd floor Seed Library, which is sponsored by the Darien Garden Club and maintained by Betty Cornfield, Associate.

School Outreach

August continues to be a busy month in which staff connects with students, families, and teachers at schools hosting open houses, supply drop-offs, and “meet the teacher” events.

- Aug. 2: Aron Ryan, Teen Librarian, and Lauren Bobysud, Specialist, represented IPPL at the 2nd annual Hinsdale South High School’s Back-to-School Bash.
- Aug. 18: Erin Fergus, Senior Librarian, represented IPPL at Concord Elementary’s Back-to-School event.
- Aug. 19: Laura Warner, Margie Martinson, Lauren Bobysud, and Amy Merda connected with the community at the all-day Dist. 180 Back to School Open House, reaching 188 community members. This event resulted in over 20 online library card applications.
- Aug. 28: Aron Ryan represented IPPL at Hinsdale South High School for their Curriculum Night and interacted with 57 community members.
- Aug. 28: Amy Merda represented IPPL at Hinsdale Central High School for their Curriculum Night and interacted with 33 community members.

Programming Highlights

In August, we had **62** programs attended by **2,962** guests. This programming number represents in-library programs (including passive programming) and outreach programming that includes an activity or presentation.

August saw a joyful return of the annual Kindergarten Bootcamp, a multi-day program that focuses on fun activities and routines commonly seen in kindergarten classrooms. With thoughtful program design and planning, Erin Fergus and Jordan Calabrese, Resource Senior Librarian, led future Kindergartners through enjoyable experiences each day. On the last day, participants received a thoughtful certificate. Parent feedback continues to be very positive with a highlight shared here: "Thank you so much for sharing the photos! I appreciate you and Miss Jordan. Carolina had a great time; every morning she was excited to get ready for bootcamp. We'll be seeing you around."

Staff Trainings/Continuing Education

- 8/4: Laura Warner, Erin Fergus, Jean Carroll, and Aron Ryan attended a PIC training.
- 8/6: Amy Merda attended a PIC training.
- 8/12: Erin Fergus attended a virtual Lapsit Leaders meeting.
- 8/24: Margie Martinson attended a LACONI Programming Pitfalls, Solutions, and Best Practices program.
- 8/28: Lauren Bobysud attended a RAILS webinar: The Heart of Collaboration: Family Services, Partnerships, & Outreach.

Submitted by Amy Merda, P & O Dept. Head
9/4/26

Resource Services August 2026 Report - Submitted by Gail Graziani, Head of Resource Services

Monthly Highlights

- Jordan Calabrese, Senior Resource Services Librarian, finalized preparations for a new promotion called, "Hello Baby" where children two and under that sign up for their first library cards receive a gift bag containing a board book, a tote bag, a craft, a copy of the Public Library Association Early Literacy calendar, and a promotional flier with information about IPPL's literacy programs.
- Jeanine Clinton, Resource Services Librarian/Technical Services Supervisor, cataloged and processed a new title for the Book Club to Go collection, *The Night We Met* by Abby Jimenez.
- Tori Castro, Resource Services Librarian, began ordering titles for the adult Science Fiction & Fantasy collection.
- Hannah Frost, Resource Services Specialist I and Melanie Alcantara, Acquisitions Specialist, attended the annual SWAN Expo and participated in a variety of informative programs.
- Joe Popowitch, Resource Services Librarian, processed eight Veterans History Project interviews and mailed the materials to the Library of Congress for inclusion in the repository.
- T.J. Szafranski, Senior Resource Services Librarian, met with a new Hoopla Digital representative to discuss updates to their services.

Displays

1st Floor: Road Trip Audiobooks, Historical Fiction, Historical Nonfiction, Large Type Spotlight

2nd Floor: First Day of School, Back to School, Friends, Teen Spotlight

Librarian Interactions with Guests

- Reference: 173; Assistance: 67; One-to-One Training: 8; Readers' Advisory: 9; Directional: 2

Community

- Tori Castro, Resource Services Librarian, checked out 107 items for Homebound program delivery and prepared discussion questions for five community-based book groups.
- Joe Popowitch, Resource Services Librarian, coordinated 25 volunteer hours.

Programs

- Resource Services staff facilitated 14 programs with total attendance of 131, including two Thursday Afternoon Movie programs and a 1,000 Books Before Kindergarten storytime.

Continuing Education and Contributing to the Profession

- Resource Services staff participated in 32 hours of continuing education and contributing to the profession.

Technology and Maker**Board Report****August 2026****Statistics****Programs**

Tech and Maker hosted 14 programs with 95 guests attending.

Technology Desk

Assistance: 1340

1 on 1 Training: 1

Directional: 10

Total Technology Desk: 1351

Maker Studio

One on one: 103

Equipment usage: 160

Assistance: 52

Total Maker Studio: 315

Public Wireless Access: 9927

Computer – Patron Use

Adult Computers 1973

Kids & Teen Computers 820

Adult Laptop 71

Computer – Hours Used

Adult Computers 1480

Kids & Teen Computers 361

Adult Laptop 100

Accomplishments

STAFF:

Claire

- Facilitated seven Maker Studio programs
- Researched and compiled ideas for winter programming
- Organized and integrated new products for sale in the Maker Studio

Linda:

- Assisted during a Sewing and Air-Dry Clay programs
- Researched new products for sale in the Maker Studio
- Worked on Staff Institute Day PowerPoint presentation
- Created an updated attachment for the 3D Printer

Lucas

- Reviewed Maker Studio webpage for updates needed.
- Wrote webpage descriptions for new equipment: 3 new heat presses and metal stamping equipment
- Met with Mia Morgan, Green Hills Public Library, and discussed the Maker Studio's equipment, procedures, and policies for patron use of equipment
- Researched and compiled new sale items for the Studio to accompany the new equipment in the Maker Studio

Sharon:

- Attended Comprise print management software and equipment demo on August 18.
- Met with Mia Morgan, Green Hills Public Library, concerning Maker Studio policies and procedures and specifics regarding guest use of the laser.
- Facilitated a meeting about Winter cycle programming ideas with Claire and Lucas on August 27.

Submitted by:

Sharon Byerly, Head of Technology & Maker Services, September 9, 2026

STATISTICS FOR	Aug-26	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Circulation</u>					
Adult	21,385	23,272	42,462	49,084	-13.49%
Teen	1,293	1,439	2,730	3,251	-16.03%
Kids	16,864	16,367	35,566	37,163	-4.30%
ILLS Sent	3,480	3,124	6,893	6,122	12.59%
TOTAL	43,022	44,202	87,651	95,620	-8.33%
Electronic Circulation	13,058	12,755	25,934	25,821	0.44%
GRAND TOTAL CIRC.	56,080	56,957	113,585	121,441	-6.47%
% Reciprocal Borrowing	10%	10%	10%	10%	
Patron Visits	22,388	33,315	47,928	71,716	-33.17%
<u>Current Cards</u>					
Resident	214	288	23,762	22,975	3.43%
Non-Resident	89	109	2,421	2,255	7.36%
TOTAL	303	397	26,183	25,230	3.78%
<u>Patron Assistance</u>					
Adult - Reference	2,519	2,061	5,337	4,108	29.92%
Kids - Reference	939	1,110	2,341	2,661	-12.03%
Technology - Reference	1,392	1,294	2,864	2,380	20.34%
TOTAL REFERENCE	4,850	4,465	10,542	9,149	15.23%
Adult - Other	13	41	64	100	-36.00%
Kids - Other	29	22	53	67	-20.90%
Technology - Other	10	11	25	56	-55.36%
TOTAL OTHER	52	74	142	223	-36.32%
GRAND TOTAL ASST.	4,902	4,539	10,684	9,372	14.00%
<u>ILL/Reserves</u>					
Holds	8,134	7,854	16,460	16,636	-1.06%
ILLs Sent	3,448	3,124	6,861	6,122	12.07%
ILLs Checked Out	3,896	3,834	7,046	8,102	-13.03%
ILLS Received	4,431	4,515	8,708	8,612	1.11%
<u>Programs - Adult</u>					
# Programs	10	10	24	17	41.18%
Attendance	183	280	522	467	11.78%
<u>Programs - Tech & Maker</u>					
# Programs	14	8	27	18	50.00%
Attendance	95	76	166	172	-3.49%
<u>Individual Technology Training</u>					
# of Patrons	16	26	41	90	-54.44%
<u>Groups</u>					
# Programs	12	11	24	21	14.29%
Attendance	100	114	199	231	-13.85%
<u>Others</u>					
#Programs	0	0	0	0	
Attendance	0	0	0	0	
<u>Programs - Teen</u>					
# Programs	0	2	8	4	100.00%
Attendance	0	33	73	46	58.70%
<u>Programs - Kids</u>					
# Programs	13	9	37	38	-2.63%
Attendance	645	624	1,292	1,750	-26.17%
GRAND TOTAL ATT.	1,039	1,153	2,293	2,756	-16.80%

STATISTICS FOR	Aug-26	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Passive Programs - Adult</u>					
#Programs	2	2	5	4	25.00%
Attendance	56	72	568	129	340.31%
<u>Passive Programs - Teen</u>					
# Programs	2	4	7	10	-30.00%
Attendance	101	173	372	333	11.71%
<u>Passive Programs - Kids</u>					
# Programs	23	18	47	36	30.56%
Attendance	1,877	1,343	4,486	2,984	50.34%
<u>Computers - Patron Use</u>					
Adult Computers	1,973	1,432	3,755	3,241	15.86%
Kids & Teens Computers	820	732	2,067	1,700	21.59%
Adult Laptop	71	8	93	19	389.47%
TOTAL PATRON USE	2,864	2,172	5,915	4,960	19.25%
<u>Hours Used</u>					
Adult Computers	1,480	1,545	3,002	3,059	-1.86%
Kids & Teens Computers	361	337	985	770	27.92%
Adult Laptop	100	15	117	26	350.00%
TOTAL HOURS USED	1,941	1,897	4,104	3,855	6.46%
Wireless Total Connections	9,927	9,939	20,769	19,890	4.42%
IPPL Total Web Site Access	16,140	14,890	30,934	29,632	4.39%
IPPL Total Page Views	62,676	51,724	122,959	101,007	21.73%
Subscription Database Logins	10,231	3,066	18,528	8,344	122.05%
<u>Outreach-Homebound</u>					
Items Delivered	107	62	185	129	43.41%
<u>Volunteers</u>					
Number Active	21	15			
Hours Worked	72	49	392	511	-23.29%
Staff Training Hours	78	122	156	161	-3.11%
<u>Room Use</u>					
Conference Rooms	702	627	1,551	1,409	10.08%
Meeting Rooms					
Library	36	35	81	67	20.90%
Non-Library	25	15	40	34	17.65%
Board Room					
Library	24	26	52	50	4.00%
Non-Library	11	10	30	23	30.43%

MATERIALS COLLECTION TOTALS FOR PHYSICAL FORMATS - August 2026

BOOKS	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Reference	81	0	0	81
Non-Fiction	27,777	184	193	27,768
Fiction	29,737	466	1,193	29,010
ADULT TOTALS	57,595	650	1,386	56,859
KIDS				
Non-Fiction	13,448	75	96	13,427
Fiction	25,158	202	484	24,876
Books + Audio (Vox, WonderBooks)	262	0	7	255
KIDS TOTALS	38,868	277	587	38,558
TEEN				
Non-Fiction	784	3	15	772
Fiction	3,915	72	11	3,976
TEEN TOTALS	4,699	75	26	4,748
BOOK TOTALS	101,162	1,002	1,999	100,165

AUDIO	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Audiobooks on CD	5,378	0	114	5,264
Music CDs	4,402	13	3	4,412
Vinyl Records	36	0	1	35
Playaway's	340	0	0	340
ADULT TOTALS	10,156	13	118	10,051
KIDS				
Audiobooks on CD	322	0	39	283
Music CDs	168	0	0	168
Playaway's	181	0	3	178
KIDS TOTALS	671	0	42	629
TEEN				
Audiobooks on CD	65	0	0	65
Playaway's	14	0	0	14
TEEN TOTALS	79	0	0	79
AUDIO TOTALS	10,906	13	160	10,759

VIDEO	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
DVD & Blu-ray	19,063	106	90	19,079
ADULT TOTALS	19,063	106	90	19,079
KIDS				
DVD & Blu-ray	3,833	0	3	3,830
KIDS TOTALS	3,833	0	3	3,830
VIDEO TOTALS	22,896	106	93	22,909

OTHER	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Book Club to Go	18	1	0	19
Library of Things	95	0	3	92
Devices (Rokus, Tablets, eReaders, Record Players)	66	0	0	66
Console Games	643	11	2	652
ADULT TOTALS	822	12	5	829
KIDS				
Kits (STEM, Book Bundles, etc.)	200	0	1	199
Puzzles	29	0	0	29
Launchpads	22	0	0	22
eReaders	4	0	0	4
Console Games	372	0	0	372
Board Games - Juvenile	19	1	1	19
Equipment (CD Players, headphones, aux cords)	20	0	0	20
KIDS TOTALS	666	1	2	665
TEEN				
eReaders	2	0	0	2
Tablets	2	0	0	2
Board Games	67	2	2	67
TEEN TOTALS	71	2	2	71
OTHER TOTALS	1,559	15	9	1,565
COLLECTION TOTALS	136,523	1,136	2,261	135,398

MATERIALS COLLECTION TOTALS FOR ELECTRONIC FORMATS - August 2026

eBOOKS	Previous Month Totals	+/- Items	Current Totals
Hoopla (ebooks & comics)	1,202,042	11,481	1,213,523
eMedia (OverDrive Consortium)	20,008	-555	19,453
eMedia (OverDrive Advantage)	8,075	-479	7,596
Preloaded eReader titles	306	8	314
eBook Totals	1,230,431	10,455	1,240,886
AUDIO	Previous Month Totals	+/- Items	Current Totals
Audiobooks			
Hoopla	417,701	-4,277	413,424
eMedia (Overdrive Consortium)	7,612	19	7,631
eMedia (OverDrive Advantage)	2,614	38	2,652
Preloaded Audiobook titles	220	1	221
Music			
Hoopla	579,845	7,595	587,440
Audio Total	1,007,992	3,376	1,011,368
VISUAL	Previous Month Totals	+/- Items	Current Totals
Videos			
Hoopla (includes TV Episodes)	38,658	577	39,235
Kanopy	37,466	311	37,777
Preloaded Adult Roku Titles	1,761	13	1,774
Preloaded Family Roku Titles	257	0	257
Visual Totals	78,142	901	79,043
Total Audio/Visual	1,086,134	4,277	1,090,411
Collection Totals	2,316,565	14,732	2,331,297

INDIAN PRAIRIE PUBLIC LIBRARY TREASURER'S REPORT

8/31/2026

Balance on hand as of July 31, 2026.....	3,974,509.75
Cash Receipts for August.....	95,509.80
Cash Disbursements for August.....	388,955.09
Cash on hand as of August 31, 2026.....	3,681,064.46

Investments

Illinois Funds (Money Market) - Average Monthly Rate 3.785%

General.....	975,390.80
MPI Investment (Corporate Fund).....	1,483,573.43

Republic Bank - Savings - Rate 2.57%.....	1,186,660.57
Republic Bank - Checking General.....	18,461.24
Republic Bank - Payroll Account.....	2,926.64
Republic Bank - License Sticker Account.....	13,447.78
Petty Cash/Circulation.....	604.00
Balances as of August 31, 2026.....	3,681,064.46

FUND BALANCES AS OF 8/31/2026

Corporate Fund.....	3,262,909.22
Building & Maintenance Fund.....	67,194.37
I.M.R.F. Fund.....	(25,187.02)
Liability Fund.....	(15,245.46)
Social Security Fund.....	(2,682.07)
Special Reserve Fund.....	-
Current Liabilites.....	394,075.42
Grand Total All Funds.....	3,681,064.46

Indian Prairie Public Library District
Consolidated Revenue Report for August 2026

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Percent of Year: 16.67

	RECEIVED August 2026	RECEIVED THIS YEAR	PRCT COLL	BUDGET RECEIPTS	UNCOLLECTED RECEIPTS
PROPERTY TAX & LEVY INTEREST					
41100 · Property Taxes	54,267.08	2,569,390.99	55.29%	4,646,914.00	2,077,523.01
41150 · Non-current Property Taxes	0.00	0.00	0.00%	350.00	350.00
43100 · Interest-Tax Levy	0.00	0.00	0.00%	0.00	0.00
TOTAL PROPERTY TAX & LEVY INTEREST	54,267.08	2,569,390.99	55.29%	4,647,264.00	2,077,873.01
INTERGOVERNMENTAL					
42200 · Per Capita Grant	0.00	74,616.40	100.00%	74,616.40	0.00
42300 · LIMRICC	0.00	0.00	0.00%	0.00	0.00
TOTAL INTERGOVERNMENTAL	0.00	74,616.40	100.00%	74,616.40	0.00
INTEREST					
43500 · Interest - Investment	6,033.20	12,700.36	18.14%	70,000.00	57,299.64
TOTAL INTEREST	6,033.20	12,700.36	18.14%	70,000.00	57,299.64
DESK MONIES					
45100 · Copier	113.35	312.31	14.87%	2,100.00	1,787.69
45120 · Computer Copies	2,009.03	4,212.34	23.40%	18,000.00	13,787.66
45130 · Fax	409.64	776.88	22.20%	3,500.00	2,723.12
45200 · Fines/Fees	401.52	1,007.10	25.18%	4,000.00	2,992.90
45250 · Gifts/Donations	0.00	0.00	0.00%	10.00	10.00
45300 · Lost Materials	758.59	1,393.79	21.44%	6,500.00	5,106.21
45350 · Non-Resident Fees	10,213.25	23,622.45	23.62%	100,000.00	76,377.55
45550 · Meeting Room Rental	162.50	212.50	21.25%	1,000.00	787.50
45600 · ILL Fees	27.27	42.27	42.27%	100.00	57.73
45650 · Maker Studio	1,437.09	2,607.76	26.08%	10,000.00	7,392.24
45700 · Passport Fees	2,590.00	4,480.00	16.00%	28,000.00	23,520.00
45800 · License Stickers	273.60	623.20	19.48%	3,200.00	2,576.80
TOTAL DESK MONIES	18,395.84	39,290.60	22.27%	176,410.00	137,119.40
OTHER INCOME					
46500 · OCLC Refund	482.00	482.00	0.00%	500.00	18.00
46700 · Miscellaneous	410.25	660.25	101.58%	650.00	-10.25
46800 · Collection Agency Fee	60.00	130.00	37.14%	350.00	220.00
TOTAL OTHER INCOME	952.25	1,272.25	84.82%	1,500.00	227.75
TOTAL	79,648.37	2,697,270.60	54.27%	4,969,790.40	2,272,519.80
49000 · Operating Transfer In	0.00	0.00			
GRAND TOTAL	79,648.37	2,697,270.60	54.27%	4,969,790.40	2,272,519.80

Indian Prairie Public Library District
Consolidated Expenditures Report for August 2026

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Percent of Year: 16.67

	August 26	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION
PERSONNEL							
61100 · Salaries	208,136.32	517,775.29	18.35%	2,821,023.00	2,303,247.71		
61310 · Benefits - Medical / Life Ins.	26,206.22	48,541.46	14.85%	326,852.00	278,310.54		
61330 · Benefits - IMRF	23,527.79	58,396.68	20.47%	285,227.00	226,830.32		
61340 · Benefits - FICA	15,287.32	38,017.04	17.62%	215,808.00	177,790.96		
61400 · Staff Development	417.98	531.27	2.74%	19,400.00	18,868.73		
61600 · Board Development	0.00	0.00	0.00%	750.00	750.00		
61710 · Workers Compensation	0.00	4,243.00	100.00%	4,243.00	0.00		
61720 · Unemployment Insurance	0.00	1,185.37	33.87%	3,500.00	2,314.63		
TOTAL PERSONNEL	273,575.63	668,690.11	18.19%	3,676,803.00	3,008,112.89	3,750,000.00	17.83%
RESOURCES							
62100 · Books	12,833.63	13,749.36	8.17%	168,260.00	154,510.64		
62200 · Periodicals	327.76	5,035.46	30.86%	16,318.00	11,282.54		
62300 · Audio	491.64	1,026.68	5.00%	20,550.00	19,523.32		
62400 · Video	3,533.30	3,533.30	12.18%	29,000.00	25,466.70		
62500 · Multi-Media	673.05	790.24	14.37%	5,500.00	4,709.76		
62600 · eResources	23,956.97	69,484.18	29.46%	235,901.00	166,416.82		
62700 · Console Games	748.12	838.48	10.48%	8,000.00	7,161.52		
62800 · Damaged Item Replacement	812.23	812.23	12.50%	6,500.00	5,687.77		
62900 · Resources Supplies	2,700.67	3,248.20	14.44%	22,500.00	19,251.80		
TOTAL RESOURCES	46,077.37	98,518.13	19.22%	512,529.00	414,010.87	525,000.00	18.77%
BUILDING							
63200 · Cleaning Services	5,801.22	11,533.70	14.04%	82,150.00	70,616.30		
63300 · Utilities (1-8-11 · Gas)	1,540.26	1,540.26	4.53%	34,000.00	32,459.74		
63300 · Utilities (1-8-12 · Electric)	8,857.53	0.00	0.00%	97,500.00	97,500.00		
63300 · Utilities (1-8-13 · Telephone)	130.54	498.95	5.52%	9,040.00	8,541.05		
63300 · Utilities (1-8-14 · Water/Sewer)	0.00	820.36	16.41%	5,000.00	4,179.64		
63300 · Utilities (1-8-15 · Garbage Disposal)	420.02	840.04	13.89%	6,050.00	5,209.96		
63350 · Janitorial Supplies	756.30	1,964.80	19.65%	10,000.00	8,035.20		
63400 · Maintenance Supplies	239.75	270.37	2.46%	11,000.00	10,729.63		
63500 · Security System Monitoring	116.10	116.10	5.81%	2,000.00	1,883.90		
63600 · Property Maintenance	1,503.80	1,554.90	4.03%	38,600.00	37,045.10		
63800 · Building Maintenance/Repair	2,152.00	4,417.00	7.54%	58,560.00	54,143.00		
TOTAL BUILDING	21,517.52	23,556.48	6.66%	353,900.00	330,343.52	375,000.00	6.28%
OPERATIONS							
64100 · Payroll Service	716.00	1,432.00	16.27%	8,800.00	7,368.00		
64200 · Supplies - Office	1,235.01	1,274.39	21.24%	6,000.00	4,725.61		
64300 · Photocopy Supplies	78.48	78.48	2.62%	3,000.00	2,921.52		
64500 · Postage	-425.70	-776.65	-12.94%	6,000.00	6,776.65		
64550 · Passport Postage	425.70	786.90	15.74%	5,000.00	4,213.10		
64700 · Travel	77.44	115.87	11.59%	1,000.00	884.13		
64800 · Organizational Memberships	-127.88	11.12	0.22%	5,000.00	4,988.88		
64900 · Bank Fees	409.83	784.61	20.92%	3,750.00	2,965.39		
TOTAL OPERATION	2,388.88	3,706.72	9.62%	38,550.00	34,843.28	40,000.00	9.27%
TECHNOLOGY							
65100 · Supplies-Toner	2,438.23	2,421.38	20.18%	12,000.00	9,578.62		
65160 · Supplies-Technology Services	0.00	0.00	0.00%	200.00	200.00		
65170 · Supplies-Maker Studio	741.76	914.95	11.16%	8,200.00	7,285.05		
65200 · Technology-Prof Services	0.00	0.00	0.00%	21,800.00	21,800.00		
65300 · Purchase of Equipment	0.00	3,630.79	6.48%	56,000.00	52,369.21		
65400 · Technology Equip Mnt/Repair	3,329.97	3,543.41	23.91%	14,820.00	11,276.59		
65500 · Software	1,427.63	1,801.27	4.71%	38,250.00	36,448.73		
65600 · SWAN	0.00	12,841.07	25.59%	50,176.00	37,334.93		
65700 · Telecommunications	1,188.90	2,196.95	17.36%	12,656.00	10,459.05		
TOTAL TECHNOLOGY	9,126.49	27,349.82	12.77%	214,102.00	186,752.18	225,000.00	12.16%

Indian Prairie Public Library District
Consolidated Expenditures Report for August 2026

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Percent of Year: 16.67

	August 26	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION
CONTRACTUAL SERVICES							
66100 · General Professional Services	150.00	712.50	2.04%	35,000.00	34,287.50		
66200 · Credit Bureau	0.00	29.55	1.97%	1,500.00	1,470.45		
66300 · Copier	291.00	800.25	26.68%	3,000.00	2,199.75		
66400 · Copier Maintenance Contract	79.19	260.11	13.01%	2,000.00	1,739.89		
TOTAL CONTRACTUAL SERVICES	520.19	1,802.41	4.34%	41,500.00	39,697.59	50,000.00	3.60%
INSURANCE							
67100 · Multi Peril-Physical Assets & Umbrella	0.00	25,243.00	100.00%	25,243.00	0.00		
67200 · Bonding	0.00	1,381.00	100.00%	1,381.00	0.00		
67300 · Officers & Directors Liability	0.00	2,542.00	100.00%	2,542.00	0.00		
TOTAL INSURANCE	0.00	29,166.00	100.00%	29,166.00	0.00	40,000.00	72.92%
COMMUNICATIONS							
68110 · Marketing Newsletter	11,718.43	11,718.43	46.72%	25,080.00	13,361.57		
68111 · eNewsletter	0.00	0.00	0.00%	10,550.00	10,550.00		
68210 · Marketing Advertising	0.00	0.00	0.00%	1,000.00	1,000.00		
68310 · Marketing Supplies	0.00	0.00	0.00%	500.00	500.00		
68410 · Marketing-Information Printing	0.00	0.00	0.00%	6,500.00	6,500.00		
68500 · Legal Notices	0.00	0.00	0.00%	1,000.00	1,000.00		
TOTAL COMMUNICATIONS	11,718.43	11,718.43	26.26%	44,630.00	32,911.57	50,000.00	23.44%
PROGRAMMING							
68600 · Programming	1,946.04	3,829.57	8.93%	42,900.00	39,070.43		
TOTAL PROGRAMMING	1,946.04	3,829.57	8.93%	42,900.00	39,070.43	45,000.00	8.51%
CAPITAL OUTLAY & CONTINGENCY							
69200 · Special Reserve Fund	0.00	0.00	0.00%		0.00		
69250 · Equipment/Furnishings	0.00	0.00	0.00%		0.00		
69800 · Operating Transfer Out	0.00	0.00	0.00%		0.00		
69900 · Contingency	317.89	317.89	3.18%	10,000.00	9,682.11		
69920 · Gift/Donation Purchases	0.00	0.00	0.00%		0.00		
TOTAL CAPITAL OUTLAY & CONTINGENCY	317.89	317.89	3.18%	10,000.00	9,682.11		
70000 · Operating Transfer Purchases	0.00		0.00%				
TOTAL	367,188.44	868,655.56	17.50%	4,964,080.00	4,095,424.44	5,100,000.00	

Director Review

Steps to the Director's Review are as follows:

Step 1: Laura will write up a document about her year and accomplishments.

Step 2: Christina will send the document to the Trustees via email along with a Survey Monkey link on or before **October 2**. (The questions on the survey are attached to this report.)

Step 3: Trustees should review Laura's report and complete the survey by **October 16**.

Step 4: Christina will review all responses and rating summary.

Step 5: At the **October 21** Board meeting , the Trustees will discuss the Director's review, set goals and determine salary increase.

Step 6: At a separate meeting (date to be determined), Christina and Laura will meet and Christina will go over the review, goals, and salary.

Library Director Evaluation 2026

1. The director promotes the library to state and local officials, other libraries, and library patrons to enhance the support and respect from the community.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

2. The director is aware of community needs and interests and adjusts library services and plans accordingly.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments:

3. The director makes contributions to the profession.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

4. The director has broad knowledge of subjects related to library services and management of the library and continues to develop that knowledge.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

5. The director develops and executes sound personnel practices.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

6. The director is able to motivate staff and encourage teamwork and morale.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

7. The director has complete understanding of library finances and the budget process, develops a budget that meets the needs of the library, and oversees that funds are spent within budget limits.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

8. The director works with the board in sound financial planning and provides the board, in a timely manner, with accurate, understandable information about the financial status of the library.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

9. The director keeps informed of relevant legal information and funding opportunities including donations and grants.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

10. The director keeps the board informed about issues, needs, and the operation of the library and responds in a timely manner to requests for information by the board.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

11. The director offers direction to the board and makes appropriate recommendations based on thorough study and analysis.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

12. The director interprets and executes the intent of board policy.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

13. The director is open to ideas, suggestions, and critiques from the board.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

14. Work is completed in a timely manner with accuracy and thoroughness.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

15. The director applies appropriate analysis and exercises good judgement when making decisions and ably handles problems in a professional manner and with a positive attitude.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

16. The director displays a service-oriented attitude.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

17. The director displays creativity and initiative in modifying existing services or creating new services for improvement of library service.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

18. The director's activities and accomplishments are consistent with the library's mission and the strategic plan.

- ☐ Above average
- ☐ Average
- ☐ Below average
- ☐ Need more information

Additional comments

19. Please list any areas that you feel the director has done an exceptional job or areas where there are weaknesses in performance.

20. Please list goals you would like to see the director work on for the next year.



Meeting Ground Rules

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