

Indian Prairie Public Library Board Agenda
September 17, 2025

Budget and Appropriations Hearing
September 17, 2025 – 6:30 p.m.

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

Board of Trustees Regular Meeting
September 17, 2025 – 6:40 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. Vela to Maiello & Birmingham re: Thank You
2. RAILS re: Catalyst Program | Page 4
Page 5 |
| E. | Omnibus Consent Agenda
1. Minutes of Regular Board Meeting, August 20, 2025
2. Action on Bills/Additional Bills
3. Ordinance #2025-5 Budget and Appropriations Ordinance for FY 2025/26
4. Estimate of Revenues FY2025/26
5. Approval of 2025 Illinois Public Library Annual Report | Page 8
Page 11
Page 15
Page 17
Page 18 |
| F. | Items Deleted from Omnibus Consent Agenda | Action |
| G. | Library Director's Report | Page 35
Information |

Board Meeting – September 17, 2025 – page 2

H.	Department Reports		Information
	1. Deputy Director's Report	Page 41	
	2. Marketing	Page 43	
	3. Guest Services	Page 46	
	4. Programming & Outreach	Page 48	
	5. Resource Services	Page 52	
	6. Technology & Maker Services	Page 55	
I.	Staff Report – <i>2025 Summer Reading Overview</i> Amy Merda, Head of Programming & Outreach		Information
J.	Reports		
	1. Treasurer's Report	Page 63	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 None		
M.	Scheduled Meetings Planning & Outreach Committee – October 6, 2025 at 5:15 p.m. (Palmisano, Krupicka, Wahab)		
N.	Adjournment		

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

NOTICE IS HEREBY GIVEN that a public hearing will be held in conjunction with a Budget and Appropriations Ordinance for the Indian Prairie Public Library District, DuPage & Cook Counties, Illinois at 6:30 p.m. Central Daylight Savings Time, September 17, 2025, 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 18, 2025.

Stacy Palmisano, Secretary
Board of Trustees
Published in The Doings July 31,
2025.

7/31/2025 7847429



Outlook

Expo

From Crystal Vela <crystal@swanlibraries.net>

Date Mon 8/25/2025 10:10 AM

To Cindy Maiello <cindym@ippl.info>

Cc Laura Birmingham <laurab@ippl.info>

Hello Cindy and Laura!

I hope you are having a wonderful start to your week. I just wanted to thank you Cindy for presenting at Expo this year. Cindy was amazing! We had so many people wanting to attend the session we had to bring in more chairs to accommodate the attendees. The audience was engaged and had plenty of questions, so many in fact I had to remind the attendees that their lunch was waiting! Cindy's presentation was informative and gave the attendees a lot of ideas to bring back to their respective library's. Not only was Cindy giving excellent information, but she also brought humor and had the attendees laughing. Cindy you were amazing, and I hope you enjoyed presenting. Thank you, Laura, for your support and for sharing all the wonderful things you all are doing at IPPL.

Thank you!

Crystal Vela

Consultant, Training & Development

crystal@swanlibraries.net • 630-326-8059

My pronouns: she/her/hers

SWAN Library Services

915 Harger Road, Oak Brook, Illinois 60523

swanlibraries.net • catalog.swanlibraries.net



[Home](#) > [About RAILS](#) > [RAILS News & Media](#) > [News/Newsletter](#) >

RAILS Expands Catalyst Program to Welcome Diverse First Cohort

RAILS Expands Catalyst Program to Welcome Diverse First Cohort

September 8, 2025

RAILS' new leadership development program announces members of the inaugural RAILS Catalyst cohort. Due to strong interest, we increased the number of available spots from 40 to 48. All applicants demonstrated a passion for advancing their careers and building leadership skills. Final selections for this competitive program were based on the strength of their application responses and letters of support.



"I'm thrilled with the cohort we've brought together. We had such a strong response, and I'm especially excited by the mix of library types from across our service area, the range of career stages, and the diversity of the candidates. It's a truly dynamic group!" said RAILS Director of Consulting and Continuing Education, Kate Niehoff.

RAILS Catalyst will feature real-time coaching from Certified Professional Coach and respected leader Becky Thalmann. Participants will engage in monthly virtual sessions with a peer cohort and come together for two in-person meetings.

Special thanks to the RAILS Catalyst Design Team:

- Monica Boyer, Aurora Public Library District
- Genna Buhr, Fondulac District Library
- Beth Duttlinger, Lillie M. Evans Library District
- Ashley Johnson, Vernon Area Public Library District
- Richard Kong, Skokie Public Library
- Emily Meszaros, Green Hills Public Library District
- Kate Niehoff, Reaching Across Illinois Library System
- Vicki Rakowski, Forest Park Public Library

Congratulations to the first RAILS Catalyst cohort:

- Rebecca Bourné, Riverdale Public Library District
- Beth Bozzo, Lansing Public Library
- Sue Eckhardt, Midlothian Public Library
- Amy Edgar, Dunlap Public Library District
- Kaylee Floyd, Robert R. Jones Public Library
- Jacinto Gonzalez, Fountaindale Public Library District
- Becky Goode, Waubensee Community College
- Tony Hahn, Resource Sharing Alliance
- Emily Hampston, Palos Park Public Park
- Nathan Hare, Homewood Public Library
- Amber Hayes, Skokie Public Library
- Tyler Hicks, Glen Ellyn Public Library
- Hilda Jackson, Poplar Creek Public Library
- Holly Johnson, Cullom-Davis Library
- Ashley Jacoby Johnson, Vernon Area Public Library District
- Krista Katzen, Oswego Public Library District
- Amanda Klenk, Downers Grove Public Library
- Hester Klinke, Sugar Grove Public Library District
- Britta Krabill, DeKalb Public Library
- Kristin Lansdown, DePaul University
- Dennis Latimer, Marengo-Union Library District
- Karen Lonergan, Cordova District Library
- Colby Maddox, The Resource Center at the Old Town School of Folk Music
- MaryKellie Marquez, Warrenville Public Library District

- Jenny Massa, Mount Prospect Public Library
- Abbigail McWilliams, Sterling Public Library
- Emily Meszaros, Green Hills Public Library District
- Lisa Moe, Three Rivers Public Library District
- Jackie Moreno, Arlington Heights Memorial Library
- Kavita Mundle, University of Illinois Chicago Library
- Michelle Newcomb, Manhattan-Elwood Public Library District
- Austin Nord, Woodstock Public Library
- Marché Pernell, Evanston Public Library
- ✱ • Jen Ripka, Indian Prairie Public Library ✱
- Anjelica Rufus, Prospect Heights Public Library District
- Claire Ong Sabala, Oak Park Public Library
- Angela Solis, University of Chicago, Hanna Holborn Gray Special Collections Research Center
- Mary Anne Stear, Peoria Heights Public Library
- Channing Stoudt, Dixon Public Library
- Jill Sullivan-Bennin, Sherrard CUSD #200
- Gaby Tafolla, Addison Public Library
- Stacey Van Kley, Bourbonnais Public Library District
- Emily Vinci, Schaumburg Township District Library
- Jessi Wakefield, White Oak Library District - Lockport Branch
- Laura Winter, Barrington Middle School Prairie Campus
- Devin Wood, Antioch Public Library District
- Kate Young, Reddick Public Library District
- Sarah Jo Zaharako, Wilmette Public Library

If you have questions about RAILS Catalyst, contact Kate Niehoff, Director of Consulting & Continuing Education.



Indian Prairie Public Library
Board of Trustees Minutes
Regular Meeting of August 20, 2025

**Board of Trustees Regular Meeting
August 20, 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, Samia Wahab

Absent: none

Staff Present: Laura Birmingham, Kristen Lawson, Maria Wlosinski, Jill Yott

Others:

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. Truman to Hinsdale South Community & Partners
2. Giannoulas Legislation to Enhance Protections for Illinois Libraries and Librarians Signed into Law
3. ILA Noon Network, November 5, 2025
4. Ritzman Memo re: Payment of Nonresident Fees

E. Omnibus Consent Agenda

1. Minutes of Regular Board Meeting, July 16, 2025
2. Action on Bills/Additional Bills
Damon moved, Krupicka seconded to approve the Omnibus Consent Agenda. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nays: none. Absent: none. Motion carried unanimously.

F. Items Deleted from Omnibus Consent Agenda - none

G. Library Director's Report

Birmingham recapped Representative Casten's visit to the library on August 6. Lawson and the department heads did a wonderful job giving a tour of the library and highlighting our services. Palmisano noted that Casten also visited RAILS that day and was very interested in its resource

sharing and delivery service. Suriano and Krupicka met with Niki Conforti. Conforti is planning to run for office and is meeting with local officials to discuss issues. She was very appreciative of their time and the information they provided regarding our library. Krupicka attended a meeting at Darien City Hall regarding the Chestnut Court redevelopment project. She said the purpose of the meeting was to determine if the site is eligible for a TIF. The attorney at the meeting explained that the criteria used to make the determination is whether the EAV (Equalized Assessed Value) is going down and whether the property is suffering from blight (deterioration). It was agreed that the site is eligible for a TIF. The city wants to see the site revitalized and not torn down. They're hoping to attract retail development.

H. Department Reports

Lawson recapped her written report from the packet. The boiler project is officially complete. We're in the process of refreshing out-of-date technology. Krupicka asked about the Ride Share flyer in Yott's report. Birmingham explained that the Willowbrook Corner Coalition has a grant that funds Ride Share for residents of Willowbrook Corner to travel up to ten miles from home. Our marketing department created the flyer to encourage WC residents to use their Ride Share to visit the library and utilize our resources.

- I. Staff Report – Deputy Director, Kristen Lawson, spoke to the Board about Accessibility Improvements at IPPL. With respect to on-line accessibility, we use Flipsnack to present the digital version of our newsletter – if someone is using a screen reader they can click on an accessibility button and a summary of the content will be displayed. We continue to check and, if necessary, update pages on our website for digital accessibility – this is an ongoing project (we have until 2027 to be fully compliant). With respect to physical accessibility, we changed one of the first-floor self-check stations to sitting height. Also, one of our accessible doors closed too quickly so we had it adjusted and now we are exceeding the standard. With respect to new equipment, Lawson demonstrated our Pocketalk Language Translator. It's preloaded with over 100 languages and makes it possible to have a smooth conversation with someone who doesn't speak your language. It also uses a camera to translate text and can identify languages based on country flags. We have one on each floor that staff can use for patron assistance.

At this point, Communications Coordinator Jill Yott spoke to the Board about the Logo Rollout (item L1 under New Business). She left at 7:25 p.m. and the Board continued with the rest of the agenda.

J. Reports

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

K. Unfinished Business - none

L. New Business

1. Review *Illinois Public Standards: Governance & Administration* – Birmingham said that the standards were revised July 1 and they replace the old *Serving Our Public* text. The checklists have been replaced with a flexible framework of core, intermediate and advanced rankings. Also, new sections on Finance, Human Resources, and Advocacy and Community Engagement have been added. The Per Capita Grant requires reviewing all the new standards over the course of the year. Tonight, the Board reviewed the section on

Governance and Administration. The Board discussed standard 6, 11, 13 and 15 and identified additional areas where we are above average.

2. Non-Resident Library Card Law Change – Birmingham explained that a law went into effect at the end of July providing discretion to Library Boards to allow payment of non-resident fees quarterly or biannually. IPPL non-resident cards are valid for one year and paid in full at the time of purchase. Birmingham does not recommend a change to the policy. She noted that Guest Services does not receive requests for payment plans. Rodriguez moved, Palmisano seconded to keep our non-resident payment policy as is with full payment due at the time of purchase. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nays: none. Absent: none. Motion carried unanimously.
3. Logo Rollout – Yott reported that we've begun introducing the new logo. It's on the website and in the newsletter. Thursday it will appear on e-news. We're working on business cards and name tags and have begun placing orders for promotional items. We've gotten great feedback over the last few days.

M. Meetings Scheduled

A Planning & Outreach Committee meeting is scheduled for October 6, 2025 at 5:15 p.m.

- N. At 7:45 p.m. Dmon moved, Wahab seconded to go into Closed Session as allowed by 5ILCS, Act 120/2 (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity. Roll call vote. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nays: none. Absent: none. Motion carried unanimously

O. Return to Open Session and Report of Any Action Taken

At 8:15 p.m. Krupicka moved, Damon seconded to go back into open session. Roll call vote. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nays: none. Absent: none. Motion carried unanimously. No action was taken.

P. Adjournment

At 8:16 p.m. Raftis moved, Palmisano seconded to adjourn the meeting. Ayes: Damon, Krupicka, Palmisano, Raftis, Rodriguez, Suriano, Wahab. Nays: none. Absent: none. Motion carried unanimously.

Stacy Palmisano, Secretary

ACTION ON BILLS AUGUST, 2025

<u>Account</u>	<u>Check #'s</u>	<u>Total</u>
Republic Bank-Bills for Approval	4132 - 4189	\$ 143,116.21
Republic Paper Pay Checks		\$ -
Republic Direct Deposits		\$ 143,748.47
MONTH'S TOTAL:		\$ 286,864.68

Indian Prairie Public Library District

Bill Payment List

August 2025

Date	Num	Vendor	Amount
10127 Republic Bank Operating Account			
08/06/2025	4132	AT&T	365.15
08/06/2025	4133	Canon Financial Services, Inc.	536.30
08/06/2025	4134	Lauterbach & Amen, LLP	695.00
08/06/2025	4135	LIMRICC UCGA	458.56
08/06/2025	4136	Canon Financial Services, Inc.	25.00
08/06/2025	4137	Engberg Anderson, Inc.	1,304.48
08/06/2025	4138	Groot Industries, Inc.	345.04
08/06/2025	4139	Kanopy	377.40
	4140	VOIDED	0.00
08/13/2025	4141	REthink Owner Solutions, LLC	2,800.00
08/13/2025	4142	Premier Mechanical, Inc	25,533.50
08/15/2025	4143	Midwest Tape	13,681.95
08/20/2025	4144	Accurate	168.98
08/20/2025	4145	Allcomm Systems, Inc.	410.00
08/20/2025	4146	Baker & Taylor	133.79
08/20/2025	4147	Blackstone Publishing, Inc.	286.68
08/20/2025	4148	Blue Cross Blue Shield of Illinois	26,648.10
08/20/2025	4149	Canon Financial Services, Inc.	248.36
08/20/2025	4150	Canon U.S.A. Inc.	72.00
08/20/2025	4151	Cengage Learning, Inc.	1,049.25
08/20/2025	4152	City of Northhampton	15.95
08/20/2025	4153	CONSTELLATION NEWENERGY, INC.	9,007.69
08/20/2025	4154	Dancing Cranes Yoga Inc.	520.00
08/20/2025	4155	Dearborn Life Insurance Company	91.81
08/20/2025	4156	Dell Marketing L.P.	19,953.52
08/20/2025	4157	DEMCO	407.42
08/20/2025	4158	FedEx	9.65
08/20/2025	4159	Illinois Dept of Innovation & Technology	475.00
08/20/2025	4160	Ingram Library Services	11,450.79
08/20/2025	4161	Jennifer Ripka	482.26
08/20/2025	4162	Joe Eskew	13.30
08/20/2025	4163	JourneyEd.com, Inc.	353.88
08/20/2025	4164	Lisa Alzo	200.00
08/20/2025	4165	NCPERS Group Life Insurance	64.00
08/20/2025	4166	NobleTec LLC	159.00
08/20/2025	4167	Playaway Products LLC	60.99
08/20/2025	4168	RAILS	1,298.00
08/20/2025	4169	Rivistas Subscription Services	332.44

Indian Prairie Public Library District
Bill Payment List
August 2025

Date	Num	Vendor	Amount
08/20/2025	4170	Thomas Klise/Crimson Multimedia	871.84
08/20/2025	4171	Today's Business Solutions, Inc.	300.00
08/20/2025	4172	Twisted Fiber Studio	360.00
08/20/2025	4173	Uline	94.07
08/20/2025	4174	Unique Management Services, Inc.	118.20
08/20/2025	4175	Village of Willowbrook	8,066.90
08/23/2025	4176	Cigna Health & Life Insurance Company	1,674.50
08/27/2025	4177	Bank of America	726.04
08/27/2025	4178	Bank of America	5,961.69
08/27/2025	4179	Bank of America	939.51
08/27/2025	4180	Bank of America	165.37
08/27/2025	4181	Bank of America	956.52
08/27/2025	4182	Bank of America	611.32
08/27/2025	4183	Bank of America	661.50
08/27/2025	4184	Cigna Health & Life Insurance Company	1,593.74
08/27/2025	4185	Mathisen, Martina	700.00
08/28/2025	4186	Darien Garden Club	235.00
08/28/2025	4187	Gail Graziani	50.00
08/28/2025	4188	Staples Inc.	694.77
8/29/2025	4189	PitneyBowes Purchase Power	300.00
Total for 10127 Republic Bank Operating Account			\$ 143,116.21

Bills for approval – Electronic Payments & Automatic Withdrawals

AUGUST 2025

Vendor	Purpose	Date Paid	Amount Paid
Federal & IL	Payroll taxes	8/13/2025	25,247.75
Federal & IL	Payroll taxes	8/27/2025	25,560.77
IMRF	Payroll Pension	8/19/2025	46,503.78
Mission Square	457 Plan	8/1/2025	50.00
Mission Square	457 Plan	8/18/2025	50.00
Mission Square	457 Plan	8/29/2025	50.00
Nationwide	457 Plan	8/14/2025	50.00
Nationwide	457 Plan	8/28/2025	50.00
DAC	Deposit to HRA	8/8/2025	512.04
DAC	Deposit to HRA	8/7/2025	237.53
DAC	Deposit to HRA	8/13/2025	52.50
DAC	Deposit to HRA	8/20/2025	928.71
DAC	Deposit to HRA	8/27/2025	166.41
Nicor	Gas	8/14/2025	379.48
ELS	License Stickers		3,890.00
ELS	ELS Fee (July)	8/5/2025	102.60
INB & Republic	Cr Card & Bank Fees	8/16/2025	354.78

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 September 17, 2025.

Victoria Suriano, President

ATTEST:

Stacy Palmisano, Secretary

INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT,
DU PAGE & COOK COUNTIES, ILLINOIS
ESTIMATE OF REVENUES FOR THE FISCAL YEAR
BEGINNING JULY 1, 2025 AND ENDING JUNE 30, 2026

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

I do further certify that the following is an estimate of fund balances on hand as of July 1, 2025 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, 2025 to June 30, 2026.

<u>ESTIMATE OF FUNDS AVAILABLE</u>		<u>SOURCE</u>
1.	1,557,976	Corporate fund balance on hand 7/1/25
2.	290,300	Receipts during current fiscal year from tax anticipation warrants and receipts from other sources such as fines, gifts, grants, rentals, donations, and impact fees
3.	4,505,100	Anticipated tax collection
4.	0	Special Reserve Fund
5.	-131,688	Balance SPECIAL TAX funds on hand 7/1/25
6.	0	Proceeds of mortgage loan, bonds, construction grants and gifts for purchase of site or building or remodeling and improving existing building
6,221,688		Total estimated revenues and fund balances available for the 2025/26 fiscal year

I do further certify that the above estimate of balances on hand as of July 1, 2025 and revenues anticipated to be received in the following fiscal year was made in full compliance with the provisions of 35 ILCS 200/18-50.

Date _____

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

IPLAR**IDENTIFICATION (1.1 - 1.31)**

This section is information about the administrative entity. "Administrative Entity" is defined as the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet or it may have more than one outlet (an outlet is a location, whether a central library, branch or bookmobile). The majority of the information in this section is pre-filled. If information needs to be updated, enter the corrected information in the box provided on the next line of the survey.

1.1 ISL Control # [PLS 151, PLS 701]	30366
1.2 ISL Branch # [PLS 151, PLS 701]	00
1.3a FSCS ID [PLS 150, PLS 700]	IL0130
1.3b FSCS_SEQ [PLS 700]	002
1.4a Legal Name of Library [PLS 152]	Indian Prairie Public Library District
1.4b If the library's name has changed, then enter the updated answer here.	
1.4c Was this an official name change?	
1.5a Facility Street Address [PLS 153]	401 Plainfield Road
1.5b If the facility's street address has changed, then enter the updated answer here.	
1.5c Was this a physical location change?	
1.6a Facility City [PLS 154]	Darien
1.6b If the facility's city has changed, then enter the updated answer here.	
1.7a Facility Zip [PLS 155]	60561
1.7b If the facility's zip code has changed, then enter the updated answer here.	
1.8a Mailing Address [PLS 157]	401 Plainfield Road
1.8b If the facility's mailing address has changed, then enter the updated answer here.	
1.9a Mailing City [PLS 158]	Darien
1.9b If the facility's mailing city has changed, then enter the updated answer here.	
1.10a Mailing Zip [PLS 159]	60561
1.10b If the facility's mailing zip code has changed, then enter the updated answer here.	
1.11a Library Telephone Number [PLS 162]	6308878760
1.11b If the telephone number has changed, then enter the updated answer here.	
1.12a Library FAX Number	6308871018
1.12b If the fax number has changed, then enter the updated answer here.	
1.13 Website	http://www.ippl.info

Library Director's Information

Please enter the full name, title and e-mail address of the library director.

1.14 Name	Laura Birmingham
1.15 Title	Executive Director
1.16 Library Director's E-mail	laurab@ippl.info

Library Information

Please provide the requested information about the library type.

1.17a Type of library	District
1.17b If the library type has changed, then enter the updated answer here.	
1.18 Is the main library a combined public and school library?	No
1.19 Does your library contract with another library to RECEIVE ALL your library services?	No

Contract for Services

Please provide the full legal name(s) of the library(ies) with which your library contracts for service. If you need more than one line, a new one will appear once text has been entered in the first box.

Number of contracting libraries:	

Legal name of library you contract with:

Administrative Information

Libraries are required by statute [75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)] to provide a statement as to any extensions of library service or any changes to the limits or boundaries of library service areas. Most of the information in this section will be pre-filled. If the information is incorrect, please enter the updated information in the box provided on the next line of the survey. If your library has had a population change, you must submit official verification to the Illinois State Library.

1.21a County in which the administrative entity is located [PLSC 161]	DuPage
1.21b If the administrative entity's county has changed, then enter the updated answer here.	
1.22a Did the administrative entity's legal service area boundaries change during the past year? [PLS 205]	No
1.22b IF YES, indicate the reason for the boundary change	
1.23a Population residing in tax base (Use the latest official federal census figure) [PLS 208]	43,892
1.23b If the population residing in the tax base has had a LEGAL change, then enter the updated answer here.	
1.23c Documentation of legal population change	
1.24 If the population has changed from the prior year's answer, then indicate the reason.	
1.25a This library is currently a member of what Illinois library system?	RAILS
1.25b If the library's system has changed, then enter the updated answer here.	

Federal Public Library Criteria

According to the Institute of Museum and Library Services' Public Library Survey, a public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following:

1. An organized collection of printed or other library materials, or a combination thereof;
2. Paid staff;
3. An established schedule in which services of the staff are available to the public;
4. The facilities necessary to support such a collection, staff, and schedule; and
5. Is supported in whole or in part with public funds.

1.26 Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.27 Does this library have paid staff?	Yes
1.28 Does this library have an established schedule in which services of the staff are available to the public?	Yes
1.29 Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.30 Is this library supported in whole or in part with public funds?	Yes
1.31 Does this public library meet ALL the criteria of the FSCS public library definition? [PLS 203]	Yes

SERVICE OUTLETS (2.1 - 2.16)

This section gathers information about the service outlets (centrals, branches, bookmobiles) of your library. Locations can only be added to this survey by State Library staff. If you have a branch or bookmobile and do not see its name listed in question 2.3a, please contact IPLAR@ilsos.gov so that it can be added.

2.1a Total number of bookmobiles [PLS 211 & PLS 712]	0
2.1b Total number of branch libraries [PLS 210]	0
2.2a Are any of the branch libraries a combined public and school library?	
2.2b If YES, provide the name of the branch or branches in the box provided.	

Service Outlet Name

Location	2.3a Branch or Bookmobile Legal Name [PLS 702]	2.3b If the outlet's legal name has changed, then enter the updated answer here.	2.3c Was this an official name change?
INDIAN PRAIRIE P.L.D.	INDIAN PRAIRIE PUBLIC LIBRARY DISTRICT		

ISL Control Number

Location	2.4 ISL Control # [PLS 701]	2.5 ISL Branch # [PLS 701]
INDIAN PRAIRIE P.L.D.	30366	3036600

Street Address

Location	2.6a Street Address [PLS 703]	2.6b If the outlet's street address has changed, then enter the updated answer here.	2.6c Was this a physical location change?

INDIAN PRAIRIE P.L.D. 401 PLAINFIELD ROAD

Address

Location	2.7a City [PLS 704]	2.7b If the outlet's city has changed, then enter the updated answer here.	2.8a Zip Code [PLS 705]	2.8b If the outlet's zip code has changed, then enter the updated answer here.
INDIAN PRAIRIE P.L.D.	DARIEN		60561	

County & Phone

Location	2.9a County [PLS 707]	2.9b If the outlet's county has changed, then enter the updated answer here.	2.10a Telephone [PLS 708]	2.10b If the outlet's phone number has changed, then enter the updated answer here.
INDIAN PRAIRIE P.L.D.	DuPage		6308878760	

Square Feet

Location	2.11a Square Footage of Outlet [PLS 711]	2.11b If the facility's square footage has changed, then enter the updated answer here.	2.11c Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.
INDIAN PRAIRIE P.L.D.	43,394		

IDs**Hours and Attendance**

Location	2.12 Total public service hours PER YEAR for this service outlet [PLS 713]	2.13 Total number of weeks, during the fiscal year, this service outlet was open for service to the public [PLS 714]	2.14 Total annual attendance/visits in the outlet
INDIAN PRAIRIE P.L.D.	3,436	52	374,870

ANNUAL REPORT DATA (3.1 - 3.7)

Please enter the time period covered by this annual report and the name and contact information for the person preparing the report. The report period should cover the time from the end of the previous IPLAR through the end of your most current fiscal year. If your library switched to a new fiscal year during the latest period, this may mean that your report needs to cover more or less than a twelve (12) month period.

3.1 Fiscal Year Start Date (mm/dd/year) [PLS 206]	07/01/2024
3.2 Fiscal Year End Date (mm/dd/year) [PLS 207]	6/30/2025
3.3 Number of months in this fiscal year	12
3.4 Name of person preparing this annual report	Laura Birmingham
3.5 Telephone Number of Person Preparing Report	630-884-8010
3.6 FAX Number	630-884-8018
3.7 E-Mail Address	laurab@ippl.info

REFERENDA (4.1 - 4.7)

Please enter information regarding any referenda the library was involved in during the fiscal year report period. A referendum requires a question be submitted to the voters at an election held under the general election law. Examples are: bond issue, district establishment, tax increase.

4.1a Was your library involved in a referendum during the fiscal year reporting period?	No
4.1b How many referenda was your library involved in?	

Referendum 1

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 2

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 3

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 4

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 5

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

CURRENT LIBRARY BOARD (5.1 - 5.13)

Please report the number of board seats and the number of vacancies. Be sure to provide current board member information; including name, position, telephone number, e-mail address, home address, and term expiration date. If there are vacancies, please explain.

All personal identifying information is FOIA exempt and will NOT be released to the public. The only information that the Illinois State Library will release upon request is the board member name, trustee position and term expiration date.

Report the most current information available.

5.1 Total number of board seats	7
5.2 Total number of vacant board seats	0
5.2b Please explain	
5.3 This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes
5.4 IF NO, please explain	

First Member

5.5 Name	Themis Raftis
5.6 Trustee Position	Treasurer
5.7 Present Term Ends (mm/year)	04/2029
5.8 Telephone Number	630-887-8760
5.9 E-mail Address	themisr@ippl.info
5.10 Home Address	401 Plainfield Road
5.11 City	Darien
5.12 State	IL
5.13 Zip Code	60562

Second member

5.5 Name	Donald Damon
5.6 Trustee Position	Vice-President
5.7 Present Term Ends (mm/year)	04/2027
5.8 Telephone Number	630-887-8760
5.9 E-mail Address	dond@ippl.info
5.10 Home Address	401 Plainfield Road
5.11 City	Darien
5.12 State	IL

5.13 Zip Code	60561
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Third member

5.5 Name	Marian Krupicka
5.6 Trustee Position	Secretary
5.7 Present Term Ends (mm/year)	04/2027
5.8 Telephone Number	630-887-8760
5.9 E-mail Address	mariank@ippl.info
5.10 Home Address	401 Plainfield Road
5.11 City	Darien
5.12 State	IL
5.13 Zip Code	60561

Fourth member

5.5 Name	Victoria Suriano
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	04/2027
5.8 Telephone Number	630-887-8760
5.9 E-mail Address	victorias@ippl.info
5.10 Home Address	401 Plainfield Road
5.11 City	Darien
5.12 State	IL
5.13 Zip Code	60561

Fifth member

5.5 Name	Samia Wahab
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	04/2029
5.8 Telephone Number	630-887-8760
5.9 E-mail Address	samiaw@ippl.info
5.10 Home Address	401 Plainfield Road
5.11 City	Darien
5.12 State	IL
5.13 Zip Code	60561

Sixth member

5.5 Name	Christina Rodriguez
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	04/2029
5.8 Telephone Number	630-887-8760
5.9 E-mail Address	christinar@ippl.info
5.10 Home Address	401 Plainfield Road
5.11 City	Darien
5.12 State	IL
5.13 Zip Code	60561

Seventh member

5.5 Name	Stacy Palmisano
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	04/2027
5.8 Telephone Number	630-887-8760
5.9 E-mail Address	stacyp@ippl.info
5.10 Home Address	401 Plainfield Road

5.11 City	Darien
5.12 State	IL
5.13 Zip Code	60561

Eighth member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

Ninth member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

FACILITY/FACILITIES (6.1-6.3b)

Please provide the requested information about the library's facilities.

6.1 Total Number of Meeting Rooms	3
6.2 Total number of times meeting room(s) used by the public during the fiscal year	445
6.3 Total Number of Study Rooms	8
6.3b Total number of times study room(s) used by the public during the fiscal year	9,370

Capital Needs Assessment

Public Act 96-0037, the Public Library Construction Act, requires the Illinois Secretary of State to file a comprehensive assessment report of the capital needs of all Illinois public libraries to the General Assembly every two years. In an effort to compile this data, please fill in the requested information below. If you have any questions about this section, please contact Mark Shaffer (217-524-4901 or mshaffer@ilsos.gov) at the Illinois State Library.

Age of Facility

Please indicate the number of buildings in each category below.

	5 years or less	6-10 years	11-25 years	26-50 years	51-100 years	100+ years
Number of Facilities				1		

Type of Work Needed

Please provide estimates of the costs for the type of work needed. If you do not have branch locations, the "Other Facilities" columns should be pre-populated with zeros. If not, please enter zeros to complete the section.

	Headquarters - Number of Buildings	Headquarters - Estimate \$	Other Facilities - Number of Buildings	Other Facilities - Estimate \$
General repair/remodeling	1	\$25,000		
Structural repairs (walls, foundations, etc.)				
Roof repair/replacement				
Heating/ventilation/air conditioning				
Electrical systems other than alarms				
Plumbing systems				

Egress systems (doors, stairs, etc.)				
Fire protection (detectors, alarms, etc.)				
Asbestos abatement				
Security measures				
Energy conservation				
Repair of sidewalks, curbing, parking areas				
Accessibility measures		\$5,000		
Technology upgrading	1	\$9,000		
New building construction (construction of a new facility)				
Building additions (adding square feet to existing facility)				

Type of Work in Progress

Please provide estimates of the costs for the type of work currently in progress. If you do not have branch locations, the "Other Facilities" columns should be pre-populated with zeros. If not, please enter zeros to complete the section.

	Headquarters - Number of Buildings	Headquarters - Estimate \$	Other Facilities - Number of Buildings	Other Facilities - Estimate \$
General repair/remodeling				
Structural repairs (walls, foundations, etc.)				
Roof repair/replacement				
Heating/ventilation/air conditioning				
Electrical systems other than alarms				
Plumbing systems				
Egress systems (doors, stairs, etc.)				
Fire protection (detectors, alarms, etc.)				
Asbestos abatement				
Security measures				
Energy conservation				
Repair of sidewalks, curbing, parking areas				
Accessibility measures				
Technology upgrading				
New building construction (construction of a new facility)				
Building additions (adding square feet to existing facility)				

ASSETS AND LIABILITIES (7.1 - 7.13)

The below sections request information regarding property, fiscal accumulations and outstanding liabilities. These sections are required by statute [75 ILCS 5/4-10, 75 ILCS 16/30-65] to be included in the annual report. Please provide the requested information in each section.

Property

Libraries are required by statute [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)] to provide a statement as to property acquired through legacy, purchase, gift or otherwise. Please provide this information in the section below.

7.1 What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	\$166,995,509
7.2 During the last fiscal year, did the library acquire any real and/or personal property?	No

IF YES, how much of the property was acquired through the following options? (Enter dollar amount for each option 7.3-7.6 that applies)

7.3 Purchase	
7.4 Legacy	
7.5 Gift	
7.6 Other	

7.7 Provide a general description of the property acquired.

Fiscal Accumulations

Libraries are required by statute [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)] to provide a statement as to the amount of any fiscal accumulations and the reasons for the accumulations. Please provide this information in the section below.

7.8 Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)?

Yes

7.9 IF YES, then provide a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations.

2,513,272

Liabilities

Libraries are required by statute [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)] to provide a statement as to any outstanding liabilities, including for bonds still outstanding. Please provide this information in the section below.

7.10 Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?

No

7.11 IF YES, what is the total amount of the outstanding liabilities?

7.12 IF YES, then prepare a statement that identifies each outstanding liability and its specific dollar amount.

OPERATING RECEIPTS BY SOURCE (8.1 - 8.21)

Libraries are required by statute [75 ILCS 5/4-10(1)(9), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement of operating receipts. "Operating receipts" are the monies received and utilized during the library's fiscal year to support the provision of ongoing, day-to-day library services. Only include funds received during the report period. If the library was awarded a grant, but only received part of the funds during the report period, report only the portion of the grant received, not the whole amount of the grant.

Exclude revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants.

NOTE: Round answers to the nearest whole dollar.

Local Government

This includes all local government funds designated by the community, district, or region and available for expenditure by the public library. For example, include receipts from: local property taxes (library taxes), impact fees (IL Highway Code), the Mobile Home Local Services Tax Act. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants. Do not include state, federal, and other funds passed through local government for library use. Report these funds with state government revenue or federal government revenue, as appropriate.

8.1 Local government [PLS 300] (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only) \$4,344,627

8.1a Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?

Yes

8.1b Local government funds for the ensuing or upcoming/current fiscal year (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales.)

\$4,634,457

State Government

These are all funds distributed to public libraries by state government for expenditure by the public libraries, except for federal money distributed by the state. This includes funds from such sources as penal fines, license fees, and mineral rights.

Note: If operating revenue from consolidated taxes is the result of state legislation, the revenue should be reported under state revenue (even though the revenue may be from multiple sources).

If you are not sure if funds you received through the State of Illinois are federal or state funds, please contact IPLAR@ilsos.gov or the Library Development Group at 217-524-8836.

8.2 Per capita grant

\$64,741

8.3 Equalization aid grant

\$0

8.4 Personal property replacement tax

\$0

8.5 Other State Government funds received

\$0

8.6 If Other, please specify

8.7 Total State Government Funds (8.2 + 8.3 + 8.4 + 8.5) [PLS 301]

\$64,741

Federal Government

This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

If you are unsure if the funds you received through the State of Illinois were federal or state funds, please contact IPLAR@ilsos.gov or the Library Development Group at 217-524-8836.

8.8 LSTA funds received

\$0

8.9 E-Rate funds received

\$0

8.10 Other federal funds received

\$0

8.11 If Other, please specify

8.12 Total Federal Government Funds (8.8 + 8.9 + 8.10) [PLS 302]

\$0

Other Income

This is all operating revenue other than that reported under local, state, and federal funds. Include, for example, monetary gifts and donations received in the current year, interest, library fines, fees for library services, or grants. Do not include the value of any contributed or in-kind services or the value of any non-monetary gifts and donations.

8.13 Monetary Gifts and Donations

\$28

8.14 Other receipts intended to be used for operating expenditures

\$304,193

8.15 TOTAL all other receipts (8.13 + 8.14) [PLS 303]

\$304,221

8.16 Other non-capital receipts placed in reserve funds

\$0

Total Operating Receipts

8.17 TOTAL receipts (8.1 + 8.7 + 8.12 + 8.15) [PLS 304]

\$4,713,589

Safeguarding of Library Funds

This section requests information to verify that libraries meet the statutory required minimum level of insurance for library funds [75 ILCS 5/4-9 and 75 ILCS 16/30-45(e)]. According to these statutes, "the library shall provide the Illinois State Library a copy of the library's certificate of insurance at the time the library's annual report is filed."

For municipalities of less than 500,000 population, 75 ILCS 5/4-9 requires that the bond be "...not less than 10% of the total funds received by the library in the last fiscal year..." or the insurance policy or other insurance instrument's coverage "...shall be in an amount at least equal to 50% of the average amount of the library's operating fund from the prior 3 fiscal years."

For public library districts, 75 ILCS 16/30-45(e) requires that the bond be "...based upon a minimum of 10% of the total funds received by the district in the last previous fiscal year..." or the insurance policy or other insurance instrument's coverage "... shall be in an amount at least equal to 10% of the average amount of the district's operating fund from the prior 3 fiscal years."

8.18a The library safeguards its funds using which option?

Insurance Policy/Instrument

8.18b Proof of Certificate of Insurance for Library Funds

Insurance 2025.pdf

8.19 What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?

\$2,000,000

8.20 Is the amount of the surety bond, insurance policy or other insurance instrument in compliance with library law?

Yes

8.21 The designated custodian of the library's funds is:

Library Treasurer

OPERATING EXPENDITURES BY CATEGORY (9.1 - 11.2)

Libraries are required by statute [75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement as to how operating revenues have been expended during the fiscal year report period. "Operating expenditures" are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

NOTE: Round answers to the nearest whole dollar.

STAFF EXPENDITURES (9.1-9.3)

This section gathers information on staff benefits and salaries. If the information is available, include benefits and salaries for staff that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library.

NOTE: Round answers to the nearest whole dollar.

9.1 Salaries and wages for all library staff [PLS 350]	\$2,559,415
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLS 351]	\$751,343
9.2b If this library answered question 9.2a as zero, please select an explanation from the drop-down box.	
9.3 Total Staff Expenditures (9.1 + 9.2) [PLS 352]	\$3,310,758

COLLECTION EXPENDITURES (10.1 - 10.4)

Include expenditures for all materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

NOTE: Round answers to the nearest whole dollar.

10.1 Printed Materials (books, newspapers, etc.) [PLS 353]	\$164,267
10.2 Electronic Content Expenditures (e-books, databases, etc.) [PLS 354]	\$240,491
10.3a Other Physical Materials Expenditures [PLS 355]	\$85,643
10.3b Please list the types of materials purchased in 10.3a	Damaged item replacement, materials supplies, Audio, DVD, Kits, LoT, STEM, Kindles, Board Games, Console Games,
10.4 TOTAL Collection Expenditures (10.1 + 10.2 + 10.3) [PLS 356]	\$490,401

OTHER OPERATING EXPENDITURES (11.1 - 11.2)

This includes all expenditures other than those reported for Staff Expenditures and Collection Expenditures. Exclude purchases of major fixed assets, which should be reported in capital expenditures (12.7).

NOTE: Round answers to the nearest whole dollar.

11.1 All other operating expenditures not included above (supplies, utilities, legal fees, etc.) [PLS 357]	\$683,136
11.2 TOTAL operating expenditures (9.3 + 10.4 + 11.1) [PLS 358]	\$4,484,295

CAPITAL REVENUE AND EXPENDITURES (12.1 - 12.7)

This section gathers information on capital revenue and expenditures. Provide information for funds received and spent during the fiscal year report period only. If the library was awarded a grant, but only received part of the funds during the report period, report only the amount of the funds received, not the entire grant award.

Capital Revenue

Include funds received during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.1a Local Government: Capital Income from Bond Sales	\$0
12.1b Local Government: Other	\$4,393,267
12.1c Total Local Government (12.1a + 12.1b) [PLS 400] ¹	\$4,393,267
12.2 State Government [PLS 401] ²	\$65,180
12.3 Federal Government [PLS 402]	\$0
12.4 Other Capital Revenue [PLS 403]	\$304,221
12.5 If Other, please specify	Interest \$89,548; Desk monies \$213,064; OCLC refund \$545; Misc \$671; Collection Agency \$393

12.6 Total Capital Revenue (12.1c + 12.2 + 12.3 + 12.4) [PLS 404]

\$4,762,668

Capital Expenditures

Include funds expended during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude expenditures for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.7 Total Capital Expenditures [PLSC 405]

\$211,750

PERSONNEL (13.1 - 13.46)

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees. Do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

Group A

This category includes all LIBRARIANS with MASTER'S DEGREES from an American Library Association (ALA) ACCREDITED program of Library and Information Studies. Another row will automatically appear once data is entered in the current row.

Summary	13	13	50.8400039.5500C	37.5000037.5000C
	13.1 Position Title	13.2 Primary Work Area	13.3 Hourly Rate	13.4 Total Hours/Week
	Deputy Director	Assistant Library Director	\$50.84	37.50
	Head of Tech and Maker Services	Other Type of Librarian	\$39.55	37.50
	Head of Resource Services	Other Type of Librarian	\$42.70	37.50
	Head of Programing and Outreach	Other Type of Librarian	\$38.59	37.50
	Resource Services Librarian	Other Type of Librarian	\$30.53	37.50
	Resource Services Librarian	Other Type of Librarian	\$27.12	37.50
	Technical Services Supervisor	Collection Development Acquisitions	\$33.77	37.50
	Senior Librarian	Children's Services	\$33.15	37.50
	Senior Technology Librarian	Automation/Technology/Systems	\$37.64	37.50
	Resource Services Librarian	Other Type of Librarian	\$40.68	37.50
	Resource Services Librarian	Other Type of Librarian	\$31.54	37.50
	Senior Librarian	Other Type of Librarian	\$39.34	37.50
	P&O Librarian	Other Type of Librarian	\$30.53	25.00

Group A Total

13.5 Total Group A: FTE ALA-MLS (13.4 / 40) [PLS 250]

11.88

Group A hidden group hours**Group B**

This category includes other librarians. Include employees with the TITLE of LIBRARIAN who either have other types of library education (non-American Library Association (ALA) accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional

training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects. Another row will automatically appear once data is entered in the current row.

Summary	1	1	1	45.18000	37.50000
	13.6 Position Title	13.7 Primary Work Area	13.8 Education Level	13.9 Hourly Rate	13.10 Total Hours/Week
	Head of Guest Services	Circulation	Less than a Bachelor's degree with LTA	\$45.18	37.50

Group B Total

13.11 Total Group B: FTE Other Librarians (13.10/40)	0.94
13.12 Total FTE Librarians (13.5 + 13.11) [PLS 251]	12.81

Group C

This category includes full-time and part-time professional staff without the title of librarian and administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.

13.13 Total hours worked in a typical week by all Group C employees	1,260.00
13.14 Minimum hourly rate actually paid	\$18.22
13.15 Maximum hourly rate actually paid	\$45.98
13.16 Total FTE Group C employees (13.13 / 40)	31.50

Group D

This category includes full-time and part-time pages or shelvers.

13.17 Total hours worked in a typical week by all Group D employees	204.00
13.18 Minimum hourly rate actually paid	\$15.30
13.19 Maximum hourly rate actually paid	\$19.39
13.20 Total FTE Group D employees (13.17 / 40)	5.10

Group E

This category includes full-time and part-time building maintenance, security or plant operation employees.

13.21 Total hours worked in a typical week by all Group E employees	37.50
13.22 Minimum hourly rate actually paid	\$40.95
13.23 Maximum hourly rate actually paid	\$40.95
13.24 Total FTE Group E employees (13.21 / 40)	0.94
13.25 Total FTE Other Paid Employees from Groups C, D, and E (13.16 + 13.20 + 13.24) [PLS 252]	37.54
13.26 Total FTE Paid Employees (13.12 + 13.25) [PLS 253]	50.35

Librarian Vacancies

Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant. Another row will automatically appear once data is entered in the current row.

Summary	2	2	2	16.0000016.00000	10.000006.00000	18.2200015.30000	27.3400021.12000
	13.27 Position Title	13.28 Primary Work Area	13.29 Education Level	13.30 Total Hours/Week	13.31 Number of Weeks Vacant during report period.	13.32 Annual Salary Range Minimum	13.33 Annual Salary Range Maximum
	Guest Services Associate	Circulation	Less than a Bachelor's degree	16.00	10	\$18.22	\$27.34
	Page	Circulation	Less than a Bachelor's degree	16.00	6	\$15.30	\$21.12

Newly Created Librarian Positions

Include any newly created librarian positions which were created during the fiscal year reporting period. Another row will automatically appear once data is

entered in the current row.

Summary						
	13.34 Position Title	13.35 Primary Work Area	13.36 Education Level	13.37 Total Hours/Week	13.38 Current Status: Filled or Unfilled	13.39 Date Filled (mm/year, if applicable)

Eliminated Librarian Positions

An eliminated librarian position is one that was budgeted for during the previous fiscal year period but was not in the budget for the current report period. Another row will automatically appear once data is entered in the current row.

Summary	1	1	1	37.50000	1	52884.00000	1
	13.40 Position Title	13.41 Primary Work Area	13.42 Education Level	13.43 Total Hours/Week	13.44 Date Eliminated (mm/year)	13.45 Last Annual Salary Paid	13.46 Reason Eliminated
	Teen Librarian	Other Type of Librarian	Master's Degree (ALA accredited)	37.50	06/2025	\$52,884	Replaced with Teen Liaison position

LIBRARY VISITS (14.1 - 14.1a)

This section collects information on the number of library visits. This is prefilled, based on the answer from Section 2.14.

14.1 Total annual visits/attendance in the library [PLS 501]	374,870
14.1a Library Visits Reporting Method [PLS 501a]	Annual Count

PROGRAMS, ACTIVITIES & ATTENDANCE (15.1 - 15.38)

Synchronous Programs:

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, or held virtually as a group that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs. Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

Self-Directed Activities:

A self-directed activity is any planned event for which the patron can participate on their own (instead of at a designated time with a group). Registration is not required. A staff member may monitor the activity, but may or may not directly interact with the participants. Examples of these types of events include drop-in craft sessions, take and make kits, library scavenger hunts (when not done as part of a group), etc.

Count all self-directed activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude activities sponsored by other groups that use library facilities. If activities are offered as a series, count each activity in the series.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

	15.1 Synchronous Programs (All Group Programs by Age)	15.2 Attendance	15.3 Self Directed Activities	15.4 Self Directed Activity Participants
Children (0-5)	120	2,933	221	8,149
Children (6-11)	119	3,815	91	4,713
Young Adults (12-18)	36	419	19	1,002
Adults (19 and older)	340	11,865	21	536
General Interest	120	8,119	16	1,445
Total	735	27,151	368	15,845

Onsite, Offsite and Virtual (All Group Programs by Type)

	15.29 Program Sessions	15.30 Program Attendance
Synchronous In-Person Onsite Program Sessions	611	19,086
Synchronous In-Person Offsite Program Sessions	71	6,906
Synchronous Virtual Program Sessions	53	1,159
Total	735	27,151

Asynchronous Virtual Presentations (Subset of Self-Directed Activities)

15.37 Total Number of Asynchronous (Virtual) Program Presentations [PLS 620]	0
15.38 Total Views of Asynchronous (Virtual) Program Presentations [PLS 630]	0

REGISTERED USERS (16.1 - 16.4)

This section collects information about the number of resident and non-resident library users. A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials and gain access to other library resources.

Note: Files should have been purged within the past three (3) years.

16.1 Total Number of Unexpired Resident Cards	22,732
16.2a Total Number of Unexpired Non-resident Cards	1,183
16.2a (1) Of the total in 16.2a, how many Cards for Kids Act cards were issued?	0
16.2a (2) Of the total in 16.2a, how many Disabled Veterans cards were issued?	4
16.2b What was the total amount of the fees collected from the sale of non-resident cards during the past fiscal year?	\$128,252.00
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLS 503]	23,915
16.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes
16.5 Does the library charge overdue fines to any users when they fail to return physical print materials by the date due? [PLS 504]	No
16.6 Did your library board adopt a policy to waive the non-resident fee for persons under the age of 18?	No

RESOURCES OWNED (17.1 - 17.25)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items in the library's collection available for use as of the last day of the fiscal year report period.

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Material Expenditures. Under this category report only items the library has acquired as part of the collection and cataloged, whether purchased, lease, licensed, or donated as gifts that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use.

17.1 Print Materials [PLS 450]	98,133
17.2 Current Print Serial Subscriptions	327
17.3 Total Print Materials (17.1+17.2)	98,460
17.4 Audio Recordings: Physical Units Held at end of the fiscal year [PLS 452]	11,204
17.5 DVDs/Videos: Physical Units Held at end of the fiscal year [PLS 454]	22,830
17.6 Other Circulating Physical Items [PLS 462]	1,472
17.7 Total Physical Items in Collection [PLS 461]	133,639

Electronic Materials and Collections

This section asks how the library obtains electronic materials, research databases and online learning platforms. Please answer yes or no to the following questions.

17.8 Did your library provide access to e-Books purchased solely by the library? Answer yes or no. [PLS 525]	Yes
17.9 Did your library provide access to e-Books purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Answer yes or no. [PLS 526]	Yes
17.10 Did your library provide access to e-Books provided by the State Library at no or minimal cost to your library? This is prefilled. [PLS 527]	No

17.11 Did your library provide access to e-Serials purchased solely by the library? Answer yes or no. [PLS 528]	Yes
17.12 Did your library provide access to e-Serials purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Answer yes or no. [PLS 529]	Yes
17.13 Did your library provide access to e-Serials provided by the State Library at no or minimal cost to your library? This is prefilled. [PLS 530]	No
17.14 Did your library provide access to e-Audio purchased solely by the library? Answer yes or no. [PLS 531]	Yes
17.15 Did your library provide access to e-Audio purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Answer yes or no. [PLS 532]	Yes
17.16 Did your library provide access to e-Audio provided by the State Library at no or minimal cost to your library? This is prefilled. [PLS 533]	No
17.17 Did your library provide access to e-Video purchased solely by the library? Answer yes or no. [PLS 534]	Yes
17.18 Did your library provide access to e-Video purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Answer yes or no. [PLS 535]	No
17.19 Did your library provide access to e-Video provided by the State Library at no or minimal cost to your library? This is prefilled. [PLS 536]	No
17.20 Did your library provide access to research databases purchased solely by the library? Answer yes or no. [PLS 537]	Yes
17.21 Did your library provide access to research databases purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Answer yes or no. [PLS 538]	Yes
17.22 Did your library provide access to research databases provided by the State Library at no or minimal cost to the administrative entity? This is prefilled. [PLS 539]	Yes
17.23 Did your library provide access to online learning platforms purchased solely by the library? Answer yes or no. [PLS 540]	Yes
17.24 Did your library provide access to online learning platforms purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Answer yes or no. [PLS 541]	Yes
17.25 Did your library provide access to online learning platforms provided by the State Library at no or minimal cost to your library? This is prefilled. [PLS 542]	Yes

USE OF RESOURCES (18.1 - 18.19)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items circulated by the library. Report for the library's entire fiscal year.

18.1 Circulation of Adult Physical Material	294,604
18.2 Circulation of Young Adult Physical Material	17,235
18.3 Circulation of Children's Physical Material [PLS 549]	205,256
18.4 Total number of physical materials loaned (18.1 + 18.2 + 18.3)	517,095

Report circulation, including renewals, by the material types below.

18.5 Books- Physical	385,293
18.6 Videos/DVDs- Physical	77,431
18.7 Audios (include music)- Physical	19,711
18.8 Magazines/Periodicals- Physical	9,060
18.9 Other Items- Physical [PLS 561]	25,600
18.10 Physical Item Circulation (18.5-18.9) [PLS 553]	517,095
18.11 Did your library offer automatic renewal for any physical materials during the reporting period? [PLS 505]	Yes
18.12 e-Book Circulation [PLS 545]	67,238
18.13 e-Serial Circulation [PLS 546]	14,836
18.14 e-Audio Circulation [PLS 547]	55,851
18.15 e-Video Circulation [PLS 548]	1,302
18.16 Use of Electronic Materials [PLS 552]	139,227
18.17 Total Circulation of Materials [PLS 550]	656,322
18.18 Interlibrary Loans Provided TO Other Libraries [PLS 575]	33,057
18.19 Interlibrary Loans Received FROM Other Libraries [PLS 576]	51,698

PATRON SERVICES (19.1-19.2)

This section gathers information on services the library provides to its patrons. Please fill in the information requested.

Reference Transactions

Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others to meet particular information needs.

A reference transaction includes information and referral service as well as unscheduled individual instruction and assistance in using information sources (including web sites and computer-assisted instruction). Count Readers Advisory questions as reference transactions.

NOTE: It is essential that libraries do not include directional transactions in the report of reference transactions. Directional transactions include giving instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, "Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?"

If an annual count is not available, then select a typical week and multiply by 52 to estimate the annual count.

19.1 Total Annual Reference Transactions [PLS 502]	44,398
19.1a Reference Transactions Reporting Method [PLS 502a]	Annual Count

One-on-One Tutorials

One-on-one tutorials are when a staff member spends a considerable amount of time tutoring or teaching a patron on a specific subject. Note that these are different from programs, which are put on for a group, and reference transactions, which are limited to information consultations (see definition above).

19.2 Total Annual One-on-One Tutorials	362
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AUTOMATION (20.1 - 20.5)

This section is collecting information about automation technology in your library. Please provide the requested information below.

20.1 Total number of ALL computers in the library	157
20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library)	79
20.3 Is your library's catalog automated?	Yes
20.4 Is your library's catalog accessible via the web?	Yes
20.5 Does your library have a telecommunications messaging device for the hearing impaired?	No

INTERNET (21.1 - 21.9)

This section collects information about internet services in the library facility. Please provide the requested information below.

21.1 Does your library have Internet access?	Yes
21.2a What is the maximum speed of your library's Internet connection? (Select one)	45 Mbps or more
21.2b If Other, please specify	100 mpbs
21.3 What is the monthly cost of the library's internet access?	\$1,047
21.4 Number of Internet Computers Available for Public Use [PLS 650]	66
21.5 Number of Uses (Sessions) of Public Internet Computers Per Year [PLS 651]	26,463
21.5a Reporting Method for Number of Uses of Public Internet Computers Per Year [PLS 651a]	Annual Count
21.6 Wireless Sessions Per Year [PLS 652]	103,545
21.6a Reporting Method for Wireless Sessions [PLS 652a]	Annual Count
21.7 Does your library utilize Internet filters on some or all of the public access computers?	No
21.8 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?	Yes

E-RATE (22.1 - 22.3)

E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access.

22.1 Did your library apply directly for E-rate discounts for the fiscal year?	No
22.2a If YES, did your library apply for Category 1, Category 2 or both?	
22.2b IF YES, what is the dollar amount that your library was awarded for the fiscal year report period?	
22.3 If NO, why did your library NOT participate in the E-rate program?	Use alternate discount program

STAFF DEVELOPMENT & TRAINING (23.1 - 23.3)

This section focuses on staff development and training. Please provide the requested information below.

23.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)	\$18,400
23.2 Does the above amount include travel expenses?	Yes
23.3 How many hours of training did employees receive this year?	1,274.00

COMMENTS AND SUGGESTIONS (24.1-24.3)

Please use this section to provide further information about your library and/or comments or suggestions for changes to the IPLAR process. We will use the comments you supply to better represent your data to the Public Library Survey and to help improve future versions of the IPLAR.

24.1 Are there any other factors that may have affected your library's annual report data of which you would like to make us aware?	
24.2 Are there any unique programs or services your library provided during the report period of which you would like to make us aware?	
24.3 Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).	

PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (25.1-25.5) DISTRICT LIBRARIES ONLY

Public Library Districts are required by statute [75 ILCS 16/30-65(a)(1),(c)(d)] to submit the Public Library District Secretary's Audit.

NOTE: If there ARE any errors or discrepancies, please list and explain fully.

NOTE: Only DISTRICT libraries need to complete this Section, all other libraries should select "Not Applicable" for all questions in this section.

25.1 Were the secretary's records found to be complete and accurate?	Yes
25.2 If NO, please list and explain any errors or discrepancies.	
25.3 First board member completing the audit	Victoria Suriano
25.4 Second board member completing the audit	Stacy Palmisano
25.5 Date the Secretary's Audit was completed	2025-07-16

IPLAR CERTIFICATION

Please have the library director, board president and board secretary type their names in the boxes provided to certify that they agree with the following statement:

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the electronic IPLAR copy submitted to the Illinois State Library shall serve as the official file copy.

	Electronic Signature	Date
Library Director	Laura Birmingham	2025-08-15
President	Victoria Suriano	2025-08-20
Secretary	Stacy Palmisano	2025-08-20

IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:

1. Select the "Verify" button located at the top of the screen.
2. Review the form and resolve any required fields or edit checks (they will be highlighted in red). In the case of edit checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.
3. Select the "Submit/Lock" button at the top of the page.

NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information. If you have trouble getting the form to submit/lock, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

¹, 12.1c This is tax income from DuPage and Cook Counties (0-2025-08-15)

², 12.2 Per Capita Grant Funds (0-2025-08-15)

³, [PLS 604] Staff did more programs (0-2025-08-15)

⁴, [PLS 614] More programs means larger attendance (0-2025-08-15)

Executive Director's Report September 2025

Summer Reading:

Amy Merda, Head of Programming and Outreach, is giving the staff report and will give us the highlights of this year's program.

Insurance:

Kristen and I met with a representative from Hanover Risk Solutions to review the library's operations, exposures and practices to evaluate potential losses. We passed the audit without any issue.

Legislative Happenings:

P&O staff attended Senator Curran and Representative LaHa's Children's Safety Expo on Saturday, September 6th at Lace Elementary.

Senator Curran's Office held an iCash event at the library on September 10th.

Personnel:

Cindy was asked by SWAN staff to present at this year's SWAN Expo as they had recently heard about some of the innovative practices Cindy has put into place at IPPL. The program, *Opening Doors: Embracing Patron-Focused Practices*, highlighted the many ways our library has removed barriers for patrons who wish to use the library, such as offering online library card registration, patron record cleanup of old bills and notes, and more. She also highlighted the extra services Guest Services manages such as passport acceptance, selling stamps, and license plate renewals. Several IPPL staff (Amy Pearson, Sky Stopen, & Anne DellaMaria from Guest Services; Gail Graziani & Jeanine Clinton from Resource Services) attended the Expo. I have attached reports that the Guest Services supervisors wrote about their experience at the Expo.

I am pleased to report that Jen Ripka, Resource Services Librarian, has been selected to participate in the RAILS Catalyst program. This program offers personalized and dynamic coaching from Certified Professional Coach Becky Thalmann over the course of eight months in both virtual and in-person sessions. A press release about this new program is included in Communications and Announcements.

Jeanine Clinton, Resource Services Librarian/Technical Services Supervisor, will be presenting as part of a panel on *Creating Visually Appealing Catalog Records for Your Library of Things* at ILA next month. Jeanine recently overhauled our Library of Things collection and is happy to share best practices.

Continuing Education:

Webinars (1 hour each):

Practical Strategies for Speaking to Power

Passive Aggressive Behavior: Sources and Solutions for Libraries

It's All About Culture: Strategic Plan implementation & Addressing Power, Fear and Trust

Building Stronger Multi-Generational Teams

Up or Out: Employees Back on Track

IPPL Foundation & Friends:

The Book Sale brought in \$193 and we received \$24.54 in movie donations in August.

Meetings:

- 8/21 Meeting with Hanover Risk Solutions
- 8/27 SWAN Fireside Zoom
- 8/28 Department Head Meeting
- 9/3 WBBR Chamber Meeting
- 9/4 SWAN Quarterly
- 9/5 Meeting with donor
- 9/5 Capital Improvement Plan Review Meeting
- 9/8 Summer Reading Debrief
- 9/10 RAILS Member Update
- 9/11 Department Head Meeting
- 9/17 Library Board Meeting

In August, I had 30 one-on-ones with staff.

Submitted by: Laura Birmingham

SWAN Expo 2025

The theme of SWAN Expo 2025 was “How can I help you?”. Obviously, this is a phrase that library workers are intimately familiar with, and while we may think that this means we know the ins and outs of the question, there are always new perspectives it can be viewed with. Really, that is one of the great things about getting to go to SWAN expo: all the different perspectives.

Working at one place for so long, you can get stuck in something of an echo chamber. Interacting with all these different people that are also a part of SWAN, you get to see that they may be doing the same things as you in completely different ways. Even if nothing new gets incorporated in how you work, it is still a great learning opportunity to be able to look at problems you may be having from other people’s angles. This keeps you prepared for anything that could happen.

The keynote speaker, John Chrastka of EveryLibrary, had a great quote about preparation: “Preparation beats improvisation, especially during disruption.” While in this context he was speaking about political climate, I think this quote can be interpreted in so many different ways in the library world. For instance, say the power goes out. It completely disrupts everything. If you don’t have any procedures in place, you may scramble. This, however, is a situation you can be prepared for. If you have pre-printed sheets for manual checkouts, you don’t have to turn guests away. If you have battery charged technology, you can still assist guests online. These kinds of disruptions can be anticipated, and, with a little thought beforehand, can be avoided.

Change should also be anticipated, especially in this high-tech era where things are moving faster than a lot of us can keep up. Changes in economics and funding, politics and policy, media and technology, and library workforce are all things that should be prepared for. These are all things that can change in a flash, and staying ahead of these changes can ensure that guests are getting the assistance they need and deserve.

Keeping guests top of mind and being prepared in these ways is great for enforcing patron focused practices in your library. Being patron focused means hearing what the patrons want, while still also empowering the staff. While staff should be firm and follow policy, the aim of the library, ultimately, is to retain patrons- not make them afraid of coming to the library. Any barrier to entry that is in place is one that *we* put there, so we have to ask ourselves *why*? Why are these barriers helpful for either the guest or the staff? And are we designing our practices to work for us or for them? Nowadays, libraries are a one stop shop for books, technology, and so much more. It is important that we emphasize inclusive access to resources.

This concept is especially important in the next seminar I attended: Library Newcomers and the Immigrant Experience. With 52,000 immigrants over the last 3 years having become Chicagoans, inclusivity is not an option- it's a necessity. While we are not nearly as impacted by this boom in population as the Chicago Public Libraries are, we may experience an increase in

reciprocal borrowers or general patronage from CPL. While we are not responsible for providing for these guests the same way that CPL may be, it is still important that we understand our impact and do our part as a resource, even if that just means providing a book that is not available from their home library.

Luckily for Illinois libraries, when it comes to interlibrary loans, RAILS delivers. Over 8.2 MILLION items a year, to be exact. This seminar was so interesting simply because it put into perspective the incredibly high quantity of items libraries provide. Over an area of 27,000 sq/miles, RAILS delivery drivers traveled over 990,000 miles. With so many items being delivered every day, it was broken down to cost \$0.53 per item. The amount of money guests save by using their local library is just mind boggling!

Being able to be a part of something that can make such a huge impact on the community is truly a humbling experience, one I am constantly grateful for. It is a shame that SWAN X only comes once a year, because it has proven time and again to be an eye-opening and inspiring event. I can only hope I am continually suited to attend.

Sky Stopen, Guest Services Supervisor



Outlook

Swan-X 2025

From Amy P <amyp@ippl.info>

Date Wed 8/27/2025 2:46 PM

To Laura Birmingham <laurab@ippl.info>

Hello Laura,

Thanks for sending us to another fun and educational year at Swan Expo 2025.

The keynote speaker, John Chrastka, who spoke after Aaron's introductions gave some interesting, albeit terrifying facts about what is at stake in the library world in today's political climate. The interference by some states, banning books, cutting funding, disruption of everyday operations; honestly, it's scary, but John went over some helpful suggestions. Just being aware, understand the policies and the legalities, and overall, and most importantly just be prepared.

My absolute favorite session this year was "Opening Doors, Embracing Patron-Focused Practices." The presenters were **THE BEST** of the day, knowledgeable and entertaining. Cindy really knows her stuff, we are so lucky to have her as part of the IPPL Team! She was pretty much the local celebrity of the day. 😊 Her and Andrew gave a lot of helpful and useful tips about processes to make sure our guests have a wonderful library experience.

The immigration presentation was full of a lot of surprising statistics. I was unaware that the CPL has 81 branches- that seems like a crazy amount. Also, the influx of people who move into the City on a regular basis, they have had over 52,000 newcomers in the last few years, especially when the busses were arriving with immigrants from TX. CPL has really done a lot to welcome these individuals and make them feel like they are part of the community.

The RAILS presentation was also very informative. Mark could have gone on longer if he had the time; I think it would have been interesting to find out more details about the topics he discussed, he has RAILS operations down to a science. Knowing how the cogs of the machine work and seeing just how much goes into the whole Delivery Process was very cool. It also gave me more appreciation for Delivery Count, hearing the reasoning behind it makes so much more sense now.

The company was great; we really do have a fantastic group of Supervisors here at IPPL! ❤️ That and seeing familiar faces from the other libraries made for a fun and successful day.

Thank you again!

Amy Pearson

Guest Services Supervisor

Indian Prairie Public Library

(630) 887-8760 ext 227



SwanX - THANKS!

From Anne DellaMaria <anned@ippl.info>
Date Sat 8/23/2025 11:44 AM
To Laura Birmingham <laurab@ippl.info>

Hi Laura,
I just wanted to take a minute to thank you for letting me be a part of SwanX this year.
Not gonna lie, but I thought "ok I'll go, it will probably be boring, but I'm sure informative."

Boy was I wrong. The entire day was filled with people who are passionate about their work in the library system. From the excellent Keynote speaker, John Chrastka to the RAILS delivery presenter - Mark Hatch - everyone truly cares about what they do.

I'm a person who loves knowing the context of things and the conference provided so much insight into the bigger picture of all the support we have as associates via Swan, Aspen, Message Bee, Rails, Unique etc.

The highlight of the day was Cindy's "Opening Doors" presentation - the room was filled to capacity with even the SWAN higher up's in attendance. She was so informative and made the topic highly interesting. The attendees were impressed/surprised at all that IPPL offers it's patrons.

I also attended:

SWAN Notifications from the Ground Up

Very helpful for me as I'm not as well-versed as I'd like to be in Message Bee.

RAILS Delivery: Bins, Bags and Beyond!

Was so impressed by Mark's dedication and passion for what he does - he made logistics of the RAILS delivery system so fascinating.

Thanks again, it was an energizing day! - Anne

Deputy Director's Report: August 2025

Building & Grounds:

We had a crew of painters come during the last week of August to paint many of the walls in the public areas of the building. They did a great job, finishing within budget and ahead of schedule with very little mess or disruption to operations.

That same week, KI delivered several pieces of new furniture for the Kids & Teens area. We now can offer additional study tables and chairs, plus two new Mid-Kid computers in the Mid-Kids lounge.

Additionally, Joe closed 38 building tickets in August. Highlights include: 1) Added a small ramp to the bottom of the doorway in the receiving room for easier cart movement, 2) Assembled new shelves and placed them behind the K&T desk, and 3) Installed a new, longer tabletop in the Mid-Kids lounge for the additional computers.

Staff Training:

In August I conducted Person-In-Charge training on Teens. I also invited three non-Person-In-Charge staff members who regularly cover the second-floor service desk so everyone is on the same page.

Meetings:

Six-month onboarding check-in meeting with Fernanda, August 1

Facilities RAILS Group meeting, August 13

Library Board meeting, August 20

Department Head meetings: August 14 & 28

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

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

Technology Highlights:

We purchased a one-year subscription to a product called KnowB4. KnowB4 is a training and testing system that is designed to teach staff members how to detect and report phishing emails. We believe this will help increase the overall security of our network.

Tony closed 42 technology tickets in August. Highlights include: 1) Configured & installed new Mid-Kid computers, 2) Helped to set up and configure the new poster printer in the Maker Studio, and 3) Set up laptops for P&O and GS to bring on outreach visits.

The WorkNet DuPage Kiosk stats for August were 29 sessions.

Report Submitted by: Kristen Lawson

Jill Yott, Communications Coordinator, Report for Board of Trustees August 2025

In the Gallery—August

1st Floor Gallery: Laura Lein-Scvencer

2nd Floor Gallery & Display Cases: Laura Lein-Scvencer

Notable Projects/Meetings/Workshops

- Jill was on vacation the first week of August.
- Jill attended the August board meeting.
- Met with Gail regarding upcoming projects.
- Met with Sharon about Maker Studio needs.
- Met with Amy to catch up on upcoming project.
- Had regular 1-1 meetings with Laura.
- Had regular 1-1 meetings with Fernanda.
- Started working on library cards for minors through Patron Point with Laura and Cindy.
- Did other signs as requested by the P & O team and Resource Services.

Newsletter

The September/October/November newsletter arrived at the post office August 19. Laura and I discussed plans for the December/January/February newsletter at one of our one-on-ones in August.

New logo/branding

With the arrival of the fall newsletter, I started updating the logo in the library including the website, social media, SWAN (thanks to Cindy for her assistance since this proved to be stubborn), as well as with our community partners. In addition, I started working on name tags and letter head with the designer. The updates to the kits and other promotional materials will happen in phases as well need to update the behind the scenes templates and review the existing parts of the kits with Resource Services.

Outreach

Fernanda was busy pulling together promotional materials for events that the Programming and Outreach team for all their school visits in August, plus events such as National Night Out. There were 12 events total. The materials that were part of my July report were the ones that we distributed at the August events.

Website

- Did minor updates to the site as requested by Laura, Kristen, Gail, Sharon, and Jordan.
- Updated the home page to reflect the current happenings in the library.

Yelp & Google

People are using Yelp and Google to access the library.

August Google website clicks: 3,699

August Google directions: 1,173

August Google phone calls: 470

August Yelp calls: 27

General Enews Subscribers

August 31	21,344
July 31	21,439
Loss/Gain in subscribers	+95

Enews Open Rate

Both the regular enews and regular campaigns had steady opening rates. In fact, the open rate went up on average. As a reminder, we never know the exact open rate as some mail filters prevent us from knowing if someone opens the email or not.

Date	Open Rate
August 3 Summer Reading Email	55 percent
August 7	40 percent
August 14	42 percent
August 21	44 percent
August 28	41 percent
Recommends	47 percent
Birthday Campaign Open Rate	52 percent
Anniversary Campaign Open Rate	48 percent
Library Welcome Emails	
Welcome one	74 percent
Welcome two	61 percent
Welcome three	56 percent

Social Media

Social Media continues to grow on our active channels. We had a surge of followers on Facebook and Instagram once again.

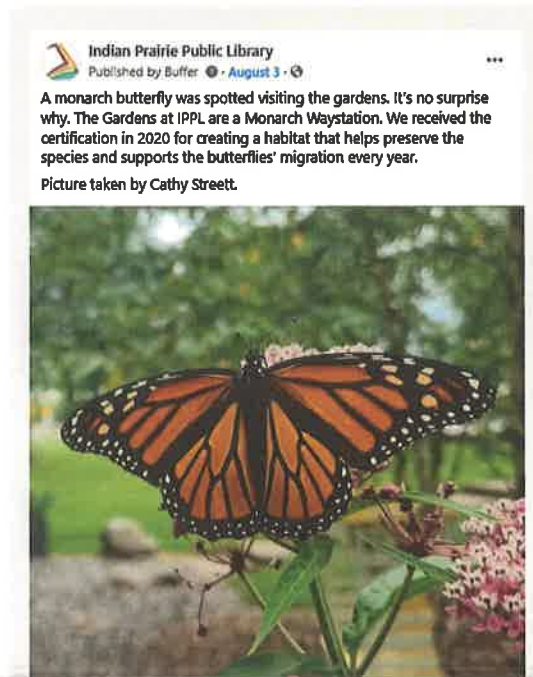
Likes/Follows

Social Channel	Likes/Followers	+/- (July)
Facebook (follows)	2,924	+15
Instagram	1,329	+20
X	1,129	+4
LinkedIn	260	+6
YouTube	220	-1
Threads	238	+2
BlueSky	136	+8

Popular Facebook and Instagram Posts

Fernanda documented the summer reading celebration box via photos, and created a reel for Facebook and Instagram from it. It was only 8 seconds long, but it was impactful to see all the books read this summer. But, that reel exploded in views on Facebook and Instagram, making it our most popular reel ever with 3,500 views. Great job, Fernanda.

In addition, a beautiful picture of a butterfly taken by Darien Garden Club member and library volunteer Cathy Streett also did really well on our social media channels, making it the most popular (non-video) post of the month, followed by a picture of Miss Erin holding the school trophy, where Gower West had the highest percentage of Summer Reading winners. Erin is well-loved on Instagram and Facebook.



Guest Services

August 2025

Circulation

The total checkouts and renewals for August were 56,957; 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 32,659 in-person visitors and 656 patrons used the drive-up.

Staff checked out or renewed 1,369 items at the drive-up and 844 holds were placed for pickup at the drive-up.

Community

Passports: Staff accepted 61 passports.

License plate sticker renewals: Staff sold 29 License plate stickers.

Library Cards: 397 library cards were issued: 288 resident and 109 non-resident. 39 cards were initiated remotely.

Total number of IPPL Library cards: 25,230

Birthday gift: Staff handed out 18 birthday gifts.

Staff: Amy Pearson, Sky Stopen, Anne DellaMaria, and I attended the SWAN Expo annual conference on Friday, August 22, 2025. The conference was held at Moraine Valley Community College in Palos Hills. I also gave a presentation at the conference. My session, *Opening Doors: Embracing Patron-Focused Practices*, was well attended.

Outreach:

Guest Services assisted in back to school events in August:

- Bree attended Hinsdale South's Back to School Bash on Sunday August 3rd and issued 21 library cards.
- Vanessa, Corey, Bree and Tueta all helped with back to school days at both Anne M. Jeans Elementary and Burr Ridge Middle School on Tuesday, August 19th. 41 cards were issued.

Cindy Maiello Gluecklich

Head of Guest Services

Programming and Outreach Department – August 2025

Community

The first Tuesday in August, Aug. 5, was again National Night Out, a community-building partnership event between local police departments and the residents they serve. Sharon Byerly, Tech/Maker Studio Dept. Head, and Faye Lindsey, Associate, represented IPPL in Darien at Westwood Park and interacted with 258 attendees to share giveaways, a game, and library information. Across the community, Amy Merda, Dept. Head, and Beth Skolba, Specialist, represented IPPL at the Burr Ridge/Willowbrook event at Midway Park in Willowbrook. They interacted with 202 attendees.



On Aug. 12, Jean Carroll, Adult Librarian, and Kate Kresek, Specialist, provided mobile library service at Harvester Place Senior Living to 8 residents.

Jordan Calabrese, Resource Librarian, presented an outreach storytime to 6 attendees at a YWCA partnership program at Hinsdale Lake Terrace Clubhouse, located in the Willowbrook Community.

On Aug. 15, Jean Carroll provided mobile library service at Burr Ridge Senior Living to 9 residents. During that time, residents placed 8 holds, checked out 12 items, and one resident benefitted from a one-on-one Kanopy resource training.

Jean Carroll and Kate Kresek provided mobile library service on Aug. 19 at Eden Vista Burr Ridge and interacted with 8 residents. Those interactions included 20 checkouts.

School Outreach

August is traditionally an especially robust outreach month with schools hosting open houses and “meet the teacher” events.

- Aug. 3—Amy Merda; Bri Kushta, GS Associate; and Vanessa Chiodo, GS Associate, represented IPPL at the first annual Hinsdale South High School Back-to-School Bash. The GS staff facilitated on-the-spot library cards to eligible students and families while Amy promoted teen programs, materials, and services.
- Aug. 14—Beth Skolba visited Eisenhower Junior High’s Back to School picnic and logged 79 interactions.
- Aug. 19—Beth Skolba; Laura Warner, Mid-Kids Liaison; Erin Fergus, Senior Librarian; Vanessa Chiodo; and Corey Arango, GS Associate, represented IPPL at the all day Anne M. Jeans Back to School Open House, reaching 200 community members and facilitating “on the spot” IPPL cards with eligible students and their family members.



- Aug. 19—Amy Merda; Teuta Gorenca, GS Associate; and Bri Kushta represented IPPL at the all day Burr Ridge Middle School Back to School Open House, reaching 117 community members.
- Aug. 20-- IPPL staff did not host a table at the Gower West Back to School Open House due to inclement weather; 500 fliers on library resources and programs were offered to the school to be shared with students and their families. Laura Warner delivered these fliers to the school along with the "IPPL Reading Champions Trophy," which Gower West earned for the 2025-2026 year due to having the highest participation numbers in this year's Summer Reading Program.
- Aug. 20—Monet Welsh represented IPPL at the Gower Middle School Open House.
- Aug. 28—Monet Welsh represented IPPL at Hinsdale South High School for their Curriculum Night and interacted with 108 parents and staff.
- Aug. 28—Amy Merda represented IPPL at Hinsdale Central High School for their Curriculum Night and interacted with 17 parents and staff.



One hundred thirty-four packets were taken for use by guests from the Seed Library, which is maintained by Betty Cornfield, Associate.

In August, we had 56 programs attended by 2,639 guests.

Early Literacy/Families

8/4	Kindergarten Bootcamp: Day 1	Erin, Jordan	15
8/5	Kindergarten Bootcamp: Day 2	Erin, Jordan	14
8/6	Kindergarten Bootcamp: Day 3	Erin, Jordan, Faye	12
8/11	Family Storytime	Beth, Erin	42
8/18	Family Storytime	Beth, Erin	33
8/25	Family Storytime	Erin, Beth	42

Teens

8/1	Summer Volunteer Pizza Party	Monet	17
8/21	Try Snacks From Around the World	Monet	16

Adults

8/6	Online: Chair Yoga	Kate	24
8/6	Safety Conversations	Jean	6
8/7	Thursday Afternoon Movie: Green and Gold	T.J.	20
8/9	Flower Arranging 101	Jean	18
8/12	Online: Chair Yoga	Kate	26
8/20	Online: Chair Yoga	Kate	19

8/21	Thursday Afternoon Movie: Bridge Jones Diary: Mad About the Boy	T.J.	26
8/21	Leslie Goddard Presents Eleanor Roosevelt	Kate	99
8/23	Petit Animal Needle Felting	Kate	18
8/27	Online: Chair Yoga	Kate	24



The Flower Arranging 101 program on 8/9 had a full house with creative attendees who walked away with a beautiful bouquet, created under the direction of Darien Garden Club volunteers.

On 8/23, the Petit Animal Needle Felting program was enjoyed by all who attended. Attendees learned a new skill and brought home a new creation.



Groups

8/2	ESL Conversation Group	Joe	4
8/4	Adult Chess Group Drop-In	Jean	11
8/7	Nonfiction at Night Book Discussion	Joe P.	6
8/11	Adult Chess Group Drop-In	Jean	12
8/14	Crime Readers	Tori	10
8/16	ESL Conversation Group	Joe P.	4
8/18	Novel Idea Book Discussion	Jen	14
8/19	Booked for the Afternoon	Jen	4
8/18	Adult Chess Group Drop-In	Jean	6
8/28	Hybrid: Genealogy Group: 10 Things Every Eastern European Genealogy Should Know	Joe P.	28
8/28	Adult Dungeons & Dragons	Amy	15

Passive, Pick-Up, and Pop-Up Programs

Early Literacy/Mid-Kids

8/1-8/31	Baby Book Bees registrations	Jordan	1
8/1-8/31	1,000 Books Before Kindergarten registrations	Jordan	8
8/1-8/31	1,000 Books Before Kindergarten completions	Jordan	1
8/1-8/31	Animal Scavenger Hunt	Beth	7
8/1-8/31	Mid-Kids Book Bag requests	Jordan	1
8/1-8/31	Mid-Kids Lounge activities	Laura	90

8/1-8/8	Summer Color by Number	Beth	135
8/1-8/14	Scuba Diver coloring	Erin	180
8/1-8/14	Little Makers @ Home: Count and Color	Erin	130
8/8-8/22	Soccer Players 3D	Beth	305
8/12	Pop-Up Program: Harvesting the Gardens	Faye, Beth	7
8/15-8/28	Ice Cream coloring	Erin	150
8/15-8/31	Little Makers @ Home: All About Me	Erin	80
8/21	Pop-Up Program: Chalk the Walk	Beth	8
8/22-8/28	Crayon Bookmarks	Beth	110
8/28-8/31	Back to School craft	Beth	50
8/29-8/31	Librarian coloring	Erin	50
8/29-8/31	Little Makers @ Home: Pirate Count & Write	Erin	30

Teen

8/1-8/31	Teen Bookbag Requests	Monet	3
8/1-8/31	Teen Coloring Pages	Monet	105
8/6-8/31	Teen Post	Monet	35
8/13-8/31	Pop-Ups: TeenSpace/IPPL Orientations for Teens	Monet	30

Adult

8/1-8/31	Adult Puzzles in Café	Kate	47
8/5	Pick-up Program: Spice of the Month: Ground Mustard	Kate	25

Submitted by:

Amy Merda, P & O Dept. Head

9/11/25

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

Collection Updates

- Jordan Calabrese, Youth and Teen Resource Services Librarian, updated the following seasonal book lists on the library's website: *Scary Stories for Little Readers*, *Small Scares for Mid-Kids*, *Horror for Teens*, *Mid-Kid Mysteries*, and *Mysteries for Teens*.
- Tori Castro, Resource Services Librarian, prepared five new Book Club to Go kits for checkout by community book groups.
- Jeanine Clinton, Resource Services Librarian, moved the popular Kids & Teens floor puzzles into sturdy bags, replacing the worn boxes.
- Joe Popowitch, Resource Services Librarian, is working with the Illinois Digital Archives to transfer the library's historical photos of Darien, Burr Ridge, and Willowbrook to a new platform where they will continue to be accessible by the public.
- Jen Ripka, Resource Services Librarian, met with the library's Hoopla representative to discuss the service and to learn about new features.
- T.J. Szafranski, Senior Resource Services Librarian, created user guides and check in procedures for the forthcoming Trending Devices collection.

Resource Totals

Print Books	101,134
A/V Materials	34,188
Other Materials (Kits, Devices, Games, Puzzles)	1,468
Total Physical Formats	136,790
eBooks (eMediaLibrary & Hoopla)	1,126,902
eAudio & eMusic (eMediaLibrary & Hoopla)	880,175
Digital Video (Hoopla & Kanopy)	72,696
Total Electronic Formats	2,079,773
TOTAL Physical & Electronic Materials	2,216,563

Displays

1st Floor

- Pick Your Own Adventure; Astronomy; Road Trip Audiobooks

2nd Floor

- First Day of School; Back to School; Friends

Monthly Highlights

- T.J. Szafranski, Senior Resource Services Librarian, worked with various vendors, including Hoopla, Kanopy, Press Reader, and OverDrive to add the library's new logo to their resources.
- Jen Ripka, Resource Services Librarian, attended the Digipalooza 2025 Conference held by OverDrive in Cleveland, Ohio where she met with the library's account team, connected with other librarians working with digital collections, and learned strategies to improve user experience.

- Joe Popowitch, Resource Services Librarian, facilitated the August meeting of the Genealogy Group with professional genealogist, Lisa Alzo, who presented on, "Ten Things Every Eastern European Genealogist Should Know," with 28 people in attendance.
- Jeanine Clinton, Resource Services Librarian, is adding a Pocketalk translation device and a laptop docking station to the Library of Things collection.
- Tori Castro, Resource Services Librarian, updated the *Dark Academia* book list to support the September display of these titles on the first floor.
- Jordan Calabrese, Youth and Teen Resource Services Librarian, and Erin Fergus, Senior Programming and Outreach Librarian, facilitated the annual Kindergarten Boot Camp to help prepare children for school for 2.5 hours per day over three consecutive days.

Resource Services Librarian Interactions

Assistance	120	59 phone / 46 in-person / 13 chat / 2 email
Reference	159	70 phone / 78 in-person / 7 chat / 4 email
One-to-One Training	18	9 phone / 9 in-person
Readers' Advisory	10	1 phone / 7 in-person / 2 email
Directional	4	3 phone / 1 in-person

Community

- Jordan Calabrese, Youth and Teen Resource Services Librarian, provided a 1,000 Books Before Kindergarten storytime for six children at Hinsdale Lake Townhomes in partnership with the YWCA. Jordan also attended the Back-to-School Fair at Burr Ridge Middle School where she spoke to 25 people about library services over a two-hour period.
- Tori Castro, Resource Services Librarian, checked out 62 items for Homebound program deliveries, and prepared discussion questions for seven outside book groups.
- Joe Popowitch, Resource Services Librarian, coordinated ten volunteer hours for the Veterans History Project and three general volunteer hours.

Programs

Date	Name	Program	Attendance
8/02/25	Joe	ESL Conversation Group	4
8/04/25	Jordan	Kindergarten Boot Camp	15
8/05/25	Jordan	Kindergarten Boot Camp	14
8/06/25	Jordan	Kindergarten Boot Camp	12
8/07/25	Joe	Nonfiction at Night Book Group	6
8/07/25	T.J.	Thursday Afternoon Movie	20
8/14/25	Tori	Crime Readers Book Group	10
8/16/25	Joe	ESL Conversation Group	4
8/18/25	Jen	Novel Idea Book Group	14
8/19/25	Jen	Booked for the Afternoon Book Group	4
8/21/25	T.J.	Thursday Afternoon Movie	26
8/28/25	Joe	Genealogy Group Evening Program	28

Youth Passive Programs

Program	Engagement
Monarch Challenge	n/a
Bluestem Challenge	n/a
Caudill Challenge	n/a
1,000 Books Before Kindergarten	8 registrations / 1 completion
Baby Book Bees	1 registration
100 Books Before Graduation	n/a
Mid-Kid Book Bags	1 request

Continuing Education & Contributing to the Profession

- T.J. Szafranski attended the following webinars/meetings:
 - Met with a Udemmy representative regarding administration and statistics
 - Data in Libraries Networking Group (RAILS)
- Jen Ripka attended the following webinars/meetings:
 - Collection Development Networking Group (RAILS)
 - Digipalooza Conference (OverDrive)
- Hannah Frost, Resource Services Associate II, attended a six-week class:
 - Cataloging Basics (RAILS)
- Jeanine Clinton attended the following webinars/meetings:
 - Data in Libraries Networking Group (RAILS)
 - iCamp meeting & Schaumburg Public Library tour
 - SWAN Expo Conference
- Tori Castro attended the following webinars/meetings:
 - Genre Study (Adult Reading Round Table)

Technology & Maker Services Board Report

August 2025

Classes/Programs

Number of Classes: 8

Total Attendance: 76

Maker Programs

Date	Time	Class	Audience	Instructor	Attendance
8/4/25	9:30-11am	Intro to Vinyl Cutter	Adults & Teens	Lucas	7
8/14/25	6:30-8pm	Intro to Laser Etching	Families	Lucas	9
8/20/25	6:30-8pm	Laser Etched Cork Coasters	Adults & Teens	Luke	4
8/21/25	9:30-11am	Laser Etched Cork Coasters	Adults & Teens	Luke	7
8/25/25	6:30-8pm	Intro to 3D Printing	Adults & Teens	Lucas	10

Technology Programs

Date	Time	Class	Audience	Instructor	Attendance
8/12/25	9:30-11am	iPad Basics	Adults	Luke	7
8/20/25	4-5pm	Scratch Coding	Mid-kids	Lucas	4
8/23/25	9:30-11am	Cutting the Cable Cord	Adults	Ann Stovall	28

Statistics

- Wireless Usage- Total Unique Access: 9939
- Computer Usage
 - o Adult Users: 1433 Hours: 1545
 - o Adult laptop: 8 Hours: 15
 - o K&T Users: 732 Hours: 337
 - o K&T Laptops: 7 Hours: 12
- Technology Desk
 - o Assistance- 1249
 - o Directional – 11
 - o 1-on-1 Training- 1

- Maker Studio
 - o Assistance: 45
 - o Maker 1-on-1 Training: 104
 - o Equipment Bookings: 191

Maker Services/Maker Studio

Outreach & Projects

- Sharon attended “National Night Out 2025” on Tuesday, August 5, 2025 at Westwood Park in Darien. The IPPL table there interacted with 500 people that evening.
- Lucas designed, printed, and installed an under-desk phone holder for the 2FA smartphone LibCal authenticator at the Tech Desk.
- Lucas is developing an in-depth “How-to” guide for the Maker Studio sewing machines.
- Luke is revising the “How-to” guide for the Laser. The goal of the guides is to encourage self-direction for guests.
- Luke prepared for the upcoming program “Intro to the Digital Darkroom” and winter programming.
- Ayah is motivated about learning all Maker Studio machines and is taking appointments regularly.

Made in a class

3D Printed Keychains	Laser-etched Cork Coasters
	

Made Using Equipment

Silhouette machine



WTP and Heat Press t-shirt



Laser engraved tea tray

3D glow in the dark domino



Submitted by Sharon Byerly, Head of Technology and Maker, September 10, 2025

STATISTICS FOR	Aug-25	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Circulation</u>					
Adult	23,272	26,955	49,084	52,515	-6.53%
Teen	1,439	1,769	3,251	3,303	-1.57%
Kids	16,367	16,899	37,163	37,663	-1.33%
ILLS Sent	3,124	2,955	6,122	5,879	4.13%
TOTAL	44,202	48,578	95,620	99,360	-3.76%
Electronic Circulation	12,755	11,479	25,821	23,327	10.69%
GRAND TOTAL CIRC.	56,957	60,057	121,441	122,687	-1.02%
% Reciprocal Borrowing	10%	10%	10%	10%	
Patron Visits	33,315	32,938	71,716	69,531	3.14%
<u>Current Cards</u>					
Resident	288	167	22,975	25,187	-8.78%
Non-Resident	109	85	2,255	2,320	-2.80%
TOTAL	397	252	25,230	27,507	-8.28%
<u>Patron Assistance</u>					
Adult - Reference	2,061	2,401	4,108	4,795	-14.33%
Kids - Reference	1,110	893	2,661	2,187	21.67%
Technology - Reference	1,294	1,498	2,380	2,751	-13.49%
TOTAL REFERENCE	4,465	4,792	9,149	9,733	-6.00%
Adult - Other	41	84	100	148	-32.43%
Kids - Other	22	8	67	30	123.33%
Technology - Other	11	72	56	147	-61.90%
TOTAL OTHER	74	164	223	325	-31.38%
GRAND TOTAL ASST.	4,539	4,956	9,372	10,058	-6.82%
<u>ILL/Reserves</u>					
Holds	7,854	8,746	16,636	16,580	0.34%
ILLs Sent	3,124	2,955	6,122	5,879	4.13%
ILLs Checked Out	3,834	3,498	8,102	6,420	26.20%
ILLS Received	4,515	5,239	8,612	9,703	-11.24%
<u>Programs - Adult</u>					
# Programs	10	10	17	19	-10.53%
Attendance	280	213	467	461	1.30%
<u>Programs - Tech & Maker</u>					
# Programs	8	6	18	17	5.88%
Attendance	76	46	172	144	19.44%
<u>Individual Technology Training</u>					
# of Patrons	26	95	90	156	-42.31%
<u>Groups</u>					
# Programs	11	12	21	24	-12.50%
Attendance	114	117	231	245	-5.71%
<u>Others</u>					
#Programs	0	0	0	0	
Attendance	0	0	0	0	
<u>Programs - Teen</u>					
# Programs	2	0	4	5	-20.00%
Attendance	33	0	46	47	-2.13%
<u>Programs - Kids</u>					
# Programs	9	7	38	36	5.56%
Attendance	624	156	1,750	1,058	65.41%
GRAND TOTAL ATT.	1,153	627	2,756	2,111	30.55%

STATISTICS FOR	Aug-25	SAME MONTH PREV. YEAR	FYTD	LAST FYTD	FYTD % CHANGE
<u>Passive Programs - Adult</u>					
#Programs	2	3	4	7	-42.86%
Attendance	72	122	129	721	-82.11%
<u>Passive Programs - Teen</u>					
# Programs	4	2	10	5	100.00%
Attendance	173	150	333	209	59.33%
<u>Passive Programs - Kids</u>					
# Programs	18	17	36	34	5.88%
Attendance	1,343	1,024	2,984	2,996	-0.40%
<u>Computers - Patron Use</u>					
Adult Computers	1,432	1,744	3,241	3,617	-10.40%
Kids Computers	732	718	1,700	1,615	5.26%
Teen Laptop	7	0	17	0	100.00%
Adult Laptop	8	10	19	14	35.71%
TOTAL PATRON USE	2,179	2,472	4,977	5,246	-5.13%
<u>Hours Used</u>					
Adult Computers	1,545	1,364	3,059	2,963	3.24%
Kids Computers	337	361	770	839	-8.22%
Teen Laptop	12	0	22	0	100.00%
Adult Laptop	15	12	26	15	73.33%
TOTAL HOURS USED	1,909	1,737	3,877	3,817	1.57%
<u>Wireless Total Connections</u>	9,939	7,323	19,890	15,275	30.21%
<u>IPPL Total Web Site Access</u>	14,890	13,124	29,632	26,630	11.27%
<u>IPPL Total Page Views</u>	51,724	51,266	101,007	97,339	3.77%
<u>Subscription Database Logins</u>	3,066	3,891	8,344	10,875	-23.27%
<u>Outreach-Homebound</u>					
Items Delivered	62	155	129	278	-53.60%
<u>Volunteers</u>					
Number Active	15	14			
Hours Worked	49	53	511	407	25.55%
<u>Staff Training Hours</u>	122	78	161	128	25.78%
<u>Room Use</u>					
Conference Rooms	627	713	1,409	1,534	-8.15%
Meeting Rooms					
Library	35	26	67	66	1.52%
Non-Library	15	17	34	28	21.43%
Board Room					
Library	26	28	50	50	0.00%
Non-Library	10	20	23	36	-36.11%

MATERIALS COLLECTION TOTALS FOR PHYSICAL FORMATS - August 2025

BOOKS	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Reference	113	0	0	113
Non-Fiction	29,459	165	408	29,216
Fiction	29,869	430	315	29,984
ADULT TOTALS	59,441	595	723	59,313
KIDS				
Non-Fiction	12,949	68	27	12,990
Fiction	24,072	333	223	24,182
Books + Audio (Vox, WonderBooks)	217	0	0	217
KIDS TOTALS	37,238	401	250	37,389
TEEN				
Non-Fiction	688	1	4	685
Fiction	3,676	86	15	3,747
TEEN TOTALS	4,364	87	19	4,432
BOOK TOTALS	101,043	1,083	992	101,134

AUDIO	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Audiobooks on CD	5,660	12	3	5,669
Music CDs	4,355	2	1	4,356
Vinyl Records	32	0	0	32
Playaway	337	1	0	338
ADULT TOTALS	10,384	15	4	10,395
KIDS				
Audiobooks on CD	342	1	0	343
Music CDs	200	0	0	200
Playaway	158	4	0	162
KIDS TOTALS	700	5	0	705
TEEN				
Audiobooks on CD	78	0	0	78
Playaway	20	0	0	20
TEEN TOTALS	98	0	0	98
AUDIO TOTALS	11,182	20	4	11,198

VIDEO	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
DVD & Blu-ray	19,266	18	70	19,214
ADULT TOTALS	19,266	18	70	19,214
KIDS				
DVD & Blu-ray	3,759	24	7	3,776
KIDS TOTALS	3,759	24	7	3,776
VIDEO TOTALS	23,025	42	77	22,990

OTHER	Previous Month Totals	Added Items	Discarded Items	Current Totals
ADULT				
Book Club to Go	15	0	0	15
Library of Things	101	1	1	101
Devices (Rokus, Tablets, Kindles, Record Players)	60	0	0	60
Console Games	588	9	0	597
ADULT TOTALS	764	10	1	773
KIDS				
Kits (STEM, Book Bundles, etc.)	200	0	2	198
Puzzles	24	3	1	26
Launchpads	18	0	1	17
Kindles	4	0	0	4
Console Games	343	4	0	347
Board Games - Juvenile	16	0	1	15
Equipment (CD Players, headphones, aux cords)	12	0	0	12
KIDS TOTALS	617	7	5	619
TEEN				
Kindles	2	0	0	2
Tablets	2	0	0	2
Board Games	74	0	2	72
TEEN TOTALS	78	0	2	76
OTHER TOTALS	1,459	17	8	1,468
COLLECTION TOTALS	136,709	1,162	1,081	136,790

MATERIALS COLLECTION TOTALS FOR ELECTRONIC FORMATS - August 2025

eBOOKS	Previous Month Totals	+/- Items	Current Totals
Hoopla (ebooks & comics)	1,090,333	8,297	1,098,630
eMedia (OverDrive Consortium)	19,680	42	19,722
eMedia (OverDrive Advantage)	8,387	-64	8,323
Preloaded Adult eReaders	227	0	227
eBook Totals	1,118,627	8,275	1,126,902
AUDIO	Previous Month Totals	+/- Items	Current Totals
Audiobooks			
Hoopla	348,265	5,637	353,902
eMedia (Overdrive Consortium)	7,381	183	7,564
eMedia (OverDrive Advantage)	2,548	4	2,552
Preloaded Audiobook Tablets	186	1	187
Music			
Hoopla	510,589	5,381	515,970
Audio Total	868,969	11,206	880,175
VISUAL	Previous Month Totals	+/- Items	Current Totals
Videos			
Hoopla (includes TV Episodes)	34,664	280	34,944
Kanopy	35,613	202	35,815
Preloaded Adult Roku Titles	1,684	5	1,689
Preloaded Family Roku Titles	246	2	248
Visual Totals	72,207	489	72,696
Total Audio/Visual	941,176	11,695	952,871
Collection Totals	2,059,803	19,970	2,079,773

INDIAN PRAIRIE PUBLIC LIBRARY TREASURER'S REPORT

8/31/2025

Balance on hand as of July 31, 2025.....	3,568,857.03
Cash Receipts for August.....	163,168.38
Cash Disbursements for August.....	389,308.64
Cash on hand as of August 31, 2025.....	3,342,716.77

Investments

Illinois Funds (Money Market) - Average Monthly Rate 4.436%

General.....	846,744.56
MPI Investment (Corporate Fund).....	1,422,792.05

Republic Bank - Savings - Rate 3.11%.....	1,038,993.12
Republic Bank - Checking General.....	23,075.27
Republic Bank - Payroll Account.....	930.29
Republic Bank - License Sticker Account.....	9,577.48
Petty Cash/Circulation.....	604.00
Balances as of August 31, 2025.....	3,342,716.77

FUND BALANCES AS OF 8/31/2025

Corporate Fund.....	3,139,744.65
Building & Maintenance Fund.....	30,630.04
I.M.R.F. Fund.....	(23,284.26)
Liability Fund.....	(13,165.79)
Social Security Fund.....	(7,183.13)
Special Reserve Fund.....	-
Current Liabilities.....	215,975.26
Grand Total All Funds.....	3,342,716.77

64

Indian Prairie Public Library District
Consolidated Revenue Report for August 2025

Percent of Year: 16.67

	RECEIVED August 2025	RECEIVED THIS YEAR	PRCT COLL	BUDGET RECEIPTS	UNCOLLECTED RECEIPTS
PROPERTY TAX & LEVY INTEREST					
41100 · Property Taxes	70,718.38	2,515,116.79	55.84%	4,504,300.00	1,989,183.21
41150 · Non-current Property Taxes	0.00	0.00	0.00%	800.00	800.00
43100 · Interest-Tax Levy	0.00	0.00	0.00%	0.00	0.00
TOTAL PROPERTY TAX & LEVY INTEREST	70,718.38	2,515,116.79	55.83%	4,505,100.00	1,989,983.21
INTERGOVERNMENTAL					
42200 · Per Capita Grant	64,740.70	64,740.70	99.60%	65,000.00	259.30
42300 · LIMRICC	0.00	0.00	0.00%	0.00	0.00
TOTAL INTERGOVERNMENTAL	64,740.70	64,740.70	99.60%	65,000.00	259.30
INTEREST					
43500 · Interest - Investment	6,203.81	13,262.67	18.95%	70,000.00	56,737.33
TOTAL INTEREST	6,203.81	13,262.67	18.95%	70,000.00	56,737.33
DESK MONIES					
45100 · Copier	192.05	408.75	19.46%	2,100.00	1,691.25
45120 · Computer Copies	1,965.51	3,614.20	25.82%	14,000.00	10,385.80
45130 · Fax	331.96	587.01	16.77%	3,500.00	2,912.99
45200 · Fines/Fees	321.20	650.69	16.27%	4,000.00	3,349.31
45250 · Gifts/Donations	0.00	0.00	0.00%	50.00	50.00
45300 · Lost Materials	372.73	1,053.29	21.07%	5,000.00	3,946.71
45350 · Non-Resident Fees	9,525.36	21,304.51	22.43%	95,000.00	73,695.49
45550 · Meeting Room Rental	0.00	425.00	28.33%	1,500.00	1,075.00
45600 · ILL Fees	21.00	77.00	30.80%	250.00	173.00
45650 · Maker Studio	1,084.31	2,150.38	26.88%	8,000.00	5,849.62
45700 · Passport Fees	1,855.00	3,745.00	124.83%	3,000.00	-745.00
45800 · License Stickers	179.35	613.55	2.19%	28,000.00	27,386.45
TOTAL DESK MONIES	15,848.47	34,629.38	21.06%	164,400.00	129,770.62
OTHER INCOME					
46500 · OCLC Refund	0.00	608.96	0.00%	500.00	-108.96
46700 · Miscellaneous	0.00	100.00	100.00%	100.00	0.00
46800 · Collection Agency Fee	29.21	69.21	23.07%	300.00	230.79
TOTAL OTHER INCOME	29.21	778.17	86.46%	900.00	121.83
TOTAL	157,540.57	2,628,527.71	54.70%	4,805,400.00	2,176,872.29
49000 · Operating Transfer In					
GRAND TOTAL	157,540.57	2,628,527.71	54.70%	4,805,400.00	2,176,872.29

Indian Prairie Public Library District Consolidated Expenditures Report for August 2025

Percent of Year: 16.67

	August 25	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION
PERSONNEL							
61100 · Salaries	196,096.40	491,510.72	18.85%	2,607,784.00	2,116,273.28		
61310 · Benefits - Medical / Life Ins.	20,376.24	41,814.29	14.15%	295,587.00	253,772.71		
61330 · Benefits - IMRF	22,323.34	55,792.72	19.02%	293,302.00	237,509.28		
61340 · Benefits - FICA	14,463.46	36,328.43	18.21%	199,495.00	163,166.57		
61400 · Staff Development	1,212.26	1,825.99	9.13%	20,000.00	18,174.01		
61600 · Board Development	164.16	164.16	32.83%	500.00	335.84		
61710 · Workers Compensation	0.00	4,391.00	100.00%	4,391.00	0.00		
61720 · Unemployment Insurance	458.56	458.56	15.29%	3,000.00	2,541.44		
TOTAL PERSONNEL	255,094.42	632,285.87	18.47%	3,424,059.00	2,791,773.13	3,400,000.00	18.60%
MATERIALS							
62100 · Books	11,516.47	13,233.16	7.90%	167,542.00	154,308.84		
62200 · Periodicals	344.44	6,176.29	33.09%	18,668.00	12,491.71		
62300 · Audio	710.32	899.75	3.99%	22,550.00	21,650.25		
62400 · Video	1,903.53	1,903.53	5.77%	33,000.00	31,096.47		
62500 · Multi-Media	46.90	54.39	0.75%	7,300.00	7,245.61		
62600 · eResources	18,554.52	79,952.01	33.47%	238,850.00	158,897.99		
62700 · Console Games	964.73	1,435.51	23.93%	6,000.00	4,564.49		
62800 · Damaged Item Replacement	284.28	284.28	4.37%	6,500.00	6,215.72		
62900 · Resources Supplies	1,799.35	2,174.68	9.67%	22,500.00	20,325.32		
TOTAL MATERIALS	36,124.54	106,113.60	20.29%	522,910.00	416,796.40	530,000.00	20.02%
BUILDING							
63200 · Cleaning Service	12,133.80	18,404.67	21.03%	87,500.00	69,095.33		
63300 · Utilities (1-8-11 · Gas)	379.48	1,598.73	7.61%	21,000.00	19,401.27		
63300 · Utilities (1-8-12 · Electric)	9,007.69	18,522.04	18.62%	99,500.00	80,977.96		
63300 · Utilities (1-8-13 · Telephone)	245.76	245.76	8.19%	3,000.00	2,754.24		
63300 · Utilities (1-8-14 · Water/Sewer)	0.00	890.64	9.90%	9,000.00	8,109.36		
63300 · Utilities (1-8-15 · Garbage Disposal)	345.04	405.08	8.53%	4,750.00	4,344.92		
63350 · Building Supplies	65.61	906.51	7.55%	12,000.00	11,093.49		
63400 · Maintenance Supplies	939.51	939.51	8.54%	11,000.00	10,060.49		
63500 · Security System Monitoring	0.00	0.00	0.00%	1,200.00	1,200.00		
63600 · Property Maintenance	2,650.00	8,114.00	16.23%	50,000.00	41,886.00		
63800 · Building Maintenance/Repair	410.00	3,575.00	4.77%	75,000.00	71,425.00		
TOTAL BUILDING	26,176.89	53,601.94	14.33%	373,950.00	320,348.06	225,000.00	23.82%
OPERATIONS							
64100 · Payroll Service	695.00	1,390.00	16.35%	8,500.00	7,110.00		
64200 · Supplies - Office	158.63	181.63	3.03%	6,000.00	5,818.37		
64300 · Photocopy Supplies	49.63	49.63	1.50%	3,300.00	3,250.37		
64500 · Postage	-6.19	6,705.66	111.76%	6,000.00	-705.66		
64550 · Passport Postage	308.74	599.44	11.99%	5,000.00	4,400.56		
64700 · Travel	13.30	13.30	0.89%	1,500.00	1,486.70		
64800 · Organizational Memberships	105.20	659.20	18.83%	3,500.00	2,840.80		
64900 · Bank Fees	354.78	684.04	19.54%	3,500.00	2,815.96		
TOTAL OPERATION	1,679.09	10,282.90	27.57%	37,300.00	27,017.10	45,000.00	22.85%
TECHNOLOGY							
65100 · Supplies-Toner	1,166.94	1,166.94	6.48%	18,000.00	16,833.06		
65160 · Supplies-Technology Services	0.00	0.00	0.00%	200.00	200.00		
65170 · Supplies-Maker Studio	265.40	740.69	9.03%	8,200.00	7,459.31		
65200 · Technology-Prof Services	0.00	0.00	0.00%	28,800.00	28,800.00		
65300 · Purchase of Equipment	19,953.52	19,953.52	49.88%	40,000.00	20,046.48		
65400 · Technology Equip Mnt/Repair	300.16	300.16	1.20%	25,000.00	24,699.84		
65500 · Software	1,339.82	1,339.82	3.03%	44,260.00	42,920.18		
65600 · SWAN	0.00	11,918.95	24.34%	48,979.00	37,060.05		

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

Percent of Year: 16.67

	August 25	YTD ACTIVITY	PRCT USED	WORKING BUDGET	REMAINING BUDGET	APPROPRIATION	PRCT APPROPRIATION
65700 · Telecommunications	1,253.15	1,618.30	11.94%	13,556.00	11,937.70		
TOTAL TECHNOLOGY	24,287.98	37,047.37	16.26%	227,795.00	190,747.63	195,000.00	19.00%
CONTRACTUAL SERVICES							
66100 · General Professional Services	168.98	718.98	1.53%	47,000.00	46,281.02		
66200 · Credit Bureau	118.20	167.45	10.75%	1,000.00	832.55		
66300 · Copier	788.30	748.03	24.93%	3,000.00	2,251.97		
66400 · Copier Maintenance Contract	72.00	228.78	11.44%	2,000.00	1,771.22		
TOTAL CONTRACTUAL SERVICES	1,147.48	1,863.24	3.52%	53,000.00	51,135.76	62,000.00	3.01%
INSURANCE							
67100 · Multi Peril-Physical Assets	0.00	19,340.00	100.00%	19,340.00	0.00		
67200 · Bonding	0.00	1,381.00	100.00%	1,381.00	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	26,104.00	100.00%	26,104.00	0.00	26,000.00	100.40%
COMMUNICATIONS							
68110 · Marketing Newsletter	0.00	2,836.49	5.46%	52,000.00	49,163.51		
68111 · eNewsletter	0.00	0.00	0.00%	9,330.00	9,330.00		
68210 · Marketing Advertising	15.00	15.00	1.50%	1,000.00	985.00		
68310 · Marketing Supplies	28.74	28.74	7.19%	400.00	371.26		
68410 · Marketing-Information Printing	0.00	0.00	0.00%	15,000.00	15,000.00		
68500 · Legal Notices	190.36	190.36	19.04%	1,000.00	809.64		
TOTAL COMMUNICATIONS	234.10	3,070.59	3.90%	78,730.00	75,659.41	78,000.00	3.94%
PROGRAMMING							
68600 · Programming	2,372.67	3,385.92	8.70%	38,900.00	35,514.08		
TOTAL PROGRAMMING	2,372.67	3,385.92	8.70%	38,900.00	35,514.08	42,000.00	8.06%
CAPITAL OUTLAY & CONTINGENCY							
69200 · Special Reserve Fund	0.00	0.00	0.00%		0.00		
69250 · Equipment/Furnishings	0.00	0.00	0.00%		0.00		
69800 · Operating Transfer Out	0.00	0.00	0.00%		0.00		
69900 · Contingency	675.12	1,870.12	12.47%	15,000.00	13,129.88		
69920 · Gift/Donation Purchases	0.00	0.00	0.00%		0.00		
TOTAL CAPITAL OUTLAY & CONTINGENCY	675.12	1,870.12	12.47%	15,000.00	13,129.88		
70000 · Operating Transfer Purchases	55,171.48	64,700.26	0.00%				
TOTAL	402,963.77	940,325.81	19.60%	4,797,748.00	3,857,422.19	0.00	



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.