

Indian Prairie Public Library
401 Plainfield Road
Darien, Illinois 60561

Budget and Appropriations Hearing

September 18, 2013 – 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 18, 2013 – 7:15 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, Luanne Spiros, Victoria Suriano
- B. Mission Statement: We enrich peoples' lives by providing opportunities to explore, connect, and be inspired.

Vision Statement: Our community depends upon the Indian Prairie Public Library District as a vital and trusted resource for achieving personal goals and enhancing quality of life. With welcoming, state-of-the-art service, the library is an essential center of learning, inspiration, and community pride.
- C. Public Comment
- D. Communications and Announcement
 - 1. Steiger to Bukovac re: Literacy DuPage Community Partner of the Year Page 5
 - 2. ILA eNews re: Signage Prohibiting Firearms Page 6
 - 3. Willowbrook Corner Staff to Monica: re Thank You Page 7
 - 4. Concerned Patron to Bukovac re: Muslim Journeys Program Page 8
- E. Omnibus Consent Agenda
 - 1. Minutes of Regular Board Meeting, August 21, 2013 Page 9
 - 2. Treasurer's Report Page 12
 - 3. Action on Bills/Additional Bills Page 16
 - 4. Ordinance 2013-6 Providing for the Budget & Appropriations for FY 2013/14 Page 21
 - 5. Estimate of Revenues FY 2013/14 Page 26
 - 6. FY2014 Illinois Public Library Per Capita Grant Page 27
- F. Items Deleted from Omnibus Consent Agenda

BOARD MEETING – SEPTEMBER 18, 2013 – PAGE 2

- G. Library Director’s Report Page 38 Information
- H. Staff Report
Kelly Von Zee, Early Literacy Librarian Information
- I. Reports
 - 1. WB/BR Chamber of Commerce Meeting (Cigler) Page 52 Information
 - 2. Darien Chamber of Commerce (none)
 - 3. RAILS Page 53 Information
 - 4. Building and Grounds (none)
 - 5. Finance Committee (none)
 - 6. Plan/Annexation Committee (none)
 - 7. Policy Committee (none)
- J. Unfinished Business
 - 1. Results of Trustee SWOT Exercise Page 58 Discussion
- K. New Business
 - 1. Bradley Smith, MPI Investment Management Page 60 Report
 - 2. Review of *Serving Out Public 2.0: Standards for Illinois Public Libraries*, chapter 10 "Marketing, Promotion and Collaboration" Page 73 Discussion
 - 3. Strategic Plan Update Page 76 Discussion
 - 4. Appointment of Trustees Discussion
 - 5. Notice of Change to Bylaws Page 87 Discussion
 - 6. Director Evaluation Information
- L. Scheduled Meetings
None
- M. Community Events
Darien Town Meeting Sept. 26, 7:00

N. Library Events

Slow Cooked and Fabulous	9/18/2013	7:00 PM
All About eBooks and eMagazines -- Drop In	9/19/2013	2:00 PM
GenLit Game Night for 20-30somethings	9/19/2013	7:00 PM
Crime Readers Book Discussion	9/19/2013	7:00 PM
Movies & More: The Postman Always Rings Twice	9/20/2013	7:00 PM
ESL Conversation Group	9/21/2013	10:00 AM
College Entrance Essay Workshop	9/22/2013	2:00 PM
Little University Fall Session	9/23/2013	All Day
Computers for Beginners	9/23/2013	1:00 PM
Adult Chess Group	9/23/2013	6:00 PM
Current Events Group	9/23/2013	7:00 PM
Today's Smart Living: The Affordable Care Act	9/24/2013	7:00 PM
Needlers	9/24/2013	7:00 PM

BOARD MEETING – SEPTEMBER 18, 2013 – PAGE 3

4th Wednesdays: Travel in the Land of Anne of Green Gables	9/25/2013	1:00 PM
Genealogy Group	9/26/2013	1:00 PM
WIT (Write, Inspire, Together) Poetry Workshop	9/26/2013	6:30 PM
Computers for Beginners	9/30/2013	1:00 PM
Introduction to Word	9/30/2013	6:00 PM
Write-On Cool Compositions Contest	10/1/2013	All Day
Eating Gluten-Free	10/1/2013	7:00 PM
Write-On Cool Compositions Contest	10/2/2013	All Day
C.O.D.-What You Need to Know	10/2/2013	5:00 PM
Samsung, Nook, and Nexus Users: Learn How to Download eBooks	10/2/2013	6:00 PM
iPad Users: Learn How to Download eBooks	10/2/2013	7:30 PM
Write-On Cool Compositions Contest	10/3/2013	All Day
Lyric Opera Lecture: Otello	10/3/2013	7:00 PM
Write-On Cool Compositions Contest	10/4/2013	All Day
Movies & More: L.A. Confidential	10/4/2013	7:00 PM
Write-On Cool Compositions Contest	10/5/2013	All Day
Cardboard Challenge	10/5/2013	All Day
ESL Conversation Group	10/5/2013	10:00 AM
Write-On Cool Compositions Contest	10/6/2013	All Day
Write-On Cool Compositions Contest	10/7/2013	All Day
Introduction to Word	10/7/2013	6:00 PM
Adult Chess Group	10/7/2013	6:00 PM
Chicago Victory Gardens: Yesterday and Tomorrow	10/7/2013	7:00 PM
Write-On Cool Compositions Contest	10/8/2013	All Day
LinkedIn 101	10/8/2013	3:30 PM
Twitter 101	10/8/2013	6:00 PM
Needlers	10/8/2013	7:00 PM
Write-On Cool Compositions Contest	10/9/2013	All Day
Lyric Opera Lecture: Madama Butterfly	10/9/2013	7:00 PM
Novel Idea- The Light Between Oceans by M.L. Stedman	10/9/2013	7:00 PM
Write-On Cool Compositions Contest	10/10/2013	All Day
Write-On Poetry Workshop	10/10/2013	6:30 PM
Write-On Cool Compositions Contest	10/11/2013	All Day
Senior Friday Fun Days	10/11/2013	10:00 AM
Write-On Cool Compositions Contest	10/12/2013	All Day
Write-On Cool Compositions Contest	10/13/2013	All Day
Write-On Cool Compositions Contest	10/14/2013	All Day
Open Gaming Holiday Event	10/14/2013	3:30 PM
Adult Chess Group	10/14/2013	6:00 PM
Current Events Group	10/14/2013	7:00 PM
Write-On Cool Compositions Contest	10/15/2013	All Day
Introduction to Excel	10/15/2013	3:30 PM
Chicago Haunts	10/15/2013	7:00 PM

O. Adjournment

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

NOTICE IS HERERBY 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 18, 2013, 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 19, 2013.

Luanne Spiros, Secretary
Board of Trustees
8/1/13 #613064

August 27, 2013

Jamie Bukovac
Executive Director
Indian Prairie Public Library
401 Plainfield Rd.
Darien, IL 60561

Dear Jamie,

We are very pleased to let you know that the Indian Prairie Public Library, along with all the other public libraries who serve DuPage County residents, has been chosen as one of our 2013 **Community Partners of the Year**. Thank you for helping us to literally change lives and impact future generations!

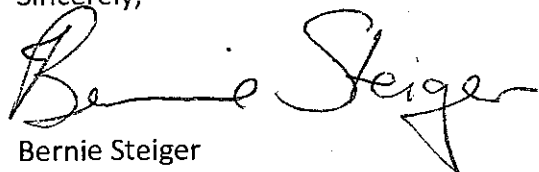
Since our organization was founded over 41 years ago, the libraries of DuPage County have been some of our strongest and most effective partners, from helping with volunteer and student recruitment and hosting conversation groups, to providing instructional materials, as well as providing space for tutor and student meetings, tutor training sessions and in-service workshops. Last year nearly **one-third** of our prospective tutor requests came through library referrals.

We would be honored if you or someone from your organization could attend our Recognition Luncheon on October 5, 2013, to receive your 2013 Community Partner of the Year Award. I am enclosing an invitation and would appreciate it if you could let me know who will be accepting the award on the library's behalf. This annual event is a time of great celebration as we share the achievements and success stories of our students and tutors.

Knowing how effectively you worked with our retired Executive Director, Tana Tatnall, I am excited to be leading Literacy DuPage and look forward to meeting you personally at this event!

You are an Essential Piece!

Sincerely,



Bernie Steiger
Executive Director

The Central Illinois event is scheduled for November 5, 2013 at the Embassy Suites in East Peoria, Illinois. [Please click here to register.](#)

If you have any questions please call Sam Rinaldi at 312-996-2554 samr@uic.edu.

Signage Allowed but Not Required for Libraries Prohibiting Concealed Carry

1. Section 65(a)(18) is an absolute prohibition on carrying firearms into a building, property, or parking lot controlled by a library. That is not just library owned property, but library controlled property. There is no signage requirement in this section, indeed, there is no requirement that libraries do anything under the act. Having said that, there also is no limitation on what a library can do to make clear that firearms are prohibited.

2. Section 65(b) allows a permitted concealed carrier to bring a firearm in a vehicle into a parking lot controlled by a library, and get out of the vehicle with it solely to properly store it in the vehicle.

3. Section 65(d) provides that the signs prohibiting firearms must be posted, of a certain size and designed by the Illinois State Police. However, only section 65(a-18) makes any reference to a required sign and that section applies ONLY to private property, so the understanding was that none of the government facilities would be covered that requirement.

Is it possible that the Illinois State Police could interpret Section 65(d) as requiring signs in every prohibited location? Perhaps, but that was not the interpretation of legislators who passed the bill. The signage provision appeared to only apply to private property under Section 65(a-18).

While the Illinois State Police may later develop a position on signage, carrying a concealed weapon into a library is prohibited by the law regardless of whether a sign is posted or not.

In the News

Library-related stories appearing in local news media are reflected in this section of the ILA E-Newsletter. The intent is to alert and inform the Illinois library community about issues and events that are considered significant by the general media.

McCarthy Sends Pekin Library Crowd into Swoon

To read this story, please [click here](#).

Dear Miss Monica,

Thank you so much for the time you spent with Willowbrook Corner this summer. The activities were so creative and well thought out! The kids especially loved making the apple faces, tie-dying coffee filters, and becoming superheroes! Your hard work and patience with the kids is very appreciated!

Thank you!

The Willowbrook Corner Staff

September 9, 2013

Jamie Bukovac, Library Director

Laura Birmingham, Assistant Director

INDIAN PRAIRIE PUBLIC LIBRARY

401 Plainfield Road

Darien, Illinois 60561

Dear Ms. Bukovac and Ms. Birmingham:

I have noted that the library has succumbed to an apparent societal need to placate the Muslim population in our midst with the current "Muslim Journeys" program. As it falls within something called, "Bridging Cultures," I certainly hope that some other cultures/religions will be featured soon, as well. My concern emanates from many sources of information that would suggest that this attempt to bridge cultures is actually an exercise in futility, especially where it involves women. I would draw your attention to the following internet link: www.youtube.com/watch?v=GbmeQtGMkUU&feature-youtu.be

As you will note from the video, women are especially targeted by the religion of Islam, and I would be interested to know if there has been any discussion about having a dialogue that would involve a public discussion of the various means by which women are demeaned, not least of which would be Female Genital Mutilation (FGM), something that people in the west usually don't know anything about, and if they do, would rather not talk have to confront.

While it is probably obvious why I am choosing to write anonymously, I would certainly hope that the library, which freely uses the tax dollars of many, many non-Muslims, will be vigilant about focusing on other cultures and religions in the future, as well as to consider having some serious dialogue that involves contrary voices and positions.

Thank you for your kind attention, and generally excellent work at the library.

Best regards,

A Concerned Patron and Taxpayer

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Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of August 21, 2013

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

A. Roll Call

President Suriano called the meeting to order at 7:14 p.m. Secretary Spiros called the roll.
Present: Donald Damon, Beena Deshmukh, Julia Lacayo, Marian Krupicka, Luanne Spiros, Victoria Suriano
Absent: none
Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski
Others: none

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

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

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

C. Public Comment – none

D. Communications and Announcements

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

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, July 17, 2013
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 FY2013 Illinois Public Library Annual Report
Krupicka moved, Spiros seconded to set the Omnibus Consent Agenda. Motion carried unanimously. Deshmukh moved, Spiros seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

Bukovac showed the Board the logo that our graphic artist created for our 25th anniversary. Bukovac distributed a new brochure that was created to brand our storytimes (Little U brochure). Spiros suggested we create a QR code for this. Bukovac spoke to the Board about our "my first library card" campaign which starts in September. This strategic plan initiative encourages parents to get their kids a library card. Children who get their first IPPL card will receive a newly designed card (paid for by the Friends), a kid-sized book bag and a souvenir photo. With respect to the Darien Town Hall Meeting scheduled for September 26, Bukovac was contacted about displaying a sign on an easel in the lobby of the library. Since we are part of the event, she agreed to the request. The sign, which was delivered to us today, was shown to the Board. Bukovac was concerned about the size. The Board agreed that the sign is much too big for the lobby. They suggested that instead a pdf of the sign be included on our kiosk.

H. Staff Report - none

I. Reports

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

J. Unfinished Business

- 1. Board Officers - Spiros moved, Deshmukh seconded that Spiros be Vice-President, Krupicka be Treasurer and Deshmukh be Secretary. Motion carried unanimously.

K. New Business

- 1. Audit of Secretary's Minutes and Review of Closed Session Minutes - Suriano and Krupicka conducted the audit and review. Suriano reported that everything was in order. Krupicka moved, Spiros seconded to keep all closed session minutes closed. Motion carried unanimously.
- 2. Library Policy 610 "Serious or Repeat Violations of Library Rules" – Bukovac explained that currently patrons are barred first for 30 days and if they continue to create problems they are barred for one year. Staff is requesting that a 90 day ban be added before the one year ban. The director would still have the authority to ban someone for one year in severe cases. Damon moved, Deshmukh seconded to add a third length of time of 90 days to the policy. Motion carried unanimously.
- 3. New Trustee - The Board discussed the option of considering the 3 people who interviewed for the open positions in May; offering the position to the 4th person who received the next highest number of votes in May; or recruiting new people and reopening the interview process. The Board directed Bukovac to contact the 4th person who received the next highest number of votes in May. Bukovac will let the Board know if the candidate declines the position.
- 4. Salary Cap – Bukovac said that some staff have been here long enough that they have hit or will soon hit the maximum amount of their grade level. She explained that the yearly performance appraisal is merit based. The Board reviewed the three approaches outlined in the backup. Damon moved, Spiros seconded to approve that when a staff person reaches the maximum amount for their grade level they will be awarded their merit increase as a bonus as well as any cost of living raise. Motion carried unanimously.

5. Environmental Scan – Bukovac said that this is a requirement of the state per capita grant application. The Board conducted a strengths, weaknesses, opportunities and threats assessment. Bukovac will compile the notes from tonight's brainstorming exercise.

L. Scheduled Meetings - none

M. Community Events

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

N. Library Events

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

O. Adjournment

At 9:10 p.m. Spiros moved, Deshmukh seconded to adjourn the meeting. All ayes. Motion carried unanimously.

Luanne Spiros, Secretary

INDIAN PRAIRIE PUBLIC LIBRARY TREASURER'S REPORT 8/31/2013

Balance on hand as of July 31, 2013.....	3,098,627.02
Cash Receipts for August.....	125,598.18
Cash Disbursements for August.....	342,052.22
Cash on hand as of August 31, 2013.....	2,882,172.98
Illinois Funds (Money Market) - Average Monthly Rate 0.014%	
General.....	626,730.42
Special Reserve.....	20,948.42
Working Cash.....	315.06
Bond.....	235,541.47
Children's Endowment.....	2,885.72
Endowment.....	11,170.02
<u>MPI Investments</u>	1,155,656.99

JP Morgan Chase - Savings - Rate .16%	
General.....	407,409.66

Working Cash Fund

MPI Investments.....	391,002.37
JP Morgan Chase - Checking - Rate .05%	
General.....	23,637.37
Hinsdale Bank & Trust - Checking.....	6,271.48
Petty Cash.....	200.00
Petty Cash/Circulation.....	404.00
Balances as of August 31, 2013.....	2,882,172.98

FUND BALANCES AS OF 08/31/2013

Corporate Fund.....	1,939,561.93
Building & Maintenance Fund.....	95,573.53
I.M.R.F. Fund.....	10,321.28
Liability Fund.....	3,428.47
Social Security Fund.....	11,778.33
Special Reserve Fund.....	22,072.08
Working Cash Fund.....	391,404.72
Bond Fund.....	332,494.52
Misc. Balance Sheet Accounts from all Funds.....	75,538.12
Grand Total All Funds.....	2,882,172.98

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

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Percent of Year: 16.67

	RECEIVED August 13	RECEIVED THIS YEAR	PRCT COLL	BUDGET RECEIPTS	UNCOLLECTED RECEIPTS
PROPERTY TAX & LEVY INTEREST					
41100 · Property Taxes	96,096.71	1,794,249.71	55.46%	3,235,315.00	1,441,065.29
41110 · Bond Property Taxes	13,941.34	30,634.85	6.47%	473,860.00	443,225.15
41150 · Non-current Property Taxes	53.19	305.71	101.90%	300.00	-5.71
43100 · Interest-Tax Levy	61.32	66.48	0.00%	0.00	-66.48
TOTAL PROPERTY TAX & LEVY INTEREST	110,152.56	1,825,256.75	49.21%	3,709,475.00	1,884,218.25
INTERGOVERNMENTAL					
42200 · Per Capita Grant	0.00	0.00	0.00%	42,000.00	42,000.00
42300 · LIMRICC	0.00	0.00	0.00%	0.00	0.00
TOTAL INTERGOVERNMENTAL	0.00	0.00	0.00%	42,000.00	42,000.00
INTEREST					
43200 · Interest -Checking	4.33	8.55	8.55%	100.00	91.45
43500 · Interest - Investment	52.87	92.53	0.00%	1,000.00	907.47
TOTAL INTEREST	57.20	101.08	9.19%	1,100.00	998.92
DESK MONIES					
45100 · Copier	457.55	1,027.59	22.84%	4,500.00	3,472.41
45120 · Computer Copies	1,058.10	2,207.24	22.07%	10,000.00	7,792.76
45200 · Fines/Fees	5,733.39	11,279.11	19.79%	57,000.00	45,720.89
45250 · Gifts/Donations	20.00	620.00	31.00%	2,000.00	1,380.00
45300 · Lost Materials	2,386.14	3,573.09	32.48%	11,000.00	7,426.91
45350 · Non-Resident Fees	4,636.00	14,757.00	17.36%	85,000.00	70,243.00
45400 · DVD Fines	1,408.37	2,551.06	28.35%	9,000.00	6,448.94
45450 · Book Rental	223.50	480.75	22.89%	2,100.00	1,619.25
45550 · Meeting Room Rental	0.00	0.00	0.00%	200.00	200.00
45600 · ILL Fees	56.00	139.90	0.00%	500.00	360.10
TOTAL DESK MONIES	15,979.05	36,635.74	20.21%	181,300.00	144,664.26
OTHER INCOME					
46700 · Miscellaneous	3.68	61.68	3.86%	1,600.00	1,538.32
46750 · Collection Agency Fee	50.00	110.00	0.00%	0.00	-110.00
TOTAL OTHER INCOME	53.68	171.68	10.73%	1,600.00	1,428.32
GRAND TOTAL	126,242.49	1,862,165.25	47.32%	3,935,475.00	2,073,309.75

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Indian Prairie Public Library District Consolidated Expenditures Report for August 2013

Percent of Year: 16.67

	August 13	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	REMAINING APPROPRIATION
PERSONNEL							
61100 · Salaries	223,109.98	296,981.90	15.04%	1,974,041.00	1,677,059.10	2,033,262.00	1,736,280.10
61310 · Benefits - Medical / Life Ins.	9,393.03	19,535.11	17.06%	114,500.00	94,964.89	132,000.00	112,464.89
61320 · Employee Assistance Program	0.00	0.00	0.00%	2,500.00	2,500.00	2,600.00	2,600.00
61330 · Benefits - IMRF	21,215.86	28,381.31	15.17%	187,083.00	158,701.69	137,500.00	109,118.69
61340 · Benefits - FICA	16,884.08	22,473.97	15.35%	146,389.00	123,915.03	93,500.00	71,026.03
61400 · Staff Development	586.33	1,346.24	7.32%	18,400.00	17,053.76	25,000.00	23,653.76
61500 · Recruitment	0.00	0.00	0.00%	0.00	0.00	1,000.00	1,000.00
61600 · Board Development	75.00	75.00	5.00%	1,500.00	1,425.00	22,000.00	21,925.00
61710 · Workers Compensation	0.00	11,021.00	100.00%	11,021.00	0.00	15,000.00	3,979.00
61720 · Unemployment Insurance	399.03	693.03	15.40%	4,500.00	3,806.97	7,000.00	6,306.97
TOTAL PERSONNEL	271,663.31	380,507.56	15.47%	2,459,934.00	2,079,426.44	2,468,862.00	2,088,354.44
MATERIALS							
62100 · Books	12,196.14	22,369.28	8.98%	249,175.00	226,805.72	255,000.00	232,630.72
62200 · Periodicals	1,198.80	12,387.22	34.27%	36,150.00	23,762.78	42,000.00	29,612.78
62300 · Audio	3,519.33	8,138.86	16.26%	50,050.00	41,911.14	52,000.00	43,861.14
62400 · Video	4,271.45	6,498.51	11.77%	55,200.00	48,701.49	60,000.00	53,501.49
62500 · Multi-Media	18.00	534.36	26.72%	2,000.00	1,465.64	2,300.00	1,765.64
62600 · Electronic Reference Resources	40.78	42,398.48	64.78%	65,455.00	23,056.52	69,500.00	27,101.52
62800 · Processing Supplies	1,096.26	4,358.65	18.95%	23,000.00	18,641.35	25,000.00	20,641.35
TOTAL MATERIALS	22,340.76	96,685.36	20.10%	481,030.00	384,344.64	505,800.00	409,114.64
BUILDING							
63100 · Building & Maintenance Fund	0.00	0.00	0.00%	0.00	0.00	0.00	0.00
63200 · Cleaning Service	5,124.70	10,114.70	15.56%	65,000.00	54,885.30	70,000.00	59,885.30
63300 · Utilities (1-8-11 · Gas)	347.11	909.85	7.58%	12,000.00	11,090.15	0.00	-909.85
63300 · Utilities (1-8-12 · Electric)	5,471.21	10,275.13	17.13%	60,000.00	49,724.87	0.00	0.00
63300 · Utilities (1-8-13 · Telephone)	1,378.63	2,408.51	21.90%	11,000.00	8,591.49	0.00	0.00
63300 · Utilities (1-8-14 · Water/Sewer)	0.00	616.29	14.67%	4,200.00	3,583.71	0.00	0.00
63300 · Utilities (1-8-15 · Garbage Disposal)	216.58	511.04	17.04%	3,000.00	2,488.96	0.00	0.00
63400 · Maintenance Supplies	2,014.07	2,361.21	14.76%	16,000.00	13,638.79	20,000.00	17,638.79
63500 · Security System Monitoring	249.00	249.00	16.60%	1,500.00	1,251.00	2,000.00	1,751.00
63600 · Property Maintenance	1,542.00	2,584.00	12.31%	21,000.00	18,416.00	30,000.00	27,416.00
63800 · Building Maintenance/Repairs	4,143.69	8,251.40	0.00%	43,000.00	34,748.60	55,000.00	46,748.60
TOTAL BUILDING	20,486.99	38,281.13	16.17%	236,700.00	198,418.87	177,000.00	152,529.84
OPERATIONS							
64200 · Supplies - Office	1,139.81	1,724.12	13.26%	13,000.00	11,275.88	16,000.00	14,275.88
64300 · Photocopy Supplies	340.92	647.51	14.39%	4,500.00	3,852.49	5,500.00	4,852.49
64400 · Patron Card Supplies	0.00	0.00	0.00%	4,500.00	4,500.00	5,000.00	5,000.00
64500 · Postage	27.98	36.99	0.53%	7,000.00	6,963.01	9,000.00	8,963.01
64600 · Non-Payment Reimbursement	1,307.38	1,307.38	37.35%	3,500.00	2,192.62	6,000.00	4,692.62
64700 · Travel	23.17	37.30	5.74%	650.00	612.70	1,000.00	962.70
64800 · Organizational Memberships	100.00	100.00	5.56%	1,800.00	1,700.00	2,200.00	2,100.00
64900 · Bank Fees	252.51	508.44	18.83%	2,700.00	2,191.56	0.00	-508.44
TOTAL OPERATION	3,191.77	4,361.74	11.59%	37,650.00	33,288.26	44,700.00	40,338.26
AUTOMATION							
65100 · Supplies (paper, ink cartridge)	2,964.35	3,077.35	32.39%	9,500.00	6,422.65	11,000.00	7,922.65
65200 · Automation-Prof Services	0.00	0.00	0.00%	5,000.00	5,000.00	10,000.00	10,000.00
65300 · Purchase of Equipment	1,484.99	1,484.99	8.26%	17,970.00	16,485.01	21,000.00	19,515.01
65400 · Automation Equip Mnt/Repair	35.72	35.72	2.38%	1,500.00	1,464.28	4,000.00	3,964.28
65500 · Software	2,673.05	2,673.05	12.64%	21,148.00	18,474.95	24,000.00	21,326.95
65600 · SWAN	12,729.50	12,729.50	25.20%	50,518.00	37,788.50	53,000.00	40,270.50
65700 · Telecommunications	588.85	1,026.74	16.30%	6,300.00	5,273.26	9,000.00	7,973.26

Indian Prairie Public Library District
Consolidated Expenditures Report for August 2013

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Percent of Year: 16.67

	August 13	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	REMAINING APPROPRIATION	REMAINING APPROPRIATION
TOTAL AUTOMATION	20,476.46	21,027.35	18.79%	111,936.00	90,908.65	132,000.00	110,972.65
CONTRACTUAL SERVICES							
66100 · General Professional Services	0.00	360.00	2.67%	13,500.00	13,140.00	29,000.00	28,640.00
66200 · Credit Bureau	95.80	185.30	12.35%	1,500.00	1,314.70	2,000.00	1,814.70
66300 · Equipment-Maintenance Repair	0.00	985.16	12.01%	8,200.00	7,214.84	9,800.00	8,814.84
66900 · Fees - Bond Registrar	10.00	10.00	0.00%	500.00	490.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	105.80	1,540.46	6.50%	23,700.00	22,159.54	40,800.00	39,269.54
INSURANCE							
67100 · Multi Peril-Physical Assets	0.00	8,841.00	100.00%	8,841.00	0.00	0.00	-8,841.00
67200 · Bonding	0.00	0.00	0.00%	2,100.00	2,100.00	0.00	0.00
67300 · Officers & Directors Liability	0.00	2,984.00	100.00%	2,984.00	0.00	0.00	-2,984.00
67400 · Umbrella Liability	0.00	3,283.00	100.00%	3,283.00	0.00	0.00	-3,283.00
TOTAL INSURANCE	0.00	15,108.00	87.80%	17,208.00	2,100.00	0.00	-15,108.00
MARKETING							
68110 · Marketing Newsletter	0.00	0.00	0.00%	24,185.00	24,185.00	25,800.00	25,800.00
68210 · Marketing Advertising	2,123.11	2,123.11	70.77%	3,000.00	876.89	5,000.00	2,876.89
68310 · Marketing Supplies	0.00	33.99	1.36%	2,500.00	2,466.01	4,000.00	3,966.01
68410 · Marketing-Information Printing	378.61	378.61	9.47%	4,000.00	3,621.39	7,500.00	7,121.39
68500 · Legal Notices	150.40	150.40	12.53%	1,200.00	1,049.60	2,000.00	1,849.60
68600 · Special Events	2,197.90	3,593.92	14.26%	25,200.00	21,606.08	30,000.00	26,406.08
TOTAL PUBLIC INFORMATION	4,850.02	6,280.03	10.45%	60,085.00	53,804.97	74,300.00	68,019.97
CAPITAL OUTLAY & CONTINGENCY							
69100 · Building Improvements	0.00	0.00	0.00%	0.00	0.00	0.00	0.00
69200 · Special Reserve Fund	0.00	0.00	0.00%	0.00	0.00	0.00	0.00
69300 · Bond Interest and Principal	0.00	0.00	0.00%	461,597.00	461,597.00	0.00	0.00
69800 · Operating Transfer Out	0.00	0.00	0.00%	0.00	0.00	0.00	0.00
69900 · Contingency	852.50	852.50	2.56%	33,372.00	32,519.50	80,000.00	79,147.50
TOTAL CAPITAL OUTLAY & CONTINGENCY	852.50	852.50	0.17%	494,969.00	494,116.50	80,000.00	79,147.50
GRAND TOTAL	343,967.61	564,644.13	14.39%	3,923,212.00	3,358,587.87	3,523,462.00	2,972,638.84

ACTION ON BILLS August 2013

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
Chase Bank - Bills for Approval	44549 thru 44661	\$ 84,946.58
Chase Bank - Salaries for August	35445 thru 35492	\$ 12,744.94
Hinsdale Bank - Direct Deposits	& 16117 thru 16350	\$ 147,277.04
MONTH'S TOTAL:		\$ 244,968.56

Indian Prairie Public Library District Check Register

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August 1, 2013 through August 31, 2013

Type	Date	Num	Name	Amount
121 - Checking - JP Morgan Chase				
Liability Check	08/01/2013	44549	Adler & Associates	35.22
Liability Check	08/01/2013	44550	Nationwide Retirement	610.00
Liability Check	08/01/2013	44551	Vantagepoint	1,077.00
Bill Pmt Check	08/01/2013	44552	Case Lots Inc.	106.40
Bill Pmt Check	08/01/2013	44553	Inkwell	46.99
Bill Pmt Check	08/01/2013	44554	OverDrive	74.94
Bill Pmt Check	08/01/2013	44555	Rogers Vending	124.14
Bill Pmt Check	08/01/2013	44556	ScotPress Printing	50.00
Bill Pmt Check	08/13/2013	44557	Asimakopoulos, Jennifer	33.48
Bill Pmt Check	08/13/2013	44558	Baker & Taylor	7,266.29
Bill Pmt Check	08/13/2013	44559	Baker & Taylor (video)	765.97
Bill Pmt Check	08/13/2013	44560	Blackstone Audio, Inc.	531.99
Bill Pmt Check	08/13/2013	44561	Cabreana Audio Group	147.43
Bill Pmt Check	08/13/2013	44562	Comcast	290.81
Bill Pmt Check	08/13/2013	44563	Constellation	5,471.21
Bill Pmt Check	08/13/2013	44564	Cook County Clerk	10.00
Bill Pmt Check	08/13/2013	44565	Cosmopolitan Building Services	4,775.00
Bill Pmt Check	08/13/2013	44566	DAC	119.00
Bill Pmt Check	08/13/2013	44567	DEMCO	231.25
Bill Pmt Check	08/13/2013	44568	Dzierzbicki, Monica	56.14
Bill Pmt Check	08/13/2013	44569	Findaway World, LLC	38.45
Bill Pmt Check	08/13/2013	44570	Fox Valley Fire & Safety	348.50
Bill Pmt Check	08/13/2013	44571	Gale/CENGAGE Learning	79.02
Bill Pmt Check	08/13/2013	44572	Garvey's Office Products	27.48
Bill Pmt Check	08/13/2013	44573	Illinois Library Association	75.00
Bill Pmt Check	08/13/2013	44574	Ingram Library Services	36.70
Bill Pmt Check	08/13/2013	44575	Inkwell	457.97
Bill Pmt Check	08/13/2013	44576	JavaSmart USA LLC	107.37
Bill Pmt Check	08/13/2013	44577	Joynt, Sarah	26.11
Bill Pmt Check	08/13/2013	44578	Kapco	519.70
Bill Pmt Check	08/13/2013	44579	Midwest Tape	1,073.56
Bill Pmt Check	08/13/2013	44580	Palmisano, Stacy.	43.09
Bill Pmt Check	08/13/2013	44581	Parkland College	50.00
Bill Pmt Check	08/13/2013	44582	PC Mall	59.90
Bill Pmt Check	08/13/2013	44583	Phillip's Interior Plants	215.00
Bill Pmt Check	08/13/2013	44584	Proforma Creative Impressions	256.00
Bill Pmt Check	08/13/2013	44585	Quill	26.88
Bill Pmt Check	08/13/2013	44586	Random House	40.00
Bill Pmt Check	08/13/2013	44587	Recorded Books, LLC	942.45
Bill Pmt Check	08/13/2013	44588	Rogers Vending	57.50
Bill Pmt Check	08/13/2013	44589	Runco	57.65
Bill Pmt Check	08/13/2013	44590	ScotPress Printing	207.90
Bill Pmt Check	08/13/2013	44591	Sebert Landscaping	1,542.00
Bill Pmt Check	08/13/2013	44592	Shaw Media	354.50
Bill Pmt Check	08/13/2013	44593	Speciality Mat Service	134.70
Bill Pmt Check	08/13/2013	44594	SunTimes Media	150.40

Indian Prairie Public Library District Check Register

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August 1, 2013 through August 31, 2013

Type	Date	Num	Name	Amount
Bill Pmt Check	08/13/2013	44595	SWAN	12,729.50
Bill Pmt Check	08/13/2013	44596	Team One Repair, Inc.	623.40
Bill Pmt Check	08/13/2013	44597	VOID	0.00
Bill Pmt Check	08/13/2013	44598	Wlosinski, Maria	11.87
Bill Pmt Check	08/13/2013	44599	Wolper Information Services	637.86
Bill Pmt Check	08/14/2013	44600	Unique Management	35.80
Liability Check	08/15/2013	44601	Adler & Associates	35.22
Liability Check	08/15/2013	44602	Nationwide Retirement	610.00
Liability Check	08/15/2013	44603	Vantagepoint	1,077.00
Bill Pmt Check	08/15/2013	44604	Bukovac, Jamie	142.56
Bill Pmt Check	08/15/2013	44605	C & S Sales Promotions, Inc.	371.51
Bill Pmt Check	08/15/2013	44606	Groot Industries, Inc.	216.58
Bill Pmt Check	08/15/2013	44607	Lincoln National Life	116.10
Bill Pmt Check	08/15/2013	44608	Metropolitan Industries, Inc.	1,854.50
Bill Pmt Check	08/15/2013	44609	OverDrive	620.12
Bill Pmt Check	08/15/2013	44610	Quill	88.16
Bill Pmt Check	08/15/2013	44611	Enablenart	498.00
Bill Pmt Check	08/15/2013	44612	Inkwell	379.04
Bill Pmt Check	08/15/2013	44613	Michalak, Ellen	201.00
Bill Pmt Check	08/26/2013	44614	VOID	0.00
Bill Pmt Check	08/26/2013	44615	Baker & Taylor	2,563.64
Bill Pmt Check	08/26/2013	44616	Baker & Taylor (video)	789.06
Bill Pmt Check	08/26/2013	44617	Bank of America	7,330.54
Bill Pmt Check	08/26/2013	44618	BCBS	7,853.34
Bill Pmt Check	08/26/2013	44619	Blackstone Audio, Inc.	100.00
Bill Pmt Check	08/26/2013	44620	Bunn, David	35.72
Bill Pmt Check	08/26/2013	44621	C & S Sales Promotions, Inc.	257.36
Bill Pmt Check	08/26/2013	44622	Call One	1,038.55
Bill Pmt Check	08/26/2013	44623	Case Lots Inc.	437.95
Bill Pmt Check	08/26/2013	44624	Current Technologies	1,377.00
Bill Pmt Check	08/26/2013	44625	Displays2go	17.46
Bill Pmt Check	08/26/2013	44626	Edmonds Incorporated	367.14
Bill Pmt Check	08/26/2013	44627	Finer Homes	870.00
Bill Pmt Check	08/26/2013	44628	Fire & Security Systems	249.00
Bill Pmt Check	08/26/2013	44629	Frank Electric Co.	400.00
Bill Pmt Check	08/26/2013	44630	Gale/CENGAGE Learning	479.82
Bill Pmt Check	08/26/2013	44631	Guardian	464.27
Bill Pmt Check	08/26/2013	44632	Inkwell	540.88
Bill Pmt Check	08/26/2013	44633	Kroeschell Service	778.69
Bill Pmt Check	08/26/2013	44634	Microsoft Corporation	1,484.99
Bill Pmt Check	08/26/2013	44635	Midwest Tape	781.96
Bill Pmt Check	08/26/2013	44636	Neiman, Ryan	250.00
Bill Pmt Check	08/26/2013	44637	Niels, Christine	50.00
Bill Pmt Check	08/26/2013	44638	OverDrive	673.95
Bill Pmt Check	08/26/2013	44639	Quill	404.62
Bill Pmt Check	08/26/2013	44640	Runco	250.89
Bill Pmt Check	08/26/2013	44641	ScotPress Printing	120.71

Indian Prairie Public Library District Check Register

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August 1, 2013 through August 31, 2013

Type	Date	Num	Name	Amount
Bill Pmt Check	08/26/2013	44642	SWAN	336.38
Bill Pmt Check	08/26/2013	44643	Three Scale Strategy	1,188.00
Bill Pmt Check	08/26/2013	44644	Village of Willowbrook	500.00
Bill Pmt Check	08/26/2013	44645	VSP Vision	92.85
Bill Pmt Check	08/28/2013	44646	Chicago SunTimes	130.00
Bill Pmt Check	08/28/2013	44647	Colonial Life	47.32
Bill Pmt Check	08/28/2013	44648	Dow Theory Forecasts	159.00
Bill Pmt Check	08/28/2013	44649	Edmonds Incorporated	181.95
Bill Pmt Check	08/28/2013	44650	LACONi	100.00
Bill Pmt Check	08/28/2013	44651	LACONiMMS	35.00
Bill Pmt Check	08/28/2013	44652	Layman, Jez	41.82
Bill Pmt Check	08/28/2013	44653	Micro Center	119.99
Bill Pmt Check	08/28/2013	44654	Moneyletter	129.00
Bill Pmt Check	08/28/2013	44655	Quill	236.96
Bill Pmt Check	08/28/2013	44656	The Cottage Journal Seasons	19.98
Bill Pmt Check	08/28/2013	44657	VOID	0.00
Liability Check	08/29/2013	44658	Adler & Associates	35.22
Liability Check	08/29/2013	44659	Nationwide Retirement	610.00
Liability Check	08/29/2013	44660	Vantagepoint	1,077.00
Bill Pmt Check	08/29/2013	44661	Team One Repair, Inc.	939.26
Total 10121 - Checking - JP Morgan Chase				84,946.58
TOTAL				84,946.58

Bills for approval – Electronic Payments & Automatic Withdrawals

August 2013

Vendor	Purpose	Date Paid	Amount Paid
EFTPS-Federal	Payroll taxes	08/01/2013	18,639.96
ILDOR-State	Payroll taxes	08/01/2013	3,270.91
EFTPS-Federal	Payroll taxes	08/15/2013	18,350.48
ILDOR-State	Payroll taxes	08/15/2013	3,209.28
EFTPS-Federal	Payroll taxes	08/29/2013	18,522.72
ILDOR-State	Payroll taxes	08/29/2013	3,256.39
IMRF	Payroll Pension	08/30/2013	28,179.49
AT&T	Telecommunications	08/12/2013	298.04
Nicor	Gas	08/16/2013	347.11
DAC	Deposit to HRA	08/02/2013	2,500.00
Deluxe	A/P Check Printing	08/06/2013	256.77
US Bank	Credit Card Fee	08/02/2013	232.51
Hinsdale Bank	Fee-Direct Deposit	08/05/2013	20.00

ORDINANCE #2013-6 PROVIDING FOR THE BUDGET AND APPROPRIATIONS OF INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT, DU PAGE & COOK COUNTIES, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2013 AND ENDING JUNE 30, 2014

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 18th day of September, 2013, 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, 2013 and end on June 30, 2014.

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, 2013 and ending June 30, 2014 and the sum of Four Million, Four Hundred Eight Thousand, Four Hundred Sixty-Two 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, 2013	\$730,591
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	226,000
3. Anticipated Tax Collection	3,709,475
4. Special Reserve Fund Balance on hand July 1, 2013	22,072
5. Balance Special Tax Funds on hand July 1, 2013	78,765
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	\$4,766,903

PART II - CORPORATE FUND

Appropriation

A. PERSONNEL

Salaries	2,033,262
Medical/Life Insurance	132,000
Staff Development	25,000
Recruitment	1,000
Board Development	22,000
Employee Assistance Program	2,600
Workers Compensation	15,000

Unemployment Insurance	7,000
IMRF	137,500
FICA	93,500
B. MATERIALS	
Books	255,000
Periodicals	42,000
Audio	52,000
Video	60,000
Electronic Reference Resources	65,000
Processing Supplies	25,000
Software-Games	4,500
Life Skills/ESL	2,300
C. BUILDING	
Cleaning Service	70,000
Water/Sewer	0
Maintenance Supplies	20,000
Telephone	0
Gas	0
Electric	0
Security System Monitoring	2,000
Garbage Disposal	0
Building Maintenance Repairs	55,000
Property Maintenance	30,000
D. AUTOMATION	
Supplies	11,000
Automation-Professional Services	10,000
Purchase of Equipment	21,000
Automation-Equipment Repairs	4,000
Software	24,000
System Wide Automated Network (SWAN)	53,000
Telecommunications	9,000
E. OPERATIONS	
Office Supplies	16,000
Photocopy Supplies	5,500
Patron Cards	5,000
Non-Payment Reciprocal Reimbursement	6,000
Postage	9,000
Travel	1,000
Organizational Memberships	2,200
Bank Fees	
F. CONTRACTUAL SERVICES	
Professional Services	15,000
Legal Services	10,000
Audit	4,000
Credit Bureau	2,000
Equipment Maintenance/Repairs	1,300
Equipment Maintenance Contracts	5,000
Photocopier Maintenance Contracts	3,500

G. INSURANCE

Insurance	0
Bond	0

H. PUBLIC INFORMATION

Marketing Supplies	4,000
Legal Notices	2,000
Marketing Newsletter	24,000
Enewsletter	1,800
Advertising	5,000
Informational Printing	7,500
Special Events	30,000

I. CAPITAL OUTLAY

Equipment/Furnishings

J. CONTINGENCY

80,000

TOTAL CORPORATE FUND EXPENDITURES

3,523,462

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

150,000

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

70,000

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

20,000

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 65,000
 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 480,000
 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 2013-2014 fiscal year, of \$391,404.72. 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.....\$358,441

SUMMARY

CORPORATE FUND	\$3,523,462
AUDIT FUND	0
BUILDING/MAINTENANCE FUND	150,000
ILLNIOIS MUNICIPAL RETIREMENT FUND	70,000
LIABILITY INSURANCE FUND	20,000
SOCIAL SECURITY FUND	65,000
SPECIAL RESERVE FUND	100,000
BOND RETIREMENT FUND	480,000
WORKING CASH FUND	0
GRAND TOTAL	\$4,408,462

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 18th day of September, 2013, 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, 2013 AND ENDING JUNE 30, 2014

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.

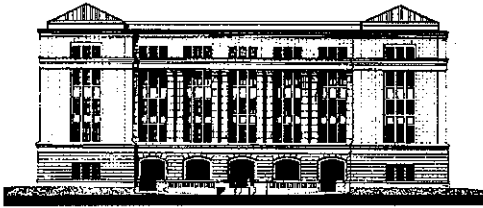
I do further certify that the following is an estimate of fund balances on hand as of July 1, 2013 and revenues, by source, anticipated to be received by the INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT in the following fiscal year, being the fiscal year of July 1, 2013 to June 30, 2014.

<u>ESTIMATE OF FUNDS AVAILABLE</u>		<u>SOURCE</u>
1.	730,591	Corporate fund balance on hand 7/1/13
2.	226,000	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.	3,709,475	Anticipated tax collection
4.	22,072	Special Reserve Fund
5.	78,765	Balance SPECIAL TAX funds on hand 7/1/13
6.	0	Proceeds of mortgage loan, bonds, construction grants and gifts for purchase of site or building or remodeling and improving existing building
<hr/>		
	4,766,903	Total estimated revenues and fund balances available for the 2013/14 fiscal year

I do further certify that the above estimate of balances on hand as of July 1, 2013 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



JESSE WHITE • Secretary of State & State Librarian
Illinois State Library, Gwendolyn Brooks Building
300 S. Second St., Springfield, IL 62701-1796

WWW.CYBERDRIVEILLINOIS.COM

**Illinois State Library
FY2014 ILLINOIS PUBLIC LIBRARY PER CAPITA AND
EQUALIZATION AID GRANTS APPLICATION**

DUE: OCTOBER 15, 2013, 11:59 PM

This is an email due date. The Illinois State Library is neither responsible for, nor obligated to fund, grant applications that are email time stamped after 11:59 pm, October 15, 2013, that are incomplete or that are missing components. The Illinois State Library is not obligated to fund grant applications that do not meet the requirements established by the Illinois State Library as indicated in the State of Illinois Administrative Code Rules Part 3035.115 and 3035.135.

This application form is made available electronically so that libraries may complete the form online. After completing the required fields, the form must be submitted electronically to the Illinois State Library per the instructions in the Illinois Public Library Per Capita and Equalization Aid Grants application. **Paper copies will not be accepted.** Other than supplying requested information, grant applicants may not alter the original form as issued by the Secretary of State/Illinois State Library. Grant applications not submitted on the required form by 11:59 pm, October 15, 2013, or not completed, shall not be considered for funding by the Illinois State Library. The Illinois State Library is not obligated to fund grant applications from public libraries that have: delinquent grant reports, lapsed grant funds from any Illinois State Library administered grant program, and/or failed to submit a current Illinois Public Library Annual Report (IPLAR).

The application must be submitted electronically to Percap-grant@ilsos.net on or before 11:59 p.m. on October 15, 2013. All required supporting documentation must be attached as a separate document(s) and submitted with the application.

Retain an electronic copy for the library's files; be sure the copy includes the email time stamp.

Jesse White, Secretary of State and State Librarian

Anne Craig, Illinois State Library Director

Illinois State Library
APPLICATION FOR GRANTS AVAILABLE TO ILLINOIS PUBLIC LIBRARIES
Application Statement

The Library Board understands that the State Librarian is empowered to award these grants, under the law, from funds appropriated by the Illinois General Assembly and that if the monies appropriated for these grants are not sufficient, the State Librarian shall reduce the per capita amount of the grants so that the qualifying public libraries receive the same amount per capita. The Board affirms that in making application for the grant, or grants, it is acting at its sole discretion and is not applying as a result of pressure or duress from any outside agency, person or persons.

In making application for a grant or grants, the Library Board agrees to expend all the funds received for the purposes outlined in the application as approved by the Illinois State Library and defined by the Illinois Library System Act and corresponding Administrative Rules. The Library Board further affirms that all grant funds received as a result of this application shall be used for providing public library service to its community by supplementing the library's regular budget and that it will not reduce, nor cause to have reduced, the library's levy in the current year or in the next year.

The Board further affirms that if the expenditure of the grant funds is contemplated, at any time, to be other than that stated in the grant application, that it will solicit and receive the consent of the Illinois State Library before approving such expenditures. Failure to spend funds as approved by the Illinois State Library and/or within the time frame allotted shall result in ineligibility for future grants for a period of one year. The Board further affirms that it has reviewed the most recent edition of Serving Our Public 2.0: Standards for Illinois Public Libraries during the previous 12 months and that it has completed all requirements of this application. The Board agrees that the Illinois State Library or its designee shall have the right to examine any of the Board's records that directly relate to this grant.

The Illinois State Library is not obligated to fund grant applications that do not meet the requirements established by the Illinois State Library as indicated in the State of Illinois Administrative Code Rules Part 3035.115 and 3035.135. This application form has been made available electronically so that libraries may complete the form online. After completing the required fields, the form must be submitted electronically to the Illinois State Library per the instructions in the Illinois Public Library Per Capita and Equalization Aid Grants application. Other than supplying requested information, grant applicants may not alter the original form as issued by the Secretary of State/Illinois State Library. Grant applications not submitted on the required form by 11:59 pm, October 15, 2013, or not completed, shall not be considered for funding by the Illinois State Library. The Board affirms that the information contained in this application is, to the best of its knowledge and under penalty of perjury, correct.

Pursuant to the provisions of the Illinois Compiled Statutes (ILCS), 75 ILCS 10/8 and 10/8.1, as amended, the undersigned PUBLIC LIBRARY hereby applies for the FY2013 Illinois Public Library Per Capita and Equalization Aid Grants to be used for library purposes.

By checking this box, I confirm that I am authorized to submit this application.

1. Legal name of library: Indian Prairie Public Library District

2. Has the library's name changed since October 16, 2012? Yes No

If yes, provide previous library name: _____

3. Library's Control Number 30366 Branch Number 00

4. Address: 401 Plainfield Road _____
(Street Address) (Post Office Box)

Darien 60561-4207
(City) (ZIP + Four)

Illinois State Library
APPLICATION FOR GRANTS AVAILABLE TO
ILLINOIS PUBLIC LIBRARIES

Pursuant to the provisions of the Illinois Compiled Statutes (ILCS), 75 ILCS 10/8 and 10/8.1, as amended, the under-
signed PUBLIC LIBRARY hereby applies for the FY2014 Illinois Public Library Per Capita and Equalization Aid Grants
to be used for library purposes.

5. *Name and Title of Person preparing this application:

Jamie Bukovac Director
(First Name) (Last Name) (Title)

Library Phone Number: 630-887-8760

*E-Mail Address: jamieb@ippl.info
(E-mail address of the person preparing this application)

Main Library Hours: Monday 9-9 Tuesday 9-9 Wednesday 9-9
Thursday 9-9 Friday 9-9 Saturday 9-5 Sunday 1-5

Board President Name: [] Mr. [] Mrs. [X] Ms. Victoria Suriano
(First Name) (Last Name)

Board Secretary Name: [] Mr. [] Mrs. [X] Ms. Beena Deshmukh
(First Name) (Last Name)

Librarian Name: [] Mr. [] Mrs. [X] Ms. Jamie Bukovac
(First Name) (Last Name)

*If this information changes within the next six months, please e-mail updates to Percap-grant@illsos.net

6. Population Served: 42,529

Has the library's legal service population changed from the previous year? [] Yes [X] No

If yes, all changes in population must be documented, and that documentation must be submitted to the Illinois
State Library on or before the due date. Documentation should include one of the following:

- Any U.S. Census documentation (corrections, special census, etc.) that has been filed by October 15, 2013,
with the Office of Secretary of State, Index Department, or
For population changes, annexations or disconnects that are typically not documented by the U.S. Census,
the library must include appropriate and substantial documentation. Examples include, but are not limited to:
documentation from appropriate municipal corporate authorities, a library district's board of trustees, referenda
questions and certified results, etc.

Contact the Illinois State Library with any questions about what documentation should be included.

7. Equalized Assessed Valuation (EAV)

Calculation of Equalization Aid Grant: *NOTE: Sections a, b, c and d must be completed in order to apply for a Per Capita Grant, even if the library is not applying for an Equalization Aid Grant.

a) Value of all taxable property within the library's service area as of January 1, 2013, or the most recent year available (the assessed valuation against which tax revenue was most recently levied) and as equalized by the Department of Revenue, Property Tax Administration Bureau.

a.1) Primary County Name _____
"TOTAL" line from primary county's County Clerk's page \$ 1,766,171,328.00 a.1)

a.2) County Name _____
"TOTAL" line from second county's County Clerk's page \$ 113,733,249.00 a.2)

a.3) County Name _____
Must match "TOTAL" line from third county's County Clerk's page \$ 0.00 a.3)

a.4) County Name _____
Must match "TOTAL" line from fourth county's County Clerk's page \$ 0.00 a.4)

EAV TOTAL:
Combined said valuation for all counties listed above: a.1) + a.2) + a.3) + a.4) = \$ 1,879,904,577.00 b)

c) Said valuation (b) multiplied by 0.0013 yields \$ 2,443,875.95 c)

d) Levy at 0.13% divided by population served yields per capita of \$ 57.46 d)

Complete e) f) and g) ONLY if line d) is below \$4.25

e) Population served multiplied by \$4.25 equals \$ 180,748.25 e)

f) Enter valuation multiplied by 0.0013 obtained in step c) \$ 2,443,875.95 f)

g) Subtract f) from e) equals amount of Equalization Aid..... \$ _____ g)

ELIGIBILITY

8. In order to be eligible for either a Per Capita Grant or an Equalization Aid Grant, the corporate authorities, in lieu of a tax levy at a particular rate, may provide an amount equivalent to the amount to be produced by that levy (75 ILCS 10/8.1). If the library is applying for a grant on that basis, documentation for the most recent year available, must be attached as a separate document(s) and electronically submitted with the application. Please check the box to indicate the library has included the required documentation with this application.

Please check the box if the library's current Illinois Public Library Annual Report (IPLAR) has been filed with the Illinois State Library.

LEGAL COMPLIANCE

9. As per the requirements, the library administration and board of trustees must review Chapter 10, "Marketing, Promotion, and Collaboration" of the most recent edition of Standards for Illinois Public Libraries. Provide the date(s) of review and a short narrative discussing the library's progress toward meeting the standards, including any changes that were made as a result of the review.

The trustees reviewed Chapter 10, "Marketing, Promotion, and Collaboration" on September 18, 2013. The library meets the majority of the standards including having a staff member who is responsible for the library's marketing efforts and budgeting for this activity, doing regular promotion in the library, on the website and in the community, cooperating with other organizations and doing surveys. Some areas the library needs to work on is inviting officials to visit the library, reaching groups that do not use the library and trustees visiting other libraries to learn about their services and offerings.

COLLABORATION AND COOPERATION

10. Describe what the library is doing to position itself as a vital service to the community.

The library has branded its early literacy storytime classes as "Little U" and is promoting these classes as essential to children building their early literacy skills. The library works with the schools to provide support to students when the schools are closed. Staff has created several types of teen activities that provide creative outlet for the teens and a place for them to be. Technology classes on many different topics are offered on a regular basis and are always filled. This includes teaching people in class and one-on-one how to use e-readers and tablets. The library partners with the two Chambers of Commerce in our district to provide training to small businesses. The library provides homebound service and service to retirement homes. For years the library has sponsored the Veterans History Project, taping veterans memoirs and showcasing them on our website as well as sending them to the Library of Congress. Recently the library has started an oral history project. The library offers a wide variety of free programming for all ages. ESL is a priority for the library and we provide materials, online learning and support to tutors. Three years ago the library underwent a renovation and provides a variety of types of spaces for patrons to use in a variety of ways such as studying, using the library as an office, for meetings and simply for a place to read.

LIBRARY'S PROMOTION AND PROGRAMMING

11. Identify promotional tools employed by the library to enhance its image and services to the community. Examples may include, but are not limited to: various media; interactive Web sites; cell phone service delivery; Web 2.0 tools; and social networking such as Facebook, Twitter and blogs.

The library mails a newsletter to its residents four times a year and sends a weekly e-newsletter to 13,500 people. The library has an active website with rotating promotional graphics, blogs that share news, book and movie recommendations and community information plus an interactive newsletter. The library has several Facebook pages - for the library, teens and two book discussion groups - and uses Twitter, Pinterest and GoodReads. The library also sends news releases to newspapers and online newspapers and places advertisements in various community outlets.

TRUSTEES

12. Based on the information gleaned from the environmental scan of the community conducted by the Board, identify the library's strengths, weaknesses, opportunities and challenges in meeting the future needs of the service area.

The library has a lot of strengths including a good reputation in the community, dedicated, service-oriented staff, a strong collection of popular materials, up-to-date technology, the ability to provide a wide variety of programming and classes, partnering with local organizations and networking with other libraries. However the size of the building is currently limited in meeting space and while we do offer good technology opportunities for our public it is a strain, financially and with staff training, to keep up with the demand for technology. The diversity in our community is growing which provides new opportunities for outreach and development of services but is also a threat in that it requires development of new services and staff skills. The library serves 20 schools which is certainly an opportunity but we don't have the staff hours to do the type of outreach we would like to. We offer 11,000 ebooks but a recent survey showed our patrons are frustrated by the wait for popular titles, they would like a larger collection and they find searching for titles to be cumbersome. Ebooks themselves pose a host of threats by the way publishers have determined how they will interact with libraries. There is no community center in the communities we serve so presenting the library in this way to our residents is an opportunity. The library's finances are in good shape but financial forecasting shows that future capital expenditure will deplete reserves.

PLANNED USE OF FY2014 GRANT MONIES

13. Will the primary use of grant funds address one of the following? *Select only one*

- Provide access to information, ideas, and diverse resources whether virtual or tangible (*includes collection development and databases*)
- Develop educational activities for learning
- Encourage reading for information or enjoyment
- Lead via research, innovation, and best practices
- None of the above

If one of the above is selected, will grant funds primarily be used in support of: *Select only one*

- Civic Engagement (*engaging patrons for a greater community good or cause*)
- Databases
- Digitization
- Employment and Business Development (*e.g., services for job seekers*)
- Human Services (*changing conditions for individuals or families, e.g., literacy efforts*)
- Lifelong Learning (*e.g., educational programming*)
- None of the above

14. Describe how the library plans to use FY2014 grant monies in order to meet standards in the most recent edition of Serving Our Public 2.0: Standards for Illinois Public Libraries. Use general categories in identifying actual planned expenditures. Per Capita funds cannot be used for capital expenditures. By way of definition, capital expenditures include, but are not limited to the construction or modification of a facility including anything attached to the building's interior or exterior. This includes HVAC systems, plumbing, electrical work, painting, carpeting and tiling. Other inappropriate expenses include, but are not limited to, appliances such as refrigerators, stoves, microwaves, water coolers and drinking fountains. Parking lot maintenance and landscaping are also excluded from Per Capita funding.

The library is focusing on two age groups - early readers and seniors. For early readers the library has branded its storytime classes as "Little U", incorporates principles from Every Child Ready to Read and provides information to parents as to how they can enhance their child's learning. To support this the library will spend per capita monies on picture books and beginning readers to support children from babies to those beginning to read.

The library is also ramping up it's outreach to seniors by provide special senior-focused programming and creating a large print newsletter for this group. In support of this the library will spend per capita monies on large print books and audio books.

Libraries that did not report any or all use of FY2012 Per Capita Grant funds on last year's application, must provide required information below.

FY2012 Per Capita Grant funds must be obligated by June 30, 2013 and expended by August 15, 2013

EXPENDITURE OF FY2012 PER CAPITA GRANT

15. Total FY2012 Per Capita Grant received: \$ 0.00 (Must be exact amount - do not round up or down)

List expenditures by general category. Total must be equal to the FY2012 Per Capita Grant. All expenditures listed here, must be addressed in the budget explanation below.

Table with 2 columns: CATEGORY and FY2012 AMOUNT. Rows include Children's Materials, Adult Materials, Programs, Personnel, Continuing Education, Supplies, Equipment, Electronic Access, Travel, Public Relations, Telecommunications, Contractual Services, Other, and TOTAL.

If a Per Capita Grant was received in FY2012, describe how the monies were used in the library's progress towards meeting the Illinois Public Library Standards adopted by the Illinois Library Association, Serving Our Public 2.0: Standards for Illinois Public Libraries, most recent edition.

All expenditures addressed here must also be represented above.

Large empty rectangular box for providing a budget explanation for the expenditures.

Libraries that did not report any or all use of FY2012 Equalization Grant funds on last year's application, must provide required information below.

FY2012 Per Capita Grant funds must be obligated by June 30, 2013 and expended by August 15, 2013

EXPENDITURE OF FY2012 EQUALIZATION AID GRANT

16. Total FY2012 Equalization Aid Grant received: \$ 0.00
(Must be exact amount - do not round up or down)

List expenditures by general category. Total must be equal to the FY2012 Equalization Aid Grant.
All expenditures listed here must be addressed in the budget explanation below.

CATEGORY	FY2012 AMOUNT
Children's Materials (including electronic resources)	\$ 0.00
Adult Materials (including electronic resources)	\$ 0.00
Programs	\$ 0.00
Personnel	\$ 0.00
Continuing Education.....	\$ 0.00
Supplies	\$ 0.00
Equipment.....	\$ 0.00
Electronic Access (include computer software and hardware).....	\$ 0.00
Travel	\$ 0.00
Public Relations	\$ 0.00
Telecommunications	\$ 0.00
Contractual Services (please specify)	\$ 0.00
Other (please specify)	\$ 0.00
TOTAL (must be equal to or greater than the FY2012 Equalization Aid Grant)	\$ 0.00

If an Equalization Aid Grant was received in FY2012, describe how the monies were used in the library's progress towards meeting the Illinois Public Library Standards adopted by the Illinois Library Association, Serving Our Public 2.0: Standards for Illinois Public Libraries, most recent edition.

All expenditures addressed here must also be represented above.

FY2013 Per Capita Grant funds must be obligated by June 30, 2014, and expended by August 15, 2014

EXPENDITURE OF FY2013 PER CAPITA GRANT

17. Total FY2013 Per Capita Grant received: \$43,704.93 (Must be exact amount - do not round up or down)

List expenditures by general category. Total must be equal to the FY2013 Per Capita Grant. All expenditures listed here must be addressed in the budget explanation below.

Table with 2 columns: CATEGORY and FY2013 AMOUNT. Rows include Children's Materials, Adult Materials, Programs, Personnel, Continuing Education, Supplies, Equipment, Electronic Access, Travel, Public Relations, Telecommunications, Contractual Services, Other, and TOTAL.

If a Per Capita Grant was received in FY2013, describe how the monies were used in the library's progress towards meeting the Illinois Public Library Standards adopted by the Illinois Library Association, Serving Our Public 2.0: Standards for Illinois Public Libraries, most recent edition.

All expenditures addressed here must also be represented above.

Per capita money was used to support the Standards for Collection Management and Resource Sharing, chpt.7, standard 6 "The library places a high budgetary priority on collection development". Since staff had weeded the youth biographies and the youth 500's, 700's and 900's materials were purchased to enhance those areas. To support those looking for work or improving their job hunting skills materials were added to the Jobs and Career Collection in the adult department. Following "The library provides electronic resources" per capita money was used to provide the online version of World Book to our students and to purchase 60 titles to start an adult emagazine collection. To support "Library budgets should put priority on purchasing best sellers" the library added more popular titles and multiple copies of popular titles to the adult ebook collection. Staff also purchased a higher rate of multiple copies of popular adult DVDs. T

TO BE USED BY COUNTY CLERK'S OFFICE AND INCLUDED WITH THE LIBRARY'S FY2014
Illinois Public Library Per Capita and Equalization Aid Grants application

PRIMARY COUNTY CLERK'S PAGE

JESSE WHITE
SECRETARY OF STATE AND STATE LIBRARIAN
ILLINOIS STATE LIBRARY

I, Gary A. King, Clerk of the County of DuPage,
in the State of Illinois, and keeper of the records and files of said county, do hereby certify that the assessed value of all
property as equalized by the Department of Revenue, Property Tax Administration Bureau, for the most recent
year 2012 available in Indian Prairie Public Library District is:
(tax year) (Library Corporate entity)

***TOTAL \$1,766,171,328.00**

***USE THIS FIGURE ON LINE a.1) OF QUESTION 7 ON PAGE 3 OF THIS APPLICATION**

All of which appears from the records and files in my office.

The Indian Prairie Public Library District tax rate for 2012 is .1747
(Name of Library) (Tax Year) (Tax Rate)

Is this tax rate below .13% because of the Property Tax Limitation Law? Yes No

TO BE USED BY COUNTY CLERK'S OFFICE AND INCLUDED WITH THE LIBRARY'S FY2014 Illinois Public Library Per Capita and Equalization Aid Grants application

SECOND COUNTY CLERK'S PAGE

JESSE WHITE
SECRETARY OF STATE AND STATE LIBRARIAN
ILLINOIS STATE LIBRARY

I, David D. Orr, Clerk of the County of Cook in the State of Illinois, and keeper of the records and files of said county, do hereby certify that the assessed value of all property as equalized by the Department of Revenue, Property Tax Administration Bureau, for the most recent year 2012 available in Indian Prairie Public Library District is: (tax year) (Library Corporate entity)

*TOTAL \$113,733,249.00

*USE THIS FIGURE ON LINE a.2) OF QUESTION 7 ON PAGE 3 OF THIS APPLICATION

All of which appears from the records and files in my office.

The Indian Prairie Public Library District tax rate for 2012 is .199 (Name of Library) (Tax Year) (Tax Rate)

Is this tax rate below .13% because of the Property Tax Limitation Law? [] Yes [x] No

**Director's Report
September 2013**

Agenda

Communications:

I've included a letter received this past week regarding the Muslim programming. The library has a long history of presenting programming on different cultures. In terms of programming relative to religions, in this newsletter we are presenting a program on comparative religions, dishes for Ramadan, Muslim art and architecture, and Nativity images in art. Last year we presented programs on "holiday bites" and fresh greenery creations for the holidays. The year before we presented a program in December on making gifts for the holiday. This is actually the first time that we've done any programming related to the Muslim religion. Cris and I have prepared a statement in case it is needed for the press or to respond to our residents. I've attached it to my report.

Omnibus:

Approval of the Budget and Appropriations for FY2013/14. 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 7:15. All of these processes are required by law

The Estimate of Revenues FY 2013/14 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.

Unfinished Business:

I've included the information from the SWOT exercise last month. We'll take a closer look at this when we review the strategic plan in January. But I wanted you to have an opportunity to review what was said and see if anything should be added, deleted or rewritten.

New Business:

Brad Smith 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.

To meet the requirements of the Per Capita Grant Laura will lead you through a review of Chapter 10, Marketing, from *Serving our Public 2.0*.

The packet includes an update of what has been accomplished from the strategic plan.

The trustees need to set the process they will use to select and appoint trustees to fill empty positions. It would seem to make sense to invite candidates to attend the October meeting if they would like to see what a board meeting is like and then do interviews in November. Beena will not be at the November meeting so Vicki is wondering if a special meeting could be scheduled in the first two weeks in November. Would you please check your calendars for those weeks.

We have had one applicant who noticed from the newsletter article that we have an empty position. Mr. William Buckley (Bill) has submitted his questionnaire and I've invited him to attend the September meeting to see what a meeting consists of.

The packet contains some proposed changes to the Board Bylaws. In discussion with Vicki, we thought it best to remove the job of participating in trustee orientation from the Vice-President and leave it open as an appointment by the board president. Participating in the orientation requires a commitment of time and working around the schedules of the new trustees. We thought that when trustee orientation is needed there could be discussion as to who is available at that point in time to participate in the process. Any changes in the bylaws need to be presented to trustees at least 10 days prior to approval. So if the trustees are amenable to the change this will be on the Omnibus Agenda at the next meeting.

Annual Report

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

Staff

Senior Youth Services Librarian Sarah Joynt is resigning October 1 to accept a position at the public library in Rochester, MN. Jason Kruski has resigned as Monitor due to his new employment as a teacher in a public school district. Anastasia Daskalos is resigning as Senior Circulation Supervisor to take the position of Head of Circulation at the River Grove Library.

Krista Kountz has been hired as the Youth Services Assistant specializing in teens effective September 1 at a salary of \$14.30/hour. Rocio Martinez has been hired as the Interlibrary Loan Page September 3 at a salary of \$8.77/hour. Patricia Vuillemot has been hired as a Circulation Page September 16 at a salary of \$8.77/hour. Deborah Such has been hired as a Substitute Circulation Assistant starting in October at a salary of \$12.60/hour. Ben Egger has been rehired as a monitor starting October 4 at a salary of \$12.60/hour.

Ann and I reviewed resumes and interviewed people for the newly created technology instructor position. We are happy to say that Patti Naisbitt will be starting September 30 at a salary of \$14.30/hour. Patti has a very well rounded background in libraries and in teaching and training.

Natalie and I are starting to review resumes for the Senior Librarian's position and will start interviewing the end of September.

In January I started the process of meeting one-on-one with every staff member. So far I have met with the staff in Adult Services, Youth Services, Technical Services, Technology Services and with the Circulation Pages. I plan on finishing by the end of the year. These have been interesting discussions and a great opportunity for me to connect with staff. I have taken notes during each discussion and have made some small changes based on staff input. Though all conversations are private I do and will bring ideas and concerns to the attention of the department heads.

Jamie Bukovac, Director

“A publicly supported library provides free and equal access to information for all people of that community. We enjoy this basic right in our democratic society. It is a core value of the library profession.” From the American Library Association website.

At the Indian Prairie Public Library, we apply this core value as we build our collection, plan our programs, and design our services for our community, composed of many religions, ethnicities, ages and backgrounds.

Last year, 2,873 people came to 849 programs at IPPL. These programs covered topics of interest to our community such as Impressionism, football, Victory Gardens, Ellis Island, Italy and its culture, gardening, investing, Irish dancers, and Easter crafts.

For the past several years, IPPL has also presented a series of programs entitled Experience Our World: Cultures and Customs. We have highlighted Eastern Europe, Africa, India, Mexico, and China, with programs, displays, books, movies, and music.

The new books and DVDs about Islam were funded by a grant – Bridging Cultures – that we received from the National Endowment for the Humanities in cooperation with the American Library Association. As part of the grant, we scheduled programs on Islam food, art, and architecture, as well as “Comparative Religions,” designed to explore the three major world religions, led by Dr. Thomas O’Brien from DePaul University. Also during this time we are offering a program on nativity images in art. Every year in November and/or December we have offered some type of programming relative to the holidays, i.e. Christmas.

A quick look at our nonfiction books visually demonstrates how our collection reflects our community. There are 79 shelves devoted to religion and spirituality. Of those, more than 50 shelves are filled with books about Christianity - five shelves contain books about the Muslim religion.

It was 1939 when the American Library Association passed the Library Bill of Rights, affirming that all libraries are forums for information and ideas. Those principles hold true today and we are particularly proud to know that the Bridging Cultures grant has supported us in our efforts to provide materials that are for the “interest, information, and enlightenment of all people of the community” and that they present “all points of view on current and historical issues.”

**Assistant Director's Report
September 2013**

Building and Grounds:

The Family Center has a new look! Finer Homes Painting was here in late August and freshened up the room with a new blue color. Staff rearranged the computers, furniture, and wall games.

The Teen space also has new look. Mike, our Building Services Associate, took down and moved some shelving, added another study table and now the space has a whole new layout.

Our telephone service provider, Call One, has negotiated a discount for institutions that belong to ILA. We will save approximately 42% a month which adds up to an approximate \$5,000 savings per year.

"Caution" signs indicating bikes, walkers, runners and children have been added to the sides of our driveway exits.

New Monitor Hours:

Starting Labor Day, the monitors began "school year" hours (Monday – Thursday 3:30-9pm; Friday 4:30-9pm; Saturday 9am-5pm; Sunday 1-5pm). The hours extend during the school year to help with the large volume of students, tutors, and parents in the library after school.

Personnel:

Jason Kruski has stepped down as a regular monitor to focus on his teaching career. Ben Egger, former security monitor, will assume Jason's rotation in October. I am happy to have Ben back as a "seasoned" monitor. The other three new monitors (Jim, Justin, and Jamie) are doing well and have adjusted to their new positions.

Friends of the Library:

The Friends meet on Tuesday, Sept. 17th. Please mark your calendars for the upcoming "Fiction Only" sale on Saturday, October 12 and Sunday, October 13.

Marketing:

Cris' report is attached.

Submitted by:
Laura Birmingham



eNews

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

This is the third month of sending out the eNews every Tuesday.

Newsletter

As I was writing this report, and reviewing the strategic plan, I thought about the impact of our newsletter. Because the newsletter is mailed to every household in our district and serves as our main communication tool, publicizing programs, collections, and services, it supports the four main initiatives of the strategic plan.

The fall newsletter was mailed, distributed to village halls, apartment and condo complexes; letters sent to elected officials, school principals, local clubs. The interactive version is promoted on our website, through eNews, on Facebook, in the print edition, and on the lobby's digital display.

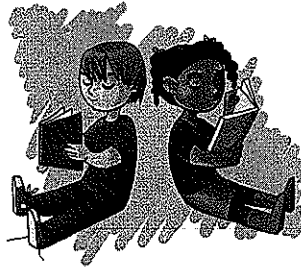
This newsletter highlighted our new trustees, our 25th year of serving the community, our new First Library Card campaign, National Library Card Signup Month, Little U, Teen Write On Festival, genealogy resources, computer classes, and e-book training. We thanked our summer reading sponsors; the interactive newsletter features a link to each of their businesses.

Early Literacy Campaign

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



Branding Early Literacy
Let the branding begin – the brochure is finished!



My First Library Card Campaign
All materials were ordered – stickers, bags, large sized card, photo printer, paper, ink, new library cards, double walled tumblers. Trained Debbie S. and Anastasia in using photo printer. Sent out press release.

Community Events/Partnerships



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

We participated in the Concord registration day, setting up a booth and distributing materials about My First Library Card, Frisk and K-rot. The booth was very attractive and Linda and Nancy from K&T attended. They also distributed crayons and coloring sheets.

Every family enrolled at Concord visits the school on registration day.

IPPL Celebrates 25 Years

We have created a graphic, identified two programs in the fall newsletter as celebrations, changed the header on the website, on the newsletter, and on the eNews.

Christine Cigler
Marketing Coordinator
September 9, 2013

TECHNICAL & COMPUTER SERVICES REPORT Board Report August 2013

Strategic Plan Goals

- Annually provide "senior computer boot camp" computer classes. (fall 2012 and ongoing) - This is our second year offering two sessions of senior computer boot camp. We hire instructors to teach the first three days on computer basics, word processing, Internet and e-mail. The fourth day is a drop-in session where volunteers and staff either offer additional training on what they have already learned or continue on to learn about social media, photo editing and saving to flash drives or burn to CD. Suzy D., Brett, Dave and I were the instructors for the drop-session. There were also various eReaders and tablet for them to explore. Twenty one seniors attended the first three session and nineteen attended the drop-in session.
- Create screencasts/videos to teach and share information - Dave worked with Natalie to assess staff iMac training needs. Dave then created appropriate iMac screencasts for staff instruction.
- Evaluate upgrading or enhancing the meeting room technology/av equipment to enhance program attendee experience. (2014) - The meeting room projector was upgraded and replaced with a new Epson Powerlite Home Cinema 8350. This model has improved the image quality, especially from a distance, creating a clear and enhanced image when connected to higher resolution mobile devices or laptops. We were able to save money by purchasing the projector, projector mount and installing it ourselves.

Other Projects & Public Service Enhancements

- Theresa created an image to promote NovelListSelect and Dave integrated the image on all public enhanced catalogs in the library.



**New content
in SWAN!**

View additional details such as readalikes and series information all in one place.



- The following assistive technology equipment was added for public use in the library: Intellikeys keyboard for use at the adult internet sit-down computers and listening device for staff to use with hearing impaired patrons at the adult Ask us Desk.
- Family center computers were replaced with all-in-one touch screens with Windows 8 education game apps and access to the Internet for popular kids sites plus Tumblebooks.

Ann M. Stovall, Head of Technical & Computer Services, September 11, 2013

Adult Services August 2013: Board Report

At the end of August Cindy ran a series of programs on Fantasy Football. She had a beginner's, an advanced and a draft workshop with ten to twelve people in each workshop. We also had a Jeff Mishur program on Millennium Park which drew 54 people. They all came downstairs raving about the program. Jeff Mishur does many of our fine arts program and is very popular Strategic Plan: Providing popular materials and programs.

For Summer Reading this year, we ran a contest, asking people to join our group on Goodreads and comment on postings. Forty-two patrons joined and 19 commented. Strategic Plan: Enhance online advisory tools.

Jennifer has taken my place on the Big Read committee. She is on the Big Read website and social media subcommittees. She also was selected to serve on the RAILS LLSAP Resource Selection Committee. This group looks at, negotiates and offers group discounts on databases and other products to the member libraries.

Shirley and I have both attended separate workshops on preparing for the Affordable Care Act. We are making plans for preparing our website and our staff to assist people as they sign-up for health insurance.

Shirley updated the Job Search brochure we have out for the public.

If you search for a book on SWAN, and are scoped to searching as Indian Prairie, you will see a new enhancement at the bottom of each book record. If you search for the latest Jack Reacher novel, *Never Go Back*, if you scroll down on the SWAN page you will see all the books of the series in order, recommendations for other books by other authors, and brief reviews of *Never Go Back*. This is because we have subscribed to *NoveList Select*, an added module to the database *NoveList* which we have made available to our users for many years. Strategic Plan: Enhance online advisory tools; promote library services that connect people with books and movies.

Shirley, using money donated from the Lion's Club, added two assistive devices for use by the public within the library. The PockeTalker is a device we are keeping at the Adult Ask Us Desk. It will magnify voices for a patron with hearing loss. The Computer Help Desk now has an Intellikeys keyboard for use by people with vision or some dexterity problems.

We have started adding some bibliographies to the e-book launch page to direct patrons to other authors they might like if the one they were looking for is not available. We are also planning on putting stickers on the covers of books that are also available as an e-book. This might trigger some patrons to think that next time they might want to check for the e-book first. Strategic Plan: Enhance Online Advisory Tools; enhance e-book collection.

Debbie Wordinger

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

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

We've officially completed this year's Summer Reading Club! We had 1,441 kids and 358 teens sign up to participate this year! All together our young patrons read 22,672 hours this summer, an average of 12.6 hours of reading per registrant! *(Supporting Strategic Plan: Present programming for entertainment and leisure and Develop more programming and activities that provide the opportunity for people to interact)*

Programs

Let's Make Music

One of our weekly summer story times that carried on into August was *Let's Make Music*, which is taught by our Early Literacy Librarian, Kelly. This was a program that used instruments and songs to entertain and teach children. Because of the concepts being taught and in order to have enough instruments for all of the children, we did have to keep attendance between 25-30 people. This was a full program that elicited many compliments. *(Supporting Strategic Plan: Facilitate early literacy and cultivate young readers)*

Kid's Talent Show

To celebrate the end of SRC and the diverse talents of the children who participate, we hosted a Kid's Talent Show for 1st grade and up. We had 14 performers and over 30 people attend to cheer them on. We watched dancers, singers, magicians, and musicians perform on our stage. *(Supporting Strategic Plan: Develop more programming and activities that provide the opportunity for people to interact)*

PACT

Teens continue to sign up for our test preparation courses. On August 2, we hosted a proctored Practice ACT test with 29 teens. *(Supporting Strategic Plan: Provide opportunities for hands-on learning, inventing, and sharing of skills and tools.)*

VolunTEEN Appreciation Party

We rewarded our hardworking teens who volunteered with us this summer with an after-hours photo scavenger hunt and pizza party. 36 teens showed up to the library on a Saturday night. We broke them up into groups and gave each team an iPad and a list of things to find in the library. Teams met back up at the Kids & Teens "Ask Us" desk to see which team could find the most items. Prizes – iTunes and local restaurant gift cards were awarded. The teens had a great time playing, laughing, and eating in the library with friends and librarians. *(Supporting Strategic Plan: Develop more programming and activities that provide the opportunity for people to interact and Host programs that allow residents to use different types of technology)*

Partnerships

Willowbrook Coalition (WBC)

In August, we provided two final programs at the WBC, one for K-3rd grade and one for 4-7th graders. Overall this summer, we created 14 original programs for the approximately 80 children who attended each week. Our programs included the use of popular books, interactive games and crafts, and often a technological component, like our iPads. We have received thank you cards and compliments for the time and energy we invested this summer. *(Supporting Strategic Plan: Form partnerships to further develop community services)*

Concord Student Orientation

We attended a day long student orientation at Concord school. K&T associates, Linda and Nancy, presented information about fall programs and general library services to all of the families in attendance. *(Supporting Strategic Plan: Form partnerships to further develop community services)*

Space Renovation

Teen Lounge

We've reorganized the Teen Lounge by moving some of the shelving units and collections and rearranging furniture to bring in more tables, creating more study space. Already we've seen resurgence in the room usage and we've gotten many compliments from staff and patrons.

(Supporting Strategic Plan: Evaluate design of teen area)

Family Center

We've refreshed our Family Center by patching and painting the walls blue, updating some of the puzzles and games, rearranging the furniture, and adding fall leaves to the decorative trees. We also rolled out three new touchscreen computers which use Windows 8 and include apps and games that we've selected.

(Supporting Strategic Plan: Evaluate use of the Family Center and consider further development)

Staff Changes

In August, Natalie and Sarah interviewed candidates for the new Kids & Teens Associate position. We received many quality applications and were delighted to select Krista Koontz, who worked as a part-time Assistant at IPPL this summer.

Also, at the end of the month we received notice of Sarah Joynt's resignation. She has taken another teen position in Minnesota. Sarah has accomplished many wonderful things at IPPL. She has created successful events, built strong partnerships in the community, and developed collections and services in the library. We are taking applications for her position as the Senior Youth Services Librarian with the emphasis on teen services and hope to find a replacement soon.

Submitted by Natalie Williams 9/11/2013

Circulation Services

August 2013

We made it through another busy summer reading season! Circulation was lower in August than it was a year ago. In August 2012 we circulated 80,915 items, while this year we circulated 77,621 items. This is a decrease of 4%. Holds placed were down by 22% and ILLs processed were 6% lower than last year. Although the gate count for August is 13% less than last year (August 2012 saw 47,186 patrons visiting the library, while this year the count says 41,131 patrons), the counter was not working for 2 days. (If I add in an average of 1500 per day, we are only down 7%).

In August, patrons using a form of self-service (self-checks, downloadable items, renewing on line) accounted for **46,158** of our check outs or renewals or **59%** of our total circulation. Although not quite as high as July, August was still one of our highest percentages of patrons using self-service.

SWAN is looking at changing to a new ILS next year and members were given the opportunity to self-nominate to be on a Task Force Committee. I was chosen to be on the Circulation Committee. We met on August 28 and will view the vendor demos in October. I look forward to being involved with the process.

Anastasia Daskalos, our Senior Circulation Supervisor, has resigned to take the Head of Circulation position at River Grove Library. Her last day is September 18.

Sharing Expertise: As part of SWAN Circ. Advisory, I was asked to host the Heads of Circulation from two other libraries to discuss "best practices" in circulation. I met with the Heads of Circulation from Westmont and Glenwood-Lynwood on August 12.

Debbie Sheehan
Head of Circulation Services

				Circ Stats								
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Month	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	
July	71,704	69,760	68,182	69,450	70,056	79,189	84,907	84,936	86,301	87,216	87,602	
Aug.	62,107	66,710	66,665	67,898	64,625	72,584	80,592	77,314	84,118	80,915	77,621	
Sept.	59,179	55,769	55,283	53,975	55,798	62,798	69,066	71,475	70,089	67,864		
Oct.	59,726	61,117	55,646	58,620	63,670	66,511	75,131	42,400	71,702	74,123		
Nov.	59,438	60,497*	55,000	55,020	59,559	66,395	71,373	53,470	67,626	71,019		
Dec.	52,378	53,593	46,961	50,059	51,403	59,953	64,351	67,699	67,864	66,499		
Jan.	67,000	60,631	60,336	60,832	64,730	72,058	76,341	77,035	74,604	78,554		
Feb.	65,032	60,160	57,337	54,435	62,086	69,661	71,385	69,341	73,132	70,512		
Mar.	71,245	68,128	67,087	65,230	70,477	80,579	81,058	83,103	79,502	78,612		
Apr.	59,272	61,606	55,281	57,505	64,763	73,007	72,010	68,953	73,470	71,161		
May	57,551	58,429	54,656	54,410	62,724	68,994	67,337	72,416	69,927	67,429		
June *	72,163	69,281	69,165	67,386	74,029	84,888	87,748	87,635	83,339	79,392		
Renewals through the webpack not included before April							1,284					
							Electronic Circulation	3,852				
Yearly												
Total	756,795	745,681	711,599	714,820	763,920	857,901	905,151	855,777	901,674	893,296	165,223	
*Missing data--used an average number to get a total												

STATISTICS FOR	Aug. 2013	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
Circulation					
Adult	49,241	51,541	101,086	104,739	-3.49%
Teen	3,763	4,240	8,802	9,599	-8.30%
Kids	21,888	23,350	49,528	50,105	-1.15%
TOTAL	74,892	79,131	159,416	164,443	-3.06%
Electronic Circulation	2,729	1,784	5,807	3,688	57.46%
GRAND TOTAL CIRC.	77,621	80,915	165,223	168,131	-1.73%
% Reciprocal Borrowing	15%	15%	15%	15%	
Patron Visits	* 41,131	47,186	89,566	96,124	-6.82%
Current Cards					
Resident	263	269	23,059	23,609	-2.33%
Non-Resident	68	99	1,040	1,275	-18.43%
TOTAL	331	368	24,099	24,884	-3.15%
Patron Assistance					
Adult - Reference	3,780	4,017	5,834	8,041	-27.45%
Kids - Reference	1,434	1,867	3,314	4,267	-22.33%
TOTAL REFERENCE	5,214	5,884	9,148	12,308	-25.67%
Adult - Other	2,053	2,034	2,681	2,635	1.75%
Kids - Other	1,337	1,649	3,178	3,233	-1.70%
TOTAL OTHER	3,390	3,683	5,859	5,868	-0.15%
GRAND TOTAL ASST.	8,604	9,567	15,007	18,176	-17.44%
ILL/Reserves					
Holds	8,218	10,497	18,559	21,528	-13.79%
ILLs Sent	5,376	5,650	10,907	11,388	-4.22%
ILLs Checked Out	6,289	6,791	12,773	13,518	-5.51%
ILLs Received	6,812	7,350	13,825	14,655	-5.66%
Copy/Fax Sent	0	0	0	2	-100.00%
Copy/Fax Received	62	8	102	12	750.00%
Programs - Adult					
# Programs	4	7	8	10	-20.00%
Attendance	88	265	257	450	-42.89%
Computer Classes					
# Programs	7	9	12	11	9.09%
Attendance	80	99	147	122	20.49%
Individual Technology Training					
# of Patrons	119	5	173	6	2783.33%
Groups					
# Programs	10	10	21	19	10.53%
Attendance	143	159	303	290	4.48%
Others					
# Programs	0	0	0	0	
Attendance	0	0	0	0	
Programs - Teen					
# Programs	2	8	6	39	-84.62%
Attendance	65	171	146	544	-73.16%
Programs - Kids					
# Programs	3	12	48	51	-5.88%
Attendance	321	1,368	1,550	4,090	-62.10%
GRAND TOTAL ATT.	816	2,067	2,576	5,502	-53.18%

* patron counter was not working for 2 days

STATISTICS FOR	Aug. 2013	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
Computers - Patron Use					
Adult Computers	4,752	4,828	9,273	9,236	0.40%
Kids Computers	1,592	1,785	3,336	3,860	-13.58%
Teen Laptop	142	190	294	433	-32.10%
Adult Laptop	177	156	389	296	31.42%
TOTAL PATRON USE	6,663	6,959	13,292	13,825	-3.86%
Hours Used					
Adult Computers	3,197	3,268	6,144	6,365	-3.47%
Kids Computers	924	1,062	1,858	2,259	-17.75%
Teen Laptop	226	233	473	513	-7.80%
Adult Laptop	322	322	743	585	27.01%
TOTAL HOURS USED	4,669	4,885	9,218	9,722	-5.18%
IPPL Web Site Visitors	2,310	19,004	4,485	40,217	-88.85%
IPPL Total Page Views	5,869	22,819	11,059	37,087	-70.18%
Subscription Database Logins	2,568	2,478	5,276	5,191	1.64%
Outreach-Homebound					
Items Delivered	176	196	295	341	-13.49%
Volunteers					
Number Active	78	102			
Hours Worked	312.50	629.50	1,223	1,650.50	-25.90%
Staff Training Hours	101	27.50	148.75	57	160.96%
Room Use					
Multi-Purpose Room	3	4	19	15	26.67%
Meeting Room					
Library	33	28	68	57	19.30%
Non-Library	18	30	45	58	-22.41%
Group Study Room	268	225	551	477	15.51%
Lobby Programs	1	1	3	3	0.00%
Conference Room	15	16	26	25	4.00%
Clavinova	0	0	0	0	

MATERIALS COLLECTION STATISTICS- AUGUST 2013

CATEGORY	Previous Month Totals	Added Items	Withdrawn Items	Current Total	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Withdrawn
BOOKS--ADULT								
Reference	1475	3	3	1475	27	17	30	20
Non-Fiction	53701	369	832	53238	285	329	654	1161
Fiction	38115	398	250	38263	482	860	880	1110
TOTAL	93291	770	1085	92976	794	1206	1564	2291
BOOKS-- CHILDRENS								
Reference	890	0	0	890	0	0	0	0
Non-Fiction	20114	13	21	20106	131	51	144	72
Fiction	28113	403	293	28223	283	206	686	499
TOTAL	49117	416	314	49219	414	257	830	571
BOOKS - TEEN								
Non-Fiction	989	3	134	858	33	4	36	138
Fiction	3530	37	57	3510	58	22	95	79
TOTAL	4519	40	191	4368	91	26	131	217
GRAND TOTAL	146927	1226	1590	146563	1299	1489	2525	3079

CATEGORY	Previous Month Totals	Added Items	Withdrawn Items	Current Total	Prev. Mo. YTD		YEAR TO DATE	
					A	W	Added	Withdrawn
AUDIOVISUAL-ADULT								
Audio Books on CD	4657	94	187	4564	42	10	136	197
Music CD	10115	24	1	10138	66	15	90	16
Playaway	398	16	4	410	3	0	19	4
Video (VHS & DVD)	15187	206	40	15353	55	118	261	158
CD-ROMs	163	0	2	161	0	0	0	2
TOTAL	30520	340	234	30626	166	143	506	377
AUDIOVISUAL-CHILDRENS								
Audio Books	699	30	7	722	15	2	45	9
Childrens Music CD	860	9	0	869	2	2	11	2
Junior Music CD	153	11	0	164	0	2	11	2
Playaway	62	1	0	63	0	0	1	0
Video	4149	140	39	4250	68	17	208	56
TOTAL	5923	191	46	6068	85	23	276	69
AUDIOVISUAL-TEEN								
Audio Books on CD	235	3	1	237	1	1	4	2
Music CD	358	0	0	358	0	2	0	2
Playaway	67	1	0	68	0	0	1	0
Video	474	15	1	488	7	4	22	5
Console Games	440	3	4	439	0	13	3	17
PC-GAMES (formally CD-ROMS)	-15	0	0	-15	0	3	0	3
TOTAL	1559	22	6	1575	8	23	30	29
GRAND TOTAL	38002	553	286	38269	259	189	812	475

CATEGORY	Previous Month Totals	Added Items	Current Total	Prev. Mo YTD		Year to Date	
				A	W	Added	Withdrawn
Digital Collections							
Adults ebooks	1285	42	1327	57		99	
Kids and Teens ebooks	334	0	334	0		0	
Reference ebooks	329	0	329	0		0	
Emedia Library (ebooks & audiobooks)	12967	63	13030	109		172	

Willowbrook Burr Ridge Chamber Report**September 4, 2013**

This meeting was the annual networking meeting which was conducted in a different manner than previous networking meetings. Instead of rotating through three tables of members during a progressive lunch, a buffet was served and people mingled during the luncheon. At my lunch table, I asked the group to guess how many people used our public access computers during the last year. The person with the closest guess received an insulated travel mug.

I passed out our AtoZdDatabase business cards to the entire room to promote our presentation at the October meeting.

Christine Cigler
Marketing Coordinator

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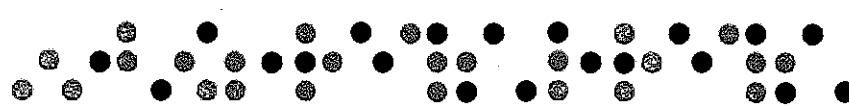
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News from the Reaching Across Illinois Library System.

rails



e-news

RAILS Holiday Closing

RAILS will be closed in observance of Labor Day on Monday, September 2, 2013. 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.

Handouts and Recording of Affordable Care Act Program

The RAILS program on the Affordable Care Act (ACA) was presented to a full house in Burr Ridge on August 26 and viewed by many others at multiple videoconference locations and via WebEx. Handouts, including PDFs of both slide presentations, a marketplace application checklist, a Medline Plus brochure, and more can be found on [L2](#). Watch the WebEx recording [here](#). (Note that first-time WebEx users will be prompted to install a plugin.) RAILS will continue to provide information on the ACA to members as it becomes available. See photos taken at the program on [Facebook](#).

Dee Brennan to Speak at Group for Small Libraries

Executive Director Dee Brennan will speak at the next meeting of the Mississippi Valley Small Public Libraries Group (MVSPLG) on September 11, 9:30 a.m., at the Annawan-Alba Township Library. Brennan will talk about the RAILS strategic planning process and share information on RAILS' upcoming projects and services. While this group is geared toward small public library directors, **all are welcome to attend the meeting**. Register on L2 at: <http://www.librarylearning.info/events/?eventID=15052>.

Remaining Opportunities to Participate in Focus Groups

RAILS has embarked on a strategic planning process to help guide the development of future system services. There will be nine in-person focus groups and three focus groups conducted via online webinar. Thank you to the members who have signed up to attend a focus group. The following webinars have room for additional participants:

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

The webinars will be held via GoToMeeting, and confirmed participants will be sent instructions for participating. (Participants may use their computer's microphone/speakers or call in via phone for the audio portion of the webinar.) If you are interested in attending a webinar focus group, please contact Carol Steffens at carol.steffens@railslibraries.info.

Is Your Library's Automation Information Up-to-Date in L2?

Library directors are strongly encouraged to enter their automation information into their library's L2 record. This information will help facilitate resource sharing among RAILS

August 28, 2013

RAILS Links

[RAILS Website](#)
[Member Directory](#)
[Contact RAILS](#)
[RAILS Facebook Page](#)

Member Resources

[RAILS Community Forums](#)
[RAILS Regions](#)
[Library News](#)
[Continuing Education](#)
[Jobs](#)
[Free/For Sale](#)

Upcoming Meetings

[September 5](#)
[Member Update](#)

[September 18](#)
[ITBOC Open House](#)

[September 27 RAILS](#)
[Board Meeting](#)

[October 2 RAILS](#)
[Bolingbrook Open House](#)

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on L2 (www.librarylearning.info) by choosing Libraries in the upper right-hand corner, then clicking Find Libraries. After you search for and find your library's record, click on the Edit Building link under Library Info in the box on the right. Find the Automation section at the bottom of the page and select the Integrated Library System (ILS) type that most closely matches what your library uses from the pull-down menu. Depending on what ILS you choose, you will be asked for additional, brief information. While editing your library's record in L2, please also ensure the accuracy of your library's hours, address, website, and staff member information. If you or your colleagues would like help with L2, visit www.railslibraries.info/l2help or contact Susan Weinmann at susan.weinmann@railslibraries.info.

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RAILS Member Update September 5

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

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

Open House for Illinois Talking Book Outreach Center September 18

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

Open House at Bolingbrook Service Center on October 2

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

Grants for Energy Efficiency

The Metropolitan Mayors Caucus has teamed up with 360 Energy Group to award funding from the Illinois Department of Commerce and Economic Opportunity (DCEO), to help local governments update and retrofit public facilities to improve energy efficiency. So far, this group has helped 45 public entities secure more than \$2 million for energy efficiency improvements. More information is available in this [flyer](#). For the proposal form and RFP, see: <http://www.mayorscaucus.org/pages/Home/publicSectorEnergyEfficiencyGrant.html>.

Webinar on Using Focus Groups at Burr Ridge

On September 4, from 1:15 - 3:30 p.m., RAILS will offer a webinar at the Burr Ridge service

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Started with User Focus Groups. This webinar will provide an overview of focus groups as an effective data gathering technique. **Note: Group viewing is only available at the RAILS Burr Ridge service center.** To attend the group viewing at the RAILS Burr Ridge service center, register on L2 at: <http://www.librarylearning.info/events/?eventID=16097>. If you wish to view the webinar at your desk or another location, please register through the [ALA website](#) (fee applies).

August 30 Deadline for Survey on RAILS Consulting/CE Services

As previously announced, RAILS will add some consulting and continuing education services for member libraries of all types (academic, public, school, and special) in FY2014 (July 2013 – June 2014). **August 30 is the deadline** for library directors to complete a short survey at: <https://www.surveymonkey.com/s/8M7S7BT>. Survey results will help us determine the specific consulting/CE services we will offer. If you have any questions, please contact Mary Witt at mary.witt@railslibraries.info.

See You at Reaching Forward South

RAILS will have a booth at [Reaching Forward South](#) on September 20. (The conference takes place on September 19 and 20 in Springfield.) We look forward to connecting with our members and library staff from throughout the state. We will relate information on the Illinois Talking Book Outreach Center (ITBOC) as well as information on the new e-book grant project, the addition of consulting services to the RAILS line-up, and other RAILS services. We hope you will stop by our booth on September 20 to learn what's new at RAILS!

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

[Fondulac Library to Close for Move](#)

[Evanston Public Library Hopes to Continue to Offer Services at Crown Center](#)

[Homer Township Library Dedicates Quiet Reading Room to Fallen Hero](#)

[DeKalb Public Library Receives Monsanto Grant](#)

[Library Adds Digital Magazines](#)

[Fisher Named Director of Moline Public Library](#)

[Library Participates in Monarch Festival](#)

[West Chicago PLD Encourages Library Cards for Students](#)

[El Caballo Exhibition at Waukegan Public Library](#)

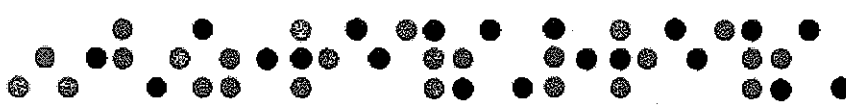
New RAILS Fast Facts Surveys

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News from the Reaching Across Illinois Library System.

rails



e-news

RAILS Receives Final FY2013 Funding

RAILS received a payment of \$1,072,500 last week, representing the final payment of RAILS' FY2013 (July 2012 - June 2013) Area and Per Capita Grant. As reported in last week's *E-News*, RAILS also received a payment of \$2,145,000 at the end of August. (We received funding on a faster timetable than last year.) RAILS thanks Secretary of State and State Librarian Jesse White, Illinois State Library (ISL) Director Anne Craig, and colleagues at ISL for helping to make this possible.

Open House for Illinois Talking Book Outreach Center September 18

Don't miss the open house to celebrate the opening of the [Illinois Talking Book Outreach Center](#) (ITBOC) at Burr Ridge, on Wednesday, September 18, from 8:30 - 11:30 a.m. Please stop by on your way to work to meet the ITBOC staff and learn more about the services that are available to libraries and library patrons. Light refreshments will be served. Register to attend at: <http://www.librarylearning.info/events/?eventID=15875>.

Training Webinars on eRead Illinois

The [eRead Illinois project](#) will include an e-book collection and an Axis 360 software platform from Baker & Taylor for RAILS members and IHLS non-Share members. Illinois libraries may learn more about this e-book platform through a demonstration webinar to be offered on:

- [Tuesday, September 17, 2013](#), 1:00 p.m. – 2:30 p.m.
- [Tuesday, September 24, 2013](#), 10:00 a.m. – 11:30 a.m.
- [Tuesday, October 1, 2013](#), 1:00 p.m. – 2:30 p.m.
- [Tuesday, October 8, 2013](#), 10:00 a.m. – 11:30 a.m.
- [Tuesday, October 22, 2013](#), 1:00 p.m. – 2:30 p.m.

Each webinar will cover the same content. Log into L2 and click on the dates above for more information.

There will also be an in-person opportunity to learn about the Baker & Taylor Axis 360 e-book platform and the [eRead Illinois project](#) during the Illinois Library Association conference. This session will be held Tuesday, October 15, 2013, from 10:45 a.m. to 11:45 a.m., in room 201-203 at Navy Pier in Chicago.

If you have any questions, contact Veronda Pitchford, Project Director and RAILS Director of Membership Development and Resource Sharing at 630.734.5119 or veronda.pitchford@railslibraries.info.

See You at Reaching Forward South

September 11, 2013

RAILS Links

[RAILS Website](#)
[Member Directory](#)
[Contact RAILS](#)
[RAILS Facebook Page](#)

Member Resources

[RAILS Community Forums](#)
[RAILS Regions](#)
[Library News](#)
[Continuing Education](#)
[Jobs](#)
[Free/For Sale](#)

Upcoming Meetings

[September 18](#)
[ITBOC Open House](#)

[September 27 RAILS](#)
[Board Meeting](#)

[October 2 RAILS](#)
[Bolingbrook Open House](#)

[October 25 RAILS](#)
[Board Meeting](#)

[All board and](#)
[committee meetings](#)

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forward to connecting with our members and library staff from throughout the state and sharing the latest news about RAILS.

[Update subscription preferences](#)

[Forward to a friend](#)

September 27 RAILS Board Meeting

The RAILS Board will meet on Friday, September 27, at 1 p.m. The meeting will be held at the New Lenox Public Library District and at other videoconference locations. This meeting will also be streamed and recorded for viewing at a later date. For a meeting agenda and supporting documents (when available), see: <http://www.railslibraries.info/board/meeting/2013-09-27-0>.

Audio Recording of September 5 Member Update Videoconference

An audio recording of the September 5 Member Update is available from the Member Update section in the center of the [RAILS News](#) page. RAILS experienced some technical difficulties with the broadcast and the recording is audio only. We apologize for any inconvenience that this may have caused. The next RAILS Member Update will be held on December 4 (main topic to be announced). Register on [L2](#).

eRead Illinois Looking for Logo Designs

We are now accepting logo designs for eRead Illinois through CrowdSPRING. Submissions are due by September 20, 2013. Requirements are posted at: http://www.crowdspring.com/logo-design/project/2359495_eread-illinois-logo-design/access. A free account login is needed to view the requirements and submit a design. The winning designer will receive \$400. The winning logo will be selected by the statewide E-book Advisory Committee.

Ceremonial Check Presentation at ILA Conference to Include eRead Illinois Grant

There will be a ceremonial check presentation to Illinois State Library grant award winners at the ILA Ignite! conference on October 15, at noon. The presentation will be at the ILA Awards Luncheon (Navy Pier ballroom) and will include the statewide e-book grant project, eRead Illinois. Secretary of State and State Librarian Jesse White is currently scheduled to attend, along with Illinois State Library Director Anne Craig, and Leslie Bednar, Executive Director of the Illinois Heartland Library System (IHLS), Dee Brennan, Executive Director of RAILS, and other dignitaries. Representatives from Baker and Taylor and 3M will also attend. Chicago Public Library's Commissioner Brian Bannon will receive a ceremonial grant check for the Chicago Public Library's patron driven acquisition project. Conference registration is required for attendance at this event.

RAILS Consulting/CE Services Feedback

RAILS thanks all members who completed our recent Consulting/CE Needs Assessment. Nearly 400 libraries provided input. RAILS will use this feedback as we begin adding consulting/CE services this fiscal year.

Creating the Future of RAILS

In her recent [Direct from Dee](#) blog post, Executive Director Dee Brennan discusses the strategic planning process at RAILS and some of the feedback we have received from members so far regarding the future of RAILS. (RAILS is offering numerous ways for members to provide input into the process.) Brennan concludes her post with, "So, let's be aspirational, create a plan and goals that will make a real difference for all libraries in RAILS, and move forward together to make our aspirations reality."

Open House at Bolingbrook Service Center on October 2

Board of Trustees Meeting

August 21, 2013

Strengths

Programs
Staff
Financially sound
Aesthetically pleasing
Friendly environment
Up to date technology
Community support/backing
Trustworthy
DVD collection
Flexibility of services
Publicity, promotion
 Newsletter, website, kiosk
Ingenuity
A place to go in community
Meeting Place
Place for community to go in case of danger
Staff innovative
Community partnerships
Proactive to change
SWAN
Networking with other libraries
Libraries are an attractive career so good pool of people
We attract good candidates
Great board/supportive board

Weaknesses

Finances
Fundraising
Building space/size
Meeting space
Meeting public's demand for technology
Staff inconsistency with technology competency
Continuing to look at new ways of doing things/operating differently
Reaching into the community
Spreading the word – Awareness of services
Un-served residents
District boundaries confusing
Diversity – represent the community plus serve the various ethnic groups
Library serves 20 schools – don't have the staff
Not enough K&T staff hours
E-books – internal and external
Patron technology training

Board of Trustees Meeting

August 21, 2013

The next level of technology – keeping up
Figuring out what to give up, to keep, what to focus on
Capital expenses

Opportunities

Digital divide
Technology
Finances/Fundraising
Partnerships
Increasing children's literacy
Library as community center
Meeting space
Schools
Virtual/online materials
Library as an office
Social networking
Way kids use technology
Legislation
Potential referendum

Threats

Licensing of materials
Social network
Way kids use technology
Financing – State funding
Grant \$
Legislation
Potential referendum
Technology
 Keeping up
 Virtual

MPI

INVESTMENT MANAGEMENT, INC.

Key Personnel:

David W. Pequet

- *President*
- *Senior Portfolio Manager*
- *36 years Investment Experience*
- *Michigan State University*
- *B.S., Engineering & Business*

Bradley C. Smith

- *Sr. Vice President*
- *Portfolio Manager*
- *21 years Investment Experience*
- *University of Iowa Economics*
- *DePaul University MBA Finance*

15 Salt Creek Ln.

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Hinsdale, IL 60521

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Email:

info@mpi-invest.com

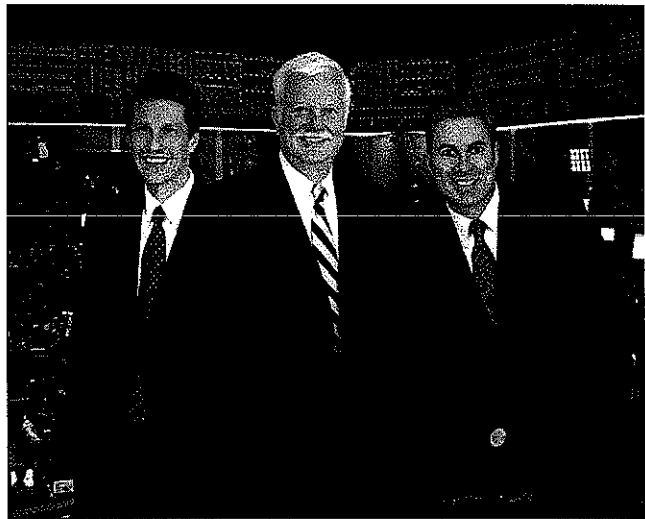
Or visit us at:

www.mpi-invest.com

The Firm

MPI Investment Management was founded in 1986 and is a registered investment advisory firm that prides itself on conservative asset management and long-term relationships with the client. The company is based in Hinsdale, Illinois, a suburb of Chicago. MPI's investment professionals have over 50 years of combined securities industry experience.

The firm provides clients with a choice of equity, fixed income and balanced accounts. Our clients are long-term investors, conservative in nature and include high net worth individuals, public and corporate retirement plans, banks and insurance companies.



“Consistent performance is the key to achieving quality long-term results”

Conservative Investment Philosophy

We believe that consistent performance is the key to achieving quality long-term results for our clients. With consistency as the directive, MPI designs effective investment plans to meet the short- and long-term needs of our clients, utilizing a combination of equities and fixed income securities. Equity accounts are designed with consistent growth in mind and are

comprised of high quality common stocks, ETF's and mutual funds. Fixed income accounts are managed in a disciplined, risk-averse approach, emphasizing a short-intermediate term portfolio of high grade securities. In our balanced accounts, comprised of stocks and bonds, an equal emphasis is placed on capital gains, capital preservation and current income.

MPI

INVESTMENT MANAGEMENT, INC.

Fixed Income Management

The **Taxable Fixed Income Portfolio** emphasizes liquidity, safety and yield. It is for investors who want security and income from a high quality fixed income portfolio and protection from rising interest rates that could negatively impact a longer maturity portfolio.

The portfolio focuses on the short-intermediate sector of the U.S. Government Yield Curve. The fixed income portfolio minimizes risk by selecting AAA U.S. Government Treasury, Agency and Mortgage Backed securities and diversifying these amongst issuers. The bonds are screened on maturity, yield and relative value. A portfolio is constructed in a strategic maturity approach with an average maturity of 3+ years. Portfolios have a high degree of liquidity, however principal may fluctuate due to market conditions.

MPI also offers a **Tax-Free Municipal Bond Portfolio** that utilizes the research, analysis and structure of our core fixed income approach. This portfolio strategy is ideal for clients who desire tax-free current income. MPI's portfolios invest in only high grade issues with a short-intermediate maturity.



For more information on MPI's national Fixed Income performance rankings visit www.mpi-invest.com

Total Return Equity

MPI's Total Return portfolio's objective is long-term capital appreciation through investing primarily in equity securities, mutual funds, and Exchange Traded Funds (ETF's). The portfolio invests in securities from a variety of asset classes and industry sectors. Portfolio managers create a tactical asset allocation model using a top down approach.

The allocation model is then populated utilizing MPI's quantitative research model. The result is a "best in class" highly diversified, fund of fund portfolio. The portfolio is monitored and rebalanced in accordance with MPI's proprietary research analysis.

Balanced Management

MPI's balanced investment approach seeks to provide a consistent portfolio return while attempting to reduce market risk. Our objective over a market cycle is to provide clients with a competitive return, while generating more income and less market risk/volatility than found in an MPI equity account. In a balanced account we believe that consistency is best

achieved by focusing on equities to provide portfolio appreciation and bonds to provide income and capital preservation. The asset allocation decision is typically formulated based on the client's particular risk tolerance, income needs, and or cash flow requirements.

This is not a solicitation to invest in MPI Investment Advisory Services. Past Performances is no guarantee of future results. MPI advisor services may or may not meet your investment goals and any consideration of such services should be discussed with your broker, attorney, accountant or other professional consultant. For more information regarding information contained herein, or to receive a copy of MPI's form ADV Part 2A & 2B, phone 630 325-6900, or write us at 15 Salt Creek Lane, Suite 404, Hinsdale, Illinois 60521.

2013 Portfolio Review

Indian Prairie Public Library District

September 18, 2013

Presented by:

Bradley C. Smith, Sr. Vice President

Matthew D. Pequet, Vice President

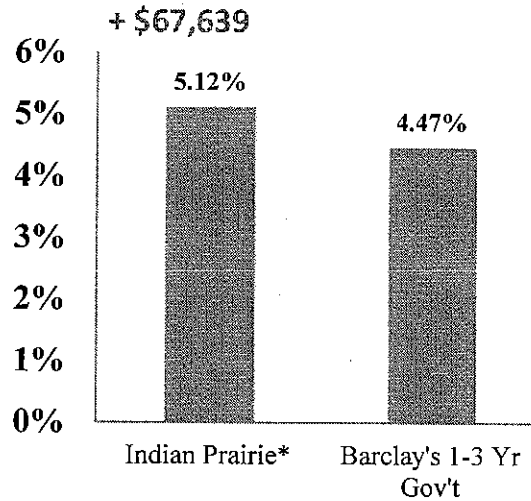
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15 Salt Creek Rd, Suite 404
Hinsdale, IL 60521
630-325-6900

Performance Summary

Combined Account Since Inception

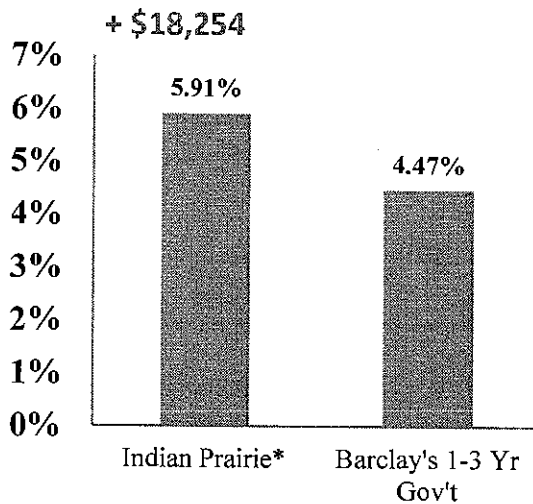
(As of October 7, 2009 to August 31, 2013)



Cash Account Since Inception

(As of October 7, 2009 to August 31, 2013)

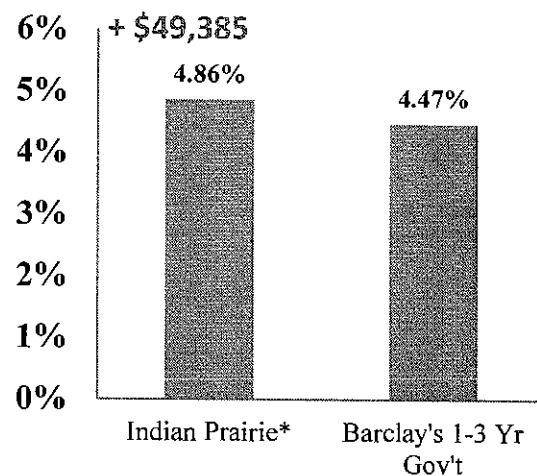
Value = \$391,139



Corporate Account Since Inception

(As of October 7, 2009 to August 31, 2013)

Value = \$1,150,548



Cash Account had significant contributions in Q2 & Q3 2010

MPI INVESTMENT MANAGEMENT, INC.

Indian Prairie Public Library District

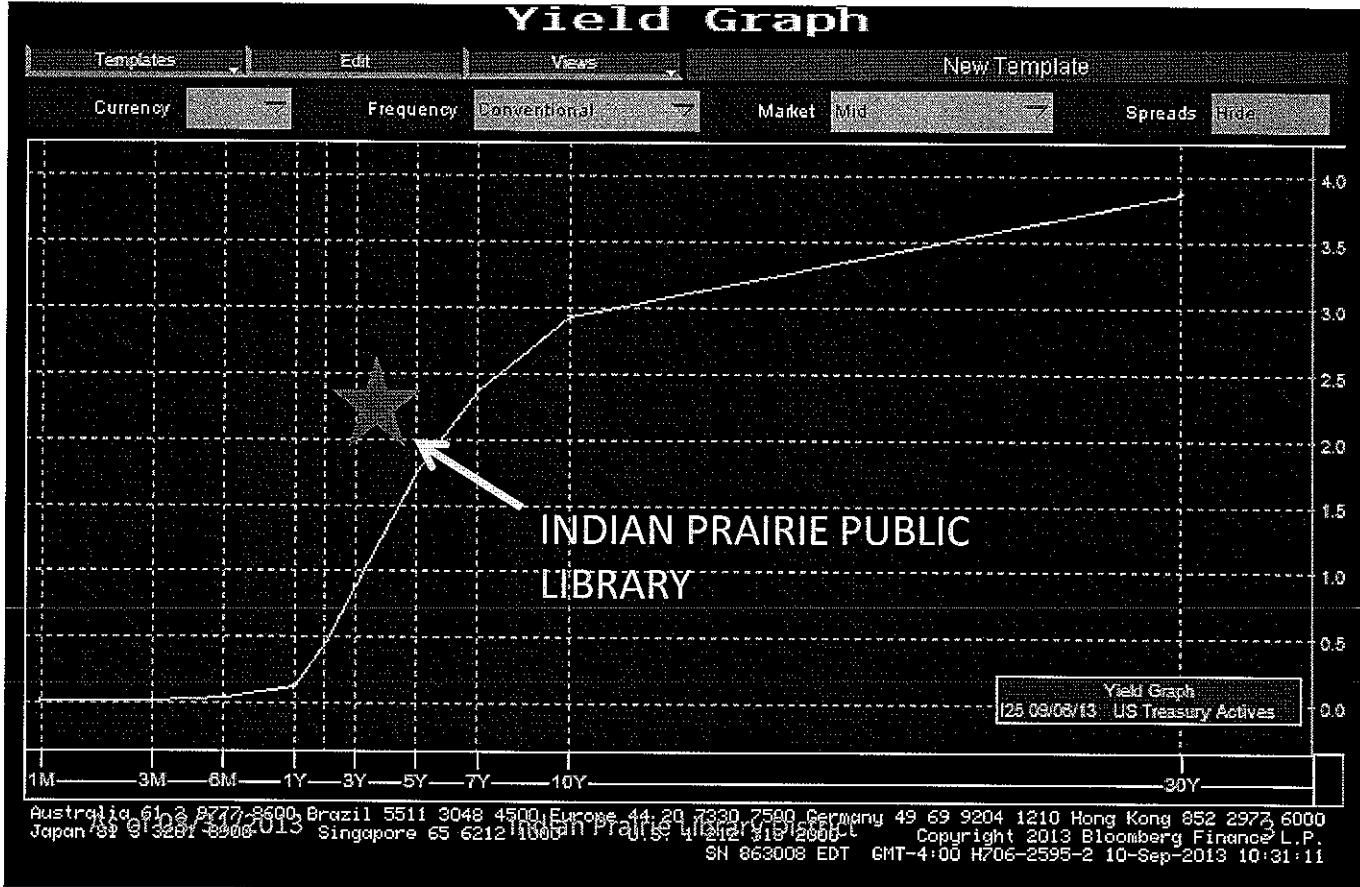
Combined Accounts

August 31, 2013

Cash Account Weighted Averages	
Average YTW	2.33%
Average Duration	3.45 Years
Average Rating	AAA

Corporate Account Weighted Averages	
Average YTW	2.25%
Average Duration	3.37 Years
Average Rating	AAA

“Yield of a 7 Year Treasury with a 3.4 Year Duration.”



PORTFOLIO APPRAISAL
Indian Prairie Combined Account
 August 31, 2013

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Yield
GOVERNMENT AGENCY ISSUES(USD)							
125,000	Federal Home Loan Mtg Corp 0.800% Due 03-21-17	100.04	125,044.00	98.39	122,985.87	8.0	1.3
105,000	Federal Natl Mtg Assn 1.500% Due 02-21-19	100.30	105,313.08	96.38	101,199.21	6.6	2.2
100,000	Federal Farm Credit Banks 1.690% Due 02-13-20	100.29	100,289.23	94.37	94,365.50	6.1	2.6
	Accrued Interest				572.69	0.0	
			330,646.30		319,123.28	20.7	2.0
GOVERNMENT BONDS - VARIABLE RATE(USD)							
50,000	Federal Natl Mtg Assn 0.350% Due 01-27-15	100.01	50,005.08	100.31	50,156.80	3.3	0.1
	Accrued Interest				15.79	0.0	
			50,005.08		50,172.59	3.3	0.1
CMO's(USD)							
50,000	FHLMC REMIC Series 2899 5.000% Due 04-15-19	104.40	1,385.18	101.35	1,344.80	0.1	1.3
140,000	FNMA REMIC Trust 2010-117 3.000% Due 05-25-25	105.63	85,620.26	104.69	84,865.34	5.5	0.7
1,415,000	FNMA REMIC Trust 2003-27 4.000% Due 04-25-33	108.00	54,715.26	104.57	52,978.15	3.4	2.4
170,000	FHLMC REMIC Series 2929 5.000% Due 05-15-33	101.62	28,543.66	100.78	28,305.97	1.8	3.3
32,000	FHLMC REMIC Series 3325 5.500% Due 06-15-37	108.11	9,175.50	108.15	9,179.50	0.6	3.0
125,000	GNMA REMIC Trust 2012-57 3.000% Due 03-20-39	105.66	121,741.70	101.59	117,061.81	7.6	2.4
	Accrued Interest				821.05	0.1	
			301,181.57		294,556.62	19.1	2.0
FHLMC's(USD)							
1,000,000	FHLMC PC Gold Comb 15 6.500% Due 04-01-18	107.75	35,092.47	105.99	34,517.73	2.2	1.8
455,000	FHLMC PC Gold Guar 15 5.000% Due 05-01-18	107.67	26,921.65	105.87	26,472.00	1.7	1.8
1,220,000	FHLMC PC Gold Cash 15 5.000% Due 10-01-18	106.69	120,854.04	105.87	119,927.48	7.8	1.7
1,579,553	FHLMC PC Gold Comb 30 9.000% Due 01-01-20	111.91	5,123.21	101.86	4,662.94	0.3	7.3

PORTFOLIO APPRAISAL
Indian Priarie Combined Account
 August 31, 2013

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	51,321.10	108.34	51,027.57	3.3	1.8
210,000	FHLMC PC Gold Comb 15 5.500% Due 06-01-20	108.13	25,561.81	107.31	25,369.07	1.6	3.2
340,000	FHLMC PC Gold 15 Yr 5.000% Due 07-01-23	107.94	34,433.77	107.91	34,423.86	2.2	2.4
520,000	FHLMC PC Gold Cash 20 5.500% Due 08-01-24	109.50	56,390.87	107.94	55,587.65	3.6	2.8
81,000	FHLMC PC Gold 15 Yr 3.500% Due 11-01-25 Accrued Interest	104.53	51,464.21	104.70	51,546.71	3.3	1.8
					1,623.70	0.1	
			407,163.13		405,158.71	26.3	2.1
FNMA's(USD)							
174,145	FNMA Pass-Thru Int 15 Year 6.000% Due 01-01-19	107.12	12,169.54	106.04	12,045.92	0.8	1.4
145,000	FNMA Pass-Thru Short 10 Year 4.500% Due 04-01-19	105.89	26,358.11	105.86	26,350.80	1.7	1.5
165,000	FNMA Pass-Thru Short 10 Year 4.500% Due 08-01-19	106.29	38,827.03	105.95	38,701.93	2.5	1.6
170,000	FNMA Pass-Thru Short 10 Year 4.000% Due 12-01-19	105.90	43,861.11	105.55	43,715.49	2.8	1.4
60,000	FNMA Pass-Thru Int 15 Year 4.500% Due 03-01-21	107.36	10,848.82	106.10	10,721.57	0.7	1.7
40,000	FNMA Pass-Thru Short 10 Year 2.500% Due 02-01-22 Accrued Interest	104.00	24,545.47	102.03	24,080.66	1.6	1.5
					512.25	0.0	
			156,610.07		156,128.61	10.1	1.5
GNMA's(USD)							
75,000	GNMA Pass-Thru X Single Family 7.000% Due 11-15-24	110.97	15,831.48	111.34	15,884.34	1.0	3.4
100,000	GNMA Pass-Thru M Single Family 4.500% Due 01-20-25	103.99	54,812.46	106.37	56,064.98	3.6	2.1
3,245,000	GNMA Pass-Thru X Single Family 7.000% Due 06-15-31	111.93	29,673.22	115.93	30,733.33	2.0	2.5
125,000	GNMA Pass-Thru X Single Family 5.500% Due 12-15-32	108.98	16,196.36	110.70	16,452.00	1.1	2.5
175,000	GNMA Pass-Thru X Platinum 30 Year 5.500% Due 04-15-33	108.99	14,438.90	109.77	14,543.27	0.9	3.0

PORTFOLIO APPRAISAL
Indian Prairie Combined Account
 August 31, 2013

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Yield
100,000	GNMA Pass-Thru X Single Family 5.500% Due 11-15-33	109.01	12,117.88	109.86	12,212.61	0.8	3.1
38,000	GNMA Pass-Thru X Single Family 5.500% Due 11-15-33	109.14	5,493.66	109.86	5,529.92	0.4	3.1
187,300	GNMA Pass-Thru X Single Family 5.500% Due 11-15-35	105.80	28,050.05	109.18	28,945.42	1.9	3.2
111,289	GNMA Pass-Thru X Single Family 6.000% Due 06-15-37	107.23	20,999.18	109.99	21,538.68	1.4	3.1
53,114	GNMA Pass-Thru X Single Family 6.000% Due 10-15-38	108.93	5,516.02	110.02	5,571.01	0.4	3.3
75,000	GNMA Pass-Thru X Single Family 6.000% Due 10-15-38	107.31	15,685.64	110.02	16,082.29	1.0	3.0
85,000	GNMA Pass-Thru X Single Family 6.000% Due 02-15-39	107.32	13,720.04	110.02	14,065.94	0.9	3.4
	Accrued Interest				1,020.13	0.1	
			232,534.91		238,643.93	15.5	2.8
CASH AND EQUIVALENTS(USD)							
	Cash Account Balance		77,903.40		77,903.40	5.1	0.0
			77,903.40		77,903.40	5.1	0.0
TOTAL PORTFOLIO			1,556,044.46		1,541,687.14	100.0	1.9

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Working Cash Account
Schwab Acct# 3934-7640
August 31, 2013

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Yield
GOVERNMENT AGENCY ISSUES(USD)							
25,000	Federal Home Loan Mtg Corp 0.800% Due 03-21-17	100.09	25,022.00	98.39	24,597.17	6.3	1.3
20,000	Federal Natl Mtg Assn 1.500% Due 02-21-19	100.36	20,072.64	96.38	19,276.04	4.9	2.2
15,000	Federal Farm Credit Banks 1.690% Due 02-13-20	100.40	15,059.98	94.37	14,154.82	3.6	2.6
	Accrued Interest				109.90	0.0	
			60,154.62		58,137.94	14.9	1.9
CMO's(USD)							
50,000	FHLMC REMIC Series 2899 5.000% Due 04-15-19	104.40	1,385.18	101.35	1,344.80	0.3	1.3
70,000	FNMA REMIC Trust 2010-117 3.000% Due 05-25-25	105.63	42,810.13	104.69	42,432.67	10.8	0.7
50,000	FHLMC REMIC Series 2929 5.000% Due 05-15-33	101.62	8,395.20	100.78	8,325.29	2.1	3.3
32,000	FHLMC REMIC Series 3325 5.500% Due 06-15-37	108.11	9,175.50	108.15	9,179.50	2.3	3.0
30,000	GNMA REMIC Trust 2012-57 3.000% Due 03-20-39	105.66	29,218.00	101.59	28,094.84	7.2	2.4
	Accrued Interest				249.31	0.1	
			90,984.01		89,626.40	22.9	1.7
FHLMC's(USD)							
150,000	FHLMC PC Gold Guar 15 5.000% Due 05-01-18	107.70	8,878.36	105.87	8,727.04	2.2	1.8
245,000	FHLMC PC Gold Cash 15 5.000% Due 10-01-18	106.69	24,269.87	105.87	24,083.80	6.2	1.7
1,579,553	FHLMC PC Gold Comb 30 9.000% Due 01-01-20	111.91	5,123.21	101.86	4,662.94	1.2	7.3
30,000	FHLMC PC Gold 15 Yr 3.500% Due 11-01-25	104.56	19,065.01	104.70	19,091.37	4.9	1.8
	Accrued Interest				216.65	0.1	
			57,336.44		56,781.79	14.5	2.2
FNMA's(USD)							
174,145	FNMA Pass-Thru Int 15 Year 6.000% Due 01-01-19	107.12	12,169.54	106.04	12,045.92	3.1	1.4

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Working Cash Account
Schwab Acct# 3934-7640
August 31, 2013

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Yield
50,000	FNMA Pass-Thru Short 10 Year 4.500% Due 04-01-19	105.95	9,094.38	105.86	9,086.46	2.3	1.5
40,000	FNMA Pass-Thru Short 10 Year 4.500% Due 08-01-19	106.33	9,416.44	105.95	9,382.29	2.4	1.6
30,000	FNMA Pass-Thru Short 10 Year 4.000% Due 12-01-19	105.97	7,745.33	105.55	7,714.51	2.0	1.4
60,000	FNMA Pass-Thru Int 15 Year 4.500% Due 03-01-21	107.36	10,848.82	106.10	10,721.57	2.7	1.7
20,000	FNMA Pass-Thru Short 10 Year 2.500% Due 02-01-22	104.00	12,272.73	102.03	12,040.33	3.1	1.5
	Accrued Interest				209.04	0.1	
			61,547.24		61,200.12	15.6	1.5
GNMA's(USD)							
50,000	GNMA Pass-Thru M Single Family 4.500% Due 01-20-25	103.99	27,406.23	106.37	28,032.49	7.2	2.1
125,000	GNMA Pass-Thru X Single Family 5.500% Due 12-15-32	108.98	16,196.36	110.70	16,452.00	4.2	2.5
175,000	GNMA Pass-Thru X Platinum 30 Year 5.500% Due 04-15-33	108.99	14,438.90	109.77	14,543.27	3.7	3.0
100,000	GNMA Pass-Thru X Single Family 5.500% Due 11-15-33	109.01	12,117.88	109.86	12,212.61	3.1	3.1
38,000	GNMA Pass-Thru X Single Family 5.500% Due 11-15-33	109.14	5,493.66	109.86	5,529.92	1.4	3.1
37,300	GNMA Pass-Thru X Single Family 5.500% Due 11-15-35	105.88	5,590.24	109.18	5,764.34	1.5	3.2
30,000	GNMA Pass-Thru X Single Family 6.000% Due 10-15-38	107.34	6,275.99	110.02	6,432.92	1.6	3.0
	Accrued Interest				355.12	0.1	
			87,519.27		89,322.67	22.8	2.7
CASH AND EQUIVALENTS(USD)							
	Cash Account Balance		36,070.14		36,070.14	9.2	0.0
			36,070.14		36,070.14	9.2	0.0
TOTAL PORTFOLIO			393,611.72		391,139.05	100.0	1.8

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Corporate Account
Schwab Acct# 6415-7790
 August 31, 2013

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Yield
GOVERNMENT AGENCY ISSUES(USD)							
100,000	Federal Home Loan Mtg Corp 0.800% Due 03-21-17	100.02	100,022.00	98.39	98,388.70	8.6	1.3
85,000	Federal Natl Mtg Assn 1.500% Due 02-21-19	100.28	85,240.44	96.38	81,923.17	7.1	2.2
85,000	Federal Farm Credit Banks 1.690% Due 02-13-20	100.27	85,229.25	94.37	80,210.67	7.0	2.6
	Accrued Interest				462.80	0.0	
			270,491.69		260,985.34	22.7	2.0
GOVERNMENT BONDS - VARIABLE RATE(USD)							
50,000	Federal Natl Mtg Assn 0.350% Due 01-27-15	100.01	50,005.08	100.31	50,156.80	4.4	0.1
	Accrued Interest				15.79	0.0	
			50,005.08		50,172.59	4.4	0.1
CMO's(USD)							
70,000	FNMA REMIC Trust 2010-117 3.000% Due 05-25-25	105.63	42,810.13	104.69	42,432.67	3.7	0.7
1,415,000	FNMA REMIC Trust 2003-27 4.000% Due 04-25-33	108.00	54,715.26	104.57	52,978.15	4.6	2.4
120,000	FHLMC REMIC Series 2929 5.000% Due 05-15-33	101.62	20,148.46	100.78	19,980.68	1.7	3.3
95,000	GNMA REMIC Trust 2012-57 3.000% Due 03-20-39	105.66	92,523.70	101.59	88,966.98	7.7	2.4
	Accrued Interest				571.74	0.0	
			210,197.56		204,930.21	17.8	2.1
FHLMC's(USD)							
1,000,000	FHLMC PC Gold Comb 15 6.500% Due 04-01-18	107.75	35,092.47	105.99	34,517.73	3.0	1.8
305,000	FHLMC PC Gold Guar 15 5.000% Due 05-01-18	107.65	18,043.30	105.87	17,744.96	1.5	1.8
975,000	FHLMC PC Gold Cash 15 5.000% Due 10-01-18	106.69	96,584.18	105.87	95,843.68	8.3	1.7
375,000	FHLMC PC Gold Comb 15 5.500% Due 05-01-20	108.96	51,321.10	108.34	51,027.57	4.4	1.8
210,000	FHLMC PC Gold Comb 15 5.500% Due 06-01-20	108.13	25,561.81	107.31	25,369.07	2.2	3.2
340,000	FHLMC PC Gold 15 Yr 5.000% Due 07-01-23	107.94	34,433.77	107.91	34,423.86	3.0	2.4

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Corporate Account
Schwab Acct# 6415-7790
 August 31, 2013

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Yield
520,000	FHLMC PC Gold Cash 20	109.50	56,390.87	107.94	55,587.65	4.8	2.8
51,000	5.500% Due 08-01-24 FHLMC PC Gold 15 Yr 3.500% Due 11-01-25 Accrued Interest	104.52	32,399.20	104.70	32,455.35	2.8	1.8
					1,407.05	0.1	
			349,826.68		348,376.92	30.3	2.1
FNMA's(USD)							
95,000	FNMA Pass-Thru Short 10 Year 4.500% Due 04-01-19	105.86	17,263.73	105.86	17,264.34	1.5	1.5
125,000	FNMA Pass-Thru Short 10 Year 4.500% Due 08-01-19	106.28	29,410.58	105.95	29,319.64	2.5	1.6
140,000	FNMA Pass-Thru Short 10 Year 4.000% Due 12-01-19	105.88	36,115.78	105.55	36,000.97	3.1	1.4
20,000	FNMA Pass-Thru Short 10 Year 2.500% Due 02-01-22 Accrued Interest	104.00	12,272.73	102.03	12,040.33	1.0	1.5
					303.22	0.0	
			95,062.83		94,928.50	8.3	1.5
GNMA's(USD)							
75,000	GNMA Pass-Thru X Single Family 7.000% Due 11-15-24	110.97	15,831.48	111.34	15,884.34	1.4	3.4
50,000	GNMA Pass-Thru M Single Family 4.500% Due 01-20-25	103.99	27,406.23	106.37	28,032.49	2.4	2.1
3,245,000	GNMA Pass-Thru X Single Family 7.000% Due 06-15-31	111.93	29,673.22	115.93	30,733.33	2.7	2.5
150,000	GNMA Pass-Thru X Single Family 5.500% Due 11-15-35	105.78	22,459.82	109.18	23,181.07	2.0	3.2
111,289	GNMA Pass-Thru X Single Family 6.000% Due 06-15-37	107.23	20,999.18	109.99	21,538.68	1.9	3.1
53,114	GNMA Pass-Thru X Single Family 6.000% Due 10-15-38	108.93	5,516.02	110.02	5,571.01	0.5	3.3
45,000	GNMA Pass-Thru X Single Family 6.000% Due 10-15-38	107.29	9,409.65	110.02	9,649.38	0.8	3.0
85,000	GNMA Pass-Thru X Single Family 6.000% Due 02-15-39 Accrued Interest	107.32	13,720.04	110.02	14,065.94	1.2	3.4
					665.01	0.1	
			145,015.64		149,321.26	13.0	2.9

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Corporate Account
Schwab Acct# 6415-7790
 August 31, 2013

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Yield
CASH AND EQUIVALENTS(USD)							
	Cash Account Balance		41,833.26		41,833.26	3.6	0.0
			41,833.26		41,833.26	3.6	0.0
TOTAL PORTFOLIO			1,162,432.74		1,150,548.09	100.0	2.0

Chapter 10 Marketing, Promotion, and Collaboration

Today's library users are no longer satisfied with the status quo, traditional library. The library clientele's bar of expectations for public library services and programs has surged so high that today's libraries are challenged and forced to promote and market their services at levels that were never before conceived. With the emergence of large bookstores, coffee cafés, the Internet, downloadable devices, and widening access to information, libraries are being placed in a competitive environment; therefore, in order to compete, survive, and thrive, libraries must determine what their library patrons want and need. The library patron must be the center of every program or service that the library provides. The library staff must be orientated to all of the library services and programs. Of imperative importance, the community must be aware of what the library is providing, and library staff should always make sure their library patrons leave the library satisfied—since it is highly likely that a library user who is not satisfied will not return.

A public that is aware of all the services and collections offered by its library and that views its library as a positive, fundamental, and indispensable part of life—this is the ideal achieved through an effective public relations and marketing program.

Applicable Core Standards—Please see Core Standards 1, 7, 13, 14, 17, 22, and 23 in Chapter 1.

Marketing Standards

1. The library board develops and adopts a marketing plan that supports the library's long-range and strategic plan.
2. The library board and administration participates in three or more cooperative activities with other community organizations, businesses, and institutions, such as Chamber of Commerce and service organizations.
3. The library's services and programs are regularly promoted in the community by using three or more publicity methods such as flyers, brochures, library Web site, posters, banners, displays, presentations and speeches, and newspaper ads.
4. The library specifically invites local, state, and federal officials to visit the library, providing them a firsthand view of the library's services.
5. The library's Web site is updated at least monthly to reflect current and future programs, board minutes, library policies, and new material.
6. The board, administration, and staff assess the library's appearance at least once a year, using this information to revise the library's image in the community.
7. The board, administration, and appropriate staff visit other libraries at least once a year, learning what services and programs other libraries offer their patrons.
8. The operating budget includes funds for public relations and marketing.
9. The library considers persons with special needs when developing and delivering information about the library's collections and services.
10. The library develops strategies to reach those groups that do not use the library.
11. One member of the staff coordinates the library's marketing efforts, but all staff receives customer service and marketing training.

12. When reviewing and setting library policies, the board evaluates how the policies affect persons within the jurisdictional population.
13. The library includes public relations and customer service as part of the orientation of all new staff and board members.
14. The library regularly evaluates patron and community awareness of the library's programs and services through focus groups, surveys (in-house and Web-based), interviews, etc.
15. The library administration ensures all board and staff members receive an orientation of the library covering the library's history, funding sources, long-range plan, and services.
16. The library builds on public relations and marketing efforts developed by the library system, state and national organizations, the state library, and the community.

Marketing Checklist

- ___ The library has a marketing plan that supports the library's long-range, strategic plan.
- ___ The library board and administration participates in three or more cooperative activities with other community organizations.
- ___ The library's services and programs were promoted in the community. Check the applicable publicity methods.
 - flyers
 - brochures
 - Web site
 - posters
 - banners
 - displays
 - podcasting
 - presentations
 - speeches
 - newspaper ads
 - other
- ___ The library invited local, state, and federal officials to visit the library.
- ___ The library's Web site was updated at least monthly.
- ___ The board, administration, and staff conducted a library walk-through.
- ___ The board, administration, and appropriate staff visited other libraries.
- ___ The budget includes funds for public relations and marketing activities.
- ___ The library's promotional methods and services are ADA compliant.
- ___ A designated staff member coordinates the library's marketing efforts.
- ___ The library's staff received customer service and marketing training.
- ___ The library's orientation for staff and trustees includes the library's public relations, customer service philosophy, library history, funding sources, and long-range plan.
- ___ The library surveyed patrons and the community to judge awareness of the library's programs and services.
- ___ The library's statistics are effectively used to compare the library's progress in reaching its community.

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Web sites

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<http://www.libsuccess.org>

The "M" Word—Marketing Libraries: a blog designed to bring the wonderful world of marketing to libraries. <http://themwordblog.blogspot.com/>

Marketing the Library—Web-based Training for Public Libraries, Ohio Library Foundation, 2003.

<http://www.olc.org/marketing>

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**Indian Prairie Public Library
Strategic Plan 2013 – 2015
Update April 2013**

WORKSHEET

The Library Mission

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

The Library Vision

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

Strategic Priorities

Providing popular materials and programs

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

- Focus on providing easy access to high demand items.
 - **Popular youth non-fiction topics will be highlighted. (2013)**
YS and Tech – 4 additional topics
Tales, poetry and biographies are completed
 - **Improve patron browsing within Dewey topics. (ongoing)**
AS, YS and Tech; 2013 - YS biographies, AS 800's
YS Biographies categories are completed; Adult Poetry and Plays are completed
- Offer expert assistance to residents to aid them in finding books and movies they will enjoy.
 - **Enhance online advisory tools. (2013)**
AS
Offered Facebook Book Blitz once this year (3 times last year); Books Just For You online form has generated 31 requests; IPPL GoodReads group is up and running, 42 patrons are members, 19 of them have commented at least once and there have been 280 clicks on the GoodReads link on the website; Novelist Select has been added to the catalog which provides readalikes and series information
 - **Examine ways to offer personalized services for popular materials. (2013)**
AS
See above – Facebook Book Blitz and Books Just For You
 - **Investigate methods for sharing reader-generated reviews online. (2013)**
AS
See above – GoodReads

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- Stay current with new formats and ways to access content
 - **Provide access to e-magazines (2013).**
AS
Completed – offering 60 Zinio emagazines and have added additional titles as of July 1st
 - **Enhance e-book collection and examine available delivery systems. (2013)**
Admin, AS, YS, CS
Staff e-book Summit on April 22 to discuss results of technology survey and state of the service. Basically the discussion centered around the problems inherent in the current state of e-books. The staff next met June 20 to narrow to three problems and ways to solve the problems. Currently staff have selected some of these solutions and are working on them. A full report will be available later in the year. Additional titles were purchased for circulating e-Readers
 - **Investigate providing e-music and e-video to patrons. (2013)**
AS, YS
Staff is investigating Hoopla (music and movies) and Freegal (music); Sarah J is investigating music streaming through Spotify and Netflix; Devices for in-house use in Kids and Teens dept. have been purchased; Ann is investigating streaming movies through Roku with digital codes that came with purchased movies.
 - Present programming for entertainment and leisure.

Fostering life-long learning

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

- Facilitate early literacy and cultivate young readers.
 - **Create a “My First Library Card” campaign. (starting September 2012) Preliminary details developed. Will develop further in 2013.**
Kelly, Circ, Marketing
The “My First Library Card” experience started in September for kids up to 12 with a special library card, a bag, a photo. (The Friends are sponsoring the card initiative by funding the cost of the new cards.)
 - **Evaluate use of the Family Center and consider further development. (winter/spring 2013)**
Kelly, Admin
The Darien Woman’s Club donation provided a new Legos table and Lego Duplos sets. Computer Services replaced the family computers with touchscreens; The Family Center was painted blue in August to give a sense of sky (with the tree) and also provide a more serene setting. Some furniture was moved out to provide more space and the furniture moved around to create more of a living room space.
- Support children and teens in their interests and educational needs.
 - **Create more methods for teen input into development of the teen collection. (fall 2012)**
Facebook page was created in March 2013; IPPL Teens group created on the Kids and Teens GoodReads page

- **Conduct focused discussions with schools regarding their strategic goals and analyze how the library can provide support. (2013)**
 JB, NW, MD, SJ
Jamie and Natalie have met with superintendents in districts 60, 63 and 66. Appointments have been set with 61, 62 and 180.

- **Use Core Curriculum and STEM standards as a foundation for programming and materials for all ages. (ongoing)**
 YS
We've held 4 science related programs for kids so far this year; Afternoon programming starting this fall will focus on books and science projects for grades 1 - 3 .

- **Provide collections and programs that support life goals and interests.**
 - **Further develop collections, resources and programs that support workforce education in partnership with WorkNet. (2013)**
 Shirley
A database computer has been converted to a Job Search computer with links to Worknet, other job search sites and Microsoft Office; offered career skills workshop; representatives from COD; computer classes

 - **Examine how to create a seniors area on the first floor. (2013)**
 DW and JB

 - **Investigate providing memory games for seniors. (2013)**
 AS

 - **Provide opportunities for hands-on learning, inventing, and sharing of skills and tools. (2013-2014)**
 AS, YS, Circ, CS
Programs presented this year – origami, planting seeds to take home, Yoga, poetry workshop series, creating wedding floral arrangements, gardening, making environmentally-friendly cleaning products, beginners genealogy training, how to make chocolate candies, knitting, Instagram, tie-dye ; drop in learning for e-books, digital media equipment, Zinio, chess, Mah-Jong; chess

 - **Develop a collection of foreign language magazines and newspapers. (2015)**
 AS

Enhancing the community

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

- **Provide opportunities for people to build relationships.**
 - **Develop more programming and activities that provide the opportunity for people to interact. (ongoing)**
 AS, YS, Circ, CS (related to above initiative)

Bring Your Own Book Discussion held two times a year; start of Good Reads group; Facebook; Polish storytimes; Senior Fun Days; self-serve games in café; Book Buddies; Readers Theater; poetry workshops; game night for 20-30 something; program on volunteer venues; Teen Advisory Board

- **Facilitate sharing of talents and skills. (ongoing)**
AS, YS, Circ, CS (related to above initiative)
Senior Fun Days; World Wide Knit in Public Day; The Sound Music Fest; poetry reading and open mic; poetry workshops; program on volunteer venues
- **Develop a community online presence for GenLit and Crime Readers groups. (fall 2012)**
AS
GenLit Facebook page; Crime Readers Facebook page; both mentioned on GoodReads
- **Explore an online book club for the Kids & Teens Department. (fall 2012)**
YS
Currently have Teen GoodReads group
- **Evaluate upgrading or enhancing the meeting room technology/av equipment to enhance program attendee experience. (2014)**
CS, Admin
- **Act as the community's information resource.**
 - **Be an information clearinghouse for local green efforts. (2012-2013)**
AS, LB
The library started a Community Information page which includes community information relative to recycling, etc. This has been promoted through the newsletter and enewsletter
 - **Collect and archive oral local histories. (2013)**
AS
Five interviews have started and Joe is collecting information; promotion at senior clubs, newsletter and e-news
 - **Develop a community stories project. (2014)**
AS
- **Form partnerships to further develop community services.**
 - **Partner with other organizations to provide recycling opportunities for the community. (2012-2013)**
LB
Planning a recycling event for October 2013 ("Make a Difference Day"); Kids & Teens Cardboard Challenge (October 2013)
 - **Meet with community organizations to get updates on their activities and discuss ways to partner. (2013)**
JB, LB, CC
Cris will be contacting each group this fall and requesting an opportunity to sit in on their meeting to hear about their goals and projects and to have a few minutes to invite them to the library and share relevant information.

- **Invite groups to hold a meeting in the library and present a program targeted to their interests. (2013-2014)**
JB, LB, CC
Cris will be contacting each group this fall and requesting an opportunity to sit in on their meeting to hear about their goals and projects and to have a few minutes to invite them to the library and share relevant information.
- **Annually identify community events the library will participate in. (ongoing)**
CC, AS, YS, Circ
Completed for 2013 - group of staff and volunteers participated in Darien Lions Club July 4 parade and one staff member participated in the parade on behalf of the Darien Historical Society, Safety Event put on by legislators; Had planned to hold The Sound in conjunction with Willowbrook Park District but rain kept the event in the library, the Darien Historical Society Ice Cream Social, attended parent events at Gower and Concord schools; participating in Darien Town Hall event
- **Explore the needs of the community's predominate ethnic groups. (2015)**
YS, AS
- **Facilitate community discussion on 21st Century Learning Skills. (2014)**
JB
- **Investigate if services provided elsewhere should also be provided by the library. (2013)**
DS
Circulation has started selling stamps as has been requested by patrons; Circ explored selling lottery tickets and was told we have to be a business that sells things in order to participate; Circ explored issuing passports but it is staff intensive and the return on investment does not make it worthwhile; Circ evaluated getting a change machine, but most people want to break \$20.00 and change machines don't go up that high; Circ also investigated having a battery starter for cars which is something we will be doing as an emergency service for our patrons.

To enrich lives through technology

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

- **Keep abreast of and anticipate how residents use technology.**
 - **Annually survey library members regarding their use of technology. (2013 and ongoing)**
JB, CC, CS
This will occur in November and mimic the survey we did last year so we can track changes.
- **Instruct and assist residents in using technology.**
 - **Provide computer classes that assist residents in updating their work skills. (ongoing)**
AS
Offered a program on showing tools that help create resumes and improve computer skills, College of DuPage was here to promote their classes, we've hosted numerous computer classes for beginners and intermediate learners.

- **Annually provide “senior boot camp” computer classes. (fall 2012 and ongoing)**
AS, CS
Held August 2013
- **Expand efforts to train patrons on accessing library e-book collection. (2013)**
AS
E-book training has been targeted to types of devices and we are offering drop-in classes, the tech bar is also helping people understand how e-readers work.
- **Expand technology resources on library website to assist technology literacy. (2013)**
CS, AS
A page is currently being developed.
- **Provide technology for patrons to create digital media. (2013 and ongoing)**
JB, CS, AS, YS
Patrons may check out equipment that will digitize slides, photos, negatives and audiocassettes and use an in-library equipment to convert VHS to digital. The library has held drop-in classes to train patrons on the equipment.
- **Provide technology classes at two other locations per year (2013 and ongoing)**
AS, CS
- **Investigate offering classes using other computer labs in the community and creating a traveling computer lab. (2013 – 2014)**
AS, CS
- **Offer opportunities for residents to experiment with new technology.**
 - **Host programs that allow residents to use different types of technology. (ongoing)**
AS
We’ve offered a variety of workshops and drop-in one-on-one opportunities for patrons to try different e-readers, the Ipad, and the digital media equipment
 - **Investigate and implement other technology uses for the Tech Bar. (2013)**
CS, AS
The Tech Bar started with e-readers. Now there are Multimedia tablets – Kindle Fire, Samsung Galaxy 2, Coby and Blackberry Playbook.
- **Provide a virtual library.**
 - **Continue to evaluate new technologies in web applications/tools to enhance the web site. (ongoing)**
CS
Mobile device detection has been added to the website.
 - **Continue to improve and promote the mobile access to the library. (ongoing)**
CS, Marketing
Have introduced 2 new ways to provide mobile access - Cardstar and Zinio emagazines, both have been promoted extensively

- **Create screencasts/videos to teach and share information. (2012 and ongoing)**
Everyone
Software has been selected and staff are in the process of creating screencasts;
Sarah J created a video synopsis for "The Sound"

Management Priorities

These resources are critical for Indian Prairie to support its mission and reach its vision.

Financial

- **The library maintains a strong financial base and continually evaluates the best ways to manage finances in order to provide services desired by the community.**
 - **Apply for at least two grants per year. (ongoing)**
Everyone
Jamie has applied to Praxair and to Best Buy.
 - **Create a plan to promote donations to the library. (2012) process started to be continued in 2013**
JB
Discussion has been started with the Foundation
 - **Examine individual services and staff duties for determination of retention or revision. (2012 and 2013) process started**
Everyone
Adult Services has completed a list of staff duties for study purposes and revised Reader's Advisory job description; decided to discontinue Adult Summer Reading; staff are no longer selecting for certain collections – CD Rom's and videos; staff continue to work on this
 - **Examine how to increase library usage by Burr Ridge residents and other unserved areas. (2013-2014)**
JB, Trustees, CC
 - **Research RFID as a means of creating efficiencies. (2013 – 2014)**
DS
Debbie Sheehan has started researching RFID as a means of creating efficiencies for the library. So far she has talked with other libraries and gotten information from vendors.
 - **Examine annexation of unserved areas. (2014)**
JB, Trustees

Staff

- **The library's personnel are dedicated to offering quality services. The library allocates, trains and encourages staff to achieve and maintain the library's mission and vision.**
 - **A staff development plan will be developed each year and will include the following components: (ongoing)**
 - **Customer service and hospitality.**

- Technology training.
- Leadership training

LB

Currently being written

- Continue to study and develop internal communication methods. (ongoing)
LB, JB, CC
A staff communication survey was conducted, problems noted and discussion held on resolving any issues, also suggestions from staff were implemented
- Determine and implement fundamental staff skills training for each department. (2013)
LB
Laura has sent a survey to each department to determine basic competencies for each position.
- Review/create procedure manuals in each department and set up cross training program in each department. (2013-2014)
Everyone
Circulation has a procedure manual the other departments will be working on this
- Develop a continuous learning/laboratory environment to increase and support staff knowledge and creativity. (2014)
JB, LB
- Implement project management software to increase project efficiency and effectiveness. (spring 2013)
Ann, everybody
Staff training has been done on Trello Project Management software. Staff have started using it for various projects.

The physical library

- The trustees and staff continually analyze the building, equipment and space to ensure support of library services.
 - The building will be evaluated annually for optimal use of space.
 - Evaluate other uses for staff copier room (2013)
JB
 - Evaluate design of teen area (2013)
JB, YS
The furniture and shelving in the teen area has been moved around to create more space and allow more seating. We are also working on the mid-kids area and hope to distinguish these two areas from each other and the age groups they are designed to serve

- **Evaluate use of Internet and wireless connection to determine need to expand service. (2013)**
CS
Brett has investigated wireless connection and we are notified when bandwidth is high; Currently studying peak times and more bandwidth has been purchased; a wireless connection has been added to the meeting room.
- **Implement thin client for catalogs and databases and investigate for other areas for use to create efficiencies and cost savings. (2013 – 2014)**
CS
Catalogs have been converted to thin client; one database computer has been converted to thin client; testing a staff computer with thin client; Database conversion will continue
- **Investigate other public PC reservation and printing solutions for efficient systems and cost savings. (2013-2014)**
CS
Staff have selected My PC and are in the process of determining software parameters, what is needed for staff training and how to present the procedure changes to the public.
- **Investigate use of televisions as promotional devices in the library. (2013)**
CS, JB, CC
The lobby kiosk was redesigned to the floor plans but also provide a rotating graphic promoting programs and services and display what is occurring in the library. Staff are examining other ways to use televisions

Marketing

- The library identifies target markets for library services, maintains a consistent brand message and develops strategy to increase community awareness and promote the library's value.
 - **Use video to showcase library services and programs. (ongoing)**
Everyone
Software has just been selected for this project. Sarah J created and posted Instagram videos during the Sound and also created a synopsis video.
 - **Speak at each village board/council meeting once a year. (ongoing)**
Trustees
 - **Promote the library as an environment-friendly organization. (start spring 2012) started process and to continue in 2013**
LB, CC
The fall recycling event will be promoted; the Community Information page with "green" information has also been promoted

- **Conduct an in-house survey examining how patrons use the building and services. (2013)**
JB, CC
This will occur in October
- **Improve and expand use of digital interactive map to include promotion of books, programs and services. (2013)**
CS, CC
Completed
- **Educate and engage our patrons about issues relative to e-book access (2013)**
JB, CC, AS
Director's article in spring newsletter, on website, recently sent in newsletter (received 111 clicks); e-book classes have patron education component; e-book summit with staff to identify problems and strategies; permanent link to eMedia on e-News.
- **Research and identify effective new ways to promote the library especially using technology. (2013)**
CC
Cris is researching best ways to use Facebook and will be meeting with the staff social media committee to study usage of Facebook. Staff will also be examining the library's use of Twitter and Pinterest
- **Prepare a plan to promote the library's technology services. (2013)**
CC, AS, YS, CS
Promotion will focus on e-books. Plan is being developed.
- **Brand the library's early education services, programs and materials. (spring 2013)**
Kelly, CC
Little U has been developed and the brochure and web page done.
- **Collect stories on how the library impacts peoples' lives in order to measure library outputs. (2013)**
CC, AS, YS, Circ
Ongoing; quotes used in newsletter and in e-news; Added name and phone to program evaluations in order to use quotes on program evaluations
- **Promote the library as a community information resource. (2013)**
CC, AS
Share community events and information on social media; Community Events blog

- **Promote library services that connect people with books and movies. (2013)**
CC, AS
Using social media, newsletter and enews

- **Print library promotional materials in various languages. (2015)**
CC

BY-LAWS

Article I. Name

This organization shall be called "Indian Prairie Public Library District.

Article II. Purpose

Our Mission

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

Our Values

We value and respect the individual.

We empower & guide each visitor.

We aspire to bring people together.

Our Vision

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

Article III. Board of Trustees

Section 1. General Powers

The property, business and affairs of the library shall be directed by its Board of Library Trustees in the spirit and intent of supporting and maintaining a public library in the district and for providing library service. The Board of Trustees may adopt such rules and regulations for the conduct of its business as shall be deemed advisable and may, in the execution of the powers granted, appoint such agents as it may consider necessary.

Section 2. Number and Tenure

The number of Trustees comprising the Board of the Indian Prairie Public Library District will be seven (7) in accordance with Illinois State Law. Board members shall serve a term of four years. The term of office will begin on the third Monday of the month following the month of the election.

Section 3. Ethics

The Indian Prairie Public Library District adheres to the ALA Ethics Statement for Public Library Trustees. Trustees are responsible for compliance.

Section 4. Conflict of Interest

No trustee shall engage in any business or transaction, or have a financial or personal interest, whether directly or indirectly, that is incompatible with the proper discharge of his or her official duties in the public interest or that may tend to impair his or her independence of judgment or action in the

BY-LAWS

performance of such official duties. In particular, family members of the Board of Trustees may not be hired by the library as long as the Trustee serves on the Board.

Section 5. Compensation

Trustees shall serve without compensation but shall be reimbursed from library funds for their actual and necessary expenses incurred in the performance of their duties and may be subject to board approval.

Section 6. Vacancies

The Board may declare a vacancy when the elected or appointed trustee declines, fails, or is unable to serve, or becomes a nonresident of the district. A vacancy is also declared when the trustee is convicted of a misdemeanor by failing, neglecting, or refusing to discharge any duty imposed upon him or her by this Act, or who has failed to pay the library tax levied by the district. Trustees who will miss a Board Meeting due to vacation, illness or unavoidable scheduling conflicts shall advise the Board President or Library Director as soon as possible prior to the meeting. If a trustee doesn't follow this procedure for three (3) meetings in a twelve month period, their position will be declared vacant by the Board. Any vacancy will be filled by appointment by the board.

Article IV – Officers and DirectorSection 1. Officers

The officers of the board shall be a President, a Vice President, a Secretary, and a Treasurer.

Section 2. Nominations and Election

Officers shall be elected by a ballot vote at the first meeting of the month following the biennial election of trustees. A nominating committee composed of board members shall be appointed by the President. They shall present a slate of officers. Additional nominations may be made from the floor.

Section 3. Term of Office

Officers shall serve a term of two years ending the third Monday of the month following each regular election or until their successors are duly elected by the board, (75 ILCS 16/30-40)

Section 4. Removal

Any officer duly elected or appointed may be removed by majority of a quorum of the board whenever it is determined the best interests of the library would be served thereby.

Section 5. Vacancy

A vacancy in any office shall be filled by a ballot vote by the board for the unexpired term.

BY-LAWS

Section 6. President

The President of the Board shall preside at all meetings of the board, authorize calls for any special meetings, appoint such committees as may be necessary to carry out the purposes of the board.

- a. The President shall sign the ordinances, resolutions, and contracts of the board.
- b. The President is responsible for seeing that the by-laws and other policies of the board are reviewed at regular intervals.
- c. The President is an ex-officio member of all committees.
- d. The President shall neither have nor exercise veto power.

Section 7. Vice-President

The Vice-President in the temporary absence or disability of the President shall assume and perform the duties and functions of the President.

- a. In the event of vacancy in the office of President, the Vice President shall temporarily perform the duties of that office until the next board meeting at which time a new president shall be elected.
- b. ~~The Vice President shall, together with the Library Director, participate in the orientation of new trustees.~~

Section 8. Secretary

The Secretary shall keep and maintain appropriate records for his or her term of office and shall include in those records a record of the meetings, the names of those in attendance, the ordinances enacted, resolutions, rules, and regulations adopted, and all other pertinent written matter as affect the operation of the district.

- a. The Secretary's records shall be audited each fiscal year and upon the change of Secretaries by two other trustees appointed by the President. The audit report shall be filed not later than the 90th day following the completion of each fiscal year and shall certify the accuracy and completeness of the records and shall list the discrepancies, if any. The Board shall take whatever action is deemed necessary to cure the discrepancies reported to it by any audit committee.
- b. The Secretary shall have the power to administer oaths and affirmations.

Section 9. Treasurer

The Treasurer shall keep and maintain accounts and records of the district during the term in office, indicating therein, a record of all receipts and disbursements and balances in any funds which shall be reported monthly to the board.

- a. At the end of the fiscal year, an audit shall be performed and accompanied by the professional opinion of an accountant certified to practice public accounting under the Laws of the State of Illinois.
- b. The Treasurer shall be bonded with approval of the board for faithful discharge of the duties of the office and for all district funds coming into the Treasurer's hands. The minimum amount of the bond shall equal 50% of the total funds received by the district in the previous fiscal year (75 ILCS

BY-LAWS

15/4-10(2)). Cost of any surety bond shall be borne by the district.

- c. The Treasurer shall be responsible for the investment of library funds with board approval and subject to the limitations of the Illinois statutes.

Section 10. Additional Duties of Officers

In addition to the duties previously specified, each office shall perform such other duties as may be required by law or by the ordinances or the resolutions of the board or as appointed by the President.

Section 11. Library Director

The Board shall appoint a qualified Library Director who shall be the executive and administrative officer of the library on behalf of the board and under its review and direction. The Library Director shall administer the policies adopted by the board. The Library Director, ~~together with the Vice President,~~ shall ~~participate in the~~ manage orientation of new trustees in partnership with a trustee appointed by the President.

Article V. Board Meetings

Section 1. Regular Meetings

The Board shall meet monthly on a regular basis. The time, day, date, and place of all regular meetings shall be established by ordinance at the May meeting of the board. A copy of the ordinance shall be posted in the library and supplied to any medium that has filed an annual request for such notices.

Section 2. Special Meetings

Special meetings shall be called by the President or the Secretary or by any four (4) Trustees. No special meeting shall be held unless written notice of the time and place thereof shall be given to all trustees at least 48 hours in advance of said special meeting, or by oral notice in the case of a stated emergency.

Section 3. Open Meetings Act

All meetings of the Board shall comply with the Open Meetings Act.

Section 4. Quorum

A quorum shall consist of four (4) members of the Board and a majority of those present shall determine the vote taken on any question, unless a larger majority is specified by law.

Section 5. Conduct of Meeting

In the President's absence, the Vice-President or in the Vice-President's absence, the Secretary, and in the Secretary's absence, the Treasurer, shall preside. In the absence of the Secretary the Board President shall appoint a Secretary for the meeting who will have the powers of the secretary. The conduct of meetings shall be guided by the latest edition of Robert's Rules of Order.

BY-LAWS

Section 6. Voting

All votes on any questions shall be by ayes and nays. The number of aye and nay votes and the number of absences and abstentions shall be recorded by the Secretary. A "present" vote shall not be counted. Roll call votes shall be required for ordinances, resolutions, and expenditures from the special reserve fund and the working cash fund. The secretary shall call the roll. The President may vote upon and may move or second a proposal.

An omnibus vote may be used to adopt a group of ordinances, resolutions and motions by a single vote. An omnibus vote shall be considered a unanimous consent roll call vote. Abstentions are not permitted. Two motions are required for an omnibus vote. The first motion establishes a list of matters to be voted on via "omnibus vote." Any trustee may request that an item be deleted from this list. Matters which will not receive unanimous approval must be deleted from the list. If the first motion passes unanimously, a trustee will make a motion to pass all such ordinances, resolutions or motions by omnibus vote.

Section 7. Order of Business

The order of business for regular meetings shall include, but not be limited to, the following items which shall be covered in the sequence shown so far as circumstances will permit:

- a. Roll Call and Declaration of a Quorum
- b. Public Comment
- c. Communications and Announcements
- d. Omnibus Consent Agenda
 1. Minutes
 2. Treasurer's Report
 - Action on Bills
 3. Resolutions
 4. Ordinances
 5. Motions
- e. Items Deleted from Omnibus Consent Agenda
- f. Library Director's Report
- g. Staff Report
- h. Reports
- i. Unfinished Business
- j. New Business
- k. Adjournment

Section 8. Executive Session

Executive session may be used when deemed necessary by the board in accordance with the Open Meetings Act.

Section 9. Attendance

As authorized by the Open Meetings Act, a Trustee may attend Board Meetings or Committee Meetings by video or audio conference (or other means of contemporaneous interactive communication) provided:

BY-LAWS

1. A quorum of the Board or Committee is physically present at the meeting location;
2. The Trustee wishing to attend by video or audio conference has notified the Library Director or Administrative Assistant before the meeting (unless advance notice is impractical);
3. The Trustee is prevented from physically attending because of:
 - a. personal illness or disability;
 - b. employment purposes or the business of the Library District;
 - c. family or other emergency.

Minutes of all meetings will record whether Trustees were physically present or present by means of video or audio conference.

Article VI. CommitteesSection 1. Standing Committees

Certain committees will be formed in the month following the biennial trustee election and these committees will remain in effect for a period of two (2) years. The President shall appoint members and chairmen when the committees are formed or in the event of a vacancy on a committee. These committees will meet as needed.

Section 2. Ad Hoc Committees

The President shall appoint committees of one or more members each for specific purposes as the business of the board may require from time to time. The President shall appoint a chairperson for each committee. Each committee shall be considered to be discharged upon the completion of the purpose for which it was appointed and after the final report is made to the board.

Section 3. Quorum

Unless otherwise determined by the Board of Trustees, a majority of any committee shall constitute a quorum for committee action at any meeting of the committee.

Section 4. Reports

All committees shall make a progress report to the board at each of its meetings. All final committee minutes shall be written and filed with the regular board minutes.

Section 5. Open Meetings Act

All committee's shall abide by the regulations of the Open Meetings Act.

Article VII. Indemnification of Trustees, Employees and Volunteers

If any claim or action not covered by insurance is instituted against a trustee of the Indian Prairie Public

BY-LAWS

Library District out of an act or omission by a trustee acting in good faith for a purpose believed to be in the best interest of the Indian Prairie Public Library District; or if any claim or action not covered by insurance is instituted against an employee or volunteer of the Indian Prairie Public Library District allegedly arising out of an act or omission occurring within the scope of his or her duties as employee or volunteer; the Indian Prairie Public Library District shall, at the request of the trustee, employee, or volunteer:

- a. Appear and defend against the claim; and
- b. Pay or indemnify for a judgment and court costs, based on such claim or action; and
- c. Pay or indemnify for a compromise or settlement of such claim or action, providing the settlement is approved by the board of trustees.

For the purpose of this Section, the term trustee, employee and volunteer shall include a former trustee, employee, and volunteer of the library district. This Article VIII shall not apply if the Board of Trustees finds that the claim or action is based on malicious, willful, or criminal misconduct. In such cases, indemnification will be determined after an investigation of the facts.

Article VIII. Compliance with the Law

The Indian Prairie Public Library District shall comply with all provisions of the Illinois Compiled Statutes pertaining to library districts and trustees.

Article VIII. Amendments

These by-laws may be amended at any regular meeting of the Board of Trustees by a majority vote. Written notice of the text of proposed changes must be distributed to all trustees a minimum of 10 days prior to such meetings.

ETHICS STATEMENT FOR PUBLIC LIBRARY TRUSTEES

Trustees in the capacity of trust upon them, shall observe ethical standards with absolute truth, integrity and honor.

Trustees must avoid situations in which personal interests might be served or financial benefits gained at the expense of library users, colleagues, or the situation.

It is incumbent upon any trustee to disqualify himself/herself immediately whenever the appearance or a conflict of interest exists.

Trustees must distinguish clearly in their actions and statements between their personal philosophies and attitudes and those of the institution, acknowledging the formal position of the board even if they personally disagree.

A trustee must respect the confidential nature of library business while being aware of and in compliance with applicable laws governing freedom of information.

Trustees must be prepared to support to the fullest the efforts of librarians in resisting censorship of library materials by groups or individuals.

Trustees who accept library board responsibilities are expected to perform all of the functions of library trustees.

Adopted by the Board of Directors of the American Library Trustee Association, July, 1985.

Adopted by the Board of Directors of the Public Library Association, July, 1985.

Amended by the Board of Directors of the American Library Trustee Association, July, 1988.

Approval of the amendment by the Board of Directors of the Public Library Association, January, 1989.

Listening Posts August 2013

Kids & Teens

"You guys are always so nice!"

Circulation

Patron complained that the sharp corners of the counter at the Welcome Desk are dangerous. Barb G.

"We love it here", said a mother with kids.

Patron said that she loves our library but wishes we had a larger collection of Christian music CDs.

Schaumburg patron likes our system. The one thing we don't have and they have is a group "trips to places" sponsored by the library.

"Your "Great Courses" are great! I can feel my memory getting better...except for where I put my library card", said a 92 year old patron.

"I love this library....they are very good"

A patron came in to tell us her son is going to Oxford for his degree. He was always at the library as a child. So, thanks to us!

Adult & Computer Help Desk

"I love this library. They know EVERYTHING." A patron who called said this to someone in the background while I was looking up their request.

"I love it here! The library is like my second home!"

"You have a wonderful library. You have lots--in every category. I love it here. I'm saving up a pile of books at home to donate."

A patron stopped me on Wednesday to say how much he appreciated the memorial displays Mary Scheuren posts for recently deceased Authors, actors and persons of note.

"This is a great service the library provides." He was referring to the scanner that I suggest he use instead of the FAX if possible for sending a document. He kept asking, "It costs nothing?" He also said it was much faster and nicer than the one he had at home. (I gave him a "Can we quote you," but I am not sure if he filled out and left at another service desk.)

Adult & Computer Help Desk, cont.

A senior member called and said his friend told him that he could come to the library to use the Internet and printout the coupon. I told him we do have this facility. He came in and in only a few minutes with my help got all the coupons he wanted. Said he was glad to know this today. I gave him our brochure "Computer & Internet Services" to read, also told him IPPL has more technology facilities that patrons can use.

Those frequent users on scanner had noticed that we have a new scanner. Came to CHD and said the quality and speed are super good. They like it and said it was a great decision to switch.

Several people stopped by the Ask Us Desk to say how great the Millennium Park program was.

Technology

While on the phone reserving a book the patron said "she was bragging about the library "My Library" saying how great we are to her book club readers. Ann

Administration

2012-13 Annual Report

This past fiscal year saw a number of new services offered, as well as great success stories.

thanks!

To the Friends of IPL who donated \$1,200,000

To the ILL Foundation who donated \$1,000,000

To the Polk District Advisory Clubs and the District Book Clubs for their donations

To our community for donations of \$12,000

To the 2012-13 volunteers who donated 4,250 hours

To Amazon for loaning us \$12,000

popular materials and programs

IPL Goodreads group offers online book discussions and recommendations

Books Just For You provides personalized recommendations

More than 250 free books were distributed to the community during World Book Night

Our e-book collection grew to over 11,000 items

lifelong learning

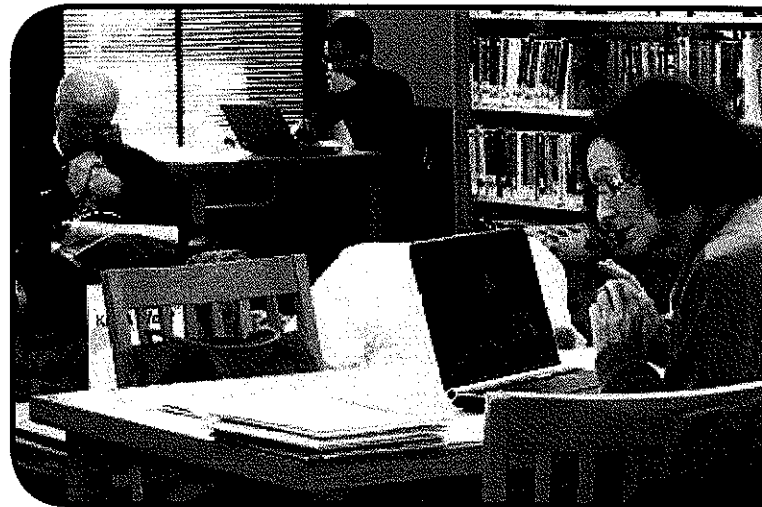
LeapPad Explorer tablets build reading and writing skills for youngsters

Bilingual storytimes were started in Polish and Spanish

The first annual Senior Computer Boot Camp was held

The annual Write-On! Literary Festival attracted 35 teens submitting 50 entries

The Jobs & Careers Computer provides information and support for job seekers



community

A new Community Events page debuted on our website

The Local History Project collects residents' stories

Our first teen music fest, The Sound, attracted 200 concertgoers

The Teen Giving Tree collected 162 pieces of clothing

Food for Fines collected 2,603 items for our community

technology

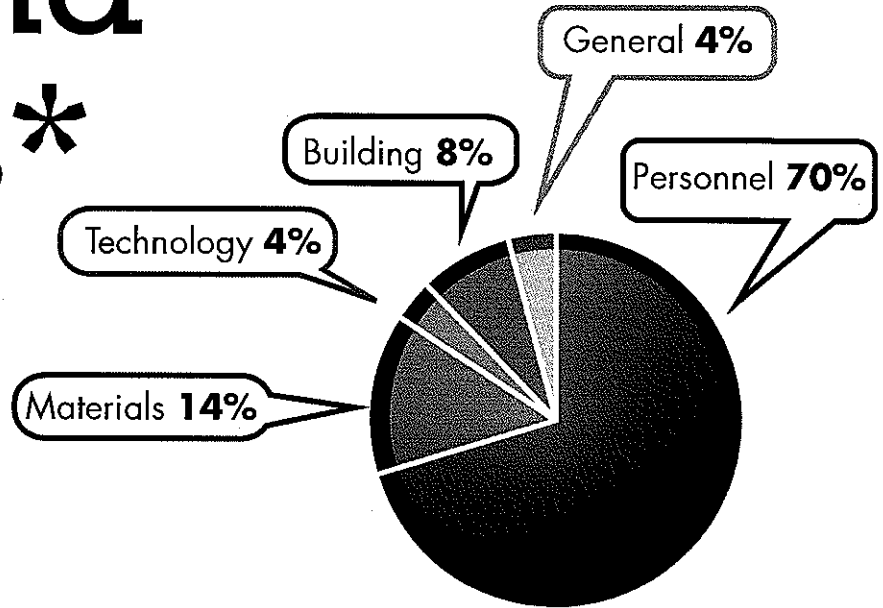
Equipment is available to patron to convert photos, slides, and videos to digital format

The Tech Bar provides the opportunity to try new technology

Popular e-magazines can be read on computers, tablets, and smartphones

Books and films are now available to Kids & Teens

Facts and Figures*



We own:

Books	147,117
E-books	11,737
DVDs	19,819
Music CDs	11,439
Audiobooks	5,546
Downloadable audiobooks	4,555
Console games	453

In addition, we have 419 magazine/newspaper subscriptions, 60 e-magazine subscriptions, and 62 online resource databases. We are also a member of SWAN, which provides access to more than one million titles.

Saving you money

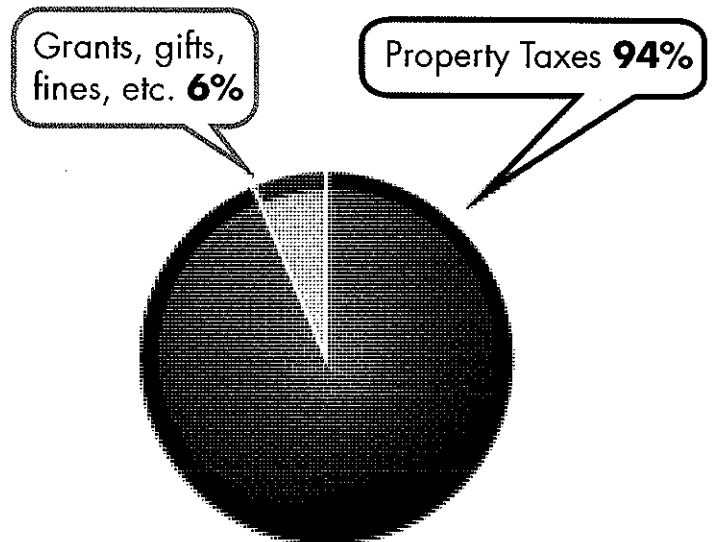
Our 24,231 cardholders checked out 896,797 items, which represents a savings of **\$652** to each cardholder.

*unaudited figures

Operating Expenditures \$3,318,001

Personnel	\$2,338,881
Materials	\$460,328
Technology	\$121,412
Building	\$259,964
General Operations	\$137,416

Bond Repayment \$479,520



Revenue \$3,854,885

Property Taxes	\$3,611,457
Grants, gifts, interest, fines, fees, misc.	\$243,428

2013 Portfolio Review

Indian Prairie Public Library District

September 18, 2013

Presented by:

Bradley C. Smith, Sr. Vice President

Matthew D. Pequet, Vice President

MPI
INVESTMENT MANAGEMENT, INC.

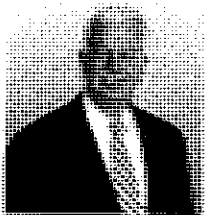
15 Salt Creek Rd, Suite 404
Hinsdale, IL 60521
630-325-6900

Firm Background

- Founded 1986
- Office Located in Hinsdale
- Independent Boutique Fixed Income RIA
- High Quality Conservative Strategy
- Nationally Recognized Performance
- Long Standing Management Team
- Firm 100% Owned by Principals
- **MPI Manages 11 Public Accounts Totaling \$54.1m**

Investment Team

David W. Pequet
 President, MPI Founder,
 Portfolio Manager



Born June 2, 1952. Formed MPI Investment Management in 1986 while at Moseley Securities. MPI Investment Management was an investment advisory service of Moseley Securities and subsequently Gruntal & Co., Inc. (Gruntal purchased Moseley in March of 1988) until January 1990 when MPI became an independent registered investment advisor. Prior to Moseley Securities in 1986, Mr. Pequet was an account executive with Prudential Bache Securities for five years. Mr. Pequet entered the securities industry in 1975 after serving as an Officer in the United States Naval Flight Program. Mr. Pequet holds a B.S. degree in Engineering from Michigan State University. For the last 25 years Mr. Pequet has been active at the executive level in several community and youth programs, including 8 years as a board member of the Oak Brook Plan Commission, 6 years as Director of the Hinsdale Little League and 25 years as Treasurer of the Roger B. Chaffee Scholarship Fund. He is a director and historian of the Bond Club of Chicago and has been a Director and Treasurer of the Hinsdale Library Foundation for the last 8 years.

Bradley C. Smith
 Vice President, Managing
 Partner, Portfolio
 Manager, Chief
 Compliance Officer

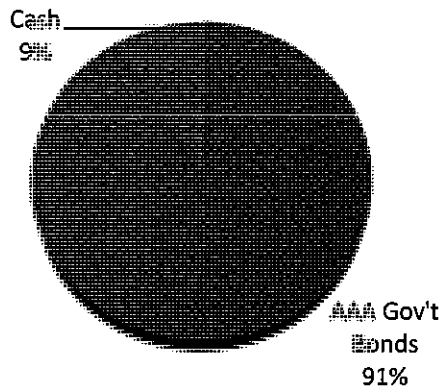


Born September 10, 1966. Mr. Smith joined MPI in 1992 from Merrill Lynch Pierce Fenner & Smith. Mr. Smith became an equity partner of MPI in 2002. Graduated from the University of Iowa with a B.A. degree in Economics and earned his MBA in Finance with distinction from DePaul University. Mr. Smith is an active member in the Delta Mu Delta Honor Society.

Account Summary & Allocation

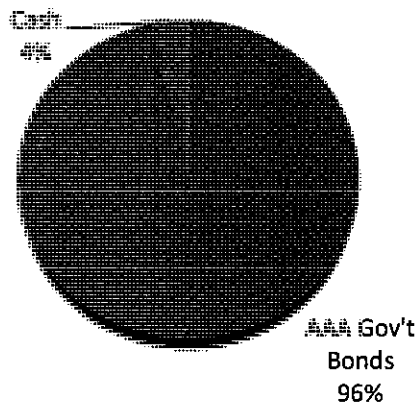
Working Cash Account - Schwab Acct# 3934-7640

Account Value:	\$391,139
Duration:	3.45 Years
Yield:	2.33%
Annual Income:	\$13,115



Corporate Account - Schwab Acct# 6415-7790

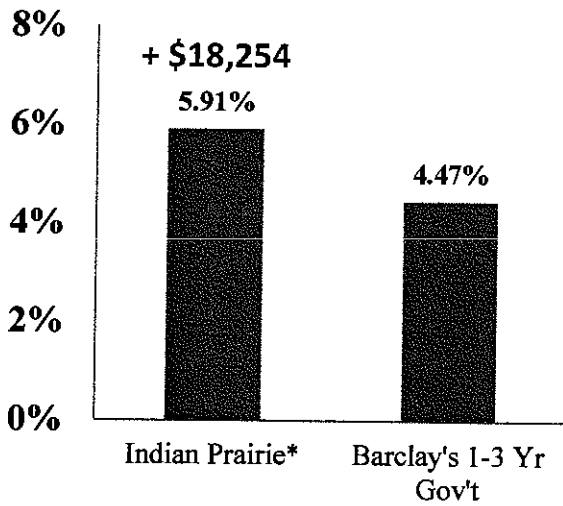
Account Value:	\$1,150,548
Duration:	3.37 Years
Yield:	2.25%
Annual Income:	\$39,051



Performance Summary

Cash Account Since Inception

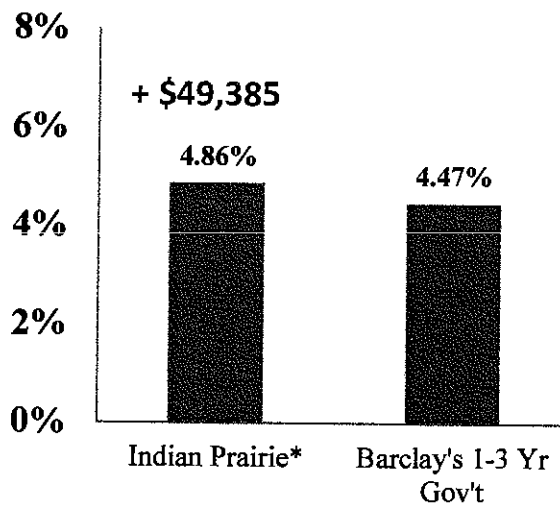
(As of October 7, 2009 to August 31, 2013)



Value = \$391,139

Corporate Account Since Inception

(As of October 7, 2009 to August 31, 2013)



Value = \$1,150,548

Cash Account had significant contributions in Q2 & Q3 2010

*Net of Fees

Annual Returns

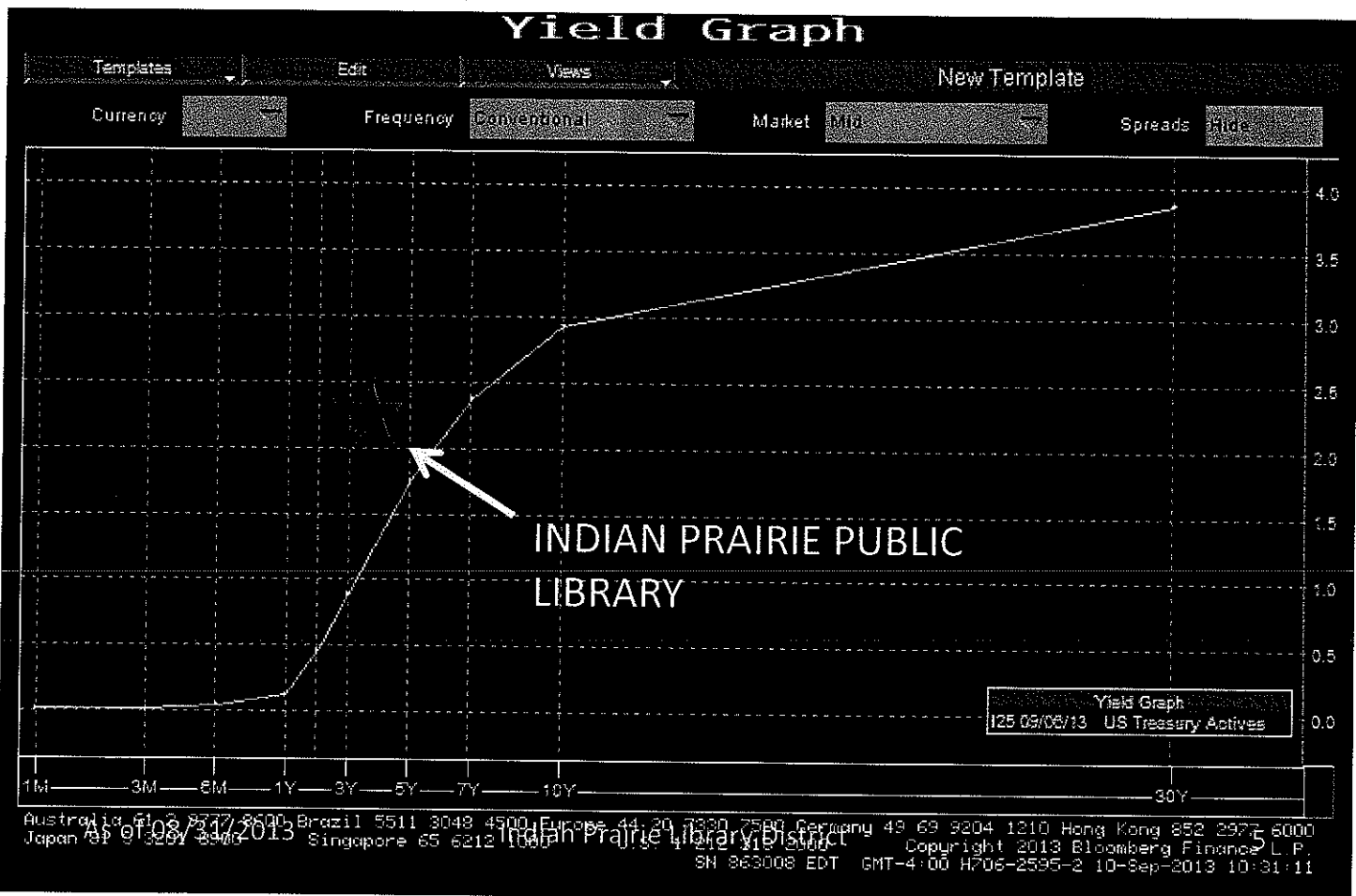
Working Cash Account			Corporate Account		
Year	Indian Prairie	Barclays 1-3yr Gov't	Year	Indian Prairie	Barclays 1-3yr Gov't
2009*	-0.32	-0.13	2009*	-0.40	-0.13
2010	2.08	2.40	2010	2.67	2.40
2011	3.23	1.56	2011	2.90	1.56
2012	1.69	0.51	2012	0.89	0.51
2013 YTD	-1.16	0.07	2013 YTD	-1.38	0.07
Since Inception*	5.91	4.47	Since Inception*	4.86	4.47

Indian Prairie Public Library District
August 31, 2013

Cash Account Weighted Averages	
Average YTW	2.33%
Average Duration	3.45 Years
Average Rating	AAA

Corporate Account Weighted Averages	
Average YTW	2.25%
Average Duration	3.37 Years
Average Rating	AAA

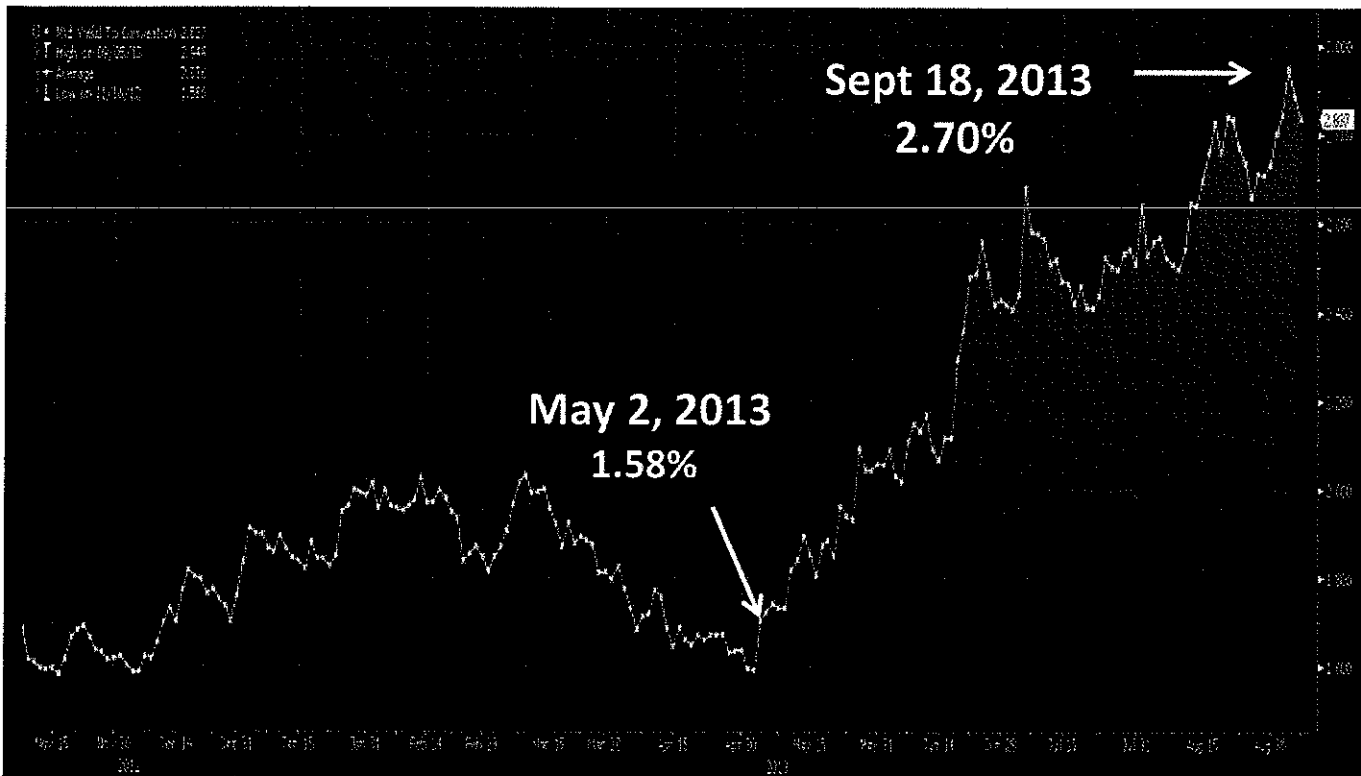
“Yield of a 7 Year Treasury with a 3.4 Year Duration.”



Interest Rates Heading Higher

- **10 Year Treasury has moved up in yield significantly since May 1st**
- **Investors are Selling Longer Maturity Bonds in Anticipation of the Federal Reserve Tightening Interest Rates**
- **European Investors Bought U.S. TSY Bonds during Their Financial Crisis (Flight to Safety) and are now Selling**

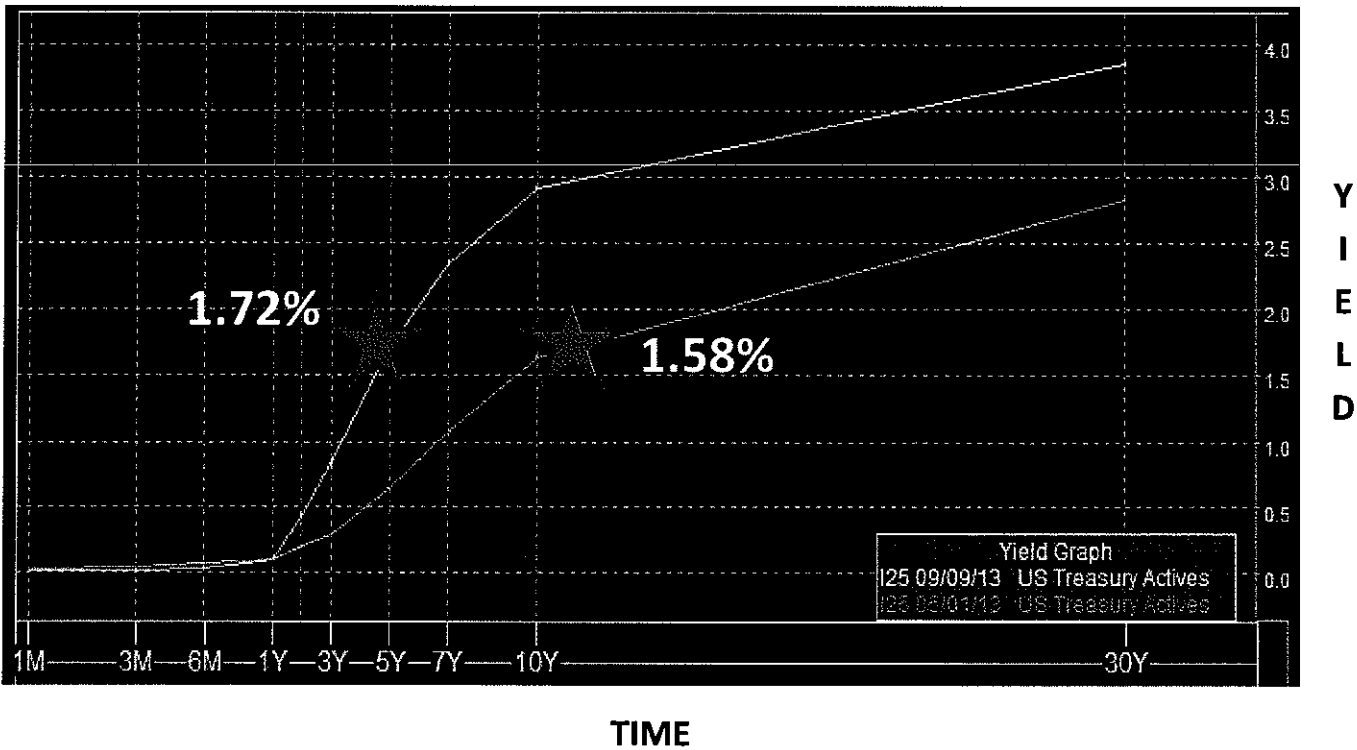
Last 120 Days 10 Yr U.S. TSY Bond Yield



The yield since May is up 130 basis points... 71%

Yield Curve Opportunities

10 Yr U.S. TSY Bond



**The 5 Yr U.S. TSY Note Yields More Today...
Than the 10 Yr U.S. TSY Bond Yielded 4 Months Ago
Short Maturity Portfolios Benefit in a Rising Rate Market**

When Will The Federal Reserve Raise Rates?

- **The FED has set 6.5% Unemployment and 2% Inflation as Trigger points to Begin Raising Short Rates**
- **Will Stop Buying Bonds before Raising Interest Rates... Referred to as “Taper”**
- **Bond Purchase Cutbacks Could Start *...This Fall***

Conclusions

- **Interest Rates will move Higher**
- **A Short Maturity Portfolio will “Walk Up” Higher Rates**
- **Indian Prairie’s MPI Portfolios have this Short Structure and will Benefit from Higher Rates**

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Working Cash Account
Schwab Acct# 3934-7640
31-Aug-13

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Unit Income	Annual Income	Yield
GOVERNMENT AGENCY ISSUES(USD)									
25,000	Federal Home Loan Mtg Corp 0.800% Due 03-21-17	\$ 100.09	\$ 25,022.00	\$ 98.39	\$ 24,597.17	6.3	\$ 0.80	\$ 200.00	1.3
20,000	Federal Natl Mtg Assn 1.500% Due 02-21-19	\$ 100.36	\$ 20,072.64	\$ 96.38	\$ 19,276.04	4.9	\$ 1.50	\$ 300.00	2.2
15,000	Federal Farm Credit Banks 1.690% Due 02-13-20	\$ 100.40	\$ 15,059.98	\$ 94.37	\$ 14,154.82	3.6	\$ 1.69	\$ 253.50	2.6
	Accrued Interest				\$ 109.90	0.0			
			\$ 60,154.62		\$ 58,137.94	14.9		\$ 753.50	1.9

CMO's(USD)

50,000	FHLMC Series 2899 5.000% Due 04-15-19	\$ 104.40	\$ 1,385.18	\$ 101.35	\$ 1,344.80	0.3	\$ 5.00	\$ 66.34	1.3
70,000	FNMA Trust 2010-117 3.000% Due 05-25-25	\$ 105.63	\$ 42,810.13	\$ 104.69	\$ 42,432.67	10.8	\$ 3.00	\$ 1,215.91	0.7
50,000	FHLMC Series 2929 5.000% Due 05-15-33	\$ 101.62	\$ 8,395.20	\$ 100.78	\$ 8,325.29	2.1	\$ 5.00	\$ 413.05	3.3
32,000	FHLMC Series 3325 5.500% Due 06-15-37	\$ 108.11	\$ 9,175.50	\$ 108.15	\$ 9,179.50	2.3	\$ 5.50	\$ 466.81	3.0
30,000	GNMA Trust 2012-57 3.000% Due 03-20-39	\$ 105.66	\$ 29,218.00	\$ 101.59	\$ 28,094.84	7.2	\$ 3.00	\$ 829.62	2.4
	Accrued Interest				\$ 249.31	0.1			
			\$ 90,984.01		\$ 89,626.40	22.9		\$ 2,991.73	1.7

FHLMC's(USD)

150,000	FHLMC PC Gold Guar 15 5.000% Due 05-01-18	\$ 107.70	\$ 8,878.36	\$ 105.87	\$ 8,727.04	2.2	\$ 5.00	\$ 412.17	1.8
245,000	FHLMC PC Gold Cash 15 5.000% Due 10-01-18	\$ 106.69	\$ 24,269.87	\$ 105.87	\$ 24,083.80	6.2	\$ 5.00	\$ 1,137.43	1.7
#####	FHLMC PC Gold Comb 30 9.000% Due 01-01-20	\$ 111.91	\$ 5,123.21	\$ 101.86	\$ 4,662.94	1.2	\$ 9.00	\$ 412.00	7.3
30,000	FHLMC PC Gold 15 Yr 3.500% Due 11-01-25	\$ 104.56	\$ 19,065.01	\$ 104.70	\$ 19,091.37	4.9	\$ 3.50	\$ 638.19	1.8
	Accrued Interest				\$ 216.65	0.1			
			\$ 57,336.44		\$ 56,781.79	14.5		\$ 2,599.78	2.2

FNMA's(USD)

174,145	FNMA Pass-Thru Int 15 Year 6.000% Due 01-01-19	\$ 107.12	\$ 12,169.54	\$ 106.04	\$ 12,045.92	3.1	\$ 6.00	\$ 681.61	1.4
50,000	FNMA Pass-Thru Short 10 Year 4.500% Due 04-01-19	\$ 105.95	\$ 9,094.38	\$ 105.86	\$ 9,086.46	2.3	\$ 4.50	\$ 386.25	1.5
40,000	FNMA Pass-Thru Short 10 Year 4.500% Due 08-01-19	\$ 106.33	\$ 9,416.44	\$ 105.95	\$ 9,382.29	2.4	\$ 4.50	\$ 398.50	1.6
30,000	FNMA Pass-Thru Short 10 Year 4.000% Due 12-01-19	\$ 105.97	\$ 7,745.33	\$ 105.55	\$ 7,714.51	2.0	\$ 4.00	\$ 292.37	1.4
60,000	FNMA Pass-Thru Int 15 Year 4.500% Due 03-01-21	\$ 107.36	\$ 10,848.82	\$ 106.10	\$ 10,721.57	2.7	\$ 4.50	\$ 454.73	1.7
20,000	FNMA Pass-Thru Short 10 Year	\$ 104.00	\$ 12,272.73	\$ 102.03	\$ 12,040.33	3.1	\$ 2.50	\$ 295.02	1.5

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Working Cash Account
Schwab Acct# 3934-7640
31-Aug-13

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Unit Income	Annual Income	Yield
	2.500% Due 02-01-22								
	Accrued Interest				\$ 209.04	0.1			
			\$ 61,547.24		\$ 61,200.12	15.6		\$ 2,508.47	1.5
GNMA's(USD)									
50,000	GNMA Pass-Thru M Single Family 4.500% Due 01-20-25	\$ 103.99	\$ 27,406.23	\$ 106.37	\$ 28,032.49	7.2	\$ 4.50	\$ 1,185.94	2.1
125,000	GNMA Pass-Thru X Single Family 5.500% Due 12-15-32	\$ 108.98	\$ 16,196.36	\$ 110.70	\$ 16,452.00	4.2	\$ 5.50	\$ 817.36	2.5
175,000	GNMA Pass-Thru X Platinum 30 Year 5.500% Due 04-15-33	\$ 108.99	\$ 14,438.90	\$ 109.77	\$ 14,543.27	3.7	\$ 5.50	\$ 728.66	3.0
100,000	GNMA Pass-Thru X Single Family 5.500% Due 11-15-33	\$ 109.01	\$ 12,117.88	\$ 109.86	\$ 12,212.61	3.1	\$ 5.50	\$ 611.41	3.1
38,000	GNMA Pass-Thru X Single Family 5.500% Due 11-15-33	\$ 109.14	\$ 5,493.66	\$ 109.86	\$ 5,529.92	1.4	\$ 5.50	\$ 276.85	3.1
37,300	GNMA Pass-Thru X Single Family 5.500% Due 11-15-35	\$ 105.88	\$ 5,590.24	\$ 109.18	\$ 5,764.34	1.5	\$ 5.50	\$ 290.38	3.2
30,000	GNMA Pass-Thru X Single Family 6.000% Due 10-15-38	\$ 107.34	\$ 6,275.99	\$ 110.02	\$ 6,432.92	1.6	\$ 6.00	\$ 350.82	3.0
	Accrued Interest				\$ 355.12	0.1			
			\$ 87,519.27		\$ 89,322.67	22.8		\$ 4,261.44	2.7
CASH AND EQUIVALENTS(USD)									
	Cash Account Balance		\$ 36,070.14		\$ 36,070.14	9.2	\$ -	\$ -	0.0
			\$ 36,070.14		\$ 36,070.14	9.2	\$ -	\$ -	0.0
TOTAL PORTFOLIO			\$ 393,611.72		\$ 391,139.05	100.0		\$ 13,114.92	1.8

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Corporate Account
Schwab Acct# 6415-7790
31-Aug-13

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Unit Income	Annual Income	Yield
GOVERNMENT AGENCY ISSUES(USD)									
100,000	Federal Home Loan Mtg Corp 0.800% Due 03-21-17	\$ 100.02	\$ 100,022.00	\$ 98.39	\$ 98,388.70	8.6	\$ 0.80	\$ 800.00	1.3
85,000	Federal Natl Mtg Assn 1.500% Due 02-21-19	\$ 100.28	\$ 85,240.44	\$ 96.38	\$ 81,923.17	7.1	\$ 1.50	\$ 1,275.00	2.2
85,000	Federal Farm Credit Banks 1.690% Due 02-13-20	\$ 100.27	\$ 85,229.25	\$ 94.37	\$ 80,210.67	7.0	\$ 1.69	\$ 1,436.50	2.6
	Accrued Interest				\$ 462.80	0.0			
			\$ 270,491.69		\$ 260,985.34	22.7		\$ 3,511.50	2.0
GOVERNMENT BONDS - VARIABLE RATE(USD)									
50,000	Federal Natl Mtg Assn 0.350% Due 01-27-15	\$ 100.01	\$ 50,005.08	\$ 100.31	\$ 50,156.80	4.4	\$ 0.35	\$ 175.00	0.1
	Accrued Interest				\$ 15.79	0.0			
			\$ 50,005.08		\$ 50,172.59	4.4		\$ 175.00	0.1
CMO's(USD)									
70,000	FNMA Trust 2010-117 3.000% Due 05-25-25	\$ 105.63	\$ 42,810.13	\$ 104.69	\$ 42,432.67	3.7	\$ 3.00	\$ 1,215.91	0.7
1,415,000	FNMA Trust 2003-27 4.000% Due 04-25-33	\$ 108.00	\$ 54,715.26	\$ 104.57	\$ 52,978.15	4.6	\$ 4.00	\$ 2,026.49	2.4
120,000	FHLMC Series 2929 5.000% Due 05-15-33	\$ 101.62	\$ 20,148.46	\$ 100.78	\$ 19,980.68	1.7	\$ 5.00	\$ 991.31	3.3
95,000	GNMA Trust 2012-57 3.000% Due 03-20-39	\$ 105.66	\$ 92,523.70	\$ 101.59	\$ 88,966.98	7.7	\$ 3.00	\$ 2,627.11	2.4
	Accrued Interest				\$ 571.74	0.0			
			\$ 210,197.56		\$ 204,930.21	17.8		\$ 6,860.83	2.1
FHLMC's(USD)									
1,000,000	FHLMC PC Gold Comb 15 6.500% Due 04-01-18	\$ 107.75	\$ 35,092.47	\$ 105.99	\$ 34,517.73	3.0	\$ 6.50	\$ 2,116.95	1.8
305,000	FHLMC PC Gold Guar 15 5.000% Due 05-01-18	\$ 107.65	\$ 18,043.30	\$ 105.87	\$ 17,744.96	1.5	\$ 5.00	\$ 838.07	1.8
975,000	FHLMC PC Gold Cash 15 5.000% Due 10-01-18	\$ 106.69	\$ 96,584.18	\$ 105.87	\$ 95,843.68	8.3	\$ 5.00	\$ 4,526.50	1.7
375,000	FHLMC PC Gold Comb 15 5.500% Due 05-01-20	\$ 108.96	\$ 51,321.10	\$ 108.34	\$ 51,027.57	4.4	\$ 5.50	\$ 2,590.43	1.8
210,000	FHLMC PC Gold Comb 15 5.500% Due 06-01-20	\$ 108.13	\$ 25,561.81	\$ 107.31	\$ 25,369.07	2.2	\$ 5.50	\$ 1,300.25	3.2
340,000	FHLMC PC Gold 15 Yr 5.000% Due 07-01-23	\$ 107.94	\$ 34,433.77	\$ 107.91	\$ 34,423.86	3.0	\$ 5.00	\$ 1,595.07	2.4
520,000	FHLMC PC Gold Cash 20 5.500% Due 08-01-24	\$ 109.50	\$ 56,390.87	\$ 107.94	\$ 55,587.65	4.8	\$ 5.50	\$ 2,832.42	2.8
51,000	FHLMC PC Gold 15 Yr 3.500% Due 11-01-25	\$ 104.52	\$ 32,399.20	\$ 104.70	\$ 32,455.35	2.8	\$ 3.50	\$ 1,084.92	1.8
	Accrued Interest				\$ 1,407.05	0.1			
			\$ 349,826.68		\$ 348,376.92	30.3		\$ 16,884.62	2.1

PORTFOLIO APPRAISAL
Indian Prairie Public Library District
Corporate Account
Schwab Acct# 6415-7790
31-Aug-13

Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Unit Income	Annual Income	Yield
FNMA's(USD)									
95,000	FNMA Pass-Thru Short 10 Year 4.500% Due 04-01-19	\$ 105.86	\$ 17,263.73	\$ 105.86	\$ 17,264.34	1.5	\$ 4.50	\$ 733.89	1.5
125,000	FNMA Pass-Thru Short 10 Year 4.500% Due 08-01-19	\$ 106.28	\$ 29,410.58	\$ 105.95	\$ 29,319.64	2.5	\$ 4.50	\$ 1,245.31	1.6
140,000	FNMA Pass-Thru Short 10 Year 4.000% Due 12-01-19	\$ 105.88	\$ 36,115.78	\$ 105.55	\$ 36,000.97	3.1	\$ 4.00	\$ 1,364.37	1.4
20,000	FNMA Pass-Thru Short 10 Year 2.500% Due 02-01-22	\$ 104.00	\$ 12,272.73	\$ 102.03	\$ 12,040.33	1.0	\$ 2.50	\$ 295.02	1.5
	Accrued Interest				\$ 303.22	0.0			
			\$ 95,062.83		\$ 94,928.50	8.3		\$ 3,638.59	1.5
GNMA's(USD)									
75,000	GNMA Pass-Thru X Single Family 7.000% Due 11-15-24	\$ 110.97	\$ 15,831.48	\$ 111.34	\$ 15,884.34	1.4	\$ 7.00	\$ 998.61	3.4
50,000	GNMA Pass-Thru M Single Family 4.500% Due 01-20-25	\$ 103.99	\$ 27,406.23	\$ 106.37	\$ 28,032.49	2.4	\$ 4.50	\$ 1,185.94	2.1
3,245,000	GNMA Pass-Thru X Single Family 7.000% Due 06-15-31	\$ 111.93	\$ 29,673.22	\$ 115.93	\$ 30,733.33	2.7	\$ 7.00	\$ 1,855.72	2.5
150,000	GNMA Pass-Thru X Single Family 5.500% Due 11-1S-35	\$ 105.78	\$ 22,459.82	\$ 109.18	\$ 23,181.07	2.0	\$ 5.50	\$ 1,167.76	3.2
111,289	GNMA Pass-Thru X Single Family 6.000% Due 06-15-37	\$ 107.23	\$ 20,999.18	\$ 109.99	\$ 21,538.68	1.9	\$ 6.00	\$ 1,174.96	3.1
53,114	GNMA Pass-Thru X Single Family 6.000% Due 10-15-38	\$ 108.93	\$ 5,516.02	\$ 110.02	\$ 5,571.01	0.5	\$ 6.00	\$ 303.82	3.3
45,000	GNMA Pass-Thru X Single Family 6.000% Due 10-1S-38	\$ 107.29	\$ 9,409.65	\$ 110.02	\$ 9,649.38	0.8	\$ 6.00	\$ 526.23	3.0
85,000	GNMA Pass-Thru X Single Family 6.000% Due 02-15-39	\$ 107.32	\$ 13,720.04	\$ 110.02	\$ 14,065.94	1.2	\$ 6.00	\$ 767.09	3.4
	Accrued Interest				\$ 665.01	0.1			
			\$ 145,015.64		\$ 149,321.26	13.0		\$ 7,980.14	2.9
CASH AND EQUIVALENTS(USD)									
	Cash Account Balance		\$ 41,833.26		\$ 41,833.26	3.6	\$ -	\$ -	0.0
			\$ 41,833.26		\$ 41,833.26	3.6	\$ -	\$ -	0.0
TOTAL PORTFOLIO			\$ 1,162,432.74		\$ 1,150,548.09	100.0		\$ 39,050.67	2.0