

Budget and Appropriations Hearing
September 16, 2015 – 7 p.m. – Conference Room

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

Board of Trustees Regular Meeting
September 16, 2015 – 7:10 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, Crystal Megaridis, Diane Ruscitti, 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 a welcoming environment and state-of-the-art services, the library is an essential center of learning, inspiration, and community pride.
- C. Public Comment
- D. Communications and Announcement
 - 1. Bongiovanni to Bukovac re: Use of Parking Lot for DarienFest Page 5
 - 2. Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd to Public Libraries re: FOIA Request Page 6
 - 3. Deutschmann to Birmingham re: Darien Lions Club Page 7
- E. Omnibus Consent Agenda Action
 - 1. Minutes of Regular Board Meeting, August 19, 2015 Page 8
 - 2. Treasurer's Report Page 11
 - 3. Action on Bills/Additional Bills Page 15
 - 4. Ordinance 2015-5 Providing for the Budget and Appropriations for FY 2015/16 Page 20
 - 5. Estimate of Revenues FY 2015/16 Page 25
- F. Items Deleted from Omnibus Consent Agenda Action
- G. Library Director's Report Page 26 Information

- H. Department Reports Information
 - 1. Assistant Director Page 28
 - 2. Marketing Page 30
 - 3. Adult Page 32
 - 4. Circulation Page 33
 - 5. Technology and Technical Services Page 35
 - 6. Youth Page 38

- I. Staff Report Information
 Katie Salo, Youth Services Librarian, 1,000 Books before Kindergarten

- J. Reports Information
 - 1. Chamber Reports (none)
 - 2. RAILS Page 47
 - 3. Building and Grounds (none)
 - 4. Finance Committee (none)
 - 5. Planning/Outreach Committee (none)
 - 6. Policy Committee (none)

- K. Unfinished Business
None

- L. New Business
 - 1. Dave Pequet, MPI Investments Page 59 Report
 - 2. FY2015/16 Budget and Financial Projections Page 63 Action
 - 3. Proposed Cancellation of ComPsych Page 67 Action
 - 4. Space Planning Page 68 Discussion
 - 5. Accepting Donation of Microfilm Scanner in Lieu of Purchasing a Non-Resident Card Discussion

- M. Scheduled Meetings
None

- N. Community Events
Darien Town Hall Meeting Sept. 24

O. Library Events

Intro to Computers and Internet	9/16/2015	10:00 AM
The Peace Corps	9/16/2015	5:00 PM
Soon to be Famous Illinois Author	9/16/2015	7:00 PM
Thursday Afternoon Movie: Woman in Gold	9/17/2015	2:00 PM
Art Therapy Night	9/18/2015	7:00 PM
Making Movies with iMovie	9/19/2015	2:00 PM
Teen Advisory Board (TAB)	9/19/2015	2:30 PM
An Afternoon of Opera	9/20/2015	2:00 PM
Anime Addicts	9/21/2015	7:00 PM
eLibrary Drop-in	9/22/2015	2:00 PM
Opera Lecture: The Marriage of Figaro	9/22/2015	7:00 PM

4th Wednesdays: Pinched Paintings: Art Heists in Art History	9/23/2015	1:00 PM
3-D Printed Robotics	9/23/2015	4:00 PM
Read to the Dogs of PAWSitive Therapy	9/23/2015	6:30 PM
GenLit (for 20-30somethings): The Martian by Andy Weir	9/23/2015	6:30 PM
Tech Talk: Appy Hour	9/24/2015	6:00 PM
League of Legends 5v5	9/25/2015	5:30 PM
Resume Workshop	9/26/2015	2:00 PM
ACT Practice Test	9/27/2015	1:15 PM
3-D Printed Robotics	9/28/2015	4:00 PM
DIYT's - Stickers	9/29/2015	4:00 PM
How to Pay for College Without Going Broke	9/29/2015	7:00 PM
3-D Printed Robotics	9/30/2015	4:00 PM
Keeping Your Children Safe Online	9/30/2015	6:00 PM
Sugar Blues Revenge	10/1/2015	7:00 PM
Miskatonic Brewery Tour	10/2/2015	6:30 PM
3D Printed Robotics	10/3/2015	10:00 AM
Beginner's Genealogy on the Web	10/4/2015	2:00 PM
Introduction to Your Mac	10/5/2015	6:30 PM
DIYT's - Button Maker	10/6/2015	2:00 PM
Introduction to Excel 2013	10/6/2015	4:00 PM
Introduction to Windows 8	10/6/2015	6:00 PM
Facebook 101	10/7/2015	10:00 AM
Finding the Novel Inside of You	10/7/2015	2:00 PM
MIMO - Make it My (Your) Own - Button Maker	10/7/2015	7:00 PM
Getting Started with Etsy	10/8/2015	4:30 PM
Books on Tap at Whole Foods Willowbrook	10/8/2015	6:00 PM
Genealogy Research After-Hours	10/8/2015	7:00 PM
Mighty Mid-Kids-Board Game play	10/9/2015	4:00 PM
LinkedIn 101	10/12/2015	9:30 AM
DIYT's - DJ APP	10/12/2015	1:00 PM
Introduction to Excel 2013	10/13/2015	10:30 AM
iPad 101	10/13/2015	2:00 PM
Android Tablets 101	10/13/2015	4:00 PM
Novel Idea Book Discussion: The Storied Life of A.J. Fikry	10/13/2015	6:00 PM
MIMO - Make it My (Your) Own - Paracord Bracelets	10/14/2015	2:00 PM
Inside the Box: Strategy Board Game Night	10/14/2015	6:00 PM
Teen Advisory Board (TAB)	10/14/2015	7:00 PM
Anime Addicts	10/15/2015	4:30 PM
Catalog Tips & Tricks	10/16/2015	6:30 PM
DIYT's - Bottle Cap Magnets	10/17/2015	2:30 PM
S&P 101	10/19/2015	6:30 PM

P. 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 7 p.m. Central Daylight Savings Time, September 16, 2015, 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, 2015.

Beena Deshmukh, Secretary
Board of Trustees
Published in The Doings August
6, 2015.

8/6/2015 3473356

August 13, 2015

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

Dear Jamie:

The Darien Chamber of Commerce is organizing the 28th Annual Celebration of DarienFest on September 11, 12 and 13 at Darien Community Park. We are requesting use of the Library's parking lot. We would also like to install signage, with the DarienFest dates at the corner of the Library property a few weeks in advance.

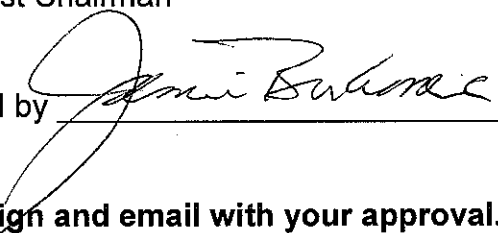
Our contracted cleaning service will provide clean up of the Library property and parking lot on Saturday, Sunday and Monday mornings. We have also included your logo as a Fest Partner on our website and all advertising.

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

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

Sincerely,

Clare Bongiovanni
DarienFest Chairman

Approved by  _____

Please sign and email with your approval. Thank You!

*Law Offices of
Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd.*

221 EAST ILLINOIS STREET
P.O. BOX 564
WHEATON, ILLINOIS 60187-0564
PHONE (630) 665-1900
FAX (630) 665-0407
EMAIL: rritzman@psnrb.com

HARTMAN E. STIME (1927-1991)
ROY I. PEREGRINE
THOMAS M. NEWMAN
ROGER A. RITZMAN
MARK A. RITZMAN

FOIA REQUEST FROM KEVIN DUJAN/STORY TIME DIGITAL MEDIA

TO: Public Library Clients
FROM: Roger A. Ritzman
DATE: August 24, 2015

Simply FYI, the following "explanation" was included in a FOIA request submitted recently to a Public Library by Kevin DuJan/Story Time Digital Media:

"This is a noncommercial FOIA request for electronic production of documents from a member of the news media. My name is Kevin DuJan from Story Time Digital Media and I am conducting a research project on what's been going on in Illinois public libraries and determining which library boards have been complying with state law and which ones have been violating state laws. I am also studying which public libraries in our state violate the First Amendment right to petition our government by censoring their critics.

The documents you provide are being asked of 666 libraries in our state and will provide me the data points for my research study. In October or November 2015, I plan on publishing my study along with a list of the Good Libraries in our state that follow the law and treat the public well (alongside a list of the Bad Libraries that violate the law and mistreat the public). I will then petition all the Bad Libraries to begin complying with state laws and lobby them to change illegal policies they currently have in place. If there is anything you would like me to know about your library or problems you have had there or bad things your board has done, please tell me in addition to producing the documents I have asked for."

Darien Lions Club



Ms, Laura Bingham
Indian Prairie Public Library
401 Plainfield Road
Darien, Illinois 60561

September 8, 2015

Dear Ms. Bingham,

On Saturday, October 31, 2015, the Darien Lions Club will be hosting a Halloween Party for families in the Darien area. The party will take place from 6:00 to 9:00 PM at the Darien Sportsplex. Due to expected large crowd of people attending the event, we have requested your permission to use the Indian Prairie Public Library as an overflow parking lot. Once the Sportsplex lot is full, we will instruct people that they can also park at Indian Prairie Public Library parking lot during the event on that Saturday night.

Attached is the certificate of insurance that you requested. Thank you very much for your support.

If you need anything else or have any questions, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Fred Deutschmann".

Fred Deutschmann

deutschmanns@sbcglobal.net

312-437-1546 Cell

630-910-1546 Home

8

Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of August 19, 2015

**Board of Trustees Regular Meeting
August 19, 2015 – 7 p.m.**

A. Roll Call

President Suriano called the meeting to order at 7 p.m. Acting-Secretary Damon called the roll.
Present: Donald Damon, Julia Lacayo, Crystal Megaridis, Diane Ruscitti, Victoria Suriano
Absent: Beena Deshmukh, Marian Krupicka
Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski, Ann Stovall
Others:

President Suriano asked for additions and/or corrections to the agenda. Bukovac added D6 to Communications and Announcements, Storytimewithmeganfox to IPPL re: FOIA Request.

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

Vision Statement: Acting-Secretary Damon 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 a welcoming environment and state-of-the-art services, the library is an essential center of learning, inspiration, and community pride.

C. Public Comment – none

At this point Ann Stovall gave her staff report (Item I). She left at 7:30 p.m. and the Board continued with the rest of the agenda.

D. Communications and Announcements

1. Radogno to Jensen re: 2015 Jobs Fair
2. Illinois Public Library Per Capita and Equalization Grants FY2016-FY2017
3. Illinois Library Trustee day
4. Maercker School District 60 to Monica re: ELL Family Night
5. Jenn Weinshenker to Library re: Thank you
6. Storytimewithmeganfox to IPPL re: FOIA Request

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, July 15, 2015
2. Treasurer's Report
3. Action on Bill/Additional Bills
4. Semi-Annual Statement of Receipts and Disbursements
5. Annual Statement of Receipts and Disbursements
6. Approval of FY2014 Illinois Public Library Annual Report
7. Determination to Dispose of Property

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

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

H. Department Reports

I. Staff Report –

Ann Stovall, Head of Technology and Technical Services, spoke to the Board about the responsibilities and goals of the two departments. Both departments strive to improve and enhance the user experience. The Technical Services Department orders, processes, catalogs and repairs items. Their tasks continue to evolve as the library adds new services and formats. Their main goal continues to be getting the materials out to the public. During the past year they learned the new SWAN software and adjusted their workflow and processes to accommodate the new software. They also expanded resources and streamlined processes for quality efficiency and cost savings. The Technology Department's responsibilities include new technology and services, teaching technology to patrons and staff, the library website, and troubleshooting equipment and software problems. During the past year they improved and added services (assistive technology, digital media production, Netflix access on Roku, upgraded online calendar). New equipment was added (family Rokus, digital video equipment, document scanner, Mac Pro for adults, eReaders for parents and mid-kids). The number of computer classes offered increased by 30% and attendance increased by 43%. Some existing classes were modified while new classes were added such as 3D Design, Coding, Google, Skype, iMac and Digital Video Production. What lies ahead includes our new website which is set to launch in March. Digital displays are currently being installed in the library. The department will continue to keep abreast of new technologies while building on our current computer technology, classes and devices for checkout.

Laura Birmingham, Assistant Director, updated the Board regarding building projects.

- LED lighting: Waiting for grant information. Found out we can replace the bulbs without having to replace the fixtures.
- Parking Lot: Asphalt originally put down was too thin and there are cracks at the seams. Two options per expert. First option would be to rebuild the lot by grinding down the asphalt, installing the correct thickness, seal and striping for \$143,000. Second option would be to start from scratch by removing all of the asphalt for \$192,000. Right now it's basically a cosmetic situation.
- Tuck-pointing/Masonry: The expert felt we should do the work soon. Needs caulking, some brick replacement and tuck-pointing for \$41,600. We are looking at doing the work in the spring.
- Landscaping: Overall everything looks very good.

J. Reports

1. Chamber Reports – backup in packet.
2. RAILS – backup in packet.
3. Building and Grounds Committee – no report
4. Finance Committee – no report
5. Planning/Outreach Committee - no report
6. Policy Committee – no report

K. Unfinished Business - none

L. New Business

1. Unattended Personal Belongings – Ruscitti was visiting the library and noticed that a patron left the library but left behind his computer and peripherals on one of the desks for more than 30 minutes. This prompted us to track the number of unattended items in the library at different times for a two week period. The results are included in the backup. The Board was surprised not only by the number of items left unattended but also by the fact that people seem to be very comfortable leaving items unattended here for long periods of time when they would not do so in other public places. They discussed making a public announcement and then having staff move the items. Concerns included: it would be impossible for staff to track a person’s movements and know for certain whether the person had physically left the building; staff could be accused of stealing something; it could create an unwelcoming atmosphere; we don’t have a secure location that staff can move unattended items to; the volume of items that are left unattended would require constant public announcements. Ruscitti suggested that we put up signage reminding people not to leave their items for safety sake. The Board agreed with putting up signage. They felt it would alert people to take responsibility for their belongings and to not expect or assume that library staff is paying attention to their items.
2. Health Insurance Changes under the ACA – The library was notified in July that Affordable Care Act provisions now impact the library as an employer. Backup in the packet provided the communication we received from our insurance broker as well as information and analysis prepared by Bukovac about the options available for our insurance renewal. The Board discussed the options. Megaridis moved, Damon seconded to renew our current plans October 1, 2015 with a guaranteed 9% increase as offered by Blue Cross and Blue Shield. Motion carried unanimously. Bukovac wants to have a financial discussion next month to review the financial projections. The Board thanked Bukovac for the huge amount of work that went into the overview she prepared.
3. Donation of Sculpture by Anne Kleboe – The Board saw the sculpture that Anne Kleboe would like to donate to the library. Suriano said we could place it outside the large window along Clarendon Hills Road. Patrons sitting inside would be able to view it. Megaridis moved, Lacayo seconded to accept the sculpture donated by Anne Kleboe. Motion carried unanimously.

M. Scheduled Meetings - none

N. Community Events

Darien Town Hall Meeting, September 24

O. Library Events

P. Adjournment

At 9:15 p.m. Megaridis moved, Ruscitti seconded to adjourn the meeting. All ayes. Motion carried unanimously.

Donald Damon, Acting-Secretary

11

INDIAN PRAIRIE PUBLIC LIBRARY TREASURER'S REPORT 8/31/2015

Balance on hand as of July, 2015.....	2,988,283.28
Cash Receipts for August.....	113,616.42
Cash Disbursements for August.....	272,823.90
Cash on hand as August 31, 2015.....	2,829,075.80

Investments

Illinois Funds (Money Market) - Average Monthly Rate 0.056%

General.....	716,389.81
Special Reserve.....	20,956.56
Working Cash.....	315.08
Bond.....	7,452.83
Children's Endowment.....	2,886.74
Endowment.....	11,174.29
MPI Investment (Corporate Fund).....	1,166,990.82
MPI Investment (Working Cash Fund).....	396,719.90

JP Morgan Chase - Checking

General.....	24,322.75
Hinsdale Bank & Trust - Checking.....	6,226.17
JP Morgan Chase - Savings - Rate .03%	
General.....	475,036.85
Petty Cash.....	200.00
Petty Cash/Circulation.....	404.00
Balances as of August 31, 2015.....	2,829,075.80

FUND BALANCES AS OF 08/31/2015

Corporate Fund.....	2,190,679.38
Building & Maintenance Fund.....	37,736.55
I.M.R.F. Fund.....	7,726.17
Liability Fund.....	(2,029.25)
Social Security Fund.....	7,132.05
Special Reserve Fund.....	22,080.46
Working Cash Fund.....	397,122.27
Bond Fund.....	84,818.82
Current Liabilites.....	83,809.35
Grand Total All Funds.....	2,829,075.80

12

**Indian Prairie Public Library District
Consolidated Revenue Report for August 2015**

Percent of Year: 16.67

	RECEIVED August 15	RECEIVED THIS YEAR	PRCT COLL	BUDGET RECEIPTS	UNCOLLECTED RECEIPTS
PROPERTY TAX & LEVY INTEREST					
41100 · Property Taxes	96,928.05	1,881,862.68	55.44%	3,394,610.00	1,512,747.32
41150 · Non-current Property Taxes	0.00	0.00	0.00%	500.00	500.00
43100 · Interest-Tax Levy	0.91	0.91	0.00%	0.00	-0.91
TOTAL PROPERTY TAX & LEVY INTEREST	96,928.96	1,881,863.59	55.43%	3,395,110.00	1,513,246.41
INTERGOVERNMENTAL					
42100 · I Lead Grant	0.00	4,000.00	100.00%	4,000.00	0.00
42200 · Per Capita Grant	0.00	0.00	0.00%	43,500.00	43,500.00
TOTAL INTERGOVERNMENTAL	0.00	4,000.00	8.42%	47,500.00	43,500.00
INTEREST					
43500 · Interest - Investment	53.10	101.17	40.47%	250.00	148.83
TOTAL INTEREST	53.10	101.17	40.47%	250.00	148.83
DESK MONIES					
45100 · Copier	350.20	827.27	17.24%	4,800.00	3,972.73
45120 · Computer Copies	1,195.68	2,273.40	18.95%	12,000.00	9,726.60
45200 · Fines/Fees	4,257.09	8,850.98	17.70%	50,000.00	41,149.02
45250 · Gifts/Donations	0.00	500.00	33.33%	1,500.00	1,000.00
45300 · Lost Materials	1,028.62	1,640.29	12.62%	13,000.00	11,359.71
45350 · Non-Resident Fees	9,018.13	16,074.75	20.09%	80,000.00	63,925.25
45400 · DVD Fines	592.10	1,331.45	16.64%	8,000.00	6,668.55
45450 · Book Rental	88.50	132.20	7.78%	1,700.00	1,567.80
45550 · Meeting Room Rental	50.00	75.00	37.50%	200.00	125.00
45600 · ILL Fees	56.20	107.20	15.31%	700.00	592.80
45650 · 3D Printing	46.50	114.65	22.93%	500.00	385.35
TOTAL DESK MONIES	16,683.02	31,927.19	18.52%	172,400.00	140,472.81
OTHER INCOME					
46700 · Miscellaneous	192.74	204.74	68.25%	300.00	95.26
46800 · Collection Agency Fee	40.00	60.00	20.00%	300.00	240.00
* 49000 · Operating Transfer In	0.00	6,000.00	100.00%	6,000.00	0.00
TOTAL OTHER INCOME	232.74	6,264.74	94.92%	6,600.00	335.26
GRAND TOTAL	113,897.82	1,924,156.69	53.13%	3,621,860.00	1,697,703.31

* Operating Transfer In reflects \$3,000.00 from IMRF Reserve Fund and \$3,000.00 from FICA Reserve Fund.

13

Indian Prairie Public Library District
Consolidated Expenditures Report for August 2015

Percent of Year: 16.67

	August 15	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION
PERSONNEL							
61100 · Salaries	158,421.55	303,402.40	14.45%	2,099,153.00	1,795,750.60	2,142,000.00	14.16%
61310 · Benefits - Medical / Life Ins.	9,664.87	18,389.12	17.19%	107,000.00	88,610.88	132,000.00	13.93%
61320 · Employee Assistance Program	0.00	0.00	0.00%	2,500.00	2,500.00	2,600.00	0.00%
61330 · Benefits - IMRF	14,541.28	28,297.30	14.62%	193,612.00	165,314.70	215,000.00	13.18%
61340 · Benefits - FICA	11,974.13	24,210.94	15.03%	161,142.00	136,931.06	175,000.00	13.83%
61400 · Staff Development	109.41	970.83	4.85%	20,000.00	19,029.17	25,000.00	3.88%
61500 · Recruitment	0.00	0.00	0.00%	0.00	0.00	1,000.00	0.00%
61600 · Board Development	0.00	75.00	7.50%	1,000.00	925.00	3,000.00	2.50%
61710 · Workers Compensation	0.00	8,399.00	100.00%	8,399.00	0.00	13,000.00	64.61%
61720 · Unemployment Insurance	182.13	636.25	17.96%	3,542.00	2,905.75	6,000.00	10.60%
TOTAL PERSONNEL	194,893.37	384,380.84	14.81%	2,596,348.00	2,211,967.16	2,714,600.00	14.16%
MATERIALS							
62100 · Books	17,469.87	30,448.80	12.63%	241,175.00	210,726.20	250,000.00	12.18%
62200 · Periodicals	8,053.85	9,073.34	27.29%	33,250.00	24,176.66	35,000.00	25.92%
62300 · Audio	4,204.86	7,862.62	17.07%	46,250.00	38,357.38	50,000.00	15.79%
62400 · Video	4,259.54	5,761.56	9.82%	58,700.00	52,938.44	60,000.00	9.60%
62500 · Multi-Media	60.69	60.69	0.76%	8,000.00	7,939.31	10,000.00	0.61%
62600 · Electronic Reference Resources	11,184.24	43,612.44	64.80%	67,300.00	23,687.56	70,000.00	62.30%
62700 · Console Games	0.00	172.96	2.47%	7,000.00	6,827.04	8,000.00	2.16%
62800 · ESL	0.00	0.00	0.00%	2,000.00	2,000.00	3,000.00	0.00%
62860 · Lead Grant Supplies	1,849.73	1,849.73	46.24%	4,000.00	2,150.27	0.00	0.00%
62900 · Materials Supplies	1,298.29	2,362.66	9.53%	25,000.00	22,617.14	30,000.00	7.94%
TOTAL MATERIALS	48,381.07	101,255.00	20.55%	492,675.00	391,420.00	516,000.00	19.62%
BUILDING							
63200 · Cleaning Service	6,504.86	11,109.86	14.81%	75,000.00	63,890.14	82,000.00	13.55%
63300 · Utilities (1-8-11 - Gas)	652.39	1,149.45	8.84%	13,000.00	11,850.55	50,000.00	2.30%
63300 · Utilities (1-8-12 - Electric)	0.00	5,939.37	8.14%	73,000.00	67,060.63	100,000.00	5.94%
63300 · Utilities (1-8-13 - Telephone)	510.19	1,018.71	16.98%	6,000.00	4,981.29	8,000.00	12.73%
63300 · Utilities (1-8-14 - Water/Sewer)	0.00	658.76	6.59%	10,000.00	9,341.24	13,000.00	5.07%
63300 · Utilities (1-8-15 - Garbage Disposal)	225.16	451.33	15.04%	3,000.00	2,548.67	50,000.00	0.90%
63400 · Maintenance Supplies	1,093.87	1,829.40	11.43%	16,000.00	14,170.60	20,000.00	9.15%
63500 · Security System Monitoring	105.00	155.00	10.33%	1,500.00	1,345.00	3,000.00	5.17%
63600 · Property Maintenance	1,759.00	2,526.00	10.10%	25,000.00	22,474.00	30,000.00	8.42%
63800 · Building Maintenance/Repairs	5,906.48	8,759.96	20.37%	43,000.00	34,240.04	55,000.00	15.93%
TOTAL BUILDING	16,756.95	33,597.84	12.66%	265,500.00	231,902.16	411,000.00	8.17%
OPERATIONS							
64200 · Supplies - Office	527.53	1,274.59	8.02%	15,900.00	14,625.41	18,000.00	7.08%
64300 · Photocopy Supplies	348.73	497.07	9.94%	5,000.00	4,502.93	6,000.00	8.28%
64400 · Patron Card Supplies	0.00	0.00	0.00%	1,000.00	1,000.00	1,500.00	0.00%
64500 · Postage	0.00	37.44	0.94%	4,000.00	3,962.56	8,000.00	0.47%
64600 · Non-Payment Reimbursement	483.44	483.44	16.12%	3,000.00	2,516.56	6,000.00	8.06%
64700 · Travel	27.03	56.36	10.25%	550.00	493.64	1,000.00	5.64%
64800 · Organizational Memberships	0.00	20.00	1.11%	1,800.00	1,780.00	2,200.00	0.91%
64900 · Bank Fees	171.89	408.90	16.36%	2,500.00	2,091.10	3,000.00	13.63%
TOTAL OPERATION	1,558.62	2,777.80	8.23%	33,750.00	30,972.20	45,700.00	6.08%
AUTOMATION							
65100 · Supplies-Public Toner	666.95	666.95	9.53%	7,000.00	6,333.05	8,000.00	8.34%
65150 · Supplies-Staff Toner	354.97	2,214.74	36.91%	6,000.00	3,785.26	8,000.00	27.68%
65160 · Supplies-3D Printer	0.00	96.00	19.20%	500.00	404.00	1,000.00	9.60%
65200 · Automation-Prof Services	100.00	100.00	2.00%	5,000.00	4,900.00	10,000.00	1.00%
65300 · Purchase of Equipment	50.00	50.00	0.25%	20,000.00	19,950.00	26,000.00	0.19%
65400 · Automation Equip Mnt/Repair	935.07	960.87	48.04%	2,000.00	1,039.13	4,000.00	24.02%

**Indian Prairie Public Library District
Consolidated Expenditures Report for August 2015**

Percent of Year: 16.67

	August 15	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION
65500 · Software	3,031.35	3,416.45	16.67%	20,500.00	17,083.55	27,000.00	12.65%
65600 · SWAN	0.00	11,405.00	25.00%	45,620.00	34,215.00	47,000.00	24.27%
65700 · Telecommunications	237.85	634.82	28.15%	2,255.00	1,620.18	4,000.00	15.87%
TOTAL AUTOMATION	5,376.19	19,544.83	17.95%	108,875.00	89,330.17	135,000.00	14.48%
CONTRACTUAL SERVICES							
66100 · General Professional Services	2,525.00	2,560.00	17.66%	14,500.00	11,940.00	26,000.00	9.85%
66200 · Credit Bureau	92.65	137.40	9.16%	1,500.00	1,362.60	2,000.00	6.87%
66300 · Equipment-Maintenance Repair	0.00	1,162.08	19.37%	6,000.00	4,837.92	8,000.00	14.53%
66900 · Fees - Bond Registrar	0.00	20.00	20.00%	100.00	80.00	0.00	0.00%
TOTAL CONTRACTUAL SERVICES	2,617.65	3,879.48	17.55%	22,100.00	18,220.52	36,000.00	10.78%
INSURANCE							
67100 · Multi Peril-Physical Assets	0.00	10,070.00	100.00%	10,070.00	0.00	10,000.00	100.70%
67200 · Bonding	0.00	0.00	0.00%	1,400.00	1,400.00	1,500.00	0.00%
67300 · Officers & Directors Liability	0.00	2,842.00	100.00%	2,842.00	0.00	4,000.00	71.05%
67400 · Umbrella Liability	0.00	2,150.00	100.00%	2,150.00	0.00	4,000.00	53.75%
TOTAL INSURANCE	0.00	15,062.00	91.50%	16,462.00	1,400.00	19,500.00	77.24%
MARKETING							
68110 · Marketing Newsletter	2,167.70	2,167.70	6.19%	35,000.00	32,832.30	37,000.00	5.86%
68111 · eNewsletter	0.00	0.00	0.00%	1,500.00	1,500.00	2,000.00	0.00%
68210 · Marketing Advertising	103.75	103.75	3.46%	3,000.00	2,896.25	5,000.00	2.08%
68310 · Marketing Supplies	329.75	355.31	14.21%	2,500.00	2,144.69	4,000.00	8.88%
68410 · Marketing-Information Printing	361.64	450.70	9.01%	5,000.00	4,549.30	8,000.00	5.63%
68500 · Legal Notices	0.00	21.89	1.56%	1,400.00	1,378.11	2,000.00	1.09%
68600 · Special Events	660.24	3,624.81	13.48%	26,900.00	23,275.19	32,000.00	11.33%
TOTAL PUBLIC INFORMATION	3,623.08	6,724.16	8.93%	75,300.00	68,575.84	90,000.00	7.47%
CAPITAL OUTLAY & CONTINGENCY							
69200 · Special Reserve Fund	0.00	0.00	0.00%	0.00	0.00	100,000.00	0.00%
* 69800 · Operating Transfer Out	0.00	6,000.00	100.00%	6,000.00	0.00	0.00	0.00%
69900 · Contingency	0.00	0.00	0.00%	4,850.00	4,850.00	50,000.00	0.00%
GRAND TOTAL	273,206.93	573,221.95	15.83%	3,621,860.00	3,048,638.05	4,117,800.00	13.92%

* Operating Transfer Out reflects \$3,000.00 from IMRF Reserve Fund and \$3,000.00 from FICA Reserve Fund.

ACTION ON BILLS August 2015

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
Chase Bank-Bills for Approval	47333 thru 47446	\$ 91,417.60
Chase Bank-Salaries for August	36260 thru 36289	\$ 8,441.32
Hinsdale Bank-Direct Deposits	& 20353 thru 20513	\$ 106,377.54

MONTH'S TOTAL: \$ 206,236.46

Indian Prairie Public Library District
Account QuickReport

16

As of August 31, 2015

Type	Date	Num	Name	Amount
10121 - Checking JP Morgan Chase				
Liability Check	08/13/2015	47333	Adler & Associates	35.22
Liability Check	08/13/2015	47334	Nationwide Retirement	660.00
Liability Check	08/13/2015	47335	Vantagepoint	1,308.00
Bill Pmt Check	08/13/2015	47336	Algonquin Library	652.42
Bill Pmt Check	08/13/2015	47337	Apple Books	2,809.99
Bill Pmt Check	08/13/2015	47338	Baker & Taylor	7,883.38
Bill Pmt Check	08/13/2015	47339	Baker & Taylor (video)	184.62
Bill Pmt Check	08/13/2015	47340	Bal Industries	390.00
Bill Pmt Check	08/13/2015	47341	Baldwin Cooke	157.20
Bill Pmt Check	08/13/2015	47342	Banek, James	10.80
Bill Pmt Check	08/13/2015	VOID	Barrington Area Library	VOID
Bill Pmt Check	08/13/2015	47344	Bengal Electric Inc.	2,038.98
Bill Pmt Check	08/13/2015	47345	Blackstone Audio, Inc.	134.99
Bill Pmt Check	08/13/2015	47346	Bukovac, Jamie	59.27
Bill Pmt Check	08/13/2015	47347	Case Lots Inc.	393.35
Bill Pmt Check	08/13/2015	47348	Center Point Large Print	173.76
Bill Pmt Check	08/13/2015	47349	Clarendon Courier, Inc.	20.00
Bill Pmt Check	08/13/2015	47350	DAC	135.00
Bill Pmt Check	08/13/2015	47351	Darien Woman's Club	75.00
Bill Pmt Check	08/13/2015	47352	Darnell, Steve	250.00
Bill Pmt Check	08/13/2015	47353	DEMCO	397.09
Bill Pmt Check	08/13/2015	47354	Gale/CENGAGE Learning	135.15
Bill Pmt Check	08/13/2015	47355	Garvey's Office Products	65.06
Bill Pmt Check	08/13/2015	47356	Grasso Graphics	361.64
Bill Pmt Check	08/13/2015	47357	JavaSmart USA LLC	125.74
Bill Pmt Check	08/13/2015	47358	Kroeschell Service	2,030.00
Bill Pmt Check	08/13/2015	47359	Medicom Reimbursement Spec., Ltd.	28.75
Bill Pmt Check	08/13/2015	47360	Midwest Tape	4,169.94
Bill Pmt Check	08/13/2015	47361	MPS	360.33
Bill Pmt Check	08/13/2015	47362	Neviol Inc.	4,390.00
Bill Pmt Check	08/13/2015	47363	OverDrive	479.82
Bill Pmt Check	08/13/2015	47364	Palmisano, Stacy.	26.71
Bill Pmt Check	08/13/2015	47365	Paraclete Press, Inc.	199.35
Bill Pmt Check	08/13/2015	47366	Penguin Random House LLC	60.00
Bill Pmt Check	08/13/2015	47367	Quill	641.07
Bill Pmt Check	08/13/2015	47368	Recorded Books, LLC	733.60
Bill Pmt Check	08/13/2015	47369	Regent Book Company	16.01
Bill Pmt Check	08/13/2015	47370	Roy, Nancy	35.14
Bill Pmt Check	08/13/2015	47371	Runco	286.95
Bill Pmt Check	08/13/2015	47372	Salo, Kathryn	162.19
Bill Pmt Check	08/13/2015	47373	Sebert Landscaping	767.00
Bill Pmt Check	08/13/2015	47374	Sentimental Productions	125.00
Bill Pmt Check	08/13/2015	47375	Sobun, James	15.00
Bill Pmt Check	08/13/2015	47376	Sova, Katlynn	12.00

Indian Prairie Public Library District
 Account QuickReport

17

As of August 31, 2015

Type	Date	Num	Name	Amount
Bill Pmt Check	08/13/2015	47377	Specialty Mat Service	94.86
Bill Pmt Check	08/13/2015	47378	Thomson Reuters West	58.94
Bill Pmt Check	08/13/2015	47379	Titan Image Group, Inc.	329.75
Bill Pmt Check	08/13/2015	47380	Today's Business	150.00
Bill Pmt Check	08/13/2015	47381	Uline	50.68
Bill Pmt Check	08/13/2015	47382	Unique Management	62.65
Bill Pmt Check	08/13/2015	47383	Winterhalter, Deidre	668.52
Bill Pmt Check	08/13/2015	47384	Wolper Information Services	6,345.88
Bill Pmt Check	08/13/2015	47385	Barrington Area Library	528.79
Bill Pmt Check	08/20/2015	47386	Aurico	25.00
Bill Pmt Check	08/20/2015	47387	Baker & Taylor	1,669.56
Bill Pmt Check	08/20/2015	47388	Basecamp Web Solutions	2,500.00
Bill Pmt Check	08/20/2015	47389	Center Point Large Print	25.15
Bill Pmt Check	08/20/2015	47390	Chicago SunTimes	213.20
Bill Pmt Check	08/20/2015	47391	Comcast	237.85
Bill Pmt Check	08/20/2015	47392	Current Technologies	2,122.07
Bill Pmt Check	08/20/2015	47393	Faronics Technologies USA Inc.	1,844.35
Bill Pmt Check	08/20/2015	47394	Garvey's Office Products	13.10
Bill Pmt Check	08/20/2015	47395	Groot Industries, Inc.	225.16
Bill Pmt Check	08/20/2015	47396	Kroeschell Service	362.50
Bill Pmt Check	08/20/2015	47397	LACONICSS	15.00
Bill Pmt Check	08/20/2015	47398	Lincoln National Life	121.50
Bill Pmt Check	08/20/2015	47399	Midwest Tape	282.31
Bill Pmt Check	08/20/2015	47400	OverDrive	2,193.31
Bill Pmt Check	08/20/2015	47401	Penguin Random House LLC	120.00
Bill Pmt Check	08/20/2015	47402	Quill	237.99
Bill Pmt Check	08/20/2015	47403	Rivistas Subscription Services	1,014.02
Bill Pmt Check	08/20/2015	47404	Salo, Kathryn	42.82
Bill Pmt Check	08/20/2015	47405	Standard & Poor's Financial Services, LLC	9,485.75
Bill Pmt Check	08/20/2015	47406	Wlosinski, Maria	13.23
Bill Pmt Check	08/20/2015	47407	Wolper Information Services	424.62
Bill Pmt Check	08/20/2015	47408	Works, Tyler	40.00
Bill Pmt Check	08/25/2015	47409	U.S. Postmaster	2,167.70
Bill Pmt Check	08/26/2015	47410	Baker & Taylor	1,498.87
Bill Pmt Check	08/26/2015	47411	Baker & Taylor (video)	13.02
Bill Pmt Check	08/26/2015	47412	Bal Industries	1,080.00
Bill Pmt Check	08/26/2015	47413	Barrett, Kathryn	50.00
Bill Pmt Check	08/26/2015	47414	BCBS	9,325.17
Bill Pmt Check	08/26/2015	47415	Bengal Electric Inc.	1,130.00
Bill Pmt Check	08/26/2015	47416	Blackstone Audio, Inc.	45.00
Bill Pmt Check	08/26/2015	47417	Call One	787.69
Bill Pmt Check	08/26/2015	47418	Case Lots Inc.	383.15
Bill Pmt Check	08/26/2015	47419	DEMCO	15.83
Bill Pmt Check	08/26/2015	47420	Findaway World, LLC	51.88
Bill Pmt Check	08/26/2015	47421	Fire & Security Systems	105.00

Indian Prairie Public Library District
Account QuickReport

As of August 31, 2015

Type	Date	Num	Name	Amount
Bill Pmt Check	08/26/2015	47422	Gale/CENGAGE Learning	2,307.87
Bill Pmt Check	08/26/2015	47423	Garvey's Office Products	187.69
Bill Pmt Check	08/26/2015	47424	Ingram Library Services	29.53
Bill Pmt Check	08/26/2015	47425	Metropolitan Industries, Inc.	287.50
Bill Pmt Check	08/26/2015	47426	Midwest Tape	1,265.57
Bill Pmt Check	08/26/2015	47427	National Geographic Little Kids	17.95
Bill Pmt Check	08/26/2015	47428	Neviol Inc.	550.00
Bill Pmt Check	08/26/2015	47429	OverDrive	1,159.10
Bill Pmt Check	08/26/2015	47430	Penguin Random House LLC	65.00
Bill Pmt Check	08/26/2015	47431	Principal Life Insurance Company	474.14
Bill Pmt Check	08/26/2015	47432	Quill	228.97
Bill Pmt Check	08/26/2015	47433	Recorded Books, LLC	6.95
Bill Pmt Check	08/26/2015	47434	Runco	61.78
Bill Pmt Check	08/26/2015	47435	Sage Publications, Inc.	215.87
Bill Pmt Check	08/26/2015	47436	Sebert Landscaping	992.00
Bill Pmt Check	08/26/2015	47437	SWAN	23.44
Bill Pmt Check	08/26/2015	47438	Thomson Reuters West	58.94
Bill Pmt Check	08/26/2015	47439	Uline	50.68
Bill Pmt Check	08/26/2015	47440	VSP Vision	125.03
Bill Pmt Check	08/26/2015	47441	Williams., Natalie	50.00
Bill Pmt Check	08/26/2015	47442	Wolper Information Services	18.18
Bill Pmt Check	08/26/2015	47443	Wulf., Suzanne	70.80
Liability Check	08/27/2015	47444	Adler & Associates	35.22
Liability Check	08/27/2015	47445	Nationwide Retirement	660.00
Liability Check	08/27/2015	47446	Vantagepoint	1,308.00

Total 10121 - Checking JP Morgan Chase
TOTAL

91,417.60
91,417.60

Bills for approval – Electronic Payments & Automatic Withdrawals

August 2015

Vendor	Purpose	Date Paid	Amount Paid
EFTPS-Federal	Payroll taxes	08/14/2015	19,620.46
ILDOR-State	Payroll taxes	08/14/2015	2,580.36
EFTPS-Federal	Payroll taxes	08/28/2015	19,651.80
ILDOR-State	Payroll taxes	08/28/2015	2,596.65
IMRF	Payroll Pension	08/31/2015	19,613.89
DAC	Deposit to HRA	08/04/2015	1,700.00
Nicor	Gas	08/19/2015	652.39
US Bank	Credit Card Fee	08/04/2015	146.89
Hinsdale Bank	Fee-Direct Deposit	08/03/2015	25.00

ORDINANCE #2015-5 PROVIDING FOR THE BUDGET AND APPROPRIATIONS OF INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT, DU PAGE & COOK COUNTIES, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2015 AND ENDING JUNE 30, 2016

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

WHEREAS, a public hearing was held as to such Budget on the 16th day of September, 2015, and notice of said hearing was given at least thirty (30) days prior thereto as required by law, and all other legal requirements have been complied with.

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

Section 1: That the fiscal year of this Public Library District is hereby fixed to begin on July 1, 2015 and end on June 30, 2016.

Section 2: That the following Budget containing an estimate of the amount available and expenditures and the appropriations contained therein be, and the same hereby is, adopted as the Budget and Appropriations for this Public Library District for the fiscal year beginning July 1, 2015 and ending June 30, 2016 and the sum of Four Million, One Hundred Seventeen Thousand, Eight Hundred and No/100 Dollars or as much thereof as may be authorized by law, is hereby appropriated for the purpose of the INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT, as hereinafter specified for the said fiscal year.

PART I - ESTIMATED REVENUE AVAILABLE

1. Corporate Fund Balance on hand July 1, 2015	\$871,827
2. Receipts during current fiscal year from tax anticipation warrants and receipts from other sources such as fines, gifts, grants, interest, rentals, donations, impact fees	216,750
3. Anticipated Tax Collection	3,395,110
4. Special Reserve Fund Balance on hand July 1, 2015	22,078
5. Balance Special Tax Funds on hand July 1, 2015	103,135
6. Proceeds of mortgage loan, bonds, construction grants and gifts for purchase of site or building or remodeling and improving existing building	0
TOTAL ESTIMATED AMOUNT AVAILABLE	\$4,608,900

PART II - CORPORATE FUND

Appropriation

A. PERSONNEL

Salaries	2,142,000
Medical/Life Insurance	132,000
Staff Development	25,000
Recruitment	1,000
Board Development	3,000
Employee Assistance Program	2,600
Workers Compensation	13,000

Unemployment Insurance	6,000
IMRF	150,000
FICA	120,000
B. MATERIALS	
Books	250,000
Periodicals	35,000
Audio	50,000
Video	60,000
Electronic Reference Resources	70,000
Materials Supplies	30,000
Software-Games	8,000
Life Skills/ESL	3,000
Multi-Media	10,000
C. BUILDING	
Cleaning Service	82,000
Water/Sewer	13,000
Maintenance Supplies	20,000
Telephone	8,000
Gas	0
Electric	0
Security System Monitoring	3,000
Garbage Disposal	0
Building Maintenance Repairs	55,000
Property Maintenance	30,000
D. AUTOMATION	
Supplies - Public Toner	8,000
Supplies - Staff Toner	8,000
Supplies - 3D Printer	1,000
Automation-Professional Services	10,000
Purchase of Equipment	26,000
Automation-Equipment Repairs	4,000
Software	27,000
System Wide Automated Network (SWAN)	47,000
Telecommunications	4,000
E. OPERATIONS	
Office Supplies	18,000
Photocopy Supplies	6,000
Patron Cards	1,500
Non-Payment Reciprocal Reimbursement	6,000
Postage	8,000
Travel	1,000
Organizational Memberships	2,200
Bank Fees	3,000
F. CONTRACTUAL SERVICES	
Professional Services	12,000
Legal Services	10,000
Audit	4,000
Credit Bureau	2,000

Equipment Maintenance/Repairs	3,000
Photocopier Maintenance Contracts	5,000
G. INSURANCE	
Insurance	0
Bond	1,500
H. PUBLIC INFORMATION	
Marketing Supplies	4,000
Legal Notices	2,000
Marketing Newsletter	37,000
Enewsletter	2,000
Advertising	5,000
Informational Printing	8,000
Special Events	32,000
I. CAPITAL OUTLAY	
Equipment/Furnishings	0
J. CONTINGENCY	50,000
TOTAL CORPORATE FUND EXPENDITURES	3,679,800

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

PART III

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

PART IV

BUILDING/MAINTENANCE FUND 200,000
 Appropriated for the foregoing expense of Building and Maintenance from SPECIAL TAX in addition to all other taxes appropriated by the District.

PART V

ILLINOIS MUNICIPAL RETIREMENT FUND 65,000
 Appropriated for the foregoing expense of Illinois Municipal Retirement Fund from SPECIAL TAX in addition to all other taxes appropriated by the District.

PART VI

LIABILITY INSURANCE FUND 18,000
 Appropriated for the foregoing expense of Liability Insurance from a SPECIAL TAX in addition to all other taxes appropriated by the District.

PART VII

SOCIAL SECURITY FUND	55,000
----------------------	--------

Appropriated for the foregoing expense of Federal Insurance Contributions from SPECIAL TAX in addition to all other taxes appropriated by the District.

PART VIII

SPECIAL RESERVE FUND	100,000
----------------------	---------

Appropriated from sources other than a current tax levy. Said amount to be used in accordance with applicable law.

PART IX

BOND RETIREMENT FUND	0
----------------------	---

Appropriated from sources other than a current tax levy. Said amount to be used in accordance with applicable law.

PART X

WORKING CASH FUND	0
-------------------	---

This Board of Library Trustees hereby identifies the library working cash fund which now has a balance, prior to receipts in the 2015-2016 fiscal year, of \$397,122. Said amount shall not be deemed a current asset available for library purposes. Neither an appropriation nor levy will be made from the working cash fund this year.

PART XI

ESTIMATED CASH EXPECTED TO BE ON HAND AT THE END OF SUCH FISCAL YEAR.....\$491,100

SUMMARY

CORPORATE FUND	\$3,679,800
AUDIT FUND	0
BUILDING/MAINTENANCE FUND	200,000
ILLNIOIS MUNICIPAL RETIREMENT FUND	65,000
LIABILITY INSURANCE FUND	18,000
SOCIAL SECURITY FUND	55,000
SPECIAL RESERVE FUND	100,000
BOND RETIREMENT FUND	0
WORKING CASH FUND	0
GRAND TOTAL	\$4,117,800

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

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

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

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

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

ADOPTED this 16th day of September, 2015, pursuant to a roll call vote as follows:

AYES:
NAYS:
ABSENT:

Victoria Suriano, President

ATTEST:

Beena Deshmukh, Secretary

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT,
DU PAGE & COOK COUNTIES, ILLINOIS
ESTIMATE OF REVENUES FOR THE FISCAL YEAR
BEGINNING JULY 1, 2015 AND ENDING JUNE 30, 2016

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

I do further certify that the following is an estimate of fund balances on hand as of July 1, 2015 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, 2015 to June 30, 2016.

<u>ESTIMATE OF FUNDS AVAILABLE</u>		<u>SOURCE</u>
1.	871,827	Corporate fund balance on hand 7/1/15
2.	216,750	Receipts during current fiscal year from tax anticipation warrants and receipts from other sources such as fines, gifts, grants, rentals, donations, and impact fees
3.	3,395,110	Anticipated tax collection
4.	22,078	Special Reserve Fund
5.	103,135	Balance SPECIAL TAX funds on hand 7/1/15
6.	0	Proceeds of mortgage loan, bonds, construction grants and gifts for purchase of site or building or remodeling and improving existing building
<hr/>		
	4,608,900	Total estimated revenues and fund balances available for the 2015/16 fiscal year

I do further certify that the above estimate of balances on hand as of July 1, 2015 and revenues anticipated to be received in the following fiscal year was made in full compliance with the provisions of Chapter 35, Act 205, Section 162 of Illinois Compiled Statutes 1992.

Date

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

Agenda

Omnibus:

Approval of the Budget and Appropriations for FY2015/16. This was reviewed by the trustees in July and has been available for public review in the library since that time. The public hearing to allow residents to comment on this document is set for 7:00, prior to the board meeting starting at 7:10. All of these processes are required by law

The Estimate of Revenues FY 2015/16 is also required by law. The board has to adopt the Estimate, which is a summary of information contained in the Budget and Appropriations, and the form is sent to the counties.

Staff Report:

Katie Salo, Early Literacy Librarian, will discuss early literacy teachings at the library as well as the new initiative, 1,000 Books before Kindergarten.

New Business:

Dave Pequet from MPI Investment Management will be at the meeting to review the library's investments and answer your questions about our investments or the firm.

#2, 3, and 4 under New Business each have a memo relative to the topic.

Item 5 under New Business comes from a proposal from a non-resident who would like to donate a microfilm scanner and be granted a library card for a comparable period of time. Staff have received detailed specifications about the machine to determine if it is something they would add to the library. But before we go further you should discuss if this is a precedent the trustees want to set.

State Per Capita Grant

Normally you would be approving the State Per Capita Grant application at this meeting but the deadline has been changed and it is not due until January 15, 2016. I have not heard the reason for this deadline change but it may have something to do with the budget problems in Springfield. You may recall that last year we received \$53,161.00 from the Per Capita Grant.

Annual Report

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

SWAN

The September 3 directors' meeting was once again very vocal concerning the user experience with SWAN. The SWAN director reviewed a plan he has created to address many of the problems. Some of these solutions are technical but others include spending time at the

libraries talking to staff and seeing what it's like to use the software with patrons and conducting patron usability studies.

Staff

Technical Services Librarian Suzanne Wulf is resigning October 2 to take a supervisory position at the Niles Public Library. Circulation Services substitute and former Circulation Services Supervisor Luella Lafayette has been hired as a part-time Circulation Services Supervisor effective August 29 at a rate of \$15.47/hour. Mary Kay Ernst and Heather Forster Jensen have both been hired as Youth Services Associate at a salary of \$14.66/hour. Omar Martin has been hired as a Circulation Services Page starting September 1 at a salary of \$8.99/hour.

Jamie Bukovac

**Assistant Director's Report
August 2015**

Building:

There were worn walking paths in the grass in front of the handicapped parking, so mulch has been installed in order to improve the look of this area.

Replacement plants (allium and geranium perennials) have been installed in the bed to the east of the Plainfield Road driveway.

Mike took down a section of art rail to make room for the new study room door.

The new door for the new study room is being installed as I write this report. The area has been enclosed in plastic in order to contain the dust and mess. Glass kits will also be added to the Conference Room door and the door between Administration and the new study room. After the installation is complete, Mike will stain the door, repair and paint the walls, and install carpet tiles.

Friends of the Library:

In August, the Book Nook made \$615. There were no donations to the library in August.

Afternoon movies start up again in September with *Woman in Gold* on Thursday, September 17th.

Mark your calendar for the quarterly Friends concert, *Fabulous Frank*, an homage to the great Frank Sinatra on Sunday, November 22nd at 2pm.

Community Outreach:

The library will once again participate in the Team 66 Education Foundation Family Day. The event is on Saturday, September 26th at the Center Cass District 66 Campus. The event is open to the public. Kids and Teens staff will attend the event and will have some STEM activities for all ages.

On September 4th, I met with Eric Gardner and Judy Pokorny from the West Suburban Community Pantry. The Pantry is located in Woodridge and serves western DuPage County including Darien, Willowbrook and Burr Ridge. Last year, they served 1,582 people in Darien, 2,385 in Willowbrook, and 144 in Burr Ridge. They not only offer a food pantry, but also offer a

school breakfast program, a weekend backpack program, a school supply program, a car seat safety class, an ESL class, and senior food and medicine home delivery.

We discussed ways to partner. They will participate in our volunteer fair in January. They would also like to work with us to do a food drive. I told them about many of our services and they took library newsletters and other information with them to distribute to their clients.

Marketing:

Marianne's monthly report is attached.

Meetings & Workshops :

- 8/20 One-on-one with Marianne
- 8/20 IPPL Web Committee
- 8/21 One-on-one with Jamie
- 8/25 Department Head Meeting
- 8/27 One-on-one with Marianne
- 9/2 Foundation Website Discussion
- 9/2 Overview of LibraryAware
- 9/3 One-on-one with Jamie
- 9/8 Department Head Meeting
- 9/10 IPPL Web Committee
- 9/16 Library Board Meeting

Submitted by:



Laura Birmingham

Marketing Department Report – August 2015

Promotional Support

The Marketing Department supported and promoted several library programs and services, including the Homemade Readers Summer Reading Challenge grand finale events and Family Challenge, citizenship assistance programs, TechHub, TAB applications, 1000 Books Before Kindergarten, Library Card Sign Up Month, Lynda.com and Brainfuse HelpNow databases, September book discussions, plus the ebook and assistive technology and homebound services drop ins, and the Golden Age of Radio and Read On programs. The department also took photos at Bubbles on the Lawn.

eNews

There are currently 15,418 (+222) email addresses on the mailing list of the library’s weekly eNews. The link generating the most clicks in August was the link to our Research Database page from the Lynda.com article in the Aug. 4 eNews (124). In addition, the eNews has been redesigned to compliment the fall newsletter. The new look is a responsive design and very mobile-friendly.

Newsletter

The library’s redesigned 12-page fall newsletter was delivered to resident mailboxes. Production of the winter newsletter will begin in mid-October, and it will be delivered to resident mailboxes by Saturday, Nov. 21 (tentatively).

Annual Report

The achievements page of the 2014-15 annual report was included in the fall newsletter, and the full report is available at annualreport.ippl.info.

Library Card Sign Up Month Promotion

The theme for Library Card Sign-up Month is Back to School with Joe Cool, and kids who sign up for their first IPPL card in September will receive a specially-designed card just for kids, a kid-sized book bag, as well as a special Joe Cool sticker and bookmark. Those renewing their card will also get a Joe Cool sticker and bookmark.

Community Engagement

The library will participate in the following September community events: the Willowbrook Corner Coalition Community Meet and Greet at Anne M. Jeans Elementary School on Friday, Sept. 11; the Darien Town Hall Meeting, to be hosted at the library, on Thursday, Sept. 24; and Center Cass Family Day on Saturday, Sept. 26.

Foundation

A new Foundation website is in the works. The site is written and will be designed this fall. The Foundation brochure has been re-written, and will also be designed this fall. In addition, planning is underway for the Oct. 24 Dancing in the Spooky Stacks fundraiser event featuring the Neverly Brothers.

Darien Neighbors Magazine

The Marketing Department submitted calendar events and Around the Block articles for the September/October issue.

Misc.

Marianne attended:

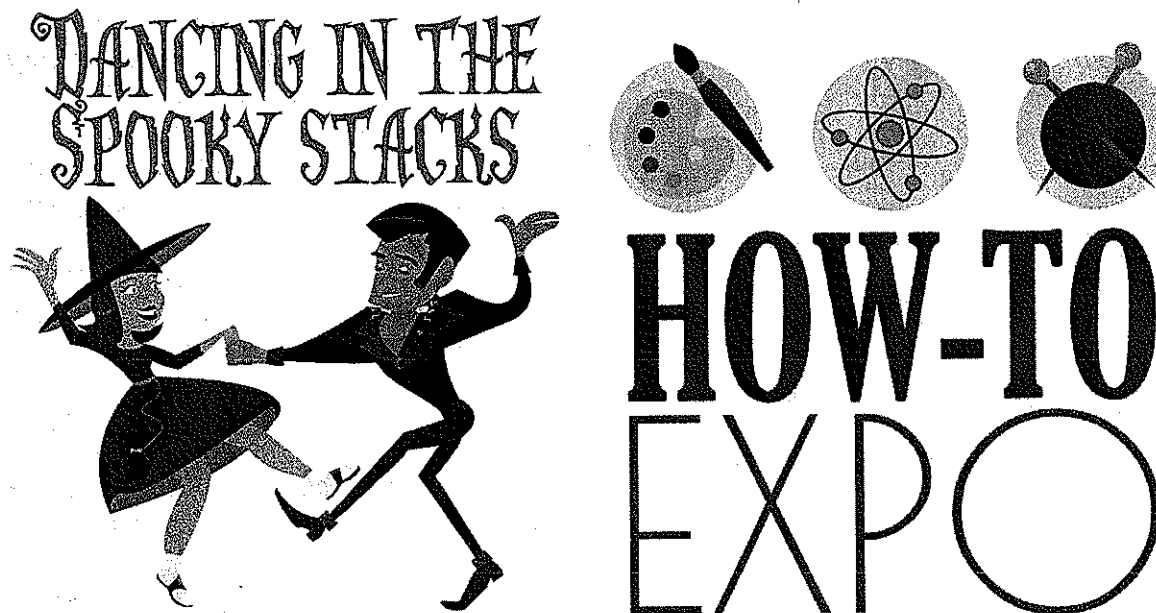
- Creating a Marketing Plan for Your Library Online Class July 7 – Aug. 4
- Willowbrook/Burr Ridge Chamber Luncheon Meeting at Five Seasons Sports Club, Burr Ridge on Aug. 5
- eNews meeting with Jez on Aug. 5
- Lunch and Learn meeting with Carol Kempf from Legal Shield on Aug. 5
- Digital Media Lab overview with Liz on Aug. 6
- Newsletter interview with the Vuillaume's on Aug. 10
- Website Committee meeting on Aug. 20
- Evanced training with Suzy on Aug. 21
- Spooky Stacks meeting with Laura on Aug. 21
- Foundation meeting with Jamie on Aug. 24
- 1000 Books Before Kindergarten meeting with Natalie and Katie on Aug. 24
- Database marketing meeting with Jennifer on Aug. 28
- Cass Center Family Day brainstorm with Laura and Natalie on Aug. 31

Theresa's meetings:

- Aug. 20: Website committee meeting
- Aug. 26: Pixlr program meeting with Suzy

Graphics/Website

In addition to day-to-day publications and website updates, Theresa also designed logos (and webpages) for Dancing in the Spooky Stacks and the How-To Expo, as well as the fall newsletter and slides for the new TV monitors, which have replaced the bulletin boards and paper posters throughout the library.



Marianne Ryan, Marketing Coordinator
Sept. 2, 2015

Adult Services Monthly Report
August 2015

We only had two adult programs in August. We had a program on the golden age of radio for the 4th Wednesday program with 47 in attendance. Joe had arranged for a program from the United States Citizenship and Immigration Service to give a presentation Citizenship 101. He had also arranged for World Relief to give half hour one-on-one legal consultations. We had 12 slots with another four on a waiting list. Ultimately eleven people showed up for consultations on the morning they were scheduled. They were from nine different countries: Syria, India, Poland, Taiwan, Ecuador, Venezuela, Romania, Estonia, and Peru. We had done these same two programs last year when we had a grant Another Opportunity for Back 2 Books. At that time we started the citizenship collection and held the same two programs. Last year we had 10 people for legal consultations and 13 people at the program. We will continue with this type of programming in the future in fulfillment of the Strategic Plan: "The library supports the cultural diversity of our community through services and resources."

Although the only book discussion group to meet during the summer is GenLit which had 11 at their August meeting, other groups continued to meet. The chess group met four times and averaged 10. ESL met twice and averaged nine and Current Events averaged 13 at two meetings. The genealogy group had 28 at their meeting. Jennifer assisted Suzy with an eBook drop-in. They assisted 5 people, but worked with three individuals for over half an hour each.

Just as our other book discussion groups will be starting up in September, many neighborhood groups stop meeting in the summer. I sent out a letter to each of the groups that the library is happy to either host a discussion here or guest lead a discussion at their usual meeting place. I also offered to present demonstrations of our online resources. This letter went out in late August. I have heard from two groups. One group had annually had a meeting here with discussion led by Mary Paxson. She contacted us to confirm that they plan to do the same this year. Another group contacted us and asked for a guest leader in October, which I will be doing.

Jennifer viewed a webinar on promoting midlist authors and arranged for training LibraryAware for interested staff. Jez attended a workshop at Burr Ridge on R.A. Prescription.

Shirley has been working on developing our assistive technology resources. Thanks to a grant from the Lions Club she added an iZoom magnifier that connects to a television and a reading pen, both for checkout. She and Mary Schueren put together a lobby drop-in to tell people about the technology and the homebound service.

Debbie Wordinger

Circulation Services
August 2015

Total checkouts for August were 67,971. This compares to 72,827 last year or -7%.
Electronic Circulation was 4,764 this year, while it was 3,559 last year or +34%

ILL's processed were down 14%. We processed 8,577 this year and 9,968 last year.

Patron visits were down 1% from last year (40,301 this year compared to 39,891 last year)

A total of 8,106 holds were placed in August. Patrons placed 5,911 of them while staff placed 2,195 of them.

25,550 items were checked out or renewed by staff at the desk. This is 38% of total checkouts/renewals. 30,806 items were checked out or renewed by patrons at one of our self-check machines, 6851 items were renewed by patrons through enterprise and 4764 items were electronically checked out by patrons – for a total of 42,421 items checked out through some sort of self service. This is 62% of total checkouts/renewals.

Although circulation continues to be down, August was a busier month than normal for the Circulation Desk. School started much earlier than usual and I think that contributed heavily to the activity we experienced. Many parents get their children library cards at the start of the school year. Due to the new software, issuing and renewing library cards takes longer than it has in the past.

Things continue to get better with Sirsi Dynix. We are maintaining an on-going dialog with SWAN as to issues as they arise and tweaking our procedures when necessary.

Meetings and Workshops Attended:

August 11	Department Heads
August 24	One on One with Jamie
August 25	Department Heads

Luella Lafayette has accepted the position of Assistant Supervisor and Omar Martin is our newest Circulation Page.

Debbie Sheehan
Head of Circulation Services

Circ Stats												
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
Month	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	
July	68,182	69,450	70,056	79,189	84,907	84,936	86,301	87,216	87,602	80,022	75,425	
Aug.	66,665	67,898	64,625	72,584	80,592	77,314	84,118	80,915	77,621	72,824	67,971	
Sept.	55,283	53,975	55,798	62,798	69,066	71,475	70,089	67,864	65,873	64,241		
Oct.	55,646	58,620	63,670	66,511	75,131	42,400	71,702	74,123	70,857	65,894		
Nov.	55,000	55,020	59,559	66,395	71,373	53,470	67,626	71,019	68,912	64,203		
Dec.	46,961	50,059	51,403	59,953	64,351	67,699	67,864	66,499	62,642	62,656		
Jan.	60,336	60,832	64,730	72,058	76,341	77,035	74,604	78,554	71,590	69,608		
Feb.	57,337	54,435	62,086	69,661	71,385	69,341	73,132	70,512	65,225	60,286		
Mar.	67,087	65,230	70,477	80,579	81,058	83,103	79,502	78,612	74,816	64,857		
Apr.	55,281	57,505	64,763	73,007	72,010	68,953	73,470	71,161	68,376	71,904	*	
May	54,656	54,410	62,724	68,994	67,337	72,416	69,927	67,429	61,687	62,018		
June	69,165	67,386	74,029	84,888	87,748	87,635	83,339	79,392	74,986	71,702		
Renewals through the webpack not included be				1,284								
				Electronic Circulation	3,852							
Yearly												
Total	711,599	714,820	763,920	857,901	905,151	855,777	901,674	893,296	850,187	810,215	143,396	
*Missing data--used an average number to get a total												
Indicates highest number for that month												
Indicates library was closed partial months for construction												

TECHNICAL & TECHNOLOGY SERVICES BOARD REPORT

August 2015

Strategic Plan

- **Wifi Statistics-** Starting in September we will be collecting Internet usage statistics of our wireless network by having users connect to a wireless connection webpage before accessing the Internet. It is a simple process and is used by many other businesses such as hotels in order to use the wireless Internet. (SP 1.5.5.1.1)
- **Digital Displays-** Digital displays were installed in the lobby, adult services, parent area and teen area to promote collections and services. The equipment for the displays (TV and mini PC) were purchased using \$3,000 in Amazon credits we received for using the library credit card. (SP 2.2.1.1)
- **Calendar/Program Registration Software Upgrade (Evanced) –** On August 11 we upgraded to the new version of the Evanced software platforms for calendar/program reservation and room booking software. The calendar has a new look and layout making it easier for patrons to register for programs. A payment option was added for patrons to pay for meeting fees or programs that require payment. (SP 1.4.3.1)

Technical Service

- **SWAN Software Update**
 - Worked with SWAN to add login access for staff to view expected date history to assist patrons with magazines.
 - Suzy attended the SWAN User Experience Committee where they discussed offering additional front desk staff training and recommended features for Enterprise.
 - We requested from SWAN to add specific item types for our DVD collections (box sets, blu-ray, etc.) to standardize loan rules when Interlibrary loaning our DVDs and to improve user experience within the public catalog.
- **Discarded Items-** I worked with Laura Birmingham to streamline the discarding of materials. Discarded materials either go to Friends, boxed up to go to Better World Books, or recycled.
- **Workshop In-a-Box-** Added four new STEM learning kits for little kids to the Workshop collection: Two OSMO a learning gaming accessory for the iPad to learn words and tangrams and two Tiggly toys for tablets to learn counting and shapes.

Digital Collections

There were 111 members who created accounts to start using hoopla, Zinio, and eMediaLibrary.

New Users

eMedia	64
eRead	N/A
hoopla	28
Zinio	19

Improvements for Public Service

- **Organization of Kids/Teens Laptop cart-** Laptop chargers, phone chargers, headphones and mice were individually packaged and barcoded to streamline staff organization and check out processes and improve the user experience of a quick and easy checkout.
- **Class Instruction-** Software was installed on several staff laptops to make it easier for the presenter to project an Android or iPad device display onto the screen for class demonstration.
- **Zinio for Libraries-** Dave created an instruction video for the Zinio (eMagazines) to show users how to get started with Zinio for Libraries app.
- **Video Productions-** In preparation for Senior Bootcamp, Dave created eTutor videos on installing, deleting and organizing apps for both Android & iPad devices.

3D Printing

- We received 16 print requests and 14 of them were successfully printed.
- Most interesting objects printed: Guitar slider and sounding stick, patron designed battery holder box and patron designed dual lamp prototype.

Technology Instruction

- In August we usually offer two Senior Boot camp classes that focus on using the computer, internet, and email using our 12 training laptops. This year we made some changes and instead of using laptops patrons brought in their own iPad or Android device. The first two days focused on using the device, apps, email, taking photos and more. The last day we broke out into groups and did smaller group sessions of FaceTime/Skype, apps for seniors and eLibrary resources. The response was fantastic and we had 113 attendees in total. Patrons were saying, "They feel more confident about their device". After class a patron shared a video she created on her iPad after taking Dave's iMovie class.

<u>Day/Time</u>	<u>Class/Program</u>	<u>Instructor/Presenter</u>	<u>Attendance</u>
Mon. Aug. 10, 2 p.m.	Senor Boot camp : iPad	Dave	25
Wed. Aug. 12, 2 p.m.	Senor Boot camp : iPad	Dave	22

Fri. Aug. 14, 2 p.m.	Senor Boot camp : iPad	Dave, Ann, Suzy	23
Mon. Aug. 17, 2 p.m.	Senor Boot camp : Android	Ann	14
Wed. Aug. 19, 2 p.m.	Senor Bootcamp : Android	Ann	14
Fri. Aug. 21, 2 p.m.	Senor Bootcamp : Android	Ann, Dave, Suzy	15
8/27	eLibrary Drop-in	Suzy/Jennifer	5

Technology Instruction/Tech Tutor Requests (One on One assistance)

- In August we had 8 tech tutors assist with 6 classes.
- Suzy interview three new tech tutors and introduced them to the program.

Staff Training

Suzy Trained four Kids & Teens staff on the new calendar/program reservation Evanced software.

Suzy trained Krista from Kids & Teens how to order ebooks through Overdrive.

Ann M. Stovall, Head of Technical & Computer Services, September 3, 2015.

Youth Services
Monthly Report to the Board
August 2015

Homemade Readers

In August, we concluded the 2015 Summer Reading Challenge, *Homemade Readers*. A grand total of 1,155 participants registered. We gave away 315 yard signs, which we saw popping up throughout the district. Participants logged 5,592 books. In eight weeks, we presented 136 programs, with 4,503 people in attendance. 50 people completed the Home Challenge and we gave away 18 monogrammed blankets as a reward. The winner of the new reading trophy was Ann M. Jeans Elementary School. 19% of their school population completed the Summer Reading Challenge this year. *(Supporting Strategic Plan: 2.3 The library provides opportunities for learning, exploration, creativity and enjoyment. 3.1 The library is visible in the community. 5.1 Develop a variety of ways to showcase the library.)*

Partnerships

Community Storytimes

We continued providing storytime outside of the library this month. We presented out final events at the Farmer’s Market and WBC for the summer. We will continue working with Whole Foods throughout fall. *(Supporting Strategic Plan: 3.1 The library is visible in the community. 3.2 The library creates partnerships throughout the community that provide mutual benefits and enhance the community.)*

5-Aug	Farmers Market Storytime	5
5-Aug	Willowbrook Corners (WBC)	65
6-Aug	Whole Foods Storytime	22

School Visits

Again this month, Katie Salo was out at the preschools in our communities performing storytimes for multiple classrooms. Also, Tyler Work, Krista Kountz presented book talks to teens at the Hinsdale South High School Book Buzz-ar and Monica Dzierzbicki shared information about the library at the Burr Ridge Middle School Parent/Teacher night. *(Supporting Strategic Plan: 3.2 The library creates partnerships throughout the community that provide mutual benefits and enhance the community.)*

4-Aug	Kindercare (Willowbrook)	29
4-Aug	Kindercare (Willowbrook)	17
4-Aug	Kindercare (Willowbrook)	45
11-Aug	Goddard School (Darien)	37
11-Aug	Goddard School (Darien)	40
11-Aug	Goddard School (Darien)	34
21-Aug	Hinsdale South High School Book Buzz-ar	246
24-Aug	Hinsdale South High School Book Buzz-ar	175
27-Aug	Burr Ridge Middle School Parent/Teacher night	55

Back to School

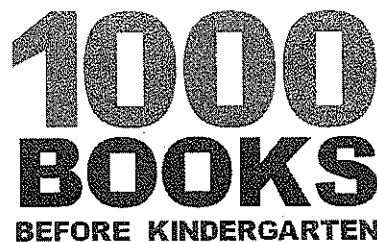
Now that summer is over, we are turning our attention to our schools to look for ways that we can support them as they begin a new academic year. Natalie Williams has been making contact with school administrators and staff to accomplish a number of tasks: 1 – to summarize the successes of our 2015 Summer Reading Challenge 2 – to introduce our staff and remind schools of the many services we are happy to provide throughout the school year 3 – to inquire about textbooks.

Each fall, we make contact with each of our schools in order to ensure that the textbooks we provide to the public are all up to date. Because of the number of schools that we serve, and the number of teachers/faculty that we need to contact, this is a BIG job. Krista Kountz is managing these contacts, the collection, and the communication required to keep our K&T staff informed. Also, many of the schools

are turning to eTextbooks, so we are investigating ways to provide access to these resources as well. We aim to support our students as best we can. *(Supporting Strategic Plan: 3.2 The library creates partnerships throughout the community that provide mutual benefits and enhance the community.)*

1000 Books before Kindergarten

Our newest reading incentive program, 1000 Books before Kindergarten, starts on Sept 1. This program is sponsored by the Darien Rotary Club and encourages families to read 1000 books together to increase the child's academic success once they begin school. Katie Salo has been working with Natalie Williams and the Marketing department to prepare program materials, log, stickers, and sign-up procedures.



(Supporting Strategic Plan: 2.3 The library provides opportunities for learning, exploration, creativity and enjoyment. 5.1 Develop a variety of ways to showcase the library.)

WouldShop™ & Seed Library

This month Krista Kountz has been working in the WouldShop. She has added more projects for families to make together, including Superhero shields, scratch art, kite-making, and framed drawing/post-it art. She has also been working with Natalie Williams to organize and label supplies and activities to improve the space.

Patrons are still checking seeds out, despite the season. We've also had a special donation of rare jack-in-the-pulpit seeds. Because these seeds are rare, we are working with the Darien Gardening Club to offer them first to experienced gardeners or to provide special instructions to ensure growing success.

Number of Checkout Sheets: 18

Number of Seed Packets Checked Out: 39

(Supporting Strategic Plan: 2.3 The library provides opportunities for learning, exploration, creativity and enjoyment. 2.4 The library introduces new technologies and provides opportunities for residents to experiment.)

Training and Conferences

On August 6, Krista Kountz attended the Illinois Library Association Youth Services Unconference at Dominican University. She learned how to sell the library using an elevator speech, the pros and cons of summer reading programs vs. games, and how to work with challenging audiences and partner with public schools. *(Supporting Strategic Plan: 4.1 The library provides a collaborative, supportive workplace and staff are confident in their ability to serve guests.)*

Staff Changes

Natalie Williams and Tyler Works interviewed five candidates for the two open Associate positions. We received 15 applications total. Heather Forster Jensen and Mary Kay Ernst were selected for the positions. Both presented themselves well, demonstrated knowledge and a willingness to learn, prepared solid proposals, and reflected the qualities we are looking for in our staff. Mary Kay started work on August 24. Heather will begin in September. We are looking forward to working with our new teammates!

Submitted by Natalie Williams 9/1/2015

STATISTICS FOR	Aug-15	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Circulation</u>					
Adult	38,724	43,260	79,198	89,623	-11.63%
Teen	3,392	4,667	7,450	9,365	-20.45%
Kids	21,091	21,256	47,675	46,661	2.17%
TOTAL	63,207	69,183	134,323	145,649	-7.78%
Electronic Circulation	4,764	3,641	9,073	7,197	26.07%
GRAND TOTAL CIRC.	67,971	72,824	143,396	152,846	-6.18%
% Reciprocal Borrowing	16%	13%	17%	12%	
Patron Visits	39,891	40,301	84,261	86,754	-2.87%
<u>Current Cards</u>					
Resident	239	277	21,807	22,648	-3.71%
Non-Resident	95	61	876	965	-9.22%
TOTAL	334	338	22,683	23,613	-3.94%
Non-Resident Households	53	36	491	438	12.10%
<u>Patron Assistance</u>					
Adult - Reference	3,648	3,300	7,458	6,693	11.43%
Kids - Reference	1,639	1,320	3,547	2,812	26.14%
TOTAL REFERENCE	5,287	4,620	11,005	9,505	15.78%
Adult - Other	2,514	1,844	4,791	3,743	28.00%
Kids - Other	2,077	1,536	4,161	3,697	12.55%
TOTAL OTHER	4,591	3,380	8,952	7,440	20.32%
GRAND TOTAL ASST.	9,878	8,000	19,957	16,945	17.78%
<u>ILL/Reserves</u>					
Holds	8,106	8,352	16,194	17,140	-5.52%
ILLs Sent	3,636	4,544	7,258	9,126	-20.47%
ILLs Checked Out	4,422	4,937	8,938	10,247	-12.77%
ILLs Received	4,941	5,424	10,047	11,268	-10.84%
<u>Programs - Adult</u>					
# Programs	4	4	10	8	25.00%
Attendance	72	121	340	243	39.92%
<u>Technology Classes</u>					
# Programs	6	18	10	26	-61.54%
Attendance	113	153	190	222	-14.41%
<u>Individual Technology Training</u>					
# of Patrons	61	177	119	250	-52.40%
<u>Groups</u>					
# Programs	11	9	20	18	11.11%
Attendance	131	107	244	209	16.75%
<u>Others</u>					
#Programs	1	0	2	0	
Attendance	11	0	126	0	
<u>Programs - Teen</u>					
# Programs	2	2	15	19	-21.05%
Attendance	37	35	193	381	-49.34%
<u>Programs - Kids</u>					
# Programs	11	5	62	69	-10.14%
Attendance	469	257	2,402	2,893	-16.97%
GRAND TOTAL ATT.	894	850	3,614	4,198	-13.91%

STATISTICS FOR	Aug-15	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
Computers -					
Patron Use					
Adult Computers	4,258	4,163	8,483	8,472	0.13%
Kids Computers	1,880	1,925	3,954	4,127	-4.19%
Teen Laptop	232	328	424	672	-36.90%
Adult Laptop	249	336	483	654	-26.15%
TOTAL PATRON USE	6,619	6,752	13,344	13,925	-4.17%
Hours Used					
Adult Computers	2,794	2,631	5,720	5,458	4.80%
Kids Computers	1,242	1,124	2,610	2,377	9.80%
Teen Laptop	346	680	652	1,341	-51.38%
Adult Laptop	340	862	649	1,545	-57.99%
TOTAL HOURS USED	4,722	5,297	9,631	10,721	-10.17%
IPPL Total Web Site Access	31,780	24,849	63,957	47,037	35.97%
IPPL Total Page Views	59,078	47,569	118,227	89,039	32.78%
Subscription Database Logins	2,707	2,271	4,873	4,626	5.34%
Outreach-Homebound					
Items Delivered	144	123	298	263	13.31%
Volunteers					
Number Active	95	39			
Hours Worked	359.00	237.25	1,595.50	1,199.25	33.04%
Staff Training Hours	39	128	150.25	218.75	-31.31%
Room Use					
Multi-Purpose Room	11	5	43	37	16.22%
Meeting Room					
Library	24	28	66	80	-17.50%
Non-Library	10		20		
Group Study Room	182	170	406	400	1.50%
Lobby Programs	4	3	6	4	50.00%
Conference Room					
Library	14	15	31	32	-3.13%
Non-Library	16		42		
Clavinova	0	1	4	1	300.00%

MATERIALS COLLECTION TOTALS FOR PHYSICAL FORMATS - AUGUST 2015

42

BOOKS	Previous Month Totals	Added Items	Discarded Items	Current Totals	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Discarded
ADULT								
Reference	1214	3	2	1215	11	37	14	39
Non-Fiction	51943	104	674	51373	213	456	317	1130
Fiction	38555	375	222	38708	386	223	761	445
ADULT TOTALS	91712	482	898	91296	610	716	1092	1614
KIDS								
Reference	21	0	0	21	0	0	0	0
Non-Fiction	16299	12	6	16305	110	5	122	11
Fiction	28743	98	91	28750	114	50	212	141
KIDS TOTALS	45063	110	97	45076	224	55	334	152
TEEN								
Non-Fiction	689	0	1	688	3	1	3	2
Fiction	4118	52	100	4070	44	5	96	105
TEEN TOTALS	4807	52	101	4758	47	6	99	107
BOOK TOTALS	141582	644	1096	141130	881	777	1525	1873

AUDIOVISUAL	Previous Month Totals	Added Items	Discarded Items	Current Totals	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Discarded
ADULT								
Audio Books on CD	5592	36	24	5604	41	16	77	40
Music CD	10190	11	27	10174	2	41	13	68
Playaway	380	0	2	378	2	0	2	2
DVDs (DVD & Blu-ray)	18420	110	9	18521	133	13	243	22
CD-ROMs	159	0	4	155	0	0	0	4
ADULT TOTALS	34741	157	66	34832	178	70	335	136
KIDS								
Audio Books	747	0	43	704	10	0	10	43
Childrens Music CD	917	0	0	917	2	1	2	1
Junior Music CD	199	0	9	190	0	0	0	9
Playaway	83	0	0	83	5	0	5	0
DVDs (DVD & Blu-ray)	5587	8	21	5574	28	24	36	45
KIDS TOTALS	7533	8	73	7468	45	25	53	98
TEEN								
Audio Books on CD	288	6	0	294	8	0	14	0
Playaway	70	0	0	70	0	0	0	0
DVDs (DVD & Blu-ray)	684	11	0	695	8	2	19	2
CONSOLE GAMES	473	2	29	446	13	4	15	33
PC-GAMES	59	0	0	59	0	0	0	0
TEEN TOTALS	1574	19	29	1564	29	6	48	35
AUDIOVISUAL TOTALS	43848	184	168	43864	252	101	436	269
COLLECTION TOTALS	185430	828	1264	184994	1133	878	1961	2142

MATERIALS COLLECTION TOTALS FOR ELECTRONIC FORMATS- AUGUST 2015

BOOKS	Previous Month Totals	Added Items	Discarded Items	Current Totals	Prev. Mo. YTD		YTD	
					A	W	Added	Discards
Hoopla (Yearly for all ages)	12,928			12,928				
Reference (Yearly for all ages)	549			549				
eRead Illinois (Monthly for all ages)	21750	418	0	22168	452	0	870	0
TOTALS FOR ALL AGES	35,227	418	0	35,645	452	0	870	0
ADULT								
Non-Fiction								
eMedia (Overdrive Consortium)	2,316	24		2,340	16	0	40	0
eMedia (Overdrive Advantage)	609	22		631	11	0	33	0
Fiction								
eMedia (Overdrive Consortium)	9,261	63		9,324	60	0	123	0
eMedia (Overdrive Advantage)	2,068	66		2,134	54	0	120	0
ADULT TOTALS	14,254	175	0	14,429	141	0	316	0
KIDS								
Non-Fiction								
eMedia (Overdrive Consortium)	80	0		80			0	
eMedia (Overdrive Advantage)	6	0		6			0	
Fiction								
eMedia (Overdrive Consortium)	1,559	1	0	1,560	0	0	1	0
eMedia (Overdrive Advantage)	166	0	0	166	6	0	6	
KIDS TOTALS	1,811	1	0	1,812	6	0	7	0
TEEN								
Non-Fiction								
eMedia (Overdrive Consortium)	78	0		78			0	
eMedia (Overdrive Advantage)	10	0		10			0	
Fiction								
eMedia (Overdrive Consortium)	2,540	7		2,547	13	0	20	0
eMedia (Overdrive Advantage)	346	5		351	18	0	23	
TEEN TOTALS	2,974	12		2,986	31	0	43	0
BOOK TOTALS	54,266	606	0	54,872	630	0	1,236	0

AUDIOVISUAL	Previous Month Totals	Added Items	Discarded Items	Current Totals	Prev. Mo. YTD		YTD	
					A	W	Added	Discarded
Hoopla (Yearly for all ages)								
Audio Books	16,978			16,978				
Music	255,428			255,428				
Movies/TV	17,497			17,497				
eRead Illinois Audio Books	1,838	120	0	1,958	668	0	788	0
Yearly Total for All Ages	291,741	120	0	291,861	668	0	788	0
ADULT								
Audio Books								
eMedia (Overdrive Consortium)	3,485	6		3,491	0		6	0
eMedia Advantage (Overdrive)	329	18		347	0		18	0
Movies								
Preloaded Roku Titles	393	7		400	13		20	
ADULT TOTALS	4,207	31	0	4,238	13	0	44	0
KIDS								
Audio Books								
eMedia Library (Overdrive)	219	1		220	0		1	
eMedia Advantage (Overdrive)	1	0		1				
Movies								
Preloaded Roku Titles	59	1		60	1		2	
KIDS TOTALS	279	2	0	281	1	0	3	0
TEEN								
Audio Books								
eMedia Library (Overdrive)	438	2		440			2	0
eMedia Advantage (Overdrive)	11	1		12			1	0
TEEN TOTALS	449			452	0	0	3	0
AUDIOVISUAL TOTAL	296,676	153	0	296,832	682	0	838	0
COLLECTION TOTALS	350,942	759	0	351,704	1312	0	2,074	0

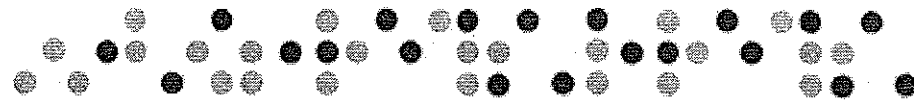
MATERIALS COLLECTION TOTALS FOR ELECTRONIC FORMATS- JULY 2015

45

BOOKS	Previous Month Totals	Added Items	Discarded Items	Current Totals	Prev. Mo. YTD		YTD	
					A	W	Added	Discards
Hoopla (Yearly for all ages)	12,928			12,928				
Reference (Yearly for all ages)	549			549				
eRead Illinois (Monthly for all ages)	21298	452	0	21750	0	0	452	0
TOTALS FOR ALL AGES	34,775	452	0	35,227	0	0	452	0
ADULT								
Non-Fiction								
eMedia (Overdrive Consortium)	2,300	16		2,316			16	0
eMedia (Overdrive Advantage)	598	11		609			11	0
Fiction								
eMedia (Overdrive Consortium)	9,201	60		9,261			60	0
eMedia (Overdrive Advantage)	2,014	54		2,068			54	0
ADULT TOTALS	14,113	141	0	14,254	0	0	141	0
KIDS								
Non-Fiction								
eMedia (Overdrive Consortium)	80	0		80			0	
eMedia (Overdrive Advantage)	6	0		6			0	
Fiction								
eMedia (Overdrive Consortium)	1,559	0		1,559			0	
eMedia (Overdrive Advantage)	160	6		166			6	
KIDS TOTALS	1,805	6	0	1,811	0	0	6	0
TEEN								
Non-Fiction								
eMedia (Overdrive Consortium)	78	0		78			0	
eMedia (Overdrive Advantage)	10	0		10			0	
Fiction								
eMedia (Overdrive Consortium)	2,527	13		2,540			13	
eMedia (Overdrive Advantage)	328	18		346			18	
TEEN TOTALS	2,943	31		2,974	0	0	31	0
BOOK TOTALS	53,636	630	0	54,266	0	0	630	0

AUDIOVISUAL	Previous	Added	Discarded	Current	Prev. Mo. YTD		YTD	
	Month Totals	Items	Items	Totals	A	W	Added	Discarded
Hoopla (Yearly for all ages)								
Audio Books	16,978			16,978				
Music	255,428			255,428				
Movies/TV	17,497			17,497				
eRead Illinois audio books(Axis 360 C	1,170	668	0	1,838	0	0	668	0
Yearly Total for All Ages	291,073	668	0	291,741	0	0	668	0
ADULT								
Audio Books								
eMedia (Overdrive Consortium)	3,485			3,485				
eMedia Advantage (Overdrive)	329			329				
Movies								
Preloaded Roku Titles	380	13		393			13	
ADULT TOTALS	4,194	13	0	4,207	0	0	13	0
KIDS								
Audio Books								
eMedia Library (Overdrive)	219	0		219				
eMedia Advantage (Overdrive)	1	0		1				
Movies								
Preloaded Roku Titles	58	1		59			1	
KIDS TOTALS	278	1	0	279	0	0	1	0
TEEN								
Audio Books								
eMedia Library (Overdrive)	438			438			0	0
eMedia Advantage (Overdrive)	11			11			0	0
TEEN TOTALS	449			449				
AUDIOVISUAL TOTAL	295,994	682	0	296,676	0	0	682	0
COLLECTION TOTALS	349,630	1,312	0	350,942	0	0	1,312	0

rails



e-news

RAILS Closed on September 7 for Labor Day

RAILS will be closed on Monday, September 7 for Labor Day. 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.

Agenda Available for September 17 RAILS Member Update

The [September 17 RAILS Member Update](#), from 1:30 – 3:30 p.m., will be jam-packed with information about three RAILS programs/services members often ask about ([see agenda](#)):

- [Continuing Education \(CE\)](#) and [Consulting](#) – including upcoming CE topics for all types of libraries, different methods of delivering CE, how in-person locations for CE are chosen, etc.
- [Free services](#) available to anyone who can't read standard print due to a visual limitation (blindness, macular degeneration, low vision, etc.) or physical disability (Parkinson's, arthritis, stroke, etc.), including free apps to download books to iOS and Android devices and a report on how one RAILS member library serves visually impaired customers.
- Update on the [RAILS Overlay project](#), including member feedback that RAILS has received and the current status of the project.

Members may attend at a variety of videoconference locations throughout the RAILS area or via one-way streaming. Please come prepared to ask questions and offer feedback about any of these topics. See L2 for [more information and to register](#).

Intergovernmental Agreement Template Available to Help Serve Nonresidents

Many RAILS libraries have expressed the need for help extending library service to nonresidents in their communities. RAILS worked with our attorney to develop an intergovernmental agreement template for libraries interested in entering into an agreement with a municipality, school district, or other local government agency to provide services to untaxed residents. An intergovernmental agreement is required to serve any group of untaxed residents not individually purchasing nonresident cards from their nearest public library ([75 ILCS 16/30-55.60](#)).

The template and additional information are available on the RAILS website at: www.railslibraries.info/nonresident/iga. If you have any questions, please contact Amanda Musacchio, Resource Sharing Specialist, at 630.734.5118 or amanda.musacchio@railslibraries.info.

August Board Meeting Highlights

The RAILS Board met on Friday, August 28. [Meeting highlights](#) are posted on the RAILS

September 2, 2015

RAILS Links

[RAILS Website](#)

[Member Directory](#)

[Contact RAILS](#)

[RAILS Facebook Page](#)

[RAILS YouTube Channel](#)

Member Resources

[RAILS Community Forums](#)

[RAILS Regions](#)

[Library News](#)

[Continuing Education](#)

[Jobs](#)

[Free/For Sale](#)

Upcoming Meetings

[September 17 Member Update](#)

[September 25 Board Meeting](#)

[All board and committee meetings](#)

Upcoming RAILS CE

[September 14 Recharge Your Book Club](#)

[September 15 Common Core](#)

[September 16 E-rate Funding](#)

[September 16 MarcEdit](#)

[September 22 FOIA](#)

[September 30 Tact and Diplomacy](#)

Strategic Planning Workshops:

website. Meeting minutes, when approved, will be posted with the [August Board Meeting documents](#). The next meeting of the RAILS Board will be Friday, September 25, in East Peoria.

[September 8 Burr Ridge and Videoconference](#)

Connect with RAILS at "A Library State of Mind" Conference

If you are attending "A Library State of Mind," the 2015 Illinois Academic, Public, School, and Special Libraries Conference, in Peoria (October 21 - 24), don't miss the "Better Together: Libraries in the New Economy" preconference on October 21 (co-sponsored by RAILS). The preconference is \$20 (including lunch) and there is a special reception afterwards. See more information about the [preconference and other opportunities to connect with RAILS staff at the conference](#).

[September 9 Rockford Area](#)

[September 10 Bloomington](#)

[ADA25 Partner Programs](#)

[E-rate Webinars](#)

Also, be sure to stop by the RAILS exhibit booth (#216) and the [Illinois Talking Book Outreach Center's](#) booth (#221) to hear all about the programs/services available to RAILS libraries of all types (academic, public, school, and special).

[RAILS Networking Events](#)

[September 10 Freeport Public Library](#)

Required Delivery Count September 14 - 18

All RAILS members are required to count all outgoing items being picked up for delivery between Monday, September 14 and Friday, September 18. For more information, see: www.railslibraries.info/delivery/fine-count.

[October 15 Kewanee Public Library](#)

Apply for a RAILS LLSAP Membership Grant

RAILS is offering grants to help fund startup costs for membership in one of four RAILS' shared [online catalogs](#) or LLSAPs (Local Library System Automation Program) or to upgrade from a union listing membership. See [this flyer](#) about the benefits of LLSAP membership. [Apply for a grant](#) (for FY2016 award period 2) by September 15, 2015. If you have questions, contact Anne Slaughter, RAILS Director of Technology Services, at anne.slaughter@railslibraries.info.

[Archives](#)

[RAILS E-News Archives](#)

Grant Awarded for RAILS LLSAP Membership

For the first round of RAILS LLSAP grants for FY2016, one member library was awarded a grant. Congratulations to the Illinois Central Valley School District #321, on receiving \$14,751.40 to automate three additional buildings in [RSA NFP](#), one of four RAILS' shared [online catalogs](#).

[Subscriptions](#)

[Subscribe to RAILS communications](#)

[Unsubscribe from this list](#)

[Update subscription preferences](#)

Acting with Tact and Diplomacy September 30

The Management Association will present a program on the social norms and rules that help foster more positive relations on Wednesday, September 30, 2015, from 9:30 a.m. – noon. The program will be held in person at the RAILS Coal Valley service center or by videoconference at the RAILS Burr Ridge and East Peoria service centers. See L2 for [more information/registration](#).

[Forward to a friend](#)

Webinar Added on Recharging Your Book Club

By popular demand, Becky Spratford will present a second "Recharge Your Book Club," webinar. Content will be the same for both live webinars. Register to attend on [Monday, September 14, from 10:00 - 11:30 a.m.](#) or on [Monday, September 28, from 1:30 - 3:00 p.m.](#)

Webinar on E-rate Funding September 16

Public and school libraries are encouraged to be proactive so they don't miss out on E-rate funding. This webinar on "Planning and Preparing for E-rate Funding" on Wednesday, September 16, from 10:00 – 11:30 a.m., is part of [a series](#) that will help E-rate applicants plan for the next funding cycle. See L2 for [more information/registration](#).

Webinars on Autism

On Thursday, September 17, from 9:30 a.m. - 11:00 a.m., a webinar on "Autism 101 for Libraries" will cover the basics about autism spectrum disorder (ASD) and offer strategies for library staff. See [more information/registration](#).

"Libraries and Autism," on Thursday, September 24, from 1:30 – 3:00 p.m., will provide a brief overview of autism and how it may impact libraries and library staff. Presenters will show how your library can benefit from being involved with the [Targeting Autism](#) project spearheaded by the Illinois State Library. See [more information/registration](#).

RAILS is sponsoring these programs as a [program partner](#) for [ADA25 Chicago](#). See the updated list of all [RAILS ADA25 programs](#).

Program on Freedom of Information Act September 22

Julie Tappendorf, an attorney with [Ancel Glink](#), will cover the basics of complying with the Freedom of Information Act (FOIA) during a program on "Guidelines for Complying with FOIA." The program will be held on Tuesday, September 22, from 9:30 – 11:00 a.m. Attend in person at the RAILS Burr Ridge service center or via one-way streaming at: <http://live.railslibraries.info>. Log into L2 for [more information/registration](#).

E-rate: Limited Consulting Support Available for School and Public Libraries

RAILS has limited consulting support available to help public and school library staff apply for E-rate, the Schools and Libraries Program of the Universal Service Fund. If you are interested, contact ce@railslibraries.info.

Other RAILS CE Opportunities:

Strategic Planning Workshop with George Needham (one workshop offered three times):

Tuesday, September 8, 9:30 a.m. - 12:30 p.m. (Burr Ridge; and via videoconference at four locations)

Wednesday, September 9, 9:30 a.m. - 12:30 p.m. (North Suburban Library District - Roscoe Branch - near Rockford)

Thursday, September 10, 9:30 a.m. - 12:30 p.m. (Bloomington Public Library)

Common Core Webinar September 15

Webinar on MarcEdit Software September 16

RAILS ADA25 Programs

New Additions to the CE Archives

If you missed the recent webinars about E-rate, cataloging tips, and improving library services to people with disabilities, recordings are now available on the RAILS [CE Archives](#) page. Log into the RAILS website (with the email address and password used for L2) to view full content.

Upcoming RAILS Member Networking Events

All staff members working in all types of RAILS libraries are welcome to attend these events to hear the latest about RAILS programs/services and network with colleagues. Please register for the events below on L2:

September 10 - Freeport Public Library

50

October 15 - Kewanee Public Library (includes lunch)

Connect with Talking Books

The Illinois Talking Book Outreach Center (ITBOC) provides services to those unable to read regular print material due to visual or physical limitations. Be sure to attend the September 17 RAILS Member Update to hear more about the talking book program, including remarks from Oak Park Public Library's Rashmi Swain, about how the library serves persons with visual disabilities.

If your library would like brochures that you can use to inform your staff and patrons about talking books, or 8 ½ x 11 posters (with or without cardboard table top display stands), please contact info@illinoistalkingbooks.org or call 1.800.426.0709. Please include your name, library, mailing address, and the quantity desired. To stay informed about the latest news from talking books, subscribe to receive news updates by email.

Public Libraries Should Complete Capital Needs Assessment Survey by November 6

The Illinois State Library (ISL) is required to file an assessment of the capital needs of public libraries every two years. To help with this effort, ISL is asking all Illinois public libraries to complete a one-page, electronic Capital Needs Assessment Survey, even if no capital improvements are needed. This is an opportunity to convey to the General Assembly and general public the need for capital improvements in our public libraries.

Complete the short survey and submit it to construct-grant@ilsos.net by Friday, November 6, 2015. (The latest version of Adobe Reader is recommended.) Questions? Contact Jason O'Dell at 312.814.4474, Pat Boze at 217.782.1891, or Mark Shaffer at 217.524.4901. ISL also sent an email to all public libraries on September 1, 2015 with further information.

Financial Education Library Grants

Applications are being accepted for Financial Education Library Grants from the Illinois Jump\$tart Coalition. Recipients will receive a selection of print materials to establish a financial education library. All Illinois libraries are welcome to apply by October 1, 2015. See more information.

RAILS Library Director News

Keshia Garnett is the new Director of the Berwyn Public Library.

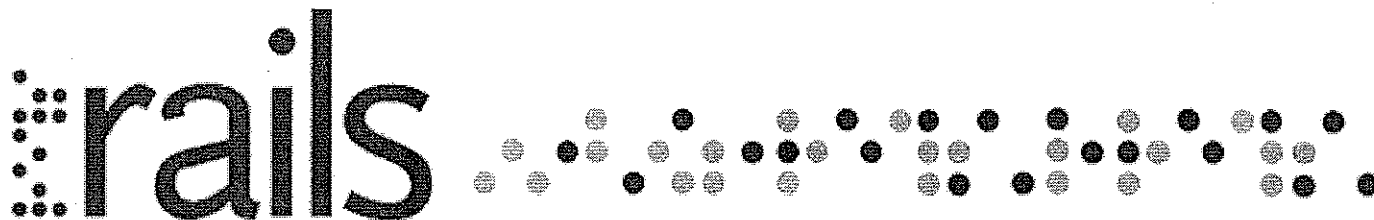
Trisha Scott is the new Director at Beardstown Houston Memorial Library.

Stephanie Smith is the Director at the Arlington Heights School District #25.

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

Member News

The following include items posted to the Library News section of the RAILS website and other articles featured in the media. (All RAILS members are welcome to post their news to the Library News section.)



 e-news

Register for the September 17 RAILS Member Update

The next [RAILS Member Update](#) is Thursday, September 17, from 1:30 – 3:30 p.m. Members can attend at a RAILS service center, at one of several library videoconference locations located throughout the RAILS area, or via one-way streaming.

Do you want to know more about RAILS' plans for continuing education (CE) and consulting services, including a series of cataloging webinars, workshops on the Freedom of Information Act (FOIA) and the Open Meetings Act (OMA), copyright/interlibrary loan training, new webinars for trustees, and delivery training videos? You'll get all this information and more at the update. You'll also learn about the free services available to anyone who can't read standard print due to a visual limitation or physical disability and hear the latest on the [RAILS overlay project](#).

See L2 for [more information/registration](#) and/or contact [Mary Witt](#), RAILS Communications Director with questions.

August 28 RAILS Board Meeting

The RAILS Board will meet on Friday, August 28, at 1 p.m., in person at the RAILS Burr Ridge service center and at other videoconference locations. The meeting will also be streamed and recorded for viewing at a later date. See the [RAILS website](#) for an agenda and supporting documents.

Better Together: Libraries in the New Economy Preconference on October 21

[Online registration](#) is open for the 2015 Illinois Academic, Public, School, and Special Libraries Conference, "[A Library State of Mind](#)," in Peoria. RAILS is co-sponsoring the preconference, "[Better Together: Libraries in the New Economy](#)," on Wednesday, October 21, from 10:30 a.m. - 5:45 p.m. All library staff from all types of libraries (academic, public, school, and special) are encouraged to attend. The fee is \$20 and includes lunch. Highlights of the preconference include:

- Keynote speaker Miguel Figueroa, Director of the American Library Association's Center for the Future of Libraries, on "Libraries in the Sharing Economy"
- [Bob Wedgeworth's](#) presentation on the history of library systems
- Closing address by Andrew Medlar, Assistant Chief, Technology, Content and Innovation, Chicago Public Library
- Special preconference reception from 6 - 8 p.m.

For more information on the preconference, see the [RAILS website](#).

August 26, 2015

RAILS Links

[RAILS Website](#)

[Member Directory](#)

[Contact RAILS](#)

[RAILS Facebook Page](#)

[RAILS YouTube Channel](#)

Member Resources

[RAILS Community Forums](#)

[RAILS Regions](#)

[Library News](#)

[Continuing Education](#)

[Jobs](#)

[Free/For Sale](#)

Upcoming Meetings

[August 28 RAILS Board Meeting](#)

[September 17 Member Update](#)

[All board and committee meetings](#)

Upcoming RAILS CE

[August 27 Readers' Advisory](#)

[September 14 Recharge Your Book Club](#)

[September 15 Common Core](#)

[September 16 E-rate Funding](#)

[September 16 MarcEdit](#)

[September 22 FOIA](#)

Strategic Planning Workshops:

Opportunities to Connect with RAILS at "A Library State of Mind" Conference

In addition to co-sponsoring the "Better Together" preconference (see above), RAILS staff are presenting at a variety of conference programs at "A Library State of Mind" in Peoria (October 22-24). You can also stop by the RAILS exhibit booth (#216) and the Illinois Talking Book Outreach Center's booth (#221) to hear all about the programs/services available to RAILS libraries of all types (academic, public, school, and special). For detailed information, see the RAILS website and stay tuned to this *E-News*.

September 8 Burr Ridge and Videoconference

September 9 Rockford Area

September 10 Bloomington

ADA25 Partner Programs

E-rate Webinars

Resource-Sharing Software Demo

RAILS has been offering demos of major resource-sharing software products of potential interest for our overlay project. Attend the final demo at the RAILS Burr Ridge service center or watch via one-way streaming on Thursday, August 27 (Demo of Relais D2D from Relais International).

RAILS Networking Events

September 10 Freeport Public Library

October 15 Kewanee Public Library

Required Delivery Count September 14 - 18

All RAILS members are required to count all outgoing items being picked up for delivery between Monday, September 14 and Friday, September 18. Outgoing items are those being delivered from your library to another location, including items being sent to fill interlibrary loan requests and items you are returning to other libraries. Beginning on Friday, September 11, after your delivery items have been picked up for that day, please count all items in each delivery container, complete this form, and place it on top of the items in each container. Please use this same procedure through Friday, September 18. For more information, see: www.railslibraries.info/delivery/fine-count.

Archives

RAILS E-News Archives

NEW ILDS Delivery Label

The Illinois Library Delivery Service (ILDS) has a new paper delivery label available on the ILDS delivery website. Please discard any old ILDS labels and use the new labels that are dated August 2015. Contact ILDS with any questions.

Subscriptions

Subscribe to RAILS communications

Unsubscribe from this list

RAILS Networking Group Grants for Continuing Education

RAILS is offering a limited number of grants to networking groups to fund continuing education (CE) events. CE events must be made available to RAILS members and be of interest to a wide range of library staff. The deadline for the current award period is September 30. See more information/application.

Update subscription preferences

Forward to a friend

School District Library Grant Application Now Available - Deadline is October 15, 2015

In last week's ISL E-News, the Illinois State Library announced that applications are now being accepted for the FY2016 (July 2015 - June 2016) School District Library Grant. The application deadline has been changed to October 15, 2015. See more information.

Program on Freedom of Information Act September 22

Julie Tappendorf, an attorney with Ancel Glink, will cover the basics of complying with the Freedom of Information Act (FOIA) during a program on "Guidelines for Complying with FOIA." The program will be held on Tuesday, September 22, from 9:30 – 11:00 a.m. Attend in person at the RAILS Burr Ridge service center or view the one-way streaming at: http://live.railslibraries.info. Log into L2 for more information/registration.

Webinars on Autism

"Autism 101 for Libraries: What is Autism Spectrum Disorder and How Can We Help Students and Families at the Library?," a webinar on Thursday, September 17, from 9:30 a.m. - 11:00 a.m., will cover the basics about autism spectrum disorder (ASD) and offer strategies for library staff. See more information/registration.

On Thursday, September 24, from 1:30 – 3:00 p.m., "Libraries and Autism," will provide a brief overview of autism and how it may impact libraries and library staff. Presenters will show how your library can benefit from being involved with the Targeting Autism project spearheaded by the Illinois State Library. See more information/registration.

RAILS is sponsoring these programs as a program partner for ADA25 Chicago. See the updated list of all RAILS ADA25 programs.

Webinar on E-rate Funding September 16

Public and school libraries are encouraged to be proactive so they don't miss out on E-rate funding. This webinar on "Planning and Preparing for E-rate Funding" on Wednesday, September 16, from 10:00 – 11:30 a.m., is part of a series that will help E-rate applicants plan for the next funding cycle. See L2 for more information/registration.

E-rate: Limited Consulting Support Available for School and Public Libraries

RAILS has limited consulting support available to help public and school library staff apply for E-rate, the Schools and Libraries Program of the Universal Service Fund. If you are interested, contact ce@railslibraries.info.

Webinar on MarcEdit Software September 16

The "Introduction to MarcEdit" webinar on Wednesday, September 16, from 2 – 3 p.m. will demonstrate all the tasks you can do with free MarcEdit software. See more information/registration. Watch *RAILS E-News* for more programs on cataloging during the coming months.

Other RAILS CE Opportunities:

Readers' Advisory Prescription August 27

Strategic Planning Workshop with George Needham (one workshop offered three times):

Tuesday, September 8, 9:30 a.m. - 12:30 p.m. (Burr Ridge; and via videoconference at four locations)

Wednesday, September 9, 9:30 a.m. - 12:30 p.m. (North Suburban Library District - Roscoe Branch - near Rockford)

Thursday, September 10, 9:30 a.m. - 12:30 p.m. (Bloomington Public Library)

Recharge Your Book Club September 14

Common Core Webinar September 15

RAILS ADA25 Programs

Recording of Programs on Creating Surveys

If you missed the four-part series on Creating Effective Surveys, the recordings and handouts are available in the RAILS CE Archives page until September 25, 2015. Log into the RAILS website (with the email address and password used for L2) to view full content.

Upcoming RAILS Member Networking Events

All staff members working in all types of RAILS libraries are welcome to attend these events to hear the latest about RAILS programs/services and network with colleagues. Please register for the events below on L2:

September 10 - Freeport Public Library

October 15 - Kewanee Public Library (includes lunch)

Webinar on Per Capita Grant and Edge Assessment Requirements September 15

Join Jeanne Urbanek and Deb Aggert from the Illinois State Library on Thursday, September 15, from 10:30 - 11:30 a.m., for a webinar on the 2016 Per Capita Grant and Edge Assessment. Learn where to find the application on the Illinois State Library website and how to complete it, as well as important dates and requirements. There will be time to ask questions via chat. The session will be recorded and archived. See L2 for registration/more information.

New Media Consortium Horizon Report

The New Media Consortium (NMC) Horizon Report examines key trends, significant challenges, and important developments in technology for their impact on academic and research libraries worldwide. You can find the report on NMC's website.

Nominations Open for I Love My Librarian 2015 Award

Library supporters are encouraged to submit nominations for the 2015 I Love My Librarian Award by September 28. Ten librarians will be selected and each librarian will receive a \$5,000 cash award, a plaque, and a travel stipend to attend the awards ceremony. See more information.

Esther Baker ISLMA Scholarship Award

Are you interested in being licensed to work as a high school librarian in Illinois? Apply for the Esther Baker Scholarship by September 1, 2015. The Illinois School Library Media Association (ISLMA) will award one \$1,000 scholarship per year for tuition-related to course work leading to certification. See ISLMA's website for more information.

RAILS Library Director News

Jason McCoy is the Director for Deer-Creek Mackinaw CUSD #701.

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

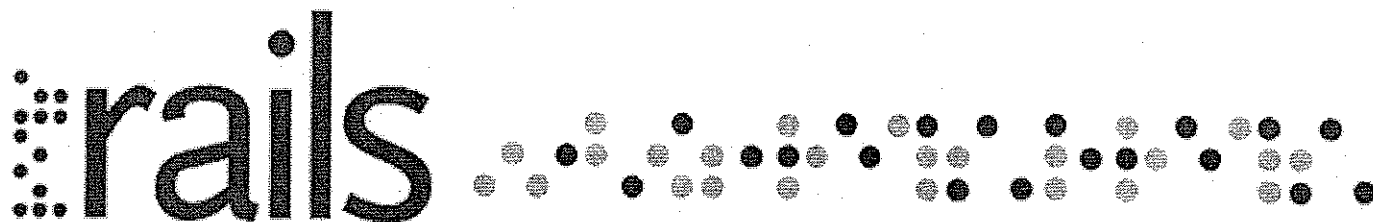
The following include items posted to the Library News section of the RAILS website and other articles featured in the media. (All RAILS members are welcome to post their news to the Library News section.)

Oswego Library's Expansion Nearly Complete

University of Illinois Library Benefits from Business Closing

Homewood Library Adjusts Budget

NIC Catalog Unavailable August 31 - September 1 Due to Power Outage



 e-news

Public Library Trustee Needed to Fill RAILS Board Vacancy

RAILS is looking for a public library trustee to fill a vacancy on the RAILS Board for a term ending June 30, 2016. To maintain geographical representation, we are especially interested in candidates from libraries close to the entire western border of RAILS or in the far north central area (near Freeport, Rockford, etc.).

Candidates should provide a resume or summary of their relevant experience, and a paragraph of **100 words or less** stating why they are interested in serving on the RAILS Board. Send both to Mary Witt, RAILS Communications Director, at mary.witt@railslibraries.info by **Friday, August 28**. See [more information](#) on the RAILS website.

Register to Attend the September 17 RAILS Member Update

The next RAILS Member Update will be held on Thursday, September 17, from 1:30 - 3:30 p.m. RAILS Executive Director Dee Brennan will host the meeting from the RAILS Coal Valley service center. Viewing locations are available across the RAILS service area. Members are encouraged to attend at an available RAILS service center, one of these RAILS public libraries: Aurora (West Branch), Cherry Valley, Freeport, Kankakee, New Lenox, Quincy, Sterling, Sycamore, or Vernon Area (Lincolnshire), at the Illinois Library Association's (ILA's) office (see below article); or via one-way streaming.

You will learn more about RAILS' plans for [continuing education](#) and [consulting](#) programs and the latest news about the RAILS [overlay project](#). Rose Chenoweth, Director of Talking Books, will talk about the [Illinois Talking Book Outreach Center's](#) newer services including apps to download books, an online PowerPoint program that libraries can download, and other tools on the center's website. Rashmi Swain, Adult and Teen Librarian at Oak Park Public Library, will speak about how her library serves its visually impaired patrons. For more information, contact [Mary Witt](#), RAILS Communications Director. See L2 for [more information/registration](#).

Better Together: Libraries in the New Economy Preconference on October 21

If you are attending the [Library State of Mind](#) conference, be sure to attend the preconference, Better Together: Libraries in the New Economy, on Wednesday, October 21, 10:30 a.m. – 5:45 p.m. The program will celebrate resource sharing as well as the 50th anniversary of the establishment of Illinois' library systems.

Miguel Figueroa, Director of the American Library Association's Center for the Future of Libraries, will deliver the keynote address on "Libraries in the Sharing Economy." Other highlights include [Bob Wedgeworth's](#) short presentation on the history of library systems. After

August 19, 2015

[RAILS Links](#)

[RAILS Website](#)

[Member Directory](#)

[Contact RAILS](#)

[RAILS Facebook Page](#)

[RAILS YouTube Channel](#)

Member Resources

[RAILS Community Forums](#)

[RAILS Regions](#)

[Library News](#)

[Continuing Education](#)

[Jobs](#)

[Free/For Sale](#)

Upcoming Meetings

[August 28 RAILS Board Meeting](#)

[September 17 Member Update](#)

[All board and committee meetings](#)

Upcoming RAILS CE

[August 20 Improving Library Services to People with Disabilities](#)

[August 27 Readers' Advisory](#)

[September 14 Recharge Your Book Club](#)

[September 15 Common Core](#)

[September 16 E-rate Funding](#)

[September 16 MarcEdit](#)

lunch, there will be a panel discussion and small group activities. Andrew Medlar, Assistant Chief, Technology, Content and Innovation, Chicago Public Library, will deliver the closing address.

The program is sponsored by RAILS, Illinois Heartland Library System, Chicago Public Library, Illinois State Library, and the Consortium of Academic and Research Libraries in Illinois (CARLI). The fee is \$20 and includes lunch. The preconference also includes a special reception from 6 – 8 p.m.

Illinois Library Association Added as Videoconference Site

RAILS is pleased to welcome the Illinois Library Association's Chicago office (33 West Grand Avenue, Suite 401) as a new videoconference site. This location is conveniently located near public transportation and RAILS members are invited to attend future videoconferences at this location when scheduled.

ICN Update

In a communication from Anne Craig, Director of the Illinois State Library, RAILS has learned that while there is no FY2016 state budget yet, the *proposed* budget does not include the Illinois Century Network subsidy for schools, libraries, and museums. In recent years, the subsidy has whittled away and has completely disappeared in the proposed FY2016 budget. Affected libraries should have received a notification from ICN with their new monthly charge and a service order to complete if they wish to keep the same ICN bandwidth level.

Update on Chicago Public Library's Reciprocal Verification

Chicago Public Library (CPL) has a new phone number for libraries to call for reciprocal verification. RAILS members should call 312.747.4300. CPL also has a link to "Reciprocal Library Validation" located in the lower right hand corner of [its website](#) for online verification (see [instructions](#)). Please contact CPL for your library's access code or additional information. Contact [Laura Gorczyca Hanes](#) with questions at 312.747.4061.

Interlibrary Loan Traffic Survey Requirement for System Membership – Deadline Extension

As reported in last week's [ISL E-News](#), the new deadline to complete the Interlibrary Loan Traffic [Survey](#) is now the same as for annual membership certification: March 31, 2016. Data should cover the state fiscal year (July 1, 2014 through June 30, 2015). School districts should provide data based on interlibrary loan and reciprocal borrowing activity for all school buildings within their district. See [completion guidelines](#) and the [LibPas data input instructions](#) for more information or call 800-665-5576 x2 with questions.

Harrington College and Delivery

Harrington College of Design (Chicago) is closing this month. The library's 3-digit ILDS code should no longer be used. If you have items to return to the Harrington College library, please return them to Columbia College and mark them with the ILDS 3-digit code: COL. For more information on delivery service, see: <https://www.railslibraries.info/delivery>.

August Resource-Sharing Software Demos

RAILS is offering short demos of major resource-sharing software products of potential interest for our [overlay project](#). See [more information](#) on the RAILS website. Attend at the RAILS Burr Ridge service center or watch via one-way streaming. Remaining demos will be held on [Wednesday, August 26 for SHAREit from Auto-Graphics](#), and on [Thursday, August 27 for Relais D2D from Relais International](#).

Strategic Planning Workshops:

[September 8 Burr Ridge and Videoconference](#)

[September 9 Rockford Area](#)

[September 10 Bloomington](#)

[ADA25 Partner Programs](#)

[E-rate Webinars](#)

RAILS Networking Events

[September 10 Freeport Public Library](#)

[October 15 Kewanee Public Library](#)

Archives

[RAILS E-News Archives](#)

Subscriptions

[Subscribe to RAILS communications](#)

[Unsubscribe from this list](#)

[Update subscription preferences](#)

[Forward to a friend](#)

Webinar on E-rate Funding September 16

Public and school libraries should be proactive so they don't miss out on E-rate funding. This webinar on "Planning and Preparing for E-rate Funding" on Wednesday, September 16, from 10:00 – 11:30 a.m., is part of a series. Planning for the next E-rate funding cycle and best practices for E-rate applicants will be discussed. See L2 for more information/registration.

Webinar on MarcEdit Software September 16

This webinar will demonstrate all the tasks you can do with free MarcEdit software, including adding or deleting fields, splitting a batch of records, or extracting particular fields to create a report. Tune in on Wednesday, September 16, from 2 – 3 p.m. for an "Introduction to MarcEdit." Watch *RAILS E-News* for more programs on cataloging during the coming months. See more information/registration.

Webinar on Autism September 17

"Autism 101 for Libraries: What is Autism Spectrum Disorder and How Can We Help Students and Families at the Library?" on Thursday, September 17, from 9:30 a.m. - 11:00 a.m., will cover the basics about autism spectrum disorder (ASD) and offer strategies for library staff. There will also be time for questions and answers. RAILS is sponsoring a number of ADA-related programs as a program partner for ADA25 Chicago. See more information/registration.

Webinar on How to Recharge Your Book Club September 14

Becky Spratford will show you how to "Recharge Your Book Club" during this webinar on Monday, September 14, from 10:00 - 11:30 a.m. You will learn about resources for leading discussions, how to pick the best books, and how to lead a more active book discussion. See L2 for more information and registration.

Professional Development Credit Opportunity for Common Core Webinar September 15

In this webinar, "C is for Common Core and Collection Development," from 4 - 5 p.m. on Tuesday, September 15, public and school library staff will learn to "decode" the Common Core Standards to understand what is expected of elementary students in reading and writing. The presenter will share books that align with the core standards. RAILS is partnering with the Illinois School Library Media Association (ISLMA) to provide professional development credits for viewing this live webinar. See L2 for more information/registration.

Other RAILS CE Opportunities:

Webinar on Beyond Assistive Technology: Improving Library Services to People with Disabilities August 20

Readers' Advisory Prescription August 27

Strategic Planning Workshop with George Needham (one workshop offered three times):

Tuesday, September 8, 9:30 a.m. - 12:30 p.m. (Burr Ridge; and via videoconference at four locations)

Wednesday, September 9, 9:30 a.m. - 12:30 p.m. (North Suburban Library District - Roscoe Branch - near Rockford)

Thursday, September 10, 9:30 a.m. - 12:30 p.m. (Bloomington Public Library)

RAILS ADA25 Programs

Upcoming RAILS Member Networking Events

All staff members working in all types of RAILS libraries are welcome to attend these events to hear the latest about RAILS programs/services and network with colleagues. See a complete list of [RAILS and other networking opportunities](#) on the RAILS website. Please register for the events below on L2:

September 10 - Freeport Public Library

October 15 - Kewanee Public Library (includes lunch)

Discount for Updated Edition of *Illinois Library Laws and Rules*

RAILS is offering the 2015 edition of *Illinois Library Laws & Rules* to members at a discounted price of \$22.50 per copy. This essential reference tool for library staff and trustees includes the current laws and regulations affecting Illinois libraries and recent changes to the rules all RAILS members must follow to be library system members in good standing. To order, log into the [RAILS website](#) (with the email address and password used for L2) and submit your [order form](#). You will receive an email message to print and mail the form to RAILS with your payment.

Connect with Talking Books

The [Illinois Talking Book Outreach Center](#) (ITBOC) offers a variety of services for persons unable to read regular print due to visual or physical limitations. In addition to receiving talking books via the mail, talking book patrons can download digital audio and braille books and magazines to their computer via the Braille and Audio Reading Download (BARD) catalog to read on the digital player using a flash drive or blank cartridge. Patrons can also use the free BARD Mobile apps to download books directly to their iOS and Android devices. These and other topics will be covered at the next [RAILS Member Update](#) on Thursday, September 17, from 1:30 – 3:30 p.m. For more information about talking books, contact info@illinoistalkingbooks.org or call 1.800.426.0709.

Bookmobile & Outreach Services Conference in Illinois October 14-16

The [Association of Bookmobile & Outreach Services](#) (ABOS) will hold its annual conference in Illinois for the first time. The conference will be held October 14-16 at Pheasant Run Resort, in St. Charles. See [more information](#) or contact [Marianne Thompson](#), Vice President of ABOS.

Science Kits for Public Libraries Grant

The Science Kits for Public Libraries Grant offers up to \$2,000 in funding to Chicago area public libraries for the development of circulating math and science collections for pre-university students (K-12). The application deadline is November 15, 2015. See [more information](#).

RAILS Library Director News

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

The following include items posted to the [Library News](#) section of the RAILS website and other articles featured in the media. (All RAILS members are welcome to post their news to the [Library News](#) section.)

2015 Portfolio Review

Indian Prairie Public Library District

September 16, 2015

Presented by:

David W. Pequet, CEO/President

Bradley C. Smith, Sr. Vice President

MPI
INVESTMENT MANAGEMENT, INC.

15 Salt Creek Rd, Suite 404

Hinsdale, IL 60521

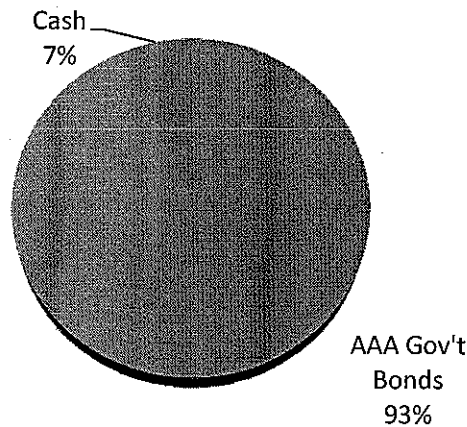
630-325-6900

60

Account Summary & Allocation

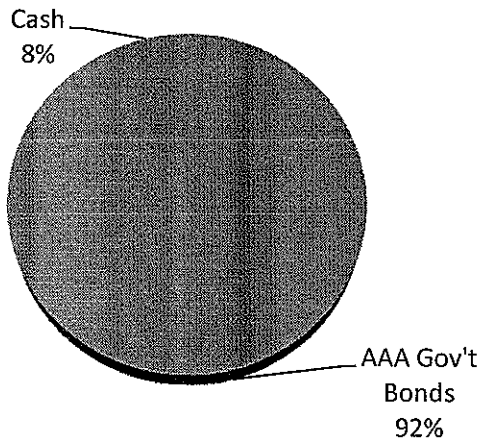
Working Cash Account - Schwab Acct# 3934-7640

Account Value:	\$405,463
Duration:	2.20 Years
Yield:	1.36%
Annual Income:	\$10,430



Corporate Account - Schwab Acct# 6415-7790

Account Value:	\$1,191,787
Duration:	1.88 Years
Yield:	1.20%
Annual Income:	\$29,417

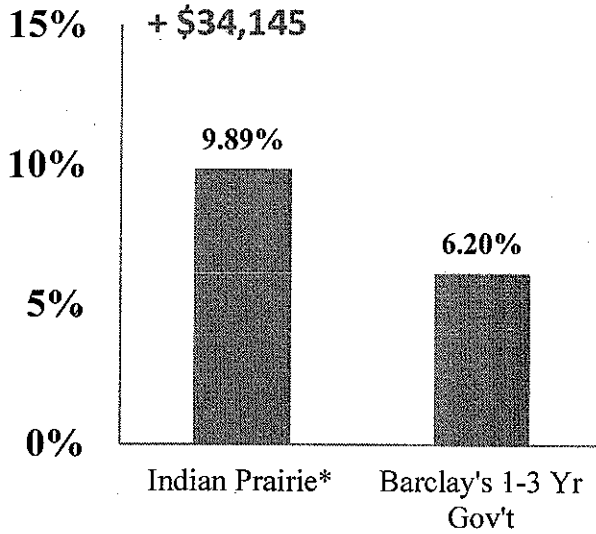


61

Performance Summary

Cash Account Since Inception

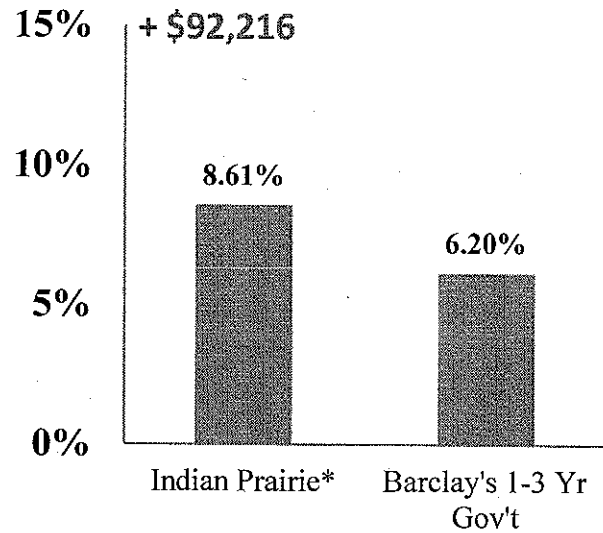
(As of October 7, 2009 to August 31, 2015)



Value = \$405,463

Corporate Account Since Inception

(As of October 7, 2009 to August 31, 2015)



Value = \$1,191,787

*Net of Fees

Annual Returns

Working Cash Account			Corporate Account		
Year	Indian Prairie	Barclays 1-3yr Gov't	Year	Indian Prairie	Barclays 1-3yr Gov't
2009	-0.32	-0.13	2009	-0.40	-0.13
2010	2.08	2.40	2010	2.67	2.40
2011	3.23	1.56	2011	2.90	1.56
2012	1.69	0.51	2012	0.89	0.51
2013	-0.40	0.37	2013	-0.84	0.37
2014	2.05	0.64	2014	2.27	0.64
2015 YTD	1.22	0.71	2015 YTD	0.88	0.71
Since Inception	9.89	6.20	Since Inception	8.61	6.20

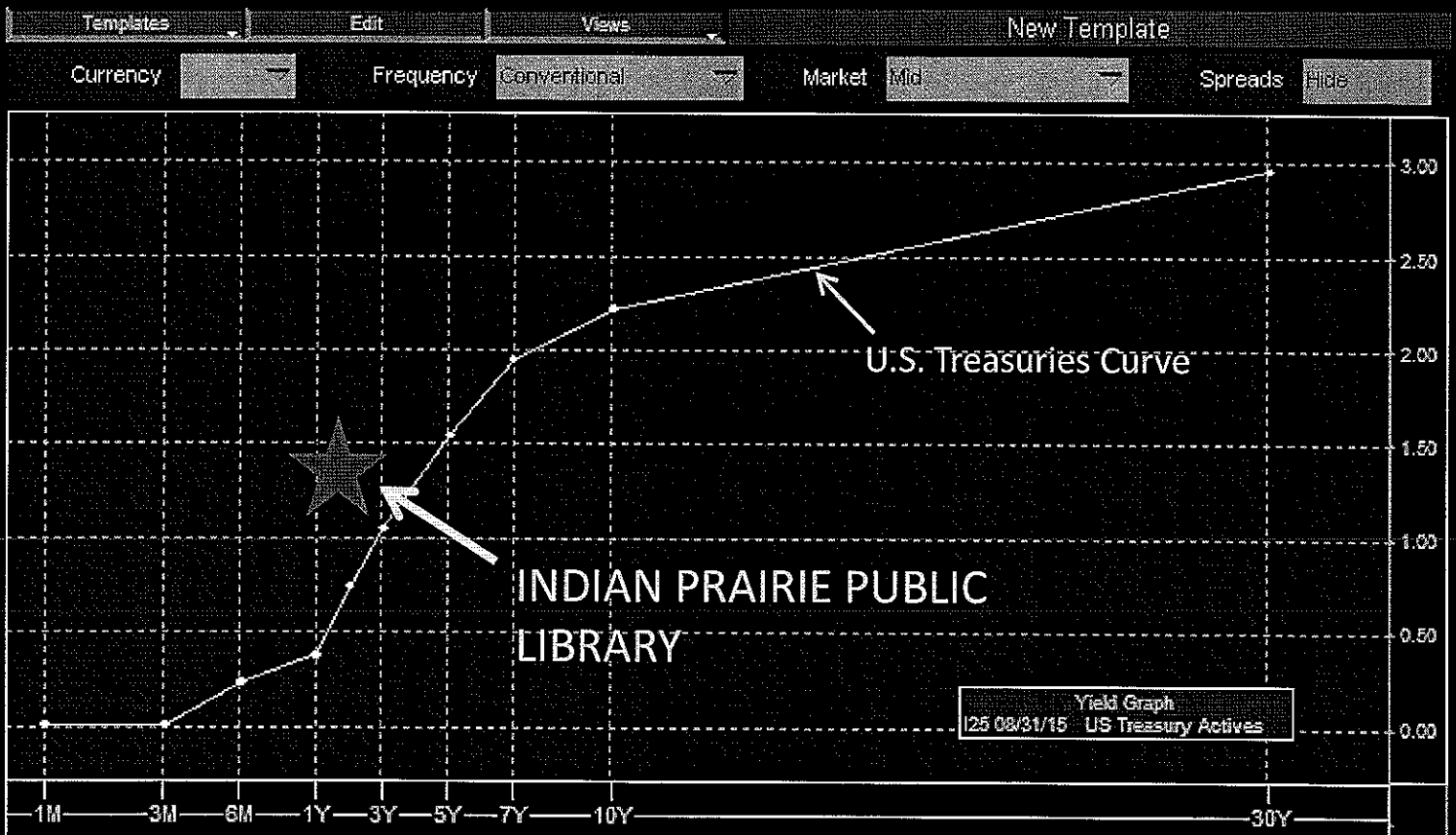
62

Indian Prairie Public Library District
August 31, 2015

Cash Account Weighted Averages	
Average YTW	1.36%
Average Duration	2.20 Years
Average Rating	AAA

Corporate Account Weighted Averages	
Average YTW	1.20%
Average Duration	1.88 Years
Average Rating	AAA

Yield Graph



INDIAN PRAIRIE PUBLIC
LIBRARY

Yield Graph
125 08/31/15 US Treasury Actives

Additional Backup
 Distributed at mtg.
 (L1 - New Business)
 MPI

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Working Cash Account
Schwab Acct# 3934-7640
 August 31, 2015

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Yield
GOVERNMENT AGENCY ISSUES(USD)							
25,000	Federal Home Loan Banks 1.000% Due 03-11-16	100.39	25,098.72	100.34	25,084.97	6.2	0.4
25,000	Federal Home Loan Mtg Corp 0.800% Due 03-21-17	100.04	25,009.70	100.04	25,009.80	6.2	0.8
20,000	Federal Natl Mtg Assn 1.500% Due 02-21-19	100.23	20,046.78	100.54	20,107.28	5.0	1.3
40,000	Federal Home Loan Banks 1.500% Due 03-08-19	100.61	40,244.69	100.38	40,153.80	9.9	1.4
15,000	Federal Farm Credit Banks 1.690% Due 02-13-20	100.28	15,042.07	99.63	14,944.29	3.7	1.8
	Accrued Interest				516.29	0.1	
			125,441.96		125,816.43	31.0	1.1
GOVERNMENT BONDS - VARIABLE RATE(USD)							
20,000	Federal Natl Mtg Assn 0.460% Due 01-20-16	100.14	20,028.38	100.12	20,023.76	4.9	0.2
25,000	Federal Home Loan Banks 0.210% Due 02-03-17	99.95	24,988.59	100.08	25,020.42	6.2	0.2
	Accrued Interest				14.60	0.0	
			45,016.98		45,058.79	11.1	0.2
CMO's(USD)							
70,000	FNMA REMIC Trust 2010-117 3.000% Due 05-25-25	105.63	26,739.91	103.90	26,303.11	6.5	0.8
32,000	FHLMC REMIC Series 3325 5.500% Due 06-15-37	108.11	4,656.71	108.81	4,687.10	1.2	3.0
30,000	GNMA REMIC Trust 2012-57 3.000% Due 03-20-39	105.66	22,412.84	103.43	21,939.73	5.4	1.7
	Accrued Interest				136.07	0.0	
			53,809.47		53,066.00	13.1	1.4
FHLMC's(USD)							
150,000	FHLMC PC Gold Guar 15 5.000% Due 05-01-18	107.70	3,233.75	104.17	3,127.72	0.8	0.7
245,000	FHLMC PC Gold Cash 15 5.000% Due 10-01-18	106.69	10,238.65	104.17	9,997.24	2.5	1.2
1,579,553	FHLMC PC Gold Comb 30 9.000% Due 01-01-20	111.91	2,258.09	101.01	2,038.07	0.5	7.4
30,000	FHLMC PC Gold 15 Yr 3.500% Due 11-01-25	104.56	12,504.96	105.72	12,644.18	3.1	0.9

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Working Cash Account
Schwab Acct# 3934-7640
August 31, 2015

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Yield
40,000	FHLMC PC Gold Comb 15 4.500% Due 09-01-26 Accrued Interest	107.19	14,761.66	106.45	14,660.01	3.6	1.7
					154.16	0.0	
			42,997.11		42,621.38	10.5	1.6
FNMA's(USD)							
174,145	FNMA Pass-Thru Int 15 Year 6.000% Due 01-01-19	107.12	3,524.79	102.97	3,387.93	0.8	1.6
50,000	FNMA Pass-Thru Short 10 Year 4.500% Due 04-01-19	105.95	4,105.13	104.13	4,034.56	1.0	1.1
40,000	FNMA Pass-Thru Short 10 Year 4.500% Due 08-01-19	106.33	4,158.32	104.27	4,077.67	1.0	1.2
30,000	FNMA Pass-Thru Short 10 Year 4.000% Due 12-01-19	105.97	3,464.50	104.90	3,429.49	0.8	0.6
60,000	FNMA Pass-Thru Int 15 Year 4.500% Due 03-01-21	107.36	5,601.03	104.73	5,463.79	1.3	1.6
20,000	FNMA Pass-Thru Short 10 Year 2.500% Due 02-01-22	104.00	7,062.30	102.74	6,976.94	1.7	0.8
200,000	FNMA Pass-Thru Int 15 Year 5.500% Due 01-01-23	109.00	17,356.83	110.07	17,527.60	4.3	1.1
210,000	FNMA Pass-Thru Long 30 Year 7.000% Due 03-01-37 Accrued Interest	111.50	12,982.53	116.86	13,606.87	3.4	2.6
					231.16	0.1	
			58,255.43		58,736.01	14.5	1.5
GNMA's(USD)							
50,000	GNMA Pass-Thru M Single Family 4.500% Due 01-20-25	108.00	16,509.11	107.85	16,485.73	4.1	2.6
125,000	GNMA Pass-Thru X Single Family 5.500% Due 12-15-32	108.98	10,748.65	112.49	11,094.20	2.7	2.1
175,000	GNMA Pass-Thru X Platinum 30 Year 5.500% Due 04-15-33	108.99	9,000.16	114.86	9,485.15	2.3	1.6
100,000	GNMA Pass-Thru X Single Family 5.500% Due 11-15-33	109.01	7,346.31	114.22	7,697.28	1.9	2.2
38,000	GNMA Pass-Thru X Single Family 5.500% Due 11-15-33	109.14	4,142.27	114.11	4,331.02	1.1	1.8

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Working Cash Account
Schwab Acct# 3934-7640
 August 31, 2015

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Yield
37,300	GNMA Pass-Thru X Single Family 5.500% Due 11-15-35 Accrued Interest	105.88	3,111.92	113.06	3,322.98	0.8	2.1
					202.13	0.0	
			50,858.40		52,618.49	13.0	2.1
CASH AND EQUIVALENTS(USD)							
	Cash Account Balance		27,545.80		27,545.80	6.8	0.0
			27,545.80		27,545.80	6.8	0.0
TOTAL PORTFOLIO			403,925.15		405,462.89	100.0	1.2

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Corporate Account
Schwab Acct# 6415-7790
August 31, 2015

<u>Quantity</u>	<u>Security</u>	<u>Adj Unit Cost</u>	<u>Total Adjusted Cost</u>	<u>Price</u>	<u>Market Value</u>	<u>Pct. Assets</u>	<u>Yield</u>
GOVERNMENT AGENCY ISSUES(USD)							
100,000	Federal Home Loan Banks 0.200% Due 12-18-15	100.00	99,998.97	100.02	100,019.00	8.4	0.1
50,000	Federal Home Loan Banks 1.000% Due 03-11-16	100.37	50,187.36	100.34	50,169.95	4.2	0.4
100,000	Federal Home Loan Mtg Corp 0.800% Due 03-21-17	100.01	100,009.70	100.04	100,039.20	8.4	0.8
85,000	Federal Natl Mtg Assn 1.500% Due 02-21-19	100.18	85,154.87	100.54	85,455.94	7.2	1.3
85,000	Federal Farm Credit Banks 1.690% Due 02-13-20	100.19	85,160.82	99.63	84,684.31	7.1	1.8
	Accrued Interest				739.46	0.1	
			420,511.72		421,107.86	35.3	0.9
GOVERNMENT BONDS - VARIABLE RATE(USD)							
50,000	Federal Natl Mtg Assn 0.460% Due 01-20-16	100.12	50,059.11	100.12	50,059.40	4.2	0.2
50,000	Federal Home Loan Banks 0.210% Due 02-03-17	99.93	49,963.93	100.08	50,040.85	4.2	0.2
	Accrued Interest				34.46	0.0	
			100,023.03		100,134.71	8.4	0.2
CMO's(USD)							
70,000	FNMA REMIC Trust 2010-117 3.000% Due 05-25-25	105.63	26,739.91	103.90	26,303.11	2.2	0.8
1,415,000	FNMA REMIC Trust 2003-27 4.000% Due 04-25-33	108.00	30,847.85	103.86	29,665.40	2.5	2.2
95,000	GNMA REMIC Trust 2012-57 3.000% Due 03-20-39	105.66	70,974.00	103.43	69,475.77	5.8	1.7
	Accrued Interest				326.44	0.0	
			128,561.75		125,770.71	10.6	1.7
FHLMC's(USD)							
1,000,000	FHLMC PC Gold Comb 15 6.500% Due 04-01-18	107.75	8,989.14	102.89	8,583.30	0.7	1.5
305,000	FHLMC PC Gold Guar 15 5.000% Due 05-01-18	107.65	6,571.92	104.17	6,359.72	0.5	0.7
975,000	FHLMC PC Gold Cash 15 5.000% Due 10-01-18	106.69	40,745.54	104.17	39,784.83	3.3	1.2

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Corporate Account
Schwab Acct# 6415-7790
August 31, 2015

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Yield
375,000	FHLMC PC Gold Comb 15 5.500% Due 05-01-20	108.96	26,581.90	107.44	26,209.27	2.2	1.8
210,000	FHLMC PC Gold Comb 15 5.500% Due 06-01-20	108.13	11,712.33	106.18	11,501.75	1.0	1.3
340,000	FHLMC PC Gold 15 Yr 5.000% Due 07-01-23	107.94	13,800.06	104.17	13,318.59	1.1	2.0
520,000	FHLMC PC Gold Cash 20 5.500% Due 08-01-24	109.50	33,333.49	111.35	33,897.51	2.8	1.3
51,000	FHLMC PC Gold 15 Yr 3.500% Due 11-01-25	104.52	21,251.03	105.72	21,495.15	1.8	0.9
200,000	FHLMC PC Gold Comb 15 4.500% Due 09-01-26	107.19	73,808.42	106.45	73,300.13	6.2	1.7
	Accrued Interest				901.53	0.1	
			236,793.82		235,351.78	19.7	1.5
FNMA's(USD)							
95,000	FNMA Pass-Thru Short 10 Year 4.500% Due 04-01-19	105.86	7,792.70	104.13	7,665.70	0.6	1.1
125,000	FNMA Pass-Thru Short 10 Year 4.500% Due 08-01-19	106.28	12,987.71	104.27	12,742.69	1.1	1.2
140,000	FNMA Pass-Thru Short 10 Year 4.000% Due 12-01-19	105.88	16,154.65	104.90	16,004.23	1.3	0.6
20,000	FNMA Pass-Thru Short 10 Year 2.500% Due 02-01-22	104.00	7,062.30	102.74	6,976.94	0.6	0.8
350,000	FNMA Pass-Thru Int 15 Year 5.500% Due 01-01-23	109.00	30,374.45	110.07	30,673.29	2.6	1.1
50,000	FNMA Pass-Thru Int 15 Year 4.000% Due 11-01-28	106.62	51,108.86	105.77	50,697.23	4.3	3.1
210,000	FNMA Pass-Thru Long 30 Year 7.000% Due 03-01-37	111.50	12,982.53	116.86	13,606.87	1.1	2.6
	Accrued Interest				493.86	0.0	
			138,463.22		138,860.80	11.7	1.9
GNMA's(USD)							
75,000	GNMA Pass-Thru X Single Family 7.000% Due 11-15-24	110.97	7,819.52	109.91	7,744.47	0.6	3.6
50,000	GNMA Pass-Thru M Single Family 4.500% Due 01-20-25	108.00	16,509.11	107.85	16,485.73	1.4	2.6

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Corporate Account
Schwab Acct# 6415-7790
August 31, 2015

<u>Quantity</u>	<u>Security</u>	<u>Adj Unit Cost</u>	<u>Total Adjusted Cost</u>	<u>Price</u>	<u>Market Value</u>	<u>Pct. Assets</u>	<u>Yield</u>
3,245,000	GNMA Pass-Thru X Single Family 7.000% Due 06-15-31	111.93	23,774.43	114.45	24,309.73	2.0	3.1
150,000	GNMA Pass-Thru X Single Family 5.500% Due 11-15-35	105.78	12,502.79	113.06	13,363.33	1.1	2.1
111,289	GNMA Pass-Thru X Single Family 6.000% Due 06-15-37	107.23	11,008.71	113.16	11,617.29	1.0	2.3
53,114	GNMA Pass-Thru X Single Family 6.000% Due 10-15-38	108.93	2,296.06	113.16	2,385.11	0.2	2.5
85,000	GNMA Pass-Thru X Single Family 6.000% Due 02-15-39 Accrued Interest	107.32	2,651.36	112.35	2,775.77	0.2	2.6
					<u>350.72</u>	<u>0.0</u>	
			<u>76,561.99</u>		<u>79,032.16</u>	<u>6.6</u>	<u>2.7</u>
CASH AND EQUIVALENTS(USD)							
	Cash Account Balance		<u>91,529.22</u>		<u>91,529.22</u>	<u>7.7</u>	<u>0.0</u>
			<u>91,529.22</u>		<u>91,529.22</u>	<u>7.7</u>	<u>0.0</u>
TOTAL PORTFOLIO			1,192,444.76		1,191,787.25	100.0	1.2

FY2015/16 Budget and Financial Forecast

I adjusted the capital expenditures to reflect the study room expenses and the change in the cost of the brick/masonry.

The board had approved \$8,100.00 for the study room but the actual cost will be \$6,900.00 because we were able to install the door from the records room on to the administration entrance to the new study room. I was also able to get the furniture for a slightly lower price because the library joined a purchasing cooperative.

Laura reported at the last meeting on the budget required for the work that needs to be done to the brick/masonry and windows. At \$45,000.00 it is significantly less than the \$150,000.00 originally budgeted.

In the expenditures line I made an adjustment of \$10,000.00 to the personnel line. But I subtracted \$10,000.00 from the line rather than adding to it. You may remember we discussed last month that we are anticipating an increase of \$10,000.00 to the health insurance line and a \$5,000.00 increase to the salary line. However, last week Technology Services Librarian Suzanne Wulf informed us that she has accepted a position at another library and we will not be posting her position until after the holidays. Based on an assumption of a new hire starting April 1, we will actually realize approximately \$10,00.00 in savings.

However, discussion should continue about our budget because of the budget crisis in Springfield. A budget for grants from the Secretary of State's offices has not been approved. I budgeted \$43,500.00 in this fiscal year. It is a possibility that we will not receive that money.

I've discussed the budget with the department heads and we've developed some ideas to consider to help save money. These include stopping the plant service and asking the Gardening Club to maintain indoor plants, holding off on equipment purchases until after January 1 to see what happens with the state grants, consider different, less expensive paper for the newsletter, look for open-source software to replace our online calendar, program registration and room reservation systems, and increase fines to 15 cents.

FINANCIAL FORECAST

FISCAL YEAR ENDING JUNE 30 AS INDICATED

Updated August 12, 2015

64

personnel line 2.5 percent increase, materials 1, building 2, automation 1, operations .5, contractual .5 insurance 2, marketing .5
New

		Projected	Projected	New				
	#	2014	2015	2016	2017	2018	2019	2020
Revenues								
Taxes		3,249,958	3,300,084	3,395,110	3,422,271	3,456,494	3,525,623	3,596,136
taxes for bonds	#	244,535						
Intergovernmental	#	54,161	90,576	43,500	42,000	42,000	42,000	42,000
Fees, Fines, Rentals	#	185,300	171,412	170,900	172,267	173,990	177,470	181,019
Interest	#	49,935	45,000	36,906	35,666	35,527	33,239	31,443
Miscellaneous	#	583	1,192	300	1,000	1,000	1,000	1,000
Collection Agency Fee		430	260	300	300	300	300	300
Donations and gifts	#	2,150	1,534	1,500	2,000	2,000	2,000	2,000
Total Revenues	#	3,787,052	3,610,058	3,648,516	3,675,504	3,711,311	3,781,632	3,853,898
Expenditures								
Personnel	#	2,437,574	2,483,779	2,586,548	2,651,212	2,717,492	2,785,429	2,855,065
Materials	#	474,667	483,675	488,675	493,562	498,497	503,482	508,517
Building	#	225,516	213,000	265,500	270,810	276,226	281,751	287,386
Automation	#	112,570	123,800	108,875	109,964	111,063	112,174	113,296
Operations	#	39,040	35,150	33,750	33,919	34,088	34,259	34,430
Contractual Service	#	17,472	22,330	22,100	22,211	22,322	22,433	22,545
Insurance	#	16,458	15,921	16,462	16,791	17,127	17,470	17,819
Public Information	#	63,125	61,085	75,300	75,677	76,055	76,435	76,817
Contingency	#	34,789	16,711	4,850				
Debt Service	#	461,598						
Capital Projects	#		96,055					
Total Expenditures	#	3,882,809	3,551,506	3,602,060	3,674,144	3,752,871	3,833,433	3,915,875
Excess revenues over (under) expenditures	#	-95,757	58,552	46,456	1,360	-41,560	-51,801	-61,977
District Fund Balance July 1	#	1,513,444	1,417,687	1,380,184	1,419,740	1,371,100	1,309,540	1,257,739
District Fund Balance June 30*	#	1,417,687	1,476,239	1,426,640	1,421,100	1,329,540	1,257,739	1,195,762
less Fund Balance for Cash Flow (25% of expenditures)	#	855,303	863,863	900,515	918,536	938,218	958,358	978,969
equals Fund Balance for Special Reserves and Projects	#	562,384	612,376	526,125	502,564	391,322	299,380	216,793
<i>Potential Capital Projects</i>			86,055	6,900	5000	20,000		
			chiller	study room	pump	servers		
			10,000		45,000			
			YS furniture		brick/masonry			

<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
3,668,059	3,741,420	3,816,248	3,892,573	3,970,425	4,049,833	4,130,830
42,000	42,000	42,000	42,000	42,000	42,000	42,000
184,639	188,332	192,099	195,941	199,860	203,857	207,934
29,894	28,085	25,749	19,610	16,312	13,161	0
1,000	1,000	1,000	1,000	1,000	1,000	1,000
300	300	300	300	300	300	300
2,000	2,000	2,000	2,000	2,000	2,000	2,000
<u>3,927,892</u>	<u>4,003,137</u>	<u>4,079,396</u>	<u>4,153,424</u>	<u>4,231,896</u>	<u>4,312,151</u>	<u>4,384,064</u>
2,926,442	2,999,603	3,074,593	3,151,458	3,230,244	3,311,000	3,393,775
513,602	518,738	523,926	529,165	534,457	539,801	545,199
293,133	298,996	304,976	311,076	317,297	323,643	330,116
114,429	115,573	116,729	117,896	119,075	120,266	121,468
34,602	34,775	34,949	35,124	35,299	35,476	35,653
22,658	22,771	22,885	23,000	23,115	23,230	23,346
18,175	18,539	18,910	19,288	19,674	20,067	20,468
77,201	77,587	77,975	78,365	78,757	79,151	79,547
<u>4,000,243</u>	<u>4,086,583</u>	<u>4,174,943</u>	<u>4,265,371</u>	<u>4,357,918</u>	<u>4,452,634</u>	<u>4,549,573</u>
-72,351	-83,446	-95,546	-111,946	-126,021	-140,483	-165,510
1,195,762	1,113,410	879,965	764,418	652,472	-143,549	-299,032
<u>1,123,410</u>	<u>1,029,965</u>	<u>784,418</u>	<u>652,472</u>	<u>526,451</u>	<u>-284,032</u>	<u>-464,542</u>
1,000,061	1,021,646	1,043,736	1,066,343	1,089,479	1,113,159	1,137,393
<u>123,350</u>	<u>8,319</u>	<u>-259,317</u>	<u>-413,871</u>	<u>-563,029</u>	<u>-1,397,191</u>	<u>-1,601,935</u>
10,000	150,000	20,000		670,000	15,000	
circulating pumps	parking lot	servers		boiler, generator building refurbishment	HVAC bearings	

66

<u>2028</u>	<u>2029</u>	<u>2030</u>
4,213,446	4,297,715	4,383,670
42,000	42,000	42,000
212,093	216,335	220,661
0	0	0
1,000	1,000	1,000
300	300	300
2,000	2,000	2,000
<hr/> 4,470,839	<hr/> 4,559,350	<hr/> 4,649,631

3,478,619	3,565,585	3,654,725	2.5
550,651	556,158	561,719	1
336,718	343,453	350,322	2
122,683	123,910	125,149	1
35,832	36,011	36,191	0.5
23,463	23,580	23,698	0.5
20,878	21,295	21,721	2
79,944	80,344	80,746	0.5

<hr/> 4,648,789	<hr/> 4,750,336	<hr/> 4,854,271
-177,950	-190,986	-204,640
-464,542	-662,492	-853,477
<hr/> -642,492	<hr/> -853,477	<hr/> -1,058,117
1,162,197	1,187,584	1,213,568
<hr/> -1,804,689	<hr/> -2,041,061	<hr/> -2,271,685

20,000	12,000
servers	humidifier

Proposal to Cancel ComPsych

ComPsych is an employee assistance program that we have provided to all the staff for years. The cost is \$2,500.00 per year. About 5 years ago I studied the usage statistics which were very low. We did a promotion campaign to the staff to assure they were aware of the service. Also each new employee received information about ComPsych. I've checked the statistics for the past three years, over which time the library has spent \$7,500.00. In three years there have been just 9 "person-to-person" contacts. There were 26 articles accessed in their database and 5 personal assessments taken. We don't know if each of these instances are different individuals or the same person making use of the resource. In terms of the articles and assessments, the library offers numerous tools to our patrons that our staff may use as well and if ComPsych is cancelled we plan on preparing a handout for the staff which identifies available resources already offered by the library.

ComPsych's renewal is February 1, 2016 for 5 years. It is a rolling renewal and requires 120 days' notice of cancellation. So we would have to send them notice of cancellation prior to October 1.

Space Planning

Last year's community survey showed an interest from our public in quiet space, more study space and more collaborative space. This fall I intend to do a more in-depth survey of library users to better understand what types of space they need or are interested in.

We also are seeing an interest in new services we're providing such as the WouldShop in Kids & Teens and using digital media and interest in new types of technologies as indicated in the community survey.

It's possible to hire an architect to do a space planning document. I met with Sara Chzarnowski, who was the interior designer on the library's renovation, and reviewed with her our perceived needs as well as my own ideas on spaces that could be repurposed. Dewberry submitted a proposal for space planning services which outlines the anticipated meetings for the projects and what they would deliver for a cost of \$14,970.00. I thought the trustees would be interested in seeing a space planning proposal and what an exercise like this might cost.



Dewberry Architects Inc. | 847.695.5840
25 South Grove Avenue, Suite 500 | 847.695.6579 fax
Elgin, IL 60120 | www.dewberry.com

69

Agreement for the Provision of Limited Professional Services

Client: Board of Trustees, Indian Prairie Public Library
Attn: Ms. Jamie Bukovac, Library Director
Date: June 29, 2015
Project Name/Location: Space Planning Study

Indian Prairie Public Library
401 Plainfield Road
Darien, IL 60561

Scope/Intent and Extent of Services:

Dewberry Architects Inc. (Dewberry) understands this agreement to pertain to the development of a report on space utilization and planning in the library building. The study shall identify space needs using client input; evaluate current uses; and explore potential new uses of space to meet library needs. Potential new uses shall be presented as concept design plans and be accompanied by a conceptual phasing plan and budget for implementation.

The Dewberry planning team will conduct a series of meetings with a designated library team to identify today's needs; gain feedback on what works well in the building and what could work better; and to design potential solutions.

We anticipate the following meetings for this project:

1. Furniture Survey (1): Dewberry Team tours building to update existing furniture plans
2. Kick-off Meeting (1): Dewberry and Library Team sets goals and project understanding.
3. Concept Development (3): Refine plan concepts and explore alternate solutions.
4. Implementation Strategy (1): Review budget estimates and phasing plan.
5. Board Presentation (1): Present proposed conceptual layout, budget and phasing plan.

Contract Deliverables:

1. Existing furniture layout plan.
2. Interior building plans with proposed, conceptual layout.
3. Phasing diagram to convey the intended sequence for implementing.

- 4. Conceptual budget for implementing work.

Fee Arrangement:

Dewberry shall provide the above stated deliverable for the fixed sum fee of \$14,970.00 exclusive of reimbursable direct expenses as defined below.

Special Conditions:

The contract deliverables are understood to be conceptual in nature and not represent construction documents. The plans shall not be used by the owner to bid, permit, or construct work.

Offered by:

Douglas A Pfeiffer

 Signature Date
 Douglas Pfeiffer, Office Director

 Printed Name/Title

Accepted by:

 Signature Date

 Printed Name/Title

**ATTACHMENT B
STANDARD TERMS AND CONDITIONS**

These Standard Terms and Conditions ("STCs") are incorporated by reference into the foregoing agreement or proposal, along with any future modifications or amendments thereto made in accordance with Paragraph 24 below (the "Agreement") between Dewberry ("we" or "us" or "our") and its client ("you" or "your") for the performance of architectural, engineering, surveying, planning, or other services ("Services"). These STCs are fully binding upon you just as if they were fully set forth in the body of the Agreement, and shall supersede any term or provision elsewhere in the Agreement in conflict with these STCs.

1. **Period of Offer.** Unless we decide, in writing, to extend the period for acceptance by you of our proposal, you have 90 days from our proposal date to accept our proposal. We have the right to withdraw the proposal at any time before you accept. Delivery of a signed proposal—whether original or copy—to us constitutes your acceptance of the proposal, including attachments expressly incorporated into the proposal by reference. The proposal and incorporated attachments shall constitute the entire agreement between you and us.

If you request us to render Services before you deliver a signed proposal to us, and we render Services in accordance with the proposal, you agree that the proposal and these STCs constitute the Agreement between you and us even if you fail to return a signed proposal to us.

2. **Scope of Services.** For the fee set forth in the Agreement, you agree that we shall only be obligated to render the Services expressly described in the Agreement. Unless the Agreement expressly requires, in no event do we have any obligation or responsibility for:

- a. The correctness and completeness of any document which was prepared by another entity.
- b. The correctness and completeness of any drawing prepared by us, unless it was properly signed and sealed by a registered professional on our behalf.
- c. Favorable or timely comment or action by any governmental entity on the submission of any construction documents, land use or feasibility studies, appeals, petitions for exceptions or waivers, or other requests or documents of any nature whatsoever.
- d. Taking into account off-site circumstances other than those clearly visible and actually known to us from on-site work.
- e. The actual location (or characteristics) of any portion of a utility which is not entirely visible from the surface.
- f. Site safety or construction quality, means, methods, or sequences.
- g. The correctness of any geotechnical services performed by others, whether or not performed as our subcontractor.
- h. The accuracy of earth work estimates and quantity take-offs, or the balance of earthwork cut and fill.

Should shop drawing review be incorporated into the Services, we shall pass on the shop drawings with reasonable promptness. Checking and approval of shop drawings will be general, for conformance with the design concept of the project to which this Agreement relates ("Project") and compliance with the information given in the construction documents, and will not include quantities, detailed dimensions, nor adjustments of dimensions to actual field conditions. Approval shall not be construed as permitting any departure from contract requirements nor as relieving the Contractor of the sole and final responsibility for any error in details, dimensions or otherwise that may exist.

We do not provide legal, accounting, or insurance services.

3. **Your Oral Decisions.** You, or any of your directors, officers, partners, members, managers, employees or agents having apparent authority from you, may orally: (a) make decisions relating to Services or the Agreement; (b) request a change in the scope of Services under the Agreement; or (c) request us to render additional services under the Agreement, subject to our right to require you to submit the request in writing before your decision or request shall be considered to have been effectively made. You may, at any time, limit the authority of any or all persons to act orally on your behalf under this Paragraph 3, by giving us seven 7 days advance written notice.

4. Proprietary Rights. The drawings, specifications and other documents prepared by us under this Agreement are instruments of our service for use solely for the Project and, unless otherwise provided, we shall be deemed the author of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright and rights to any Dewberry trademarks. You shall be permitted to retain copies, including reproducible copies of our instruments of service for information and reference for the Project. Our drawings, specifications, or other documents shall not be used by you or others on other projects for any reason or for completion of this Project by other professionals, unless you enter into a written agreement with us allowing for such use. Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication inconsistent with our reserved rights.

5. Fees and Compensation. If you request us to render services not specifically described in the Agreement, or, if we or anyone in our employ, is called upon to be deposed or to testify in a matter in which we are not a named party, that relates to the Project, you agree to compensate us for such services in accordance with the hourly rates as set forth on Attachment A of this Agreement or in any subsequently effective schedule, unless otherwise agreed in writing. If no compensation rate is set forth on Attachment A, or through written agreement between you and us, we shall be compensated for such services at our then current hourly rates. We may unilaterally increase our lump sum or unit billing rates on each anniversary of your acceptance of this Agreement by as much as five percent or the percentage increase in the CPI-W (U.S. Department of Labor Consumer Price Index-Washington), whichever is greater. Hourly rates are subject to periodic revision at our discretion.

6. Period of Service. The provisions of this Agreement and the compensation provided for under the Agreement have been established in anticipation of the orderly and continuous progress of the Project. Our obligation to render services will extend only for that period which may reasonably be required to complete the Services in an orderly and continuous manner and we may then, at our sole option, terminate the Agreement.

7. Construction Costs. Construction costs are defined as the total actual cost or estimated cost to you of all elements of the project designed or specified by us excluding our fees. We assume no responsibility for any Project or construction cost estimates or opinions given to you as we have no control over the cost of labor, materials, equipment, or services furnished by others, or over competitive bidding or market conditions.

8. Reimbursable Expenses. Unless the Agreement otherwise provides, you shall reimburse us, or our affiliates, for all expenses we incur to render the Services for you under this Agreement, plus fifteen percent. We may submit invoices for reimbursable expenses separately from invoices for Services.

9. Payment Terms. We may submit invoices at any time to you for Services and for reimbursable expenses incurred. Invoices are payable within 30 days of the invoice date, and you agree to pay a finance charge of one and one half percent per month on any unpaid balance not received by us within 30 days of the invoice date. Invoices may be based either upon our estimate of the proportion of the total services actually completed at the time of billing for lump sum or fixed fee services, or in the case of hourly services, upon rendering of the Services. If any invoice is not paid within 30 days of the invoice date, we shall have the right either to suspend the performance of our Services until all invoices more than 30 days past due are fully paid or to terminate the agreement and to initiate proceedings to recover amounts owed by you. Additionally, we shall have the right to withhold from you the possession or use of any drawings or documents prepared by us for you under this or any other agreement with you until all delinquent invoices are paid in full. You shall not offset payments of our invoices by any amounts due, or claimed to be due for any reason.

If you do not give us written notice disputing an invoice within 20 days of the invoice date, the invoice shall conclusively be deemed correct. All payments made by you should specify the invoice numbers being paid. If we receive payments that do not specify the invoices being paid, you agree that we may apply payments in our sole discretion. Time is of the essence of your payment obligations; and your failure to make full and timely payment shall be deemed a material breach.

10. Information From You and Public Sources. You shall furnish us all plans, drawings, surveys, deeds and other documents in your possession, or that come into your possession, which may be related to the Services, and shall inform us in writing about all special criteria or requirements related

to the Services (together, "Information"). We may obtain deeds, plats, maps and any other information filed with or published by any governmental or quasi-governmental entity (together, "Public Information"). Unless we are engaged in writing as an additional service to independently verify such, we may rely upon Information and Public Information in rendering Services. We shall not be responsible for errors or omissions or additional costs arising out of our reliance on Information or Public Information. You agree to give prompt notice to us of any development or occurrence that affects the scope or timing of Services, or any defect in the final work submitted by us, or errors or omissions of others as they are discovered. We shall not be responsible for any adverse consequence arising in whole or in part from your failure to provide accurate or timely information, approvals and decisions, as required for the orderly progress of the Services.

11. **Plan Processing.** We may submit plans and related, or other, documents to public agencies for approval. However, it may be necessary, in order to serve your interests and needs, for us to perform special processing, such as attending meetings and conferences with different agencies, hand carrying plans or other documents from agency to agency, and other special services. These special services are not included in the basic fee and shall be performed as additional services on an hourly fee basis in accordance with our applicable hourly rate schedule.

12. **Meetings and Conferences.** To the extent the Agreement provides, we will attend meetings and conferences that you, or your representatives, reasonably require. Furthermore, we will meet on an as-needed basis with public agencies that might be involved in the Project. Because we cannot forecast the scope and nature of these meetings and conferences, we will perform meeting and conference services on an hourly fee basis in accordance with our applicable hourly rate schedule.

13. **Your Claims.** You release us from, and waive, all claims of any nature for any and all errors or omissions by us related to our performance under this Agreement, or in the performance of any supplementary services related to this Agreement, unless you have strictly complied with all of the following procedures for asserting a claim, as to which procedures time is of the essence:

a. You shall give us written notice within 10 days of the date that you discover, or should, in the exercise of ordinary care, have discovered that you have, or may have, a claim against us. If you fail to give us written notice within such 10 days, then such claim shall forever be barred and extinguished.

b. If we accept the claim, we shall have a reasonable time to cure any error or omission and any damage. This shall be your sole remedy, and you must not have caused the error or omission, or any damage resulting from the error or omission, to be cured, if we are ready, willing and able to do so.

c. If we reject the claim, we shall give you written notice of such rejection within 30 days of our receipt of the notice of claim from you. You shall then have 60 days within which to furnish us with an opinion from a recognized expert in the appropriate discipline, corroborating your claim that we committed an error or omission, and establishing that the error or omission arose from our failure to use the degree of care ordinarily used by professionals in that discipline in the jurisdiction local to the Project. If you fail to furnish us such an opinion from a recognized expert within 60 days from the date we send you notice of our rejection of the claim, then such claim shall forever be barred and extinguished.

d. We shall have 60 days from receipt of the written opinion of your expert within which to reevaluate any claim asserted by you. If we again reject such claim, or if the 60 day period from receipt of the written opinion of your expert elapses without action by us, then you may have recourse to such other remedies as may be provided under this Agreement.

14. **Hazardous or Toxic Wastes or Substances, Pollution or Contamination.** You acknowledge that Services rendered under this Agreement may, or will, involve or be affected by hazardous or toxic wastes or substances, or pollution or contamination due to the presence of hazardous or toxic wastes or substances. To induce us to enter into this Agreement, you agree to indemnify and hold us harmless from liability, loss and damages of any nature, including actual attorney's fees and related costs and expenses, arising out of claims made against us that relate, in any way, to both (a) hazardous or toxic wastes or substances, or pollution or contamination due to the presence of hazardous or toxic wastes or substances, and (b) the performance by us of our obligations under the Agreement, whether or

not such performance by us is claimed to have been, or was, or may have been, negligent. Unless otherwise expressly set forth in this Agreement, we shall have no responsibility for searching for, or identifying, any hazardous or toxic wastes or substances, or pollution or contamination due to the presence of hazardous or toxic wastes or substances; but if we discover or suspect the presence of any such wastes, substances, pollution or contamination due to the presence of hazardous or toxic wastes or substances, then we, in our sole discretion, and at any time, may stop work under, or terminate, this Agreement, in which event we will have no further liability to you for performance under this Agreement, and you shall make the payments to us required by Paragraph 15 of the STCs.

15. Termination. Either party may terminate the Agreement if the other party materially breaches the Agreement. You shall immediately pay us for our services rendered and expenses incurred through the termination date, including fees and expenses that we incur as a result of the termination.

16. Payment of Other Professionals. If this Agreement includes continuation of services begun by other architects, engineers, planners, surveyors, or other professionals, we may suspend our services until you make arrangements satisfactory to such other professionals for payment. If satisfactory arrangements have not been made within a time determined by us to be reasonable, then we may in our sole discretion terminate this Agreement.

17. Assignment and Third-Party Beneficiaries. Neither party shall assign or transfer any rights, interests or claims arising under this Agreement without the written consent of the other. This Agreement shall not confer any benefit or right upon any person or entity other than you, us and our partners, members, managers, directors, officers, employees, agents and subcontractors. Our partners, members, managers, directors, officers, employees, agents and subcontractors shall have and shall be entitled to the protection afforded us under Paragraphs 10, 13, 14, 17, 21 and 23 of this Agreement. Despite anything in this Paragraph 17 to the contrary, we may employ independent consultants, associates, and subcontractors as we may deem necessary to render the Services and we may assign our right to receive compensation under this Agreement.

18. Applicable Law and Forum Selection. The Commonwealth of Virginia's laws shall govern this Agreement in all respects, including matters of construction, validity, and performance. Except as provided in Paragraph 19, the parties agree that the courts of Fairfax County, Virginia, and the Federal District Court, Eastern District of Virginia, Alexandria Division, (together, "Courts") shall have exclusive jurisdiction over any controversy, including matters of construction, validity, and performance, arising out of this Agreement. The parties consent to the jurisdiction of the Courts and waive any objection either party might otherwise be entitled to assert regarding jurisdiction. The parties irrevocably waive all right to trial by jury in any action, proceeding, or counterclaim arising out of or related to this Agreement.

19. Arbitration of Our Claims for Compensation. Instead of proceeding in court, we, in our sole and absolute discretion, may submit any claim for compensation due us under this Agreement to arbitration in Fairfax County, Virginia in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association, and judgment upon the arbitration award may be entered in any court having jurisdiction. You agree not to assert any counterclaim or any defense by way of set-off in such arbitration, and that the arbitrator or panel shall have no authority to consider, or to render, an award based upon any such counterclaim or defense by way of set-off. We shall have the right to withdraw our demand for arbitration at any time before the arbitration hearing starts by giving written notice to the arbitrator or panel and you; and upon the giving of such notice by us, the arbitration shall terminate, no award shall be rendered, and we may then pursue our remedies in accordance with Paragraph 18 above.

20. Severability. If any part, term, or provision of this Agreement is held to be illegal or unenforceable, the validity and enforceability of the remaining parts, terms, and provisions of this Agreement shall not be affected, and each party's rights shall be construed and enforced as if the Agreement did not contain the illegal or unenforceable part, term, or provision.

21. Limitations on Liability. Our liability for any loss, property damage or bodily injury of or to you caused in whole or in part by us in the performance of this Agreement, or in the performance of any supplementary services in any way related to this Agreement, shall be limited in the aggregate to the amount of fees that you have paid to us for the Services. The parties intend that the foregoing limitation on liability shall apply to all claims, whether sounding in tort, in contract, in warranty, or otherwise. You release, waive, and shall not seek contribution from, or indemnification by, us for any claims of any nature

made against you by any other person who may suffer any loss, property damage or bodily injury in any manner associated with our services, or our partners, members, managers, directors, officers, employees, agents and subcontractors under this Agreement,, or any supplementary services in any way related to this Agreement. We shall not be liable to you, in any event or for any amount, for delays; or for consequential, special or incidental damages; or for punitive or exemplary damages. Should you find the terms of this Paragraph 21 unacceptable, we are prepared to negotiate a modification in consideration of an equitable surcharge to pay our additional insurance premiums and risk.

22. Payment of Attorney's Fees. The losing party shall pay the winning party's reasonable attorney's fees and expenses for the prosecution or defense of any cause of action, claim or demand arising under this Agreement in any court or in arbitration.

23. Indemnification. You agree to indemnify and hold us harmless from and against any and all liability, loss, damages, claims and demands for loss, damages, property damages or bodily injury, arising out of work undertaken on the Project by you, or your contractor, subcontractor or other independent company or consultant employed by you to work on the Project, or their respective partners, members, managers, directors, officers, employees, agents or assigns; or arising out of any other operation, no matter by whom performed, for and on behalf of you, or such contractor, subcontractor or other independent company or consultant, whether or not due in part to errors or omissions by us in the performance of this Agreement, or in the performance of any supplementary service in any way related to this Agreement, provided that you are not required to indemnify and hold us harmless under this Paragraph 23 in the event of our sole negligence.

24. Integration Clause. The Agreement represents the entire agreement of the parties. No prior representations, statements, or inducements made by either us, you, or the respective agents of either, that is not contained in the Agreement shall enlarge, modify, alter, or otherwise vary the written terms of the Agreement unless they are made in writing and made a part of the Agreement by attachment, incorporated by reference in the Agreement or signed or initialed on behalf of both parties.

Standard Hourly Billing Rate Schedule

Dewberry	Hourly Rates
Professional	
Principal	\$250.00
Architect I,II,III	\$80.00, \$90.00, \$100.00
Architect IV,V,VI	\$120.00, \$130.00, \$150.00
Architect VII,VIII,IX	\$170.00, \$180.00, \$200.00
Interior Designer I,II,III,IV	\$60.00, \$80.00, \$100.00, \$135.00
Engineer I,II,III	\$90.00, \$95.00, \$105.00
Engineer IV,V,VI	\$125.00, \$140.00, \$150.00
Engineer VII,VIII,IX	\$175.00, \$190.00, \$205.00
Other Professionals I, II, III	\$90.00, \$95.00, \$105.00
Other Professionals IV, V,VI	\$125.00, \$140.00, \$150.00
Other Professionals VII, VIII, IX	\$175.00, \$190.00, \$205.00
Technical	
Geographer/GIS I,II,III	\$75.00, \$85.00, \$95.00
Geographer/GIS IV,V,VI	\$105.00, \$125.00, \$140.00
Geographer/GIS VII,VIII,IX	\$160.00, \$195.00, \$205.00
Designer I,II,III	\$95.00, \$110.00, \$130.00
Designer IV,V,VI	\$150.00, \$170.00, \$190.00
CADD Technician I,II,III,IV	\$60.00, \$75.00, \$85.00, \$100.00
Surveyor I,II,III	\$50.00, \$60.00, \$75.00
Surveyor IV,V,VI	\$85.00, \$95.00, \$110.00
Surveyor VII,VIII,IX	\$140.00, \$160.00, \$175.00
Other Technical I,II,III	\$50.00, \$70.00, \$90.00
Other Technical IV, V, VI	\$110.00, \$130.00, \$150.00
Construction	
Construction Professional I,II,III	\$115.00, \$125.00, \$140.00
Construction Professional IV,V,VI	\$160.00, \$180.00, \$200.00
Inspector I,II,III	\$75.00, \$90.00, \$100.00
Inspector IV,V,VI	\$115.00, \$130.00, \$145.00
Administration	
Admin Professional I,II,III,IV	\$60.00, \$75.00, \$85.00, \$95.00
Non-Labor Direct Costs	Cost + 15%

August 2015 Listening Posts

77

Kids & Teens

A six year old kid pulled a Breakfast Club upon entering the Youth Floor. (He threw a stoked fist in the air in excitement upon seeing all the material)

A parent shared that she & her family really enjoyed all of the activities from the Family Nights. "They looked forward to every week and couldn't wait to do more."

Circulation

Issued a card to a new patron today who said, "You mean I can access LYNDA for free with my library card? I just paid over \$400.00 for a year!!" I suggested he try to get a refund.

A Woodridge patron checking out art books, music and TV shows said, "You have such a great selection here!"

"How do you always manage to have a smile on your face?"

"You guys are like magicians. We just give everything to you and then it's all done". (A patron said at check-out when she was taking a stack out items out).

Adult & Computer Help Desk

It would be nice if the login screen for the Public Catalog had a box to check that would enable you to save the library card number so that you would not have to enter it every time.

An elderly gentleman told me that he's been a member here for many years. His grandchildren live in Maryland, and come here to visit him each summer. When they go back home after a visit, they tell him all the time how much they miss his library. He said they love to come here every time they visit.

A man was excited when he found out that he could now access Lynda.com through the library. He has his own account for work purposes and said this would save him about \$20 per month. He described it is a great service.

I really like the play-aways especially in the summer since they are so portable. Also I like the ability to change speeds which you can't do on a cd. The newer ones with the lit screen and bigger buttons are great. I hope the library keeps purchasing them. It doesn't seem like there have been many new ones lately.

A woman said she loves our Web site and finds it one of the easiest to navigate of Web sites she visits. In talking to her further, it seems she really likes all the resources available for research, etc.

August 2015 Listening Posts

78

"This library has the coldest and most delicious water probably better than the hotels on Michigan Avenue. I just came through Houston and the airport had warm water".

Patrons stopped by the desk after the multiple tornado warnings on Tues 8/18 to say thank you for keeping everything under control. They said they felt very safe with us!

I'm going to cancel my Lynda.com subscription because I can now get it through the library.

Where are "stacks"? When I explained it to him, he said that he thought it was clearer when the catalog said "on shelf".

I wish the Art Therapy Night was not limited to 20 and 30 year olds. I could really use a program like that, and I am older than that. Please offer another one open to all adults.

"Person who selects music CDs does an excellent job. We have some excellent hard to find titles.

"This is such a great library, we live in Clarendon Hills and our library is so small. We are about equal distance from both libraries but we come here, it is so nice."

Technology

"The Technology Department is just outstanding and patient with all the attendant levels in class. Well done! Thank you".

"I've taken many classes with IPPL, and this was definitely the best class. It was well organized, Dave". -From Senior iPad Bootcamp.

"Excellent instructors. Dave did a great job on eTutorials. Ann & Suzy were very patient and helpful. Learned a lot" -Senior Android Bootcamp attendee.

"I wanted to tell you just how much I am LOVING Lynda.com. I've already completed a class that earned a certificate, now added to my LinkedIn profile. I updated my Wordpress blog to a fancier theme because of a class I'm in now. Thank you for having this resource - it's fabulous!"

"Senior iPad Bootcamp was a great event for seniors in Darien. Thank you for planning and offering such. Seniors need more informational events at our library. Again thanks for all your work as well as the staff."

Administration

Annual Report 2014-15

A summary of significant achievements, new services, and special programs and events.

EXPLORE. CONNECT. BE INSPIRED.

WE'RE BEST IN THE WEST! Thank you to those who voted IPPL the Best Public Library in *West Suburban Living's* 2015 Best of the West issue!

STRATEGIC PLAN. The library staff and trustees have worked together to develop a strategic plan that will guide the library through the next three years.

TRUSTEES. Trustee Dorothy Schardt moved out of the library district and Kelly Von Zee was appointed to the library board.

KIDS & TEENS. Our Mid-Kid and Teen areas were refurbished and updated.

THANKS TO

- The community for donating \$34,440.
- The Friends of IPPL for donating \$7,041.
- The IPPL Foundation for donating \$3,090.
- The Estate of Miriam Ringo for donating \$1,000.
- The Darien Woman's Club for donating \$729.
- The Darien Lions Club for donating \$500.
- The Darien Garden Club for donating \$200.
- The Darien Chamber of Commerce for \$100.
- 263 volunteers who donated 5,180 hours.

Special thanks to Arthur E. Distasio, who bequeathed \$25,000 to the library. Mr. Distasio was a longtime supporter of the library and we are honored by his gift.

PROVIDING POPULAR MATERIALS AND PROGRAMS

- We created the WouldShop, a permanent makerspace in Kids & Teens.
- We introduced the Seed Library.
- Our film collection grew to almost 11,000 DVDs spanning 100 years of movie magic.
- Our library expanded to more than 260,000 items.
- We added Netflix to our Roku devices.
- We introduced family Rokus with children's movies and educational programs.
- Hoopla, our on-demand digital media service, now has eBooks, audiobooks, comics, and TV shows.

FOSTERING LIFELONG LEARNING

- 855 programs were offered and 19,360 people attended.
- Little U, our early literacy series, taught skills that prepare children to read to over 6,400 young children and their caregivers.
- 1,600 kids and teens enjoyed STEM classes, supporting what they learn in school.
- Summer reading programs challenged and rewarded students.
- Junction programming encouraged patrons to learn, create, and share.
- To provide the most accurate and current residential, business, and consumer information, we added ReferenceUSA.
- A wide selection of editable Illinois legal forms are available with Gale Legal Forms.
- Job seekers can get personalized resume help and live interview training with the addition of Brainfuse JobNow.
- Live tutoring and personalized writing help is available through Brainfuse HelpNow.

ENRICHING LIVES THROUGH TECHNOLOGY

- We introduced a new online catalog with new features to enhance user experience.
- We upgraded our self-check stations.
- The Darien Lions Club funded new assistive equipment for those with physical limitations.
- The IPPL Foundation and Susan Stonesypher funded a MacBook Pro for in-house circulation.
- We hosted a 3D Design Challenge during Teen Tech Week.
- Patrons printed 307 projects with our 3D printer.
- We provided Kindle Fires pre-loaded with parenting apps and magazines.
- We added LeapFrog Ultras and LeapFrog Tags to our kids collection.

ENHANCING THE COMMUNITY

- We hosted storytimes at Whole Foods Market Willowbrook and the Darien Farmers Market.
- We co-hosted a Jobs Fair with Sen. Christine Radogno, Rep. Jim Durkin, and Rep. Ron Sandack.
- More than 40 writers participated in our first-ever Local Authors Fair.
- We initiated the StoryShare oral history project.
- Over 100 teens attended our first Teen Summer Job Fair, co-hosted by the Darien Chamber of Commerce and the Willowbrook/Burr Ridge Chamber of Commerce and Industry.
- We formed a partnership with SCORE to provide free assistance to small businesses.
- Our nine-day Food for Fines drive brought in 2,867 nonperishable food and personal care items to be donated to the food pantries at Our Lady of Peace and Our Lady of Mt. Carmel.
- Local artist Jenn Weinschenker painted on location at IPPL and donated the artwork to us.

Facts and Figures*

WE OWN:

- 141,480 books
- 53,863 eBooks
- 24,561 DVDs
- 6,937 streaming movies
- 11,344 music CDs
- 255,428 streaming music albums
- 6,584 audiobooks
- 23,164 downloadable audiobooks
- 526 playways
- 464 console games

WE ALSO HAVE:

- 385 magazine/newspaper subscriptions
- 94 eMagazine subscriptions
- 65 online resource databases

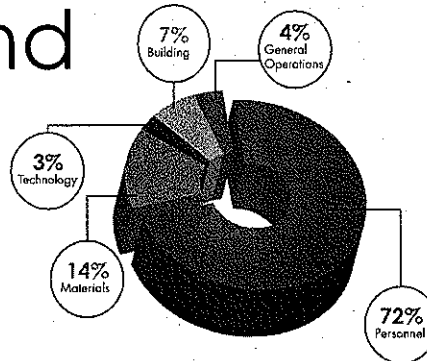
We are also a member of SWAN online catalog, which provides access to more than eight million titles.

SERVING OUR COMMUNITY:

- 810,215 items circulated
- 441,134 people visited the library
- 337,086 visits to ippl.info
- 99,592 questions answered
- 69,893 uses of IPPL computers
- 855 programs and classes offered
- 19,360 people attended programs and classes

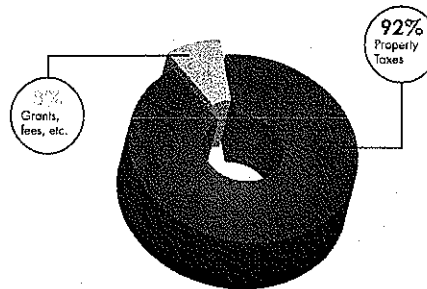
SAVING YOU MONEY:

Our 24,625 cardholders checked out 810,215 items, which represents a savings of \$638 to each cardholder.



OPERATING EXPENDITURES \$3,529,148

- Personnel **\$2,532,928**
- Materials **\$483,675**
- Building **\$237,100**
- General Operations **\$151,645**
- Technology **\$123,800**



REVENUE \$3,373,078

- Property Taxes **\$3,300,084**
- Grants, gifts, interest, fines, fees, misc. **\$272,994**

*unaudited figures