

Indian Prairie Public Library Board Agenda
July 16, 2025

**Board of Trustees Regular Meeting
 July 16, 2025 – 6:45 p.m.**

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

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

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

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

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

- C. Public Comment

- D. Communications and Announcements
 - 1. Giannoulas to Birmingham re: Per Capita Grant Page 3

- E. Omnibus Consent Agenda Action
 - 1. Minutes of Regular Board Meeting, June 18, 2025 Page 4
 - 2. Action on Bills/Additional Bills Page 7

- F. Items Deleted from Omnibus Consent Agenda Action

- G. Library Director's Report Page 12 Information

- H. Department Reports Information
 - 1. Deputy Director's Report Page 13
 - 2. Marketing Page 15
 - 3. Guest Services Page 18
 - 4. Programming & Outreach Page 20
 - 5. Resource Services Page 25
 - 6. Technology & Maker Services Page 28

- I. Staff Report
 None

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|----|---|---------|-------------|
| J. | Reports | | |
| | 1. Treasurer's Report | Page 35 | Information |
| | 2. Building and Grounds Committee (no report) | | |
| | 3. Finance Committee (no report) | | |
| | 4. Planning/Outreach Committee (no report) | | |
| | 5. Policy Committee (no report) | | |
| K. | Unfinished Business | | |
| | None | | |
| L. | New Business | | |
| | 1. Adopt Tentative Budget & Appropriations | Page 39 | Action |
| | 2. Ordinance #2025-4 Determining to Levy
an Additional Tax of .02% | Page 41 | Action |
| | 3. Audit of Secretary's Minutes & Review of
Closed Session Minutes | | Action |
| M. | Scheduled Meetings | | |
| | None | | |
| N. | Adjournment | | |



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OFFICE OF THE SECRETARY OF STATE
ALEXI GIANNOULIAS • Secretary of State and State Librarian

June 27, 2025

Ms. Laura Birmingham, Executive Director
Indian Prairie Public Library District
401 Plainfield Road
Darien, Illinois 60561-4207

Dear Ms. Birmingham:

I am pleased to award the Indian Prairie Public Library District a Fiscal Year 2025 Illinois Public Library Per Capita Grant in the amount of \$64,740.70.

This grant support is provided pursuant to 23 Ill. Adm. Code 3035.Subpart A, State Grants.

As Secretary of State and State Librarian, I commend you for taking advantage of this grant that will greatly benefit your community. The Illinois State Library staff and I are committed to ensuring that all Illinois residents have fair and equitable access to library services.

Should you have any questions regarding this award, please contact the Illinois State Library at 217-524-8836.

Sincerely,

A handwritten signature in black ink, reading "Alexi Giannoulis", followed by a horizontal line.

Alexi Giannoulis, Secretary of State and
State Librarian

AG:isl

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Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of June 18, 2025

**Board of Trustees Regular Meeting
June 18, 2025 – 6:30 p.m.**

A. Roll Call

President Suriano called the meeting to order at 6:30 p.m. Secretary Palmisano called the roll.

Present: Donald Damon, Marian Krupicka, Stacy Palmisano, Themis Raftis, Christina Rodriguez, Victoria Suriano

Absent: Samia Wahab

Staff Present: Laura Birmingham, Kristen Lawson, Maria Wlosinski, Mary Dames

Others: none

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

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

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

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

C. Public Comment

D. Communications and Announcements

1. Ritzman Memo re: Opioid Medication and Trained Staff

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, May 21, 2025
2. Action on Bills/Additional Bills
3. Ordinance #2025-3 Establishing a Regular Meeting Date
4. 635 Art Exhibits Policy
5. 802.5 Breaks – Personnel Policy
6. 900 Financial Policy

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

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

The Summer Reading kickoff party was a great success – to date we have 1805 registrations.

H. Department Reports

Lawson recapped her written report from the packet. We're very close to the boiler project being finished. We're resolving the last of the unexpected issues that arose from the tenant migration. Birmingham said the boiler project and tenant migration made it an especially tough month and Lawson managed it wonderfully with a great attitude.

I. Staff Report - none

J. Reports

1. Treasurer's Report - backup in packet.
2. Building and Grounds Committee – The committee met on May 28. Krupicka highlighted the minutes of the meeting.
3. Building and Grounds Committee Meeting Minutes, 5/28/25 – Krupicka moved, Palmisano seconded to approve Building and Grounds Committee Meeting Minutes, 5/28/25. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano. Nays: none. Absent: Wahab. Motion carried unanimously.
4. Finance Committee – The committee met on June 3. Krupicka noted it's wise that we always include a substantial contingency. Birmingham said the architects were out yesterday to start their Capital Needs Assessment. She noted that we may have to shift some of our priorities once we receive the assessment.
5. Finance Committee Meeting Minutes, 6/3/25 – Raftis moved, Damon seconded to approve Finance Committee Meeting Minutes, 6/3/25. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano. Nays: none. Absent: Wahab. Motion carried unanimously.
6. Planning/Outreach Committee – no report
7. Policy Committee – no report

K. Unfinished Business - none

L. New Business

1. Financial Forecast and Capital Projects – The packet contains a financial forecast and list of capital projects to the year 2031. Birmingham noted that she was conservative on the revenues. She hopes the Per Capita Grant will continue.
2. Operating Budget 2025/2026 – Birmingham increased the annual percentage increase for the Technology line. Our insurance agent is estimating a 20-25% increase for staff insurance. Birmingham budgeted for 25%. Damon moved, Rodriguez seconded to approve Operating Budget 2025/2026. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano. Nays: none. Absent: Wahab. Motion carried unanimously.
3. FY25/26 Salary Schedule - The proposed salary schedule contains a 2% increase. Krupicka moved, Damon seconded to approve FY25/26 Salary Schedule. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano. Nays: none. Absent: Wahab. Motion carried unanimously.
4. Appoint Committee to Review Closed Session Minutes and Complete Secretary's Audit – Palmisano and Suriano will be on the committee.
5. Ordinance #2025-B Honoring Marian Krupicka – Suriano read the ordinance aloud. Rodriguez moved, Palmisano seconded to approve Ordinance #2025-B Honoring Marian Krupicka. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano. Nays: none. Absent: Wahab. Motion carried unanimously.
6. Ordinance #2025-C Honoring Donald Damon – Suriano read the ordinance aloud. Raftis moved, Krupicka seconded to approve Ordinance #2025-C Honoring Donald Damon. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano. Nays: none. Absent: Wahab. Motion carried unanimously.

7. Ordinance #2025-D Honoring Laura Birmingham – Suriano read the ordinance aloud. Raftis moved, Rodriguez seconded to approve Ordinance #2025-D Honoring Laura Birmingham. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano. Nays: none. Absent: Wahab. Motion carried unanimously.

M. Meetings Scheduled - none

N. Adjournment

At 7:23 p.m. Damon moved, Krupicka seconded to adjourn the meeting. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano. Nays: none. Absent: Wahab. Motion carried unanimously.

Stacy Palmisano, Secretary

ACTION ON BILLS JUNE, 2025

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
Republic Bank-Bills for Approval	3973 - 4075	\$ 223,323.55
Republic Paper Pay Checks		\$ -
Republic Direct Deposits		\$ 141,233.93

MONTH'S TOTAL:	\$ 364,557.48
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Indian Prairie Public Library District
Bill Payment List
June 2025

Date	Num	Vendor	Amount
10127 Republic Bank Operating Account			
06/05/2025	3973	Windy City Ice Cream LLC	450.00
06/05/2025	3974	The Great Boodini	400.00
06/05/2025	3975	The Great Boodini	400.00
06/10/2025	3976	Staples Inc.	752.62
06/10/2025	3977	Edge Music Academy LLC	200.00
06/10/2025	3978	Betty Cornfield	23.80
06/11/2025	3979	AT&T	365.15
06/11/2025	3980	Lauterbach & Amen, LLP	695.00
06/11/2025	3981	Illinois Dept of Innovation & Technology	475.00
06/11/2025	3982	Colley Elevator Co.	1,059.00
06/11/2025	3983	Today's Business Solutions, Inc.	400.00
06/11/2025	3984	Playaway Products LLC	362.67
06/11/2025	3985	Runco Office Supply	12.99
06/11/2025	3986	Accurate	136.15
06/11/2025	3987	Bokeum Moon	350.00
06/11/2025	3988	Canon U.S.A. Inc.	72.00
06/11/2025	3989	Fernanda Diaz	21.00
06/11/2025	3990	Meticulous Martin Window Washing Inc.	1,530.00
06/11/2025	3991	Premier Landscape Contractors	2,987.00
06/11/2025	3992	Darien Woman's Club	75.00
06/11/2025	3993	Unique Management Services, Inc.	49.25
06/11/2025	3994	Hayes Mechanical LLC	2,700.00
06/11/2025	3995	Midwest Tape	7,017.63
06/11/2025	3996	Ingram Library Services	12,377.98
06/11/2025	3997	Susan Maddox	375.00
06/11/2025	3998	Animal Quest Entertainment, Inc.	301.00
06/11/2025	3999	New Readers Press ProLiteracy	511.44
06/11/2025	4000	Alphagraphics	447.10
06/11/2025	4001	Thomas Klise/Crimson Multimedia	641.34
06/11/2026	4002	Case Lots Inc. - VOIDED	0.00
06/11/2025	4003	Groot Industries, Inc.	345.04
06/11/2025	4004	Kanopy	359.55
06/11/2025	4005	Quill LLC	433.09
06/11/2025	4006	Specialty Mat Service	132.26
06/11/2025	4007	Chicago Sun-Times	560.40
06/18/2025	4008	Case Lots Inc.	2,311.25
06/24/2025	4009	Carpet Square Records	800.00
06/27/2025	4010	Bank of America	1,132.30
06/27/2025	4011	Bank of America	1,707.00
06/27/2025	4012	Bank of America	90.00

Indian Prairie Public Library District
Bill Payment List
June 2025

Date	Num	Vendor	Amount
06/27/2025	4013	Bank of America	1,056.53
06/27/2025	4014	Bank of America	1,354.44
06/27/2025	4015	Bank of America	497.92
06/27/2025	4016	Bank of America	487.48
06/30/2025	4017	Fairway Laser Systems Inc.	500.00
06/30/2025	4018	Premier Mechanical, Inc	51,016.50
06/30/2025	4019	United States Treasury	83.28
06/30/2025	4020	Playaway Products LLC	873.33
06/30/2025	4021	Rivistas Subscription Services	15.32
06/30/2025	4022	Runco Office Supply	12.94
06/30/2025	4023	Ann Stovall	750.00
06/30/2025	4024	Canon U.S.A. Inc.	407.25
06/30/2025	4025	Engberg Anderson, Inc.	252.50
06/30/2025	4026	DEMCO	378.06
06/30/2025	4027	Premier Landscape Contractors	1,910.00
06/30/2025	4028	The Davey Tree Expert Company	294.00
06/30/2025	4029	CONSTELLATION NEWENERGY, INC.	6,247.21
06/30/2025	4030	Midwest Tape	3,417.00
06/30/2025	4031	Blackstone Publishing, Inc.	1,263.72
06/30/2025	4032	OverDrive, Inc.	8,020.64
06/30/2025	4033	Shasta Hud	500.00
06/30/2025	4034	Ingram Library Services	22,184.86
06/30/2025	4035	NobleTec LLC	1,095.54
06/30/2025	4036	Springshare LLC	2,099.00
06/30/2025	4037	Dancing Cranes Yoga Inc.	520.00
06/30/2025	4038	Case Lots Inc.	727.05
06/30/2025	4039	Displays2go	374.97
06/30/2025	4040	Cengage Learning, Inc.	1,021.22
06/30/2025	4041	Quill LLC	1,174.93
06/30/2025	4042	Indian Prairie Library Foundation & Friends	20.00
06/30/2025	4043	Sterling Services, Inc.	2,025.00
06/30/2025	4044	kristinZkreations	1,575.00
06/30/2025	4045	Village of Willowbrook	6,066.90
06/30/2025	4046	Children's Plus Inc.	275.40
06/30/2025	4047	Blue Cross Blue Shield of Illinois	26,164.76
06/30/2025	4048	Dearborn Life Insurance Company	91.81
06/30/2025	4049	Midwest Laser Specialists, Inc.	646.98
06/30/2025	4050	Cigna Health & Life Insurance Company	1,674.50
06/30/2025	4051	NCPERS Group Life Insurance	64.00
06/30/2025	4052	Zazzo's Pizzeria	30.00
06/30/2025	4061	Lauterbach & Amen, LLP	695.00

Indian Prairie Public Library District
Bill Payment List
June 2025

Date	Num	Vendor	Amount
06/30/2025	4059	Kate Kresek	46.90
06/30/2025	4056	Illinois Dept of Innovation & Technology	475.00
06/30/2025	4066	Springshare LLC	146.10
06/30/2025	4068	Wlosinski, Maria	37.38
06/30/2025	4053	Allard, Jamie	58.10
06/30/2025	4067	Staples Inc.	2,796.48
06/30/2025	4057	Isabella Monet Welsh	43.35
06/30/2025	4058	Kanopy	325.55
06/30/2025	4054	Betty Cornfield	28.80
06/30/2025	4062	Merda, Amy E	18.48
06/30/2025	4055	Edge Music Academy LLC	200.00
06/30/2025	4065	Specialty Mat Service	68.74
06/30/2025	4063	Midwest Tape	5,165.99
06/30/2025	4060	Laura Warner	28.28
06/30/2025	4064	OverDrive, Inc.	4,658.49
06/30/2025	4069	Bank of America	105.74
06/30/2025	4070	Bank of America	13,453.35
06/30/2025	4071	Bank of America	120.00
06/30/2025	4072	Bank of America	1,752.41
06/30/2025	4073	Bank of America	244.41
06/30/2025	4074	Bank of America	1,166.06
06/30/2025	4075	Bank of America	1,459.89
Total for 10127 Republic Bank Operating Account			\$ 223,323.55

Bills for approval – Electronic Payments & Automatic Withdrawals

JUNE 2025

Vendor	Purpose	Date Paid	Amount Paid
Federal & IL	Payroll taxes	6/4/2025	24,323.34
Federal & IL	Payroll taxes	6/18/2025	24,804.08
ExpertPay	Garnishments	6/04/2025	46.15
ExpertPay	Garnishments	6/18/2025	46.15
IMRF	Payroll Pension	6/18/2025	31,740.62
Mission Square	457 Plan	6/6/2025	50.00
Mission Square	457 Plan	6/20/2025	50.00
Nationwide	457 Plan	6/5/2025	50.00
Nationwide	457 Plan	6/18/2025	50.00
DAC	Deposit to HRA	6/3/2025	298.73
DAC	Deposit to HRA	6/5/2025	237.53
DAC	Deposit to HRA	6/10/2025	904.63
DAC	Deposit to HRA	6/17/2025	2,004.14
DAC	Deposit to HRA	6/24/2025	2,070.82
Nicor	Gas	6/13/2025	2,844.03
ELS	License Stickers		6,396.00
ELS	ELS Fee (May)	6/3/2025	72.20
INB & Republic	Cr Card & Bank Fees	6/15/2025	241.62

Executive Director's Report July 2025

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Per Capita Grant:

We received notice that the Per Capital Grant award for FY25-26 is \$64,740 which is a little less than last year (\$65,179). We should receive the funds soon.

Budget and Appropriations:

Every July, we must set the appropriation limit for each section of the budget. This year, I included an amount for Special Reserves (\$94,000) which includes what we plan to spend reserve funds on for the fiscal year. Included in this amount are new monument signs (\$60,000), additional study tables, chairs and other furniture for the Kids and Teens Department (\$12,000), the capital needs assessment study (\$10,000), a replacement server (\$8,000) and a new clock system (\$4,000). This is under New Business.

Personnel:

Megan Stepniewski resigned as a Technology Desk Associate as of June 23.

Ayah Kudaimi starts as a Technology Desk Associate on July 13.

Summer Reading:

The registration numbers are off the charts this year! As of July 5th, we have 2,606 people registered. The program ends on Sunday, August 3rd.

Willowbrook/Burr Ridge Chamber of Commerce:

This month's Chamber meeting featured the Village of Burr Ridge. Vicki and I attended the meeting on July 9 at Bar Poca Madre in Burr Ridge Village Center. Mayor Gary Grasso gave the keynote.

IPPL Foundation & Friends:

The Book Sale brought in \$256 and we received \$7 in movie donations in June.

Continuing Education:

Webinar: *Library Director and Board Evaluations* (1.5 hours)

Webinar: *Tools for Defending Intellectual Freedom* (1 hour)

Meetings:

6/24 SWAN Fireside Chat
6/26 Department Head Meeting
7/9 WBBR Chamber: The State of Burr Ridge
7/10 Department Head Meeting
7/16 Library Board Meeting

In June, I had 38 one-on-ones with staff.

Submitted by: Laura Birmingham

Deputy Director's Report: June 2025

Building & Grounds:

The boiler replacement project continued to run into snags through most of June. As of June 20 all the mechanical components were installed but the boiler didn't appear to Joe to be programmed correctly; it was running during times when warm air was not needed. We worked with Hayes Mechanical to fix the programming issues. As of July 1 everything appeared to be working correctly. As of this writing, only a few steps remain, including an inspection from the State of Illinois, a walkthrough from Justin at ReThink, and delivery of documentation of lien waivers from PMI.

The awning was replaced on June 23 and a reimbursement request was sent to Amazon that same day. We received the reimbursement check on 7/3.

Additionally, Joe closed 34 building tickets in June. Highlights include: 1) Added a shelf in a second floor storage closet, 2) Fixed two broken doorstops, and 3) Fixed two door locks/handles. Joe also deserves special recognition for being willing to remotely monitor the building temperatures and make necessary adjustments outside of his regular schedule to keep everyone comfortable during the boiler replacement project.

Meetings:

Teen Success Strategies meeting with Laura and Amy M, June 13

Capital Asset Review meeting with Joe E and Engberg Anderson, June 17

Library Board meeting, June 18

Department Head meeting: June 26

Regular check-in meetings with Joe, twice/week (ongoing)

Regular check-in meetings with Tony, once/week (ongoing)

Technology Highlights:

In June we continued to work on cleaning up issues that resulted from the May 27 tenant migration. As of this writing, we are down to just a couple of small issues with our building/technology ticketing system and the Outlook mobile app (for one user).

Tony closed 18 technology tickets in June. Highlights include: 1) Fixed a label printing issue, 2) Manually moved several staff users to the new tenant for locally installed Microsoft apps, and

3) Configured a Gmail account to serve as an SMTP server for e-mail alerts generated by the Grandstream PBX.

The WorkNet DuPage Kiosk stats for June were 24 sessions.

Report Submitted by: Kristen Lawson

**Jill Yott, Communications Coordinator, Report for Board of Trustees
June 2025**

In the Gallery—June

1st and 2nd Floor Galleries: Downers Grove Artists Guild

Display Cases: Susan Hogan

Notable Projects/Meetings/Workshops

- Jill was on vacation for a week in June.
- Met with Gail regarding upcoming projects.
- Met with Sharon about Maker Studio needs.
- Met with Amy regarding summer reading.
- Met with Monet regarding programs.
- Had regular 1-1 meetings with Laura.
- Had regular 1-1 meetings with Fernanda.
- Worked on summer reading emails with Fernanda.
- Did other signs as requested by the P & O team and Resource Services.

Newsletter

Fernanda and I worked on the programs and stories for September/October/November. Everything was sent to designer at the end of June.

Outreach

Ordered promo items, tablecloths, and t-shirts to unveil the new logo later this fall. Thanks to Mary and Jamie for their assistance with the billing portion and to Jamie for securing extra good deals on a few items.

Website

- Did minor updates to the site as requested by Laura, Kristen, Gail, Sharon, Laura W., Jen, and Jordan.
- Fernanda did training with the consultant on the website.
- Updated the home page to reflect the current happenings in the library.
- Worked on getting PayPal updated with consultant and Mary.
- Updated the databases to remove old ones and add new ones.

Yelp & Google

People are using Yelp and Google to access the library.

June Google website clicks: 3,340

June Google directions: 1,083

June Google phone calls: 443

June Yelp calls: 18

General Enews Subscribers

June 30	21,344
May 31	21,198
Loss/Gain in subscribers	+146

Enews Open Rate

Both the regular enews and regular campaigns had steady opening rates. In fact, they are up from the month of May for engagement.

Date	Open Rate
June 5	41.5 percent
June 12	41.4 percent
June 19	40.5 percent
June 26	40 percent
Recommends	47.4 percent
Birthday Campaign Open Rate	52.7 percent
Anniversary Campaign Open Rate	47.2 percent
Library Welcome Emails	
Welcome one	74.4 percent
Welcome two	61.5 percent
Welcome three	56.9 percent

Summer Reading Emails

The summer reading emails continue to have a great open rate by our summer reading registrants. One interesting thing is that the only 80 percent of the people who register for summer actually open the email to get the details to begin the program. However, as I've noted in the past, due to filters, the opening rates are reported lower than actual opens.

Date	Open Rate
Those who registered before June 5	90 percent
Summer all general email	79 percent
June 9 Kids	77 percent
June 9 Adults	67 percent
June 15 Kids	78 percent
June 15 Adults	67 percent
June 30 Kids	61 percent
June 30 Adults	54 percent

Social Media

Social Media continues to grow or remain stable across all the channels. I was surprised to see +7 growth on Twitter. Instagram continues to have the most growth due to the weekly reels that are being produced. Fernanda does a great job of producing informational reels to high the library's collections and services. I did an evaluation of the audience on Facebook and Instagram this month. Our largest age group, which is 35-54, comprises 66 percent of our followers.

Likes/Follows

Social Channel	Likes/Followers	+/- (May)
Facebook (follows)	2,888	+8
Instagram	1,297	+10
X	1,121	+7
LinkedIn	260	+1
YouTube	221	+1
Threads	234	+3
BlueSky	97	+7

Popular Facebook and Instagram Posts

From showcasing the prizes, the sponsors, and a recap of the summer reading party, the audience engaged with our summer reading posts. In addition, the audience also enjoyed us showcasing Keshav's Garden and the café as a place to work and study.

-
- ☐


The Summer Reading Progr...
Published • Jun 3 at 2:00 PM
...
- ☐


What's growing in Keshav's ...
Published • Jun 28 at 6:55 AM
...
- ☐


Our large windows in the ca...
Published • Jun 14 at 1:00 PM
...
- ☐


We had a blast at the Summ...
Published • Jun 9 at 2:30 PM
...
- ☐


Thank you to...

Guest Services

June 2025

Circulation

The total checkouts and renewals for June were 60,503. 70% of our checkouts and renewals were done by self-service; 26% were done at the desk, and 4% at the drive-up.

The library had 36,344 in-person visitors and 708 used the drive-up.

Staff checked out or renewed 2,180 items at the drive-up. 966 holds were placed for pickup at the drive-up.

Community

Passports: Staff accepted 67 passports.

License plate sticker renewals: Staff sold 41 license plate stickers.

Library Cards: Staff issued a total of 332 library cards: 177 resident and 155 non-resident. 21 cards were initiated remotely.

Total number of IPPL Library cards: 24,972

Birthday gift: Staff handed out 29 birthday gifts in June.

Cindy Maiello Gluecklich
Head of Guest Services

[illegible]

Programming and Outreach Department – June 2025

Community

On June 2, Laura Warner, Mid-Kids Liaison, represented IPPL at a pizza party at the Willowbrook Police Station with 10 community members in attendance, celebrating the culmination of the Pages with Police partnership programs that took place at IPPL. These programs, held throughout the school year, were facilitated by Laura Warner, Beth Skolba, Specialist, Jordan Calabrese, Resource Liaison, and Amy Merda, Dept. Head, included a Mario Kart race, a Dog Man book party, read alouds and craft-making, and even a Mini Detectives program in which Willowbrook Police Dept. detectives brought materials used in their work to showcase. The pizza party was generously sponsored by the Willowbrook Police Department.

Jean Carroll, Adult Librarian, and Kate Kresek, Specialist, provided mobile library service on June 10 to 17 residents at Harvester Place Senior Living, resulting in 10 circulated items.

Also on June 10, Amy Merda attended the virtual Willowbrook Coalition meeting.

Jean Carroll and Kate Kresek provided mobile library service on June 17 to 9 residents at Eden Vista Burr Ridge, resulting in 15 circulated items.

On June 18, Laura Warner and Amy Merda facilitated a book giveaway and a Juneteenth windsock craft activity with 78 students at the Community House Spark Youth summer camp, held at Burr Ridge Middle School.

Also on June 18, Erin Fergus, Senior Librarian, presented engaging storytimes to 50 children in several classrooms at the Willowbrook Kindercare.

On June 20, Amy Merda met with Alefiyah Hassan from Masjid Anjuman-E-Saifeen in Willowbrook to provide a library tour showcasing our STEM materials available for checkout and promote our library card options.

Also on June 20, Jean Carroll provided mobile library service to 6 residents at Burr Ridge Senior Living, resulting in 11 items circulated and one 30 min. Libby app instruction to a grateful resident.

Monet Welsh, Teen Liaison, and Amy Merda facilitated an engaging rocket-themed activity for 80 Community House Spark Youth summer campers at Burr Ridge Middle School.

On June 26, Amy Merda met with two Lakeshore Learning Representatives to learn more about their continuing ed. opportunities and discuss a donation.

Two hundred and forty-seven packets were taken for use by guests from the Seed Library, which is maintained by Betty Cornfield, Associate, and generously sponsored by the Darien Garden Club.

Summer Reading

The Summer Reading Kickoff Party on June 5 was well-received by the IPPL community with an estimated 1,308 attendees in the span of just three hours (between 5 and 8 p.m.)! On the second floor, two offerings of an engaging magic show by The Great Boodini were enjoyed. Also on the 2nd floor, hundreds of guests again enjoyed the annual face painting activity facilitated by our amazing teen volunteers. Roaming on both floors this year was the costumed Spike the Dog from the



Joliet Slammers baseball team. At one point, Spike the Dog hilariously interacted with the costumed cow from Chick-fil-A! On the 1st floor, the Maker Studio offered button making to many participants. Outside, hundreds of free ice cream treats were handed out to thrilled guests from a Windy City ice cream cart.

New this year: the outdoor Glow Stick Party was a popular option with a glow stick giveaway and fun dancing to music in the garden. Three community organizations also offered their time and generous giveaways with table offerings on the 1st floor: Chick-fil-A, Wintrust Bank, and Willowbrook Police Department.

So many staff, including members of the P & O Department as well as staff in the Maker Studio, Guest Services, Administration, and Resource, were instrumental in the success of this event. We are also grateful to the multiple adult and teen volunteers who donated their time to help support the event. We are also grateful to the multiple sponsors of the event and the Summer Reading Program, including IPPL Foundation & Friends, Republic Bank, and Wintrust Bank.



The Kickoff Party also signaled the start of the season for favorite June and July series summer programs that are enjoyed by children and families. These programs include Family Night, Mission Math, Reading Buddies, Family Storytime, Mid-Kids Chess Club, Teen Volunteering (Volunteens), STEAM Lab in Keshav's Garden, Mini Music Makers, and more.

The Summer Reading Program, which began on June 5, has shown strong participation with over 2,606 guests currently registered. Over 700 guests have already turned in at least 1 log. While the paper log continues to be a popular option for guests, 440 readers as of July 9 have enjoyed the digital logging option through ReaderZone. Many guests, especially adults, are opting to read even more and submit multiple logs to earn additional entries in

the grand prize drawings. We are grateful to the local businesses who donated coupons for prize giveaways: Chicago Stars FC, Kane County Cougars, Joliet Slammers, Chicago Dogs, McDonalds, Chick-fil-A, Portillos, and Studio B Art.

Programs – June 2025

In June, we had 83 programs attended by 6,159 guests.

Early Literacy/Families

6/2	Family Storytime	Erin, Beth	18
6/1	Love Family Dance Party	Amy	14
6/5	Kickoff Party: The Great Boodini Show #1	Jordan, Kate	125
6/5	Kickoff Party: The Great Boodini Show #2	Jordan, Jean	110
6/5	Kickoff Party: Ice Cream Cart	Jamie	464
6/5	Kickoff Party: Glow Stick Dance Party	Laura W., Monet, Betty	400
6/5	Kickoff Party: Make a Button (Maker Studio)	Sharon, Jack, Beth	289
6/5	Kickoff Party: Community Organization Tables (combined total)	Mult. Staff	1,200
6/5	Kickoff Party: Facepainting	Monet, Laura A.	351
6/5	Kickoff Party: Slammers Mascot	Erin, Beth	389
6/8	Silly Sidewalk Obstacle Course	Beth	24
6/9	Family Storytime	Erin, Beth	23
6/10	Family Night: Tie Dye	Erin, Laura	111
6/11	Mini Music Makers	Erin	66
6/16	Family Storytime	Erin, Beth	17
6/17	Family Night: Animal Quest	Amy, Beth	85
6/20	Stuffed Animal Clinic	Erin	51
6/23	Family Storytime: Ice Cream	Erin, Beth	22
6/24	Family Night: Concert in the Park	Beth, Monet	49
6/25	Mini Music Makers	Erin	78
6/30	Family Storytime: Fireworks	Erin, Beth	19

Mid-Kids

6/11	Read to a Pet	Monet	10
6/12	Reading Buddies	Laura	7
6/12	Mission Math Drop-In	Laura	3
6/12	Mid-Kids Chess Club	Amy, Monet	32
6/13	STEAM Lab in Keshav's Garden	Laura	12
6/19	Mid-Kids Chess Club	Amy	22

6/19	Reading Buddies	Laura	13
6/19	Mission Math Drop-In	Laura	4
6/20	STEAM Lab in Keshav's Garden: Photosynthesis	Laura	14
6/26	Reading Buddies	Laura	7
6/26	Mission Math Drop-In	Laura	1
6/27	STEAM Lab in Keshav's Garden: Pollinators	Laura	15

Teens

6/3	Summer Volunteer Training	Monet	11
6/4	Summer Volunteer Training	Monet	10
6/5	Summer Volunteer Training	Monet	7
6/10	Summer Volunteer Training	Monet	10
6/11	Summer Volunteer Training	Monet	8
6/12	Summer Volunteer Training	Monet	17
6/16	Middle School Craft: Felted Soap	Laura	6
6/23	Middle School Craft: Origami	Monet	5

Adults

6/2	Leslie Goddard Presents Lady Bird Johnson	Jean, Amy	107
6/4	Safety Conversations: Unspoken Animal Communication	Jean, Monet	3
6/4	Online: Chair Yoga	Kate	27
6/11	Online: Chair Yoga	Kate	27
6/12	Are You Linked-In?	Joe P.	4
6/18	Online: Chair Yoga	Kate	21
6/19	Basic Car Care and Maintenance	Kate	23
6/19	Thursday Afternoon Movie: Harriet	T.J.	17
6/25	Online: Chair Yoga	Kate	23
6/26	Culinary Brunch Cuisine Demo with Chef Maddox	Kate	48
6/28	Relaxing Watercolors	Jean	28

Groups

6/2	Adult Chess Group Drop-In	Jean	8
6/7	In-Person: ESL Conversation Group	Joe P.	5
6/9	Adult Chess Group Drop-In	Jean	9
6/12	BYOBook Club	Jen, Tori, Joe	9
6/16	Adult Chess Group Drop-In	Jean	10
6/21	In-Person: ESL Conversation Group	Joe P.	6
6/23	Adult Chess Group Drop-In	Jean	12

6/25	Adult Dungeons & Dragons	Monet	18
6/26	Genealogy Group Meeting: Windmills & Little Shoes	Joe P.	13

Passive, Pick-Up, and Pop-Up Programs

Early Literacy/Mid-Kids

6/1-6/30	AISLE brochure turn-ins	Jordan	5
6/1-6/30	Baby Book Bees registrations	Jordan	1
6/1-6/30	1,000 Books Before Kindergarten registrations	Jordan	1
6/1-6/30	1,000 Books Before Kindergarten competitions	Jordan	1
6/1-6/30	100 Books Before Graduation registrations	Jordan	2
6/1-6/30	Mid-Kid Book Bag requests	Jordan	2
6/1-6/30	Scavenger Hunt: Help Us Find the Animals	Beth	42
6/1-6/16	Father's Day Card	Beth	280
6/2-6/15	Unicorn Donut Coloring	Erin	175
6/2-6/15	Little Makers @ Home: Flower Tracing	Erin	20
6/3-6/18	#1 Dad Coloring	Erin	350
6/16-6/29	Zoo Coloring	Erin	180
6/16	Birth to Five Illinois Drop-In		12
6/17-6/22	Juneteenth Color by Number	Beth	80
6/23-6/29	Dinosaur Craft	Beth	205
6/26	Pop-Up: Family Storytime	Beth	14
6/30	Shark Coloring Page	Erin	50
6/30	Fireworks Tracing	Erin	30

Teen

6/1-6/30	Teen Post	Monet	60
6/1-6/30	Teen Coloring Sheet	Monet	50

Adult

6/1-6/30	Adult Puzzles in Café	Kate	42
6/3	Pick-up Program: Spice of the Month: Thyme	Kate	20

Submitted by:

Amy Merda, P & O Dept. Head

7/9/25

Resource Services June 2025 Report
Submitted by Gail Graziani, Head of Resource Services

Collection Updates

- Jordan Calabrese, Youth and Teen Resource Services Librarian, completed selector guidelines and check-in procedures for the new Teen eReader and Teen eAudiobook collections.
- Tori Castro, Resource Services Librarian, worked with the Guest Services department to move the adult Graphic Novel books off the lowest shelves to improve browsing.
- Jeanine Clinton, Resource Services Librarian, and Melanie Alcantara, Acquisitions Specialist, successfully completed the annual fiscal year rollover on June 30th to ensure a division of funding between one budget year and the next.
- Joe Popowitch, Resource Services Librarian, worked with Diane Nickolaou, Resource Services Associate II, to arrange for a second copy of several current affairs magazines to be available for in-library use only during the month of publication.
- Jen Ripka, Resource Services Librarian, created digital shelf talkers that appear with book club eBook titles in eMediaLibrary/Libby to share book club meeting information.
- T.J. Szafranski, Senior Resource Services Librarian, and Jeanine Clinton, Resource Services Librarian, began working on procedures for a new Trending Devices collection to include WiFi Hotspots and Roku.

Resource Totals

Print Books	98,133
A/V Materials	34,034
Other Materials (Kits, Devices, Games, Puzzles)	1,436
Total Physical Formats	133,603
eBooks (eMediaLibrary & Hoopla)	1,102,396
eAudio & eMusic (eMediaLibrary & Hoopla)	842,724
Digital Video (Hoopla & Kanopy)	71,225
Total Electronic Formats	2,016,345
TOTAL Physical & Electronic Materials	2,149,948

Displays

1st Floor

- Top Shelf Books, Summerween, Camping

2nd Floor

- The Great Outdoors, Color Your World with Reading, Celebrating Fathers, Mindfulness

Monthly Highlights

- T.J. Szafranski, Senior Resource Services Librarian, worked on a project to simplify and organize the spreadsheets used to gather statistics for the library's online databases and digital materials.
- Jen Ripka, Tori Castro, and Joe Popowitch, Resource Services Librarians, hosted the June meeting of Bring Your Own Book club, with nine people attending to share their favorite titles with the group.

- Joe Popowitch, Resource Services Librarian, accessed the recently formed Historical Society Networking Group for assistance in finding the name of a store in Oak Brook mall in the 1970's, and quickly had the answer.
- Jeanine Clinton, Resource Services Librarian, held a productive tech-focused staff meeting, met with staff for one-on-ones, and completed two staff reviews.
- Tori Castro, Resource Services Librarian, worked with leaders of community book groups to help determine books for the groups to read for the rest of the year, based on interest and availability.
- Jordan Calabrese, Youth and Teen Resource Services Librarian, worked with teen volunteers to check the locations of shelf dividers and channel magnets in the Kids & Teens area using a spreadsheet listing the locations.

Resource Services Librarian Interactions / June 2025

Assistance	84	33 phone / 41 in-person / 10 chat
Reference	122	50 phone / 57 in-person / 6 chat / 9 email
One-to-One Training	10	1 phone / 9 in-person
Readers' Advisory	8	8 in-person
Directional	8	7 phone / 1 in-person

Resource Services Librarian Interactions / July 2024 – June 2025

Assistance	2081	1051 phone / 760 in-person / 196 chat / 74 email
Reference	1317	415 phone / 763 in-person / 46 chat / 93 email
One-to-One Training	75	58 in-person / 17 phone
Readers' Advisory	50	41 in-person / 4 phone / 5 chat
Directional	57	12 in-person / 43 phone / 2 chat

Community

- Tori Castro, Resource Services Librarian, checked out 93 items for Homebound program delivery, and prepared discussion questions for 11 outside book groups.
- Joe Popowitch, Resource Services Librarian, coordinated 26.5 volunteer hours for the Veterans History Project and 3.25 general volunteer hours.

Programs

Date	Name	Program	Attendance
6/07/25	Joe	ESL Conversation Group	5
6/12/25	Joe	Are You LinkedIn?	4
6/12/25	Jen/Tori	Bring Your Own Book Club	9
6/19/25	T.J.	Thursday Afternoon Movie	17
6/21/25	Joe	ESL Conversation Group	6
6/26/25	Joe	Genealogy	13

Youth Passive Programs

Program	Engagement
Monarch Challenge	5 completed brochures turned in
Bluestem Challenge	1 completed brochure turned in
Caudill Challenge	n/a
1,000 Books Before Kindergarten	2 registrations and 1 completion
Baby Book Bees	1 registration
100 Books Before Graduation	2 registrations
Mid-Kid Book Bags	2 requests

Continuing Education & Contributing to the Profession

- T.J. Szafranski attended the following webinars/meetings:
 - AtoZ Databases Training
- Jen Ripka attended the following webinars/meetings:
 - SustainRT Chairs Meeting (ALA)
 - SustainRT Committee Meeting (ALA)
 - AtoZ Databases Training
- Joe Popowitch attended the following webinars/meetings:
 - AtoZ Databases Training
- Jeanine Clinton attended the following webinars/meetings:
 - Neurodiversity-Affirming Practices (RAILS)
 - Book Conservation and Repair (Westerville Public Library - recording)
- Tori Castro attended the following webinars/meetings:
 - AtoZ Databases Training
- Jordan Calabrese attended the following webinars/meetings:
 - AtoZ Databases Training

Technology & Maker Services Board Report

June 2025

Classes/Programs

Number of Classes: 13 Total Attendance: 52

Maker Programs

Date	Time	Class	Audience	Instructor	Attendance
6/4	630-8p	Sub Tote Bag	Adult, Teen	Luke, Kasra	7
6/7	930-11a	Laser Sub Earring	Kid		CXL
6/9	930-11a	Vinyl Sticker	Kid	Jack, Lucas	9
6/16	930-11a	Vinyl Sticker	Kid	Luke, Lucas	11
6/18	630-8p	Intro Embroidery	Adult, Teen	Luke	CXL
6/19	930-11a	Sub Tote Bag	Adult, Teen	Luke	8
6/19	630-8p	Sub T-shirt	Kid	Lucas, Kasra	7

Technology Programs

Date	Time	Class	Audience	Instructor	Attendance
6/25	4-5p	Ozobot Coding with Color	Kid	Lucas, Beth	10

Statistics

- Computer Usage
 - Adult Users: 1651 Hours: 1381
 - Adult laptop: 11 Hours: 13
 - K&T Users: 834 Hours: 384
 - K&T Laptops: 3 Hours: 3
- Technology Desk
 - Assistance: 892
 - 1-on-1 Training: 12
 - Directional: 47
- Maker Studio
 - Assistance: 81
- Public WiFi Connections: 9,277

Maker Services/Maker Studio**Made Using Equipment**

White Toner Printer– T-Shirt 	Embroidery Machine – Anime Patch 
Button Maker – Breast Cancer Awareness 	

Outreach & Projects

- Lucas learned how Ozobots operate and collaborated with Beth to develop the “Ozobots Coding with Color” program held on Wednesday, June 26.
- Lucas learned how to create patches to help a group of patrons with their personal patch project.
- Luke is improving the content and materials for existing programs (Sublimation on Aluminum & Intro to the Digital Darkroom), including an easy-to-follow, step-by-step guide for program participants.
- Luke has taken on the inventory for Maker Studio supplies including checking supply stock for programs and patron reservations.

Submitted by Sharon Byerly, June 9, 2025

STATISTICS FOR	Jun-25	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Circulation</u>					
Adult	23,582	24,087	274,743	288,667	-4.82%
Teen	1,512	1,555	13,929	14,514	-4.03%
Kids	19,972	20,581	195,366	200,695	-2.66%
ILLS Sent	2,984	2,845	33,057	33,710	-1.94%
TOTAL	48,050	49,068	517,095	537,586	-3.81%
Electronic Circulation	12,453	11,607	135,474	133,381	1.57%
GRAND TOTAL CIRC.	60,503	60,675	652,569	670,967	-2.74%
% Reciprocal Borrowing	11%	11%	10%	10%	
Patron Visits	37,052	37,988	374,870	366,976	2.15%
<u>Current Cards</u>					
Resident	177	170	22,732	25,079	-9.36%
Non-Resident	155	104	2,240	2,292	-2.27%
TOTAL	332	274	24,972	27,371	-8.76%
<u>Patron Assistance</u>					
Adult - Reference	1,741	2,523	22,459	30,011	-25.16%
Kids - Reference	1,615	1,523	11,941	11,522	3.64%
Technology - Reference	896	1,744	13,179	16,068	-17.98%
TOTAL REFERENCE	4,252	5,790	47,579	57,601	-17.40%
Adult - Other	32	64	615	1,062	-42.09%
Kids - Other	53	38	383	531	-27.87%
Technology - Other	47	67	976	214	356.07%
TOTAL OTHER	132	169	1,974	1,807	9.24%
GRAND TOTAL ASST.	4,384	5,959	49,553	59,408	-16.59%
<u>ILL/Reserves</u>					
Holds	7,666	7,490	84,941	97,464	-12.85%
ILLs Sent	2,984	2,845	33,057	33,710	-1.94%
ILLs Checked Out	3,418	3,618	57,916	46,101	25.63%
ILLS Received	4,090	4,293	49,311	54,573	-9.64%
<u>Programs - Adult</u>					
# Programs	11	12	177	158	12.03%
Attendance	328	308	4,554	3,406	33.71%
<u>Programs - Tech & Maker</u>					
# Programs	13	10	144	161	-10.56%
Attendance	52	110	1,191	1,345	-11.45%
<u>Individual Technology Training</u>					
# of Patrons	44	74	475	1,782	-73.34%
<u>Groups</u>					
# Programs	9	10	122	128	-4.69%
Attendance	90	84	1,141	1,132	0.80%
<u>Others</u>					
#Programs	0	0	0	0	
Attendance	0	0	0	0	
<u>Programs - Teen</u>					
# Programs	8	9	58	84	-30.95%
Attendance	74	39	516	618	-16.50%
<u>Programs - Kids</u>					
# Programs	33	35	236	234	0.85%
Attendance	4,045	2,483	9,126	7,228	26.26%
GRAND TOTAL ATT.	4,633	3,098	17,003	15,511	9.62%

STATISTICS FOR	Jun-25	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Passive Programs - Adult</u>					
#Programs	2	3	29	34	-14.71%
Attendance	62	76	1,775	799	122.15%
<u>Passive Programs - Teen</u>					
# Programs	2	2	24	34	-29.41%
Attendance	110	8	1,169	394	196.70%
<u>Passive Programs - Kids</u>					
# Programs	18	17	172	184	-6.52%
Attendance	1,450	1,705	15,571	18,396	-15.36%
<u>Computers - Patron Use</u>					
Adult Computers	1,651	1,644	19,281	18,939	1.81%
Kids Computers	834	899	7,033	8,012	-12.22%
Teen Laptop	3	0	46	36	27.78%
Adult Laptop	11	5	103	156	-33.97%
TOTAL PATRON USE	2,499	2,548	26,463	27,143	-2.51%
<u>Hours Used</u>					
Adult Computers	1,384	1,371	16,126	15,109	6.73%
Kids Computers	384	461	3,642	3,814	-4.51%
Teen Laptop	3	0	44	35	25.71%
Adult Laptop	13	7	129	177	-27.12%
TOTAL HOURS USED	1,784	1,839	19,941	19,135	4.21%
<u>Wireless Total Connections</u>	9,277	7,594	103,545	86,927	19.12%
<u>IPPL Total Web Site Access</u>	15,554	14,363	155,959	158,218	-1.43%
<u>IPPL Total Page Views</u>	54,460	51,660	566,786	593,524	-4.50%
<u>Subscription Database Logins</u>	4,364	3,009	56,373	30,952	82.13%
<u>Outreach-Homebound</u>					
Items Delivered	93	228	1,256	1,939	-35.22%
<u>Volunteers</u>					
Number Active	60	50	242	295	-17.97%
Hours Worked	410	262	1,359	1,379	-1.45%
<u>Staff Training Hours</u>	31	59	1,274	919	38.63%
<u>Room Use</u>					
Conference Rooms	660	754	9,370	9,706	-3.46%
Meeting Rooms					
Library	45	57	666	648	2.78%
Non-Library	16	18	220	228	-3.51%
Board Room					
Library	19	18	271	234	15.81%
Non-Library	12	19	225	289	-22.15%

MATERIALS COLLECTION TOTALS FOR PHYSICAL FORMATS - June 2025

BOOKS	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Reference	112	0	0	112
Non-Fiction	28,032	323	1,214	27,141
Fiction	29,005	637	332	29,310
ADULT TOTALS	57,149	960	1,546	56,563
KIDS				
Non-Fiction	12,957	31	7	12,981
Fiction	23,627	444	128	23,943
Books + Audio (Vox, WonderBooks)	213	0	9	204
KIDS TOTALS	36,797	475	144	37,128
TEEN				
Non-Fiction	753	17	0	770
Fiction	3,674	95	97	3,672
TEEN TOTALS	4,427	112	97	4,442
BOOK TOTALS	98,373	1,547	1,787	98,133

AUDIO	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Audiobooks on CD	5,664	19	73	5,610
Music CDs	4,366	23	3	4,386
Vinyl Records	32	0	0	32
Playaway	325	6	2	329
ADULT TOTALS	10,387	48	78	10,357
KIDS				
Audiobooks on CD	353	2	0	355
Music CDs	211	0	0	211
Playaway	147	12	0	159
KIDS TOTALS	711	14	0	725
TEEN				
Audiobooks on CD	105	0	0	105
Playaway	17	0	0	17
TEEN TOTALS	122	0	0	122
AUDIO TOTALS	11,220	62	78	11,204

VIDEO	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
DVD & Blu-ray	19,116	83	134	19,065
ADULT TOTALS	19,116	83	134	19,065
KIDS				
DVD & Blu-ray	3,749	17	1	3,765
KIDS TOTALS	3,749	17	1	3,765
TEEN				
DVD & Blu-ray	0	0	0	0
TEEN TOTALS	0	0	0	0
VIDEO TOTALS	22,865	100	135	22,830

OTHER	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Kits (Book Club to Go)	15	0	0	15
Library of Things	94	5	0	99
Devices (Rokus, iPods, Kindles, Record Players)	62	0	2	60
Console Games	562	11	3	570
CD-ROMs	0	0	0	0
ADULT TOTALS	733	16	5	744
KIDS				
Kits (STEM, Book bundles, etc.)	201	0	0	201
Puzzles	23	0	2	21
Tablets (Fire HD, Launchpads)	26	0	0	26
Console Games	333	3	3	333
Board Games - Juvenile	19	0	0	19
KIDS TOTALS	602	3	5	600
TEEN				
Equipment (CD Players, etc.)	19	0	0	19
Console Games	0	0	0	0
Board Games	74	0	1	73
TEEN TOTALS	93	0	1	92
OTHER TOTALS	1,428	19	11	1,436
COLLECTION TOTALS	133,886	1,728	2,011	133,603

MATERIALS COLLECTION TOTALS FOR ELECTRONIC FORMATS - June 2025

eBOOKS	Previous Month Totals	+/- Items	Current Totals
Hoopla (ebooks & comics)	1,041,724	32,215	1,073,939
eMedia (OverDrive Consortium)	19,778	-22	19,756
eMedia (OverDrive Advantage)	8,295	179	8,474
Preloaded Adult eReaders	227	0	227
eBook Totals	1,070,024	32,372	1,102,396
AUDIO	Previous Month Totals	+/- Items	Current Totals
Audiobooks			
Hoopla	305,124	24,057	329,181
eMedia (Overdrive Consortium)	7,326	59	7,385
eMedia (OverDrive Advantage)	2,551	5	2,556
Preloaded Audiobook Tablets	183	2	185
Music			
Hoopla	498,366	5,051	503,417
Audio Total	813,550	29,174	842,724
VISUAL	Previous Month Totals	+/- Items	Current Totals
Videos			
Hoopla (includes TV Episodes)	33,552	536	34,088
Kanopy	35,030	181	35,211
Preloaded Adult Roku Titles	1,672	8	1,680
Preloaded Family Roku Titles	244	2	246
Visual Totals	70,498	727	71,225
Total Audio/Visual	884,048	29,901	913,949
Collection Totals	1,954,072	62,273	2,016,345

INDIAN PRAIRIE PUBLIC LIBRARY TREASURER'S REPORT

6/30/2025

Balance on hand as of May 31, 2025.....	2,651,727.92
Cash Receipts for June.....	1,826,688.84
Cash Disbursements for June.....	462,202.22
Cash on hand as of June 30, 2025.....	4,016,214.54

Investments

Illinois Funds (Money Market) - Average Monthly Rate 4.428%

General.....	754,762.50
MPI Investment (Corporate Fund).....	1,422,792.05

Republic Bank - Savings - Rate 3.11%.....	1,758,509.42
Republic Bank - Checking General.....	(29,063.94)
Republic Bank - Payroll Account.....	99,209.53
Republic Bank - License Sticker Account.....	9,400.98
Petty Cash/Circulation.....	604.00
Balances as of June 30, 2025.....	4,016,214.54

FUND BALANCES AS OF 6/30/2025

Corporate Fund.....	1,557,976.20
Building & Maintenance Fund.....	(95,326.97)
I.M.R.F. Fund.....	(11,640.35)
Liability Fund.....	(10,295.60)
Social Security Fund.....	(14,425.11)
Special Reserve Fund.....	-
Deferred Taxes.....	2,403,838.40
Current Liabilities.....	2,589,926.37
Grand Total All Funds.....	4,016,214.54

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Indian Prairie Public Library District
Consolidated Revenue Report for June 2025

Percent of Year: 100.00	RECEIVED June 2025	RECEIVED THIS YEAR	PRCT COLL	BUDGET RECEIPTS	UNCOLLECTED RECEIPTS
PROPERTY TAX & LEVY INTEREST					
41100 · Property Taxes	0.00	4,386,716.26	100.99%	4,343,827.00	-42,889.26
41150 · Non-current Property Taxes	1,290.08	2,264.84	0.00%	800.00	-1,464.84
43100 · Interest-Tax Levy	0.00	4,285.70	0.00%	0.00	-4,285.70
TOTAL PROPERTY TAX & LEVY INTEREST	1,290.08	4,393,266.80	101.12%	4,344,627.00	-48,639.80
INTERGOVERNMENTAL					
42200 · Per Capita Grant	0.00	65,179.62	100.00%	65,180.00	0.38
42300 · LIMRICC	0.00	0.00	0.00%	0.00	0.00
TOTAL INTERGOVERNMENTAL	0.00	65,179.62	100.00%	65,180.00	0.38
INTEREST					
43500 · Interest - Investment	6,352.54	89,549.15	149.25%	60,000.00	-29,549.15
TOTAL INTEREST	6,352.54	89,549.15	149.25%	60,000.00	-29,549.15
DESK MONIES					
45100 · Copier	246.85	2,630.80	125.28%	2,100.00	-530.80
45120 · Computer Copies	1,443.32	18,848.12	157.07%	12,000.00	-6,848.12
45130 · Fax	242.93	4,054.28	81.09%	5,000.00	945.72
45200 · Fines/Fees	501.92	5,091.43	127.29%	4,000.00	-1,091.43
45250 · Gifts/Donations	0.00	28.00	28.00%	100.00	72.00
45300 · Lost Materials	626.98	5,944.16	108.08%	5,500.00	-444.16
45350 · Non-Resident Fees	12,088.00	128,251.92	139.40%	92,000.00	-36,251.92
45550 · Meeting Room Rental	125.00	2,331.25	155.42%	1,500.00	-831.25
45600 · ILL Fees	56.50	310.40	88.69%	350.00	39.60
45650 · Maker Studio	1,009.20	9,601.58	128.02%	7,500.00	-2,101.58
45700 · Passport Fees	2,275.00	32,445.00	108.15%	30,000.00	-2,445.00
45800 · License Stickers	304.00	3,526.40	141.06%	2,500.00	-1,026.40
TOTAL DESK MONIES	18,919.70	213,063.34	131.08%	162,550.00	-50,513.34
OTHER INCOME					
46500 · OCLC Refund	0.00	545.00	0.00%	500.00	-45.00
46700 · Miscellaneous	291.00	671.00	44.73%	1,500.00	829.00
46800 · Collection Agency Fee	29.21	392.95	392.95%	100.00	-292.95
TOTAL OTHER INCOME	320.21	1,608.95	76.62%	2,100.00	491.05
TOTAL	26,882.53	4,762,667.86	102.77%	4,634,457.00	-128,210.86
49000 · Operating Transfer In	51,269.00	204,662.79			
GRAND TOTAL	78,151.53	4,967,330.65	107.18%	4,634,457.00	-332,873.65

Operating Transfer In reflects \$204,662.79 from Corporate Reserves

70000 · Operating Transfer Purchases - Mighty Moving & Storage \$1,965.00, RightSize Facility \$13,013.29,
 Fox Valley Fire & Safety \$16,010.00, Premier Mechanical \$172,966.50,
 BHFX LLC. \$455.50, Engberg Anderson Architects \$252.50

Indian Prairie Public Library District Consolidated Expenditures Report for June 2025

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Percent of Year: 100.00

	June 25	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION
PERSONNEL							
61100 · Salaries	192,958.51	2,559,415.14	99.05%	2,583,941.00	24,525.86		
61310 · Benefits - Medical / Life Ins.	23,372.65	258,339.98	100.50%	257,063.00	-1,276.98		
61330 · Benefits - IMRF	21,933.01	280,328.02	98.86%	283,555.00	3,226.98		
61340 · Benefits - FICA	14,160.87	188,710.91	95.47%	197,671.00	8,960.09		
61400 · Staff Development	112.34	15,542.92	84.47%	18,400.00	2,857.08		
61600 · Board Development	30.00	570.00	57.00%	1,000.00	430.00		
61710 · Workers Compensation	0.00	4,433.00	105.22%	4,213.00	-220.00		
61720 · Unemployment Insurance	0.00	3,418.07	113.94%	3,000.00	-418.07		
TOTAL PERSONNEL	252,567.38	3,310,758.04	98.86%	3,348,843.00	38,084.96	3,400,000.00	97.38%
MATERIALS							
62100 · Books	33,633.31	146,564.27	88.81%	165,040.00	18,475.73		
62200 · Periodicals	631.72	17,703.24	96.74%	18,300.00	596.76		
62300 · Audio	4,332.00	18,302.43	74.55%	24,550.00	6,247.57		
62400 · Video	5,271.22	26,442.13	80.13%	33,000.00	6,557.87		
62500 · Multi-Media	351.01	5,181.42	94.21%	5,500.00	318.58		
62600 · eMaterials	20,643.91	240,491.16	100.17%	240,090.00	-401.16		
62700 · Console Games	809.19	5,916.04	98.60%	6,000.00	83.96		
62800 · Damaged Item Replacement	730.86	6,893.85	114.90%	6,000.00	-893.85		
62900 · Materials Supplies	4,178.48	22,906.80	106.54%	21,500.00	-1,406.80		
TOTAL MATERIALS	70,581.70	490,401.34	94.31%	519,980.00	29,578.66	530,000.00	92.53%
BUILDING							
63200 · Cleaning Service	6,267.90	64,267.82	77.43%	83,000.00	18,732.18		
63300 · Utilities (1-8-11 · Gas)	2,844.03	17,887.22	63.88%	28,000.00	10,112.78		
63300 · Utilities (1-8-12 · Electric)	6,247.21	83,702.88	117.89%	71,000.00	-12,702.88		
63300 · Utilities (1-8-13 · Telephone)	485.24	3,045.81	121.83%	2,500.00	-545.81		
63300 · Utilities (1-8-14 · Water/Sewer)	0.00	9,366.47	93.67%	10,000.00	633.53		
63300 · Utilities (1-8-15 · Garbage Disposal)	345.04	4,592.08	91.84%	5,000.00	407.92		
63350 · Building Supplies	3,124.94	12,675.73	84.51%	15,000.00	2,324.27		
63400 · Maintenance Supplies	1,663.98	9,725.63	81.05%	12,000.00	2,274.37		
63500 · Security System Monitoring	0.00	1,675.00	167.50%	1,000.00	-675.00		
63600 · Property Maintenance	5,191.00	42,319.46	138.30%	30,600.00	-11,719.46		
63800 · Building Maintenance/Repair	4,614.00	76,158.22	116.10%	65,600.00	-10,558.22		
TOTAL BUILDING	30,703.34	325,416.32	100.53%	323,700.00	-1,716.32	225,000.00	144.63%
OPERATIONS							
64100 · Payroll Service	1,390.00	8,200.00	102.50%	8,000.00	-200.00		
64200 · Supplies - Office	499.12	4,115.32	82.31%	5,000.00	884.68		
64300 · Photocopy Supplies	664.53	2,794.90	93.16%	3,000.00	205.10		
64400 · Guest Services Supplies	563.05	750.28	93.79%	800.00	49.72		
64500 · Postage	-187.02	246.39	4.93%	5,000.00	4,753.61		
64550 · Passport Postage	363.00	4,017.44	80.35%	5,000.00	982.56		
64600 · Non-Payment Reimbursement	0.00	0.00	0.00%	500.00	500.00		
64700 · Travel	285.09	1,388.46	92.56%	1,500.00	111.54		
64800 · Organizational Memberships	0.00	3,922.90	130.76%	3,000.00	-922.90		
64900 · Bank Fees	241.62	3,541.84	101.20%	3,500.00	-41.84		
TOTAL OPERATION	3,819.39	28,977.53	82.09%	35,300.00	6,322.47	45,000.00	64.39%
TECHNOLOGY							
65100 · Supplies-Toner	3,486.19	15,551.43	86.40%	18,000.00	2,448.57		
65160 · Supplies-Technology Services	0.00	46.83	23.42%	200.00	153.17		
65170 · Supplies-Maker Studio	655.54	8,047.90	114.97%	7,000.00	-1,047.90		
65200 · Technology-Prof Services	0.00	16,172.50	73.51%	22,000.00	5,827.50		
65300 · Purchase of Equipment	365.70	7,727.14	71.88%	10,750.00	3,022.86		

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**Indian Prairie Public Library District
Consolidated Expenditures Report for June 2025**

Percent of Year: 100.00

	June 25	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION
65350 · STEM Kits	96.98	617.27	30.86%	2,000.00	1,382.73		
65400 · Technology Equip Mnt/Repair	1,706.98	15,077.14	95.43%	15,800.00	722.86		
65500 · Software	4,114.84	35,513.67	92.88%	38,235.00	2,721.33		
65600 · SWAN	0.00	46,573.39	102.17%	45,584.00	-989.39		
65700 · Telecommunications	1,728.15	12,813.41	98.14%	13,056.00	242.59		
TOTAL TECHNOLOGY	12,154.38	158,140.68	91.61%	172,625.00	14,484.32	195,000.00	81.10%
CONTRACTUAL SERVICES							
66100 · General Professional Services	1,711.15	37,374.01	72.57%	51,500.00	14,125.99		
66200 · Credit Bureau	49.25	935.75	93.58%	1,000.00	64.25		
66300 · Copier	-34.45	2,327.39	77.58%	3,000.00	672.61		
66400 · Copier Maintenance Contract	479.25	1,517.20	75.86%	2,000.00	482.80		
66900 · Fees - Bond Registrar	0.00	0.00	0.00%	200.00	200.00		
TOTAL CONTRACTUAL SERVICES	2,205.20	42,154.35	73.06%	57,700.00	15,545.65	62,000.00	67.99%
INSURANCE							
67100 · Multi Peril-Physical Assets	0.00	16,924.00	100.00%	16,924.00	0.00		
67200 · Bonding	0.00	1,367.00	100.00%	1,367.00	0.00		
67300 · Officers & Directors Liability	0.00	2,358.00	100.00%	2,358.00	0.00		
67400 · Umbrella Liability	0.00	3,025.00	100.00%	3,025.00	0.00		
TOTAL INSURANCE	0.00	23,674.00	100.00%	23,674.00	0.00	26,000.00	91.05%
COMMUNICATIONS							
68110 · Marketing Newsletter	0.00	45,407.41	91.40%	49,680.00	4,272.59		
68111 · eNewsletter	146.10	9,495.53	102.54%	9,260.00	-235.53		
68210 · Marketing Advertising	105.00	522.00	52.20%	1,000.00	478.00		
68310 · Marketing Supplies	1,038.04	1,682.04	70.09%	2,400.00	717.96		
68410 · Marketing-Information Printing	13,028.71	14,724.33	154.99%	9,500.00	-5,224.33		
68500 · Legal Notices	0.00	625.85	62.59%	1,000.00	374.15		
TOTAL COMMUNICATIONS	14,317.85	72,457.16	99.47%	72,840.00	382.84	78,000.00	92.89%
PROGRAMMING							
68600 · Programming	8,759.83	32,316.79	85.04%	38,000.00	5,683.21		
TOTAL PROGRAMMING	8,759.83	32,316.79	85.04%	38,000.00	5,683.21	42,000.00	76.94%
CAPITAL OUTLAY & CONTINGENCY							
69200 · Special Reserve Fund	0.00	0.00	0.00%		0.00		
69250 · Equipment/Furnishings	0.00	0.00	0.00%		0.00		
69800 · Operating Transfer Out	51,269.00	204,662.79	0.00%		-204,662.79		
69900 · Contingency	0.00	7,087.69	78.75%	9,000.00	1,912.31		
69920 · Gift/Donation Purchases	0.00	0.00	0.00%		0.00		
TOTAL	497,727.07	4,900,709.48	106.50%	4,601,662.00	-299,047.48		
70000 · Operating Transfer Purchases	51,269.00	204,662.79	0.00%				
GRAND TOTAL	548,996.07	5,105,372.27	110.95%	4,601,662.00	-503,710.27	4,603,000.00	110.91%

Operating Transfer In reflects \$204,662.79 from Corporate Reserves

70000 · Operating Transfer Purchases - Mighty Moving & Storage \$1,965.00, RightSize Facility \$13,013.29,

Fox Valley Fire & Safety \$16,010.00, Premier Mechanical \$172,966.50,

BHFX LLC. \$455.50, Engberg Anderson Architects \$252.50

**TENTATIVE ORDINANCE NO. 2025-5
BUDGET AND APPROPRIATION ORDINANCE
INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT
DU PAGE & COOK COUNTIES, ILLINOIS
FISCAL YEAR JULY 1, 2025 TO JUNE 30, 2026**

This Ordinance constitutes the Budget and Appropriations Ordinance for the Indian Prairie Public Library District, DuPage and Cook Counties, Illinois for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

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

SECTION 1. The following budget and appropriation amounts are adopted for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Estimate of Expenditures from Corporate Fund

	<u>Appropriation</u>
Personnel	3,600,000
Materials	530,000
Building Operations	325,000
Office Operations	40,000
Technology & Maker	230,000
Contractual Services	62,000
Insurance	27,000
Communications/Publicity	80,000
Programs	40,000
Total Corporate Fund	4,934,000

Estimate of Expenditures from Special Tax Funds

Audit	0
IMRF	60,000
Social Security	55,000
Liability Insurance	24,000
Building and Equipment (.02% Special Tax)	125,000

Summary

Corporate	4,934,000
Audit	0
IMRF	60,000
Social Security	55,000
Liability Insurance	24,000
Building and Equipment (.02%)	125,000
Special Reserve	94,000
Total Appropriation	5,292,000

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

- a. The cash on hand at the beginning of the fiscal year is \$4,016,215.
- b. The estimated cash expected to be received during the fiscal year from all sources is \$4,795,400.
- c. The estimated expenditures for the fiscal year are \$4,934,000.
- d. The estimated cash expected to be on hand at the end of the fiscal year is \$3,877,615.
- e. The estimated amount of taxes to be received during the fiscal year is \$4,505,100.
- f. The estimated amount of income to be received from sources other than library taxes for the fiscal year is \$290,300.

SECTION 3. Funds in the total amount of \$5,292,000 or so much thereof as may be authorized by law, be and the same are hereby appropriated as specified.

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

AYES:

NAYS:

ABSENT:

PASSED by the Board of Library Trustees on July 16, 2025.

Victoria Suriano, President

ATTEST:

Stacy Palmisano, Secretary

ORDINANCE DETERMINING TO LEVY AN ADDITIONAL
TAX OF .02% FOR THE 2025-2026 FISCAL YEAR

WHEREAS, The Illinois Public Library District Act authorizes the Board of Trustees to levy a special tax in addition to the annual public library district tax for the purchase of sites and buildings, for construction and equipment of buildings, for the rental of buildings required for library purposes, and for maintenance, repairs and alterations of library buildings and equipment; and

WHEREAS, the amount of said special tax is .02% of the value of all of the taxable property in the District as equalized or assessed by the Department of Revenue; and

WHEREAS, the Board of Trustees deems it advisable and necessary to levy said special tax for the 2025-2026 fiscal year for the purposes hereinbefore set forth;

NOW, THEREFORE, BE IT ORDAINED AND DETERMINED by the Board of Trustees of the Indian Prairie Public Library District that for the purchase of sites and buildings, for the construction and equipment of buildings, for the rental of buildings required for library purposes, and for the maintenance, repairs and alterations of library buildings and equipment, a special tax of .02% of the value of all taxable property in the District, as equalized or assessed, shall be levied for the fiscal year 2025-2026:

FURTHER, a copy of this Ordinance shall be published in The Doings newspaper within 15 days after the date of adoption.

FURTHER, this Ordinance shall be in full force and effect from and after its adoption as provided by law.

ADOPTED this 16th day of July, 2025, pursuant to roll call vote as follows:

AYES:

NAYS:

ABSENT:

Victoria Suriano, President

ATTEST:

Stacy Palmisano, Secretary

PUBLIC NOTICE

Public Notice is hereby given that, by Ordinance adopted on the 16th day of July, 2025, the Board of Trustees of the Indian Prairie Public Library District ordained to levy an additional tax of .02% of the value of all the taxable property in the District, as equalized or assessed by the Department of Revenue, for the purchase of sites and buildings, for construction and equipment of buildings, for the rental of buildings required for library purposes, and for maintenance, repairs and alterations of library buildings and equipment, said tax levy to be effective for the fiscal year beginning July 1, 2025 and ending June 30, 2026. The text of said Ordinance is set forth below.

The question of the adoption of said Ordinance shall be submitted to the electors of the District if a petition is filed with the District signed by 3,108 voters asking that the question of levying such .02% tax be submitted to the electors of the District. Said petition must be filed within 30 days after publication of this notice. The date of the prospective referendum is March 17, 2026.

Stacy Palmisano, Secretary
Indian Prairie Public Library District



Meeting Ground Rules

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