

Agenda
North Riverside Public Library District
Board of Trustees
Regular Meeting, November 15th, 2021
6:00 PM

1. Open of Meeting

- A. Call to order
- B. Determination of quorum
- C. Recognition of visitors to the meeting
- D. Approval of agenda

2. Open Forum

Audience Note: If you wish to speak to the Board, please read and complete the open forum sheet provided and give it to the Board Secretary.

3. Audit

4. Consent Agenda (one motion/approval for everything listed here, all items can be removed from the consent agenda at anyone's request at any meeting)

- A. Secretary:
Minutes of the October 18th, 2021 Regular Board Meeting
Correspondence
- B. Treasurer:
October 2021 Financial Statements
Authorization to transfer \$60,000 to checking

5. President's Report

6. Director's Report

7. Committee Reports

- A. Building & Grounds (informational)
- B. Personnel (informational)
- C. Policy (informational)
- D. Strategic Planning (informational)

8. New Business

- A. Annexation (action)
- B. Cost of Living Increases (action)
- C. 2022 Meeting and Holiday schedule (action)
- D. Pay scale document (discussion/action)

9. Old Business

A. Closed Session Minutes Review (action)

10. **Closed session** (The Board of Trustees may decide, by a roll call vote, to convene in closed session if there are matters to discuss confidentially, in accordance with the Open Meetings Act)

11. **Return to open session**

12. **Possible action item** (pertaining to closed session discussion)

13. **Adjournment**

Note: Agenda items may be added that pertain to discussion or information.

No items may be added to the final agenda that require Board action.

Special Board Meeting is scheduled for November 29th, 2021 at 6:00 p.m.

Next regular Board Meeting is scheduled for November 15th, 2021 at 6:00 p.m.

Minutes
North Riverside Public Library District
Board of Trustees
Regular Meeting, October 18th, 2021
6:00 PM

1. Open of Meeting

A. Call to order

The meeting was called to order at 6:05pm.

B. Determination of quorum

- A quorum was determined.
 - **Present:** Greg Gordon, Ken Rouleau, John Mathias, Jeanne Ottenweller, Kathy Bonnar
 - **Also Present:** Director Starosta, Marla Curran

C. Recognition of visitors to the meeting

- Kyle Johnson- New board member

D. Approval of agenda

A motion was made by Trustee Mathias and seconded by Trustee Rouleau to approve the agenda as written/amended. **All ayes.**

2. Open Forum

Audience Note: If you wish to speak to the Board, please read and complete the open forum sheet provided and give it to the Board Secretary.

3. Consent Agenda (one motion/approval for everything listed here, all items can be removed from the consent agenda at anyone's request at any meeting)

A motion was made by Trustee Rouleau and seconded by Trustee Mathias to approve the consent agenda as presented. **All ayes.**

A. Secretary:

Minutes of the September 20th, 2021 Regular Board Meeting
Correspondence

B. Treasurer:

September 2021 Financial Statements
Authorization to transfer \$60,000 to checking

4. President's Report

- Kay's Room is completed for perpetual book sale. Lettering is on the side of the doorway for wayfinding. Friends and Foundation can come view Tuesday evening - 10/19. Kay's family paid for the fireplace. Bookshelves and chairs are original from the library.

5. Director's Report

- Three grants for technology:
 - Had six times the number of applications than they had to give out.

- Library was awarded 1/3 of grants applied for: a \$30,000 lending technology grant
- Mike's Concrete meeting to begin concrete project – should be starting next week.
- After concrete, we can complete asphalt project (weather/winter dependent).
- FEMA grant: Still waiting for reimbursement of Covid supplies

6. Committee Reports

- A. Building & Grounds (informational) - Rouleau
 - Nothing to report
- B. Personnel (informational) - Gordon
 - Nothing to report
- C. Policy (informational) - Bonnar
 - Nothing to report
- D. Strategic Planning (informational) - Mathias
 - Annexation project almost complete
 - Vote will be completed in November
 - No updates on digital sign yet

7. New Business

- A. Treasurer (action)

A motion was made by President Corgiat and seconded by Trustee Gordon to appoint Kathy Bonnar as Treasurer. Roll call vote: All ayes, **motion carried.**

- B. Oath (discussion)

New trustee, Kyle Johnson gave the Oath of Office in front of all members in attendance.

- C. Holiday Gift Card/Party (discussion/action)

A motion was made by Trustee Gordon and seconded by Trustee Rouleau to provide the staff with gift cards to local restaurants in lieu of a party and to use credit card points for holiday gift cards to staff. Roll call vote: All ayes, **motion carried.**

- D. Proposed Levy (informational)

Looking at a proposed tax levy in the sum of \$1,118,750 this year. Levy will be voted on at a special meeting on November 29. Potential properties annexed earlier in November will be included under this tax levy if approved.

8. Old Business

- A. Closed Session Minutes Review (action)

Candidates were discussed to fill vacant library director position. No votes were received. Possible timeline of three potential candidates were discussed. No names were mentioned in the Minutes.

A motion was made by Trustee Gordon and seconded by Trustee Mathias to release the Minutes of: 12/18/2017. Roll call vote: All ayes, **motion carried**

A motion was made by Trustee Gordon and seconded by Trustee Mathias to approve the destruction of the recording of: 12/18/2017 released minutes as they are more than 18-months-old. Roll call vote: All ayes, **motion carried.**

A motion was made by Trustee Gordon and seconded by Trustee Rouleau to release the Minutes of: 07/13/2015. Roll call vote: all ayes, **motion carried**

A motion was made by Trustee Gordon and seconded by Trustee Rouleau to approve the destruction of the recording of: 07/13/2015 released minutes as they are more than 18-months-old. Roll call vote: All ayes, **motion carried.**

9. **Closed session** (The Board of Trustees may decide, by a roll call vote, to convene in closed session if there are matters to discuss confidentially, in accordance with the Open Meetings Act)

10. **Return to open session**

11. **Possible action item** (pertaining to closed session discussion)

12. **Adjournment**

A motion was made by Trustee Rouleau and seconded by Trustee Bonnar to adjourn the meeting at 6:28pm. All ayes, **motion carried.**

Note: Agenda items may be added that pertain to discussion or information.

No items may be added to the final agenda that require Board action.

Next regular Board Meeting is scheduled for November 15th, 2021 at 6:00 p.m.

Management Report

North Riverside Public Library District
For the period ended November 30, 2021



Prepared on
December 13, 2021

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Profit and Loss

July - November, 2021

	Total
INCOME	
6903-01 Fines & Fees	1,970.60
6904-01 Donations	1,686.34
6905-01 Grants	94,208.70
6910-01 Misc. Revenue	7,248.00
Interest	
6906-01 Interest Earned	36.39
Total Interest	36.39
Property Taxes	
6901-01 Property Tax	430,831.35
6901-04 Tax Revenue-Audit Fund	3,384.45
6901-05 Tax Revenue-Liability Ins	2,054.59
6901-06 Tax Revenue-Unemploy Ins	725.21
6901-07 Tax Revenue-Bldg Fund	22,000.58
6901-08 Tax Revenue-SS	16,561.06
6901-12 Property Tax - IMRF Fund	6,044.18
Total Property Taxes	481,601.42
Total Income	586,751.45
GROSS PROFIT	
EXPENSES	
8360-01 Grants	50,139.32
Advertising & Marketing	
8365-01 Library Promotion	105.01
8370-01 Postage	1,814.84
8375-01 Advertising	37.96
8385-01 Memorials & Tributes	468.15
8404-01 Staff Recognition	96.00
8410-01 Printing	2,569.90
Total Advertising & Marketing	5,091.86
Bank Charges & Fees	
8396-01 Bank Charges & Fees	19.00
Total Bank Charges & Fees	19.00
Benefits	
7600-05 Health Insurance	14,400.36
7620-01 Payroll Expenses	40.00
7650-09 IMRF Pension	17,279.41
7670-01 Taxes-Fica Expense	18,334.71
Total Benefits	50,054.48
Building Expense	
8305-07 Building & Ground	716.50
8306-07 Building Supplies	3,467.85
8308-07 Service Contracts	19,437.99

	Total
8315-07 Fees & Permits	
8335-07 Bulding Repairs	64,304.60
Total Building Expense	87,926.94
Computers/Technology	
8171-01 Tech Service	25,698.47
8172-01 Computer Equipment	66.47
8172-02 Digital Divide Project	9.06
8175-01 MLS Computer Fund	16.57
8180-01 Software	545.16
8190-01 Website	150.94
8195-01 Email	33.60
Total Computers/Technology	26,520.27
Insurance	
7660-06 Unemployment Insurance	-1,533.84
Total Insurance	-1,533.84
Legal & Professional Services	
8400-01 Accounting	6,040.00
8401-04 Audit	8,450.00
8402-01 Legal Fees	10,355.21
8406-01 Collection Agency	80.55
8430-01 Payroll Expenses	2,907.79
Total Legal & Professional Services	27,833.55
Library Materials	
8090-01 Books on CD - Adult	261.65
8091-01 Books on CD - Children	190.78
8097-01 Music CD - Children	311.31
8104-01 Adult Fiction	5,738.22
8105-01 Adult Non-Fiction	2,671.73
8106-01 Children Fiction / Non-Fiction	5,982.02
8107-01 Young Adult Fiction/Non-Fiction	3,112.19
8108-01 eBooks	3,120.67
8115-01 Adult Large Print	641.06
8120-01 Newspapers	268.60
8130-01 Databases	16,188.46
8160-01 Adult DVDs - Fiction	2,133.65
8162-01 Children DVDs	803.59
8163-01 YA DVDs	280.37
8164-01 Foreign Lang. DVDs	25.95
8166-01 Games	110.85
8399-01 ILL Loss/Damage	37.25
Total Library Materials	41,878.35
Office Supplies & Software	
8202-01 Office Supplies	6,808.85
Total Office Supplies & Software	6,808.85

	Total
Programs & Strategic Initiatives	
8150-01 Children's Programs	1,251.26
8152-01 Children's Summer Reading Program	848.69
8153-01 Young Adult Programs	461.34
8154-01 Makerspaces/library of things	1,964.60
8155-01 Adult Programs	2,366.24
8156-01 Technology Programs	11.94
8157-01 Senior Programs	135.00
8158-01 Strategic Initiatives	25.98
Total Programs & Strategic Initiatives	7,065.05
Salaries	
7504-01 Library Clerks	95,659.48
7507-01 Library Pages	16,184.14
7508-01 Administrators	127,463.13
7509-01 Salaries - Grant	1,679.56
8330-01 Casual Labor	75.00
Total Salaries	241,061.31
Travel & Training	
7700-01 Trustee Training	11.28
7800-01 Staff Training	699.80
8342-01 Lodging, Meals, Mileage	113.84
8355-01 Memberships	1,208.90
Total Travel & Training	2,033.82
Utilities	
8301-07 Telephone	9,171.21
8302-07 Electricity	9,817.14
8303-07 Natural Gas	1,362.96
8304-07 Water/Garbage	1,093.08
Total Utilities	21,444.39
Total Expenses	566,343.35
NET OPERATING INCOME	20,408.10
NET INCOME	\$20,408.10

Balance Sheet

As of November 30, 2021

	Total
ASSETS	
Current Assets	
Bank Accounts	
1500-01 First American MM (5015)	376,659.09
1500-04 Cash-Audit Fund	7,665.45
1500-05 Cash-Liability Insurance Fund	44,977.59
1500-06 Cash-Unemployment Ins Fund	5,129.21
1500-07 Cash-Building Fund	22,000.58
1500-08 Cash-Social Security Fund	16,561.06
1500-09 Cash-Pension Fund	-23,608.79
1500-10 Cash-Debt Service Fund	0.00
1500-11 Equipment Fund	0.00
1500-12 Cash - IMRF Fund	29,652.97
1500-13 Capital Projects	30,000.00
Total 1500-01 First American MM (5015)	509,037.16
1501-01 First American Checking (5001)	-39,680.67
1505-07 Chase Bank	7,766.66
1509-07 Cash - IPTIP IL Funds	94,394.68
1512-02 Kadlec Annuity #71797	53,582.49
1515-01 BMO Harris	0.00
Total Bank Accounts	625,100.32
Accounts Receivable	
2000-01 RE Taxes Receivable-Corp	0.00
2000-04 Taxes Receivable-Audit	0.00
2000-05 Taxes Receivable-Insurance	0.00
2000-06 Taxes Receivable-Liab Insur	0.00
2000-07 Taxes Recievable-Bldg Fund	0.00
2000-08 Taxes Receivable-SS Fund	0.00
2000-09 Taxes Receivable-Pension Fund	0.00
Total Accounts Receivable	0.00
Other Current Assets	
1500-01 Kadlec Annuity	250,502.21
1500-02 Kadlect Annuity #19563	116,393.94
1500-03 Kadlec Annuity #37743	402,915.09
2200-01 Due to/from Special Accounts	0.00
2200-09 Due to/from Pension Fund	0.00
2400-01 Prepaid Expenses	3,119.20
2400-05 Prepaid Expenses 05	378.89
Total Other Current Assets	773,309.33
Total Current Assets	1,398,409.65
TOTAL ASSETS	\$1,398,409.65

LIABILITIES AND EQUITY

	Total
Liabilities	
Current Liabilities	
Accounts Payable	
4100-01 Accounts Payable	9,098.81
4100-05 Accounts Payable Liability Fund	2,915.61
4100-06 Accounts Payable Unemployment Fund	0.00
4100-07 Accounts Payable Building Fund	7,002.20
4100-09 Accounts Payable Pension Fund	0.00
Total Accounts Payable	19,016.62
Other Current Liabilities	
4002-01 IMRF - Employee Contribution	-0.03
4003-01 Child Support	0.00
4200-01 Accrued Wages	13,911.42
4220-01 Federal Withholding	0.00
4230-01 ICMA Retirement	2,329.83
4240-01 State Withholding	0.00
4250-01 FICA Withholding	0.00
4265-01 Cafeteria Plan	0.00
4300-01 Deferred Tax Rev - Corp FD	0.00
4300-04 Deferred Tax Rev - Audit Fund	0.00
4300-05 Deferred Tax Rev Liability Fund	0.00
4300-06 Deferred Tax Rev Unemployment	0.00
4300-07 Deferred Tax Rev Building Fund	0.00
4300-08 Deferred Tax Rev SS	0.00
4300-09 Deferred Tax Rev Pension	0.00
4470-07 Due to/from Corp - Building fund	0.00
Total Other Current Liabilities	16,241.22
Total Current Liabilities	35,257.84
Long-Term Liabilities	
8701-02 Debt Certificate Principle	0.00
Total Long-Term Liabilities	0.00
Total Liabilities	35,257.84
Equity	
3200-00 Retained Earnings	-300.29
5600-01 General Fund Balance	1,441,271.00
5600-02 Debt Service Fund Balance	0.00
5600-03 Capital Projects Fund Balance	30,000.00
5600-04 Audit Fund	4,281.00
5600-05 Public Liability Fund Balance	43,302.00
5600-06 Unemployment Insurance Fund Balance	4,404.00
5600-07 Building Fund Balance	-134,324.00
5600-08 Social Security Fund Balance	-3,185.00
5600-09 Pension Fund Balance	-42,705.00
Opening Balance Equity	0.00

	Total
Net Income	20,408.10
Total Equity	1,363,151.81
TOTAL LIABILITIES AND EQUITY	\$1,398,409.65

North Riverside Public Library District
Budget vs Actual
October 2021

33%

REVENUE		Actual	Budget	% of Budget
6904-01	Donations	\$ 1,095	\$ 10,000	11%
6901-14	Estimated Loss Due to Property Assessment Appeals-Future Years	\$ -	\$ (15,000)	0%
6903-01	Fees and fines	\$ 1,649	\$ 5,000	33%
6905-01	Grants	\$ 84,209	\$ 50,000	168%
6906-01	Interest	\$ 28	\$ 1,500	2%
6901-01	Property tax	\$ 465,652	\$ 1,124,759	41%
6915-15	Loan Proceeds	\$ -	\$ 172,000	0%
6920-01	Unrealized Income Annuities	\$ -	\$ 20,000	0%
6910-01	Miscellaneous Revenue	\$ 7,248	\$ -	0%
	Total	\$ 559,881	\$ 1,368,259	41%

OPERATING EXPENSES	Actual	Budget	% of Budget
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SALARIES

7504-01	Circulation	\$ 77,968	\$ 76,600	102%
7505-01	Adult Services	\$ -	\$ 57,900	0%
7506-01	Youth Services	\$ -	\$ 87,700	0%
7507-01	Pages	\$ 12,638	\$ 27,200	46%
7508-01	Administration	\$ 102,086	\$ 288,775	35%
7509-01	Salaries - Grant	\$ 601	\$ -	0%
	Total	\$ 193,292	\$ 543,442	36%

BENEFITS

7600-05	health insurance	\$ 4,397	\$ 31,200	14%
7620-01	payroll expenses	\$ 40	\$ -	
7650-09	IMRF	\$ 10,839	\$ 31,840	34%
7660-06	unemployment insurance	\$ (2,023)	\$ 800	-253%
7670-08	social security/mcare	\$ 14,704	\$ 37,257	39%
	Total	\$ 27,957	\$ 101,097	28%

TRAINING

7700-01	educational training trustees	\$ -	\$ 500	0%
7800-01	educational training staff	\$ 478	\$ 4,500	11%
	Total	\$ 478	\$ 5,000	10%

			33%
OPERATING EXPENSES	Actual	Budget	% of Budget

MATERIALS

8090-01	books on CD-adult	\$ 152	\$ 1,500	10%
8091-01	books on CD-children	\$ 95	\$ 700	14%
8096-01	compact disks-music-adult	\$ -	\$ 400	0%
8097-01	compact disks-music-children	\$ 192	\$ 1,000	19%
8104-01	adult fiction	\$ 3,928	\$ 14,500	27%
8105-01	adult nonfiction	\$ 2,003	\$ 9,500	21%
8106-01	children's fiction/nonfiction	\$ 3,960	\$ 18,000	22%
8107-01	YA Fiction/nonfiction	\$ 2,228	\$ 6,000	37%
8108-01	eBooks	\$ 3,121	\$ 5,000	62%
8115-01	adult large print	\$ 396	\$ 2,000	20%
8120-01	newspapers	\$ -	\$ 3,400	0%
8130-01	internet databases	\$ 16,123	\$ 16,000	101%
8140-01	adult periodicals	\$ -	\$ 900	0%
8141-01	Children's Periodicals	\$ -	\$ 500	0%
8160-01	adult DVDs-feature movies	\$ 1,129	\$ 6,000	19%
8161-01	Adult Games	\$ -	\$ 1,300	0%
8162-01	children's DVDs-movies	\$ 617	\$ 1,400	44%
8163-01	ya DVDs	\$ 227	\$ 1,400	16%
8164-01	foreign language DVDs	\$ 14	\$ -	0%
8166-01	children's games	\$ 51	\$ 2,500	2%
	Total	\$ 34,236	\$ 92,000	37%

PROGRAMS

8150-01	children's programs	\$ 486	\$ 3,000	16%
8152-01	children's summer reading program	\$ 782	\$ 4,000	20%
8153-01	ya programs	\$ 79	\$ 2,000	4%
8154-01	Makerspaces/library of things	\$ 344	\$ 4,000	9%
8155-01	adult programs	\$ 1,676	\$ 4,000	42%
8156-01	Technology programs	\$ 8	\$ 1,000	1%
8157-01	senior programs	\$ 135	\$ 2,000	7%
	Total	\$ 3,511	\$ 20,000	18%

STRATEGIC INITIATIVES

8158-01	Strategic Initiatives	\$ -	\$ 2,000	0%
	Total	\$ -	\$ 2,000	0%

OPERATING EXPENSES		Actual	Budget	33% % of Budget
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COMPUTERS

8171-01	information technology	\$ 22,157	\$ 18,500	120%
8172-01	new computer equipment	\$ 66	\$ 10,000	1%
8175-01	mls computer fund	\$ 17	\$ 23,000	0%
8180-01	software	\$ 127	\$ 1,500	8%
8190-01	website	\$ 75	\$ 7,500	1%
8195-01	email	\$ -	\$ 500	0%
	Total	\$ 22,443	\$ 61,000	37%

OFFICE SUPPLIES

8202-01	Office Supplies	\$ 4,122	\$ 14,000	29%
	Total	\$ 4,122	\$ 14,000	29%

UTILITIES- OPERATING EXPENSE

8301-01	utilities	\$ 34	\$ -	
8301-07	telephone	\$ 5,488	\$ 13,500	41%
8302-07	electricity	\$ 8,195	\$ 30,000	27%
8303-07	gas	\$ 1,127	\$ 6,000	19%
8304-07	water/garbage	\$ 1,093	\$ 2,000	55%
	Total	\$ 15,936	\$ 51,500	31%

BUILDING EXPENSE

8306-07	building supplies and maintenance	\$ 1,531	\$ 12,000	13%
8308-07	service contracts	\$ 14,014	\$ 43,000	33%
8315-07	fees and permits	\$ -	\$ 1,950	0%
8330-01	casual labor	\$ 75	\$ 3,500	2%
8335-07	building repairs	\$ 72,022	\$ 204,000	35%
	Total	\$ 87,642	\$ 264,450	33%

TRAVEL

8342-01	lodging/meals/mileage	\$ 67	\$ 2,000	3%
	Total	\$ 67	\$ 2,000	3%

OPERATING EXPENSES

Actual

Budget

33%
% of Budget**OTHER EXPENSES**

8355-01	memberships	\$ 731	\$ 2,200	33%
8360-01	Grants	\$ 2,377	\$ 50,000	5%
8361-01	Donations	\$ -	\$ 10,000	0%
8365-01	library promotion	\$ 45	\$ 6,000	1%
8370-01	postage	\$ 83	\$ 3,000	3%
8375-01	Advertising	\$ -	\$ 4,500	0%
8385-01	memorials and tributes	\$ 245	\$ 500	49%
8396-01	bank charges and fees	\$ 19	\$ 150	13%
8399-01	ILL Loss/Damage	\$ 37	\$ 250	15%
	Total	\$ 3,537	\$ 76,600	5%

OUTSIDE SERVICES

8400-01	accounting	\$ 5,125	\$ 15,000	34%
8401-01	audit	\$ 450	\$ 12,000	4%
8402-01	legal fees	\$ 9,362	\$ 6,000	156%
8404-01	Staff Recognition	\$ -	\$ 2,500	0%
8405-01	appraisal	\$ -	\$ 2,500	0%
8406-01	collection agency	\$ 63	\$ 200	31%
8408-01	strategic plan	\$ -	\$ 500	0%
8410-01	printing	\$ 2,570	\$ 10,000	26%
8430-01	payroll expenses	\$ 1,933	\$ 5,000	39%
8435-01	background checks	\$ -	\$ 200	0%
	Total	\$ 19,503	\$ 53,900	36%

INSURANCE

8460-05	liability insurance package	\$ -	\$ 19,500	0%
8470-05	directors/officers insurance	\$ -	\$ -	0%
	Total	\$ -	\$ 19,500	0%

OTHER EXPENSES

8360-01	Petty Cash	\$ -	\$ -	0%
8395-01	Miscellaneous Expense	\$ -	\$ -	0%
	Total	\$ -	\$ -	0%

OTHER EXPENSES

8600-01	Bond Interest		\$ -	0%
8600-02	Bond Principal		\$ -	0%
8601-02	Debt Certificate Interest	\$ -	\$ 16,500	0%
8701-02	Debt Certificate Principle	\$ -	\$ 43,500	0%
	Total	\$ -	\$ 60,000	0%

TOTAL OPERATING EXPENSES

\$ 412,724 \$ 1,366,489

30%

NET INCOME

\$ 147,157 \$ 1,770



North Riverside Public Library District

Balance Sheet

As of November 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1500-01 First American MM (5015)	376,659.09
1500-04 Cash-Audit Fund	7,665.45
1500-05 Cash-Liability Insurance Fund	44,977.59
1500-06 Cash-Unemployment Ins Fund	5,129.21
1500-07 Cash-Building Fund	22,000.58
1500-08 Cash-Social Security Fund	16,561.06
1500-09 Cash-Pension Fund	-23,608.79
1500-10 Cash-Debt Service Fund	0.00
1500-11 Equipment Fund	0.00
1500-12 Cash - IMRF Fund	29,652.97
1500-13 Capital Projects	30,000.00
Total 1500-01 First American MM (5015)	509,037.16
1501-01 First American Checking (5001)	-39,680.67
1505-07 Chase Bank	7,766.66
1509-07 Cash - IPTIP IL Funds	94,394.68
1512-02 Kadlec Annuity #71797	53,582.49
1515-01 BMO Harris	0.00
Total Bank Accounts	\$625,100.32

	TOTAL
Accounts Receivable	
2000-01 RE Taxes Receivable-Corp	0.00
2000-04 Taxes Receivable-Audit	0.00
2000-05 Taxes Receivable-Insurance	0.00
2000-06 Taxes Receivable-Liab Insur	0.00
2000-07 Taxes Recievable-Bldg Fund	0.00
2000-08 Taxes Receivable-SS Fund	0.00
2000-09 Taxes Receivable-Pension Fund	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
1500-01 Kadlec Annuity	250,502.21
1500-02 Kadlect Annuity #19563	116,393.94
1500-03 Kadlec Annuity #37743	402,915.09
2200-01 Due to/from Special Accounts	0.00
2200-09 Due to/from Pension Fund	0.00
2400-01 Prepaid Expenses	3,119.20
2400-05 Prepaid Expenses 05	378.89
Total Other Current Assets	\$773,309.33
Total Current Assets	\$1,398,409.65
TOTAL ASSETS	\$1,398,409.65

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
4100-01 Accounts Payable	9,098.81
4100-05 Accounts Payable Liability Fund	2,915.61
4100-06 Accounts Payable Unemployment Fund	0.00
4100-07 Accounts Payable Building Fund	7,002.20
4100-09 Accounts Payable Pension Fund	0.00
Total Accounts Payable	\$19,016.62
Other Current Liabilities	
4002-01 IMRF - Employee Contribution	-0.03
4003-01 Child Support	0.00
4200-01 Accrued Wages	13,911.42
4220-01 Federal Withholding	0.00
4230-01 ICMA Retirement	2,329.83
4240-01 State Withholding	0.00
4250-01 FICA Withholding	0.00
4265-01 Cafeteria Plan	0.00
4300-01 Deferred Tax Rev - Corp FD	0.00
4300-04 Deferred Tax Rev - Audit Fund	0.00
4300-05 Deferred Tax Rev Liability Fund	0.00
4300-06 Deferred Tax Rev Unemployment	0.00
4300-07 Deferred Tax Rev Building Fund	0.00
4300-08 Deferred Tax Rev SS	0.00
4300-09 Deferred Tax Rev Pension	0.00
4470-07 Due to/from Corp - Building fund	0.00
Total Other Current Liabilities	\$16,241.22
Total Current Liabilities	\$35,257.84
Long-Term Liabilities	
8701-02 Debt Certificate Principle	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$35,257.84
Equity	
3200-00 Retained Earnings	-300.29
5600-01 General Fund Balance	1,441,271.00
5600-02 Debt Service Fund Balance	0.00
5600-03 Capital Projects Fund Balance	30,000.00
5600-04 Audit Fund	4,281.00
5600-05 Public Liability Fund Balance	43,302.00
5600-06 Unemployment Insurance Fund Balance	4,404.00
5600-07 Building Fund Balance	-134,324.00
5600-08 Social Security Fund Balance	-3,185.00
5600-09 Pension Fund Balance	-42,705.00
Opening Balance Equity	0.00

	TOTAL
Net Income	20,408.10
Total Equity	\$1,363,151.81
TOTAL LIABILITIES AND EQUITY	\$1,398,409.65



North Riverside Public Library District
Check Detail
November 2021

Date	Transaction Type	Num	Name	Memo/Description	Amount
11/03/2021	Check	14557	AT&T..	INV S668163163-21295	\$ 296.26
11/03/2021	Check	14558	AT&T	708 Z40 04304042,	\$ 360.38
11/03/2021	Check	14559	AEP ENERGY	AEP ENERGY # 3014417557 Utility # 3563062012	\$ 1,621.71
11/03/2021	Check	14560	Baker & Taylor	Children fiction / non fiction, Adult Fiction, Young Adult, CD Children	\$ 452.24
11/03/2021	Check	14561	Franczek Radelet	INV 207341, 207340	\$ 205.27
11/03/2021	Check	14562	FIRST AMERICAN BANK .	Databases, Tech Programs, Software, Website, Bank Fees	\$ 142.80
11/03/2021	Check	14563	Chicago Tribune	Digital and print TIL 12/07/21	\$ 216.60
11/03/2021	Check	14564	Comcast	Internet SERV OCT 07 2021 - NOV 6 2021	\$ 997.04
11/03/2021	Check	14565	INGRAM LIBRARY SERVICES	Adult Fiction, Adult Non Fiction, Children Fiction/Non Fiction, YA Fiction, Non Fiction	\$ 2,835.96
11/03/2021	Check	14566	Johnson Controls Security Solutions	11/001/21-01/31/22	\$ 110.94
11/03/2021	Check	14567	GLORIA KROC	CHILDREN PROGRAMS	\$ 12.90
11/03/2021	Check	14568	Lauterbach & Amen, LLP	Profesional services for the month of October 2021	\$ 915.00
11/03/2021	Check	14569	LEAF	3 COPIERS 12361957	\$ 668.00
11/03/2021	Check	14570	Midwest Tape	YA DVDs, Children DVDs, Adult DVDs	\$ 274.63
11/03/2021	Check	14571	Veronica Martinez	supplies for the day of the dead event	\$ 6.63
11/03/2021	Check	14572	Nitech Fire & Security Industries, Inc	Service from May 1 2021 - July 31 2021	\$ 320.40
11/03/2021	Check	14573	Peregrine, Stine, Newman, Ritzman & Bruckner, Ltd.	Legal Services July 1 2021 Sept 30 2021	\$ 675.00
11/03/2021	Check	14574	Rosewood Construction Group	Electrical, Mechaical, Fire sprinklers	\$ 14,185.00
11/03/2021	Check	14575	Natalie Starosta	Reimbursement makerspace	\$ 234.00
11/03/2021	Check	14576	Technology Management Rev Fund	Billing # T2222065 Inv. T2205910	\$ 133.00
11/03/2021	Check	14577	Terminix	Invoice 412977766	\$ 102.00
11/03/2021	Check	14578	Trimline Landscaping	August and September	\$ 705.00
11/05/2021	Check	14579	CAPITAL ONE	OCTOBER STATEMENT	\$ 11,732.47
11/05/2021	Check	14580	Smiota Inc.	Book locker 1st half	\$ 9,716.50
11/08/2021	Check	14581	Elena Yescas	Window Cleaning, Statue Cleaning, Furnance, Storage Rooms	\$ 1,450.00
11/08/2021	Check	14582	Coverall North America	11/01/2021- 11/30/2021	\$ 1,350.00
11/09/2021	Check	14583	ATLAS door Repair	Entry door motor replacement	\$ 1,136.50
11/09/2021	Check	14584	Mike's Concrete	Concrete replacement	\$ 14,330.00
11/23/2021	Check	14585	ATLAS door Repair	INV 4358, 4366	\$ 1,411.50
11/23/2021	Check	14586	AT&T 1	Billing for 11/16/2021 12/15/2021	\$ 63.10
11/23/2021	Check	14587	Baker & Taylor	Children Fiction/ Non Fiction, YA Fiction	\$ 228.99
11/23/2021	Check	14588	Mike's Concrete	Concrete replacement	\$ 500.00
11/23/2021	Check	14589	Comcast	Internet SERV NOV 07 2021 - DEC 6 2021	\$ 321.06
11/23/2021	Check	14590	COMCAST .	ACCT# 904053498 INV 133973145	\$ 1,645.80
11/23/2021	Check	14591	Marla Curran	REIMBURSEMENT FOR CRAFTS	\$ 19.73

11/23/2021	Check	14592	FIRST AMERICAN BANK .	Databases, Tech Programs, Software	\$	66.83
11/23/2021	Check	14593	Franczek Radelet	PROFESSIONAL SERVICES THROUGH OCTOBER 31 2021	\$	112.45
11/23/2021	Check	14594	GW & ASSOCIATES PC	audit ended June 30 2021	\$	8,000.00
11/23/2021	Check	14595	Hinckley Springs	2429867 110321	\$	62.97
11/23/2021	Check	14596	Cathy Kolessar	STRETCH AND MEDITATE 12/06/2021	\$	50.00
11/23/2021	Check	14597	LIMRICC	Four members AUG, SEPT, OCT AND NOVEMBER 2021	\$	10,243.80
11/23/2021	Check	14598	Midwest Tape	YA DVDs, Children DVDs, Adult DVDs, CD Children	\$	106.95
11/23/2021	Check	14599	JESSICA MLINARIC	SECRET CHICAGO TRIVIA VIRTUAL	\$	150.00
11/23/2021	Check	14600	Ollis Book Corporation	Children Fiction / Non Fiction	\$	477.22
11/23/2021	Check	14601	Preferred Plumbing Inc	FIXED SLOAN TOILET LEAK , REPLACED THE VACUUM BREAKER	\$	145.00
11/23/2021	Check	14602	PEACE AND EDUCATION COALITION BACK OF THE YARDS	AZTEC DANCE 02/10/2022	\$	150.00
11/23/2021	Check	14603	Roscoe	Acct#1889-07544 INV 1710026, 1713803, 1717559, 1721325	\$	615.84
11/23/2021	Check	14604	Terminix	Invoice 411791094	\$	102.00
11/23/2021	Check	14605	Unique Management Services, Inc	INV 606756	\$	17.90
11/23/2021	Check	14606	Cathy Kolessar	STRETCH AND MEDITATE 12/20/2021	\$	50.00
11/23/2021	Check	14607	Cathy Kolessar	YOGA & MEDITATION 12/27/21	\$	50.00
11/24/2021	Check	14608	Black Stone	books on CD	\$	109.87
11/24/2021	Check	14609	CENGAGE Learning	Adult large Print	\$	244.72
11/24/2021	Check	14610	INGRAM LIBRARY SERVICES	INVOICES OCTOBER, NOVEMBER	\$	470.99
11/24/2021	Check	14611	Technology Management Rev Fund	Billing # T2222065 Inv. T2208618	\$	133.00
11/29/2021	Check	14612	Cathy Kolessar	stretching and meditation 1/3/2022	\$	50.00
11/29/2021	Check	14613	Preferred Plumbing Inc	FUNCTION OF SUMP PUMPS	\$	405.00
11/29/2021	Check	14614	Brodart Co.	STND 1MIL	\$	186.40
11/29/2021	Check	14615	INGRAM LIBRARY SERVICES	Adult Fiction, Children Fiction	\$	882.65
11/29/2021	Check	14616	CAPITAL ONE	NOVEMBER STATEMENT	\$	9,414.65
11/29/2021	Check	14617	Cathy Kolessar	STRETCHING AND MEDITATION	\$	50.00
11/30/2021	Check	14618	UNITED STATES POSTAL SERVICE	Permit # 47 and Postage	\$	1,731.56
11/30/2021	Expense		IMRF	IMRF - November	\$	4,964.24
11/30/2021	Expense		Paychex - Human Resource Services	Payroll 11.21	\$	974.65
11/30/2021	Expense		Nicor Gas	Nicor Gas Payment	\$	236.31
11/30/2021	Expense		IMRF	IMRF - October	\$	4,246.83
11/30/2021	Expense		ICMA	October ICMA	\$	2,982.77
Total					\$	116,861.01

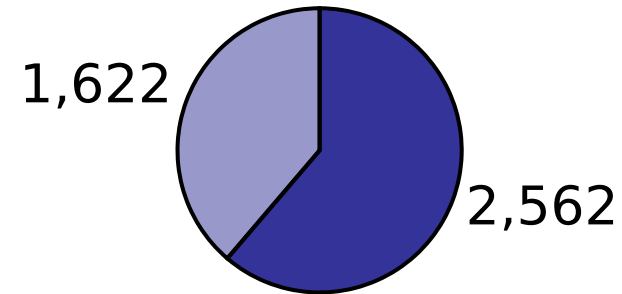
Item Library

NRS

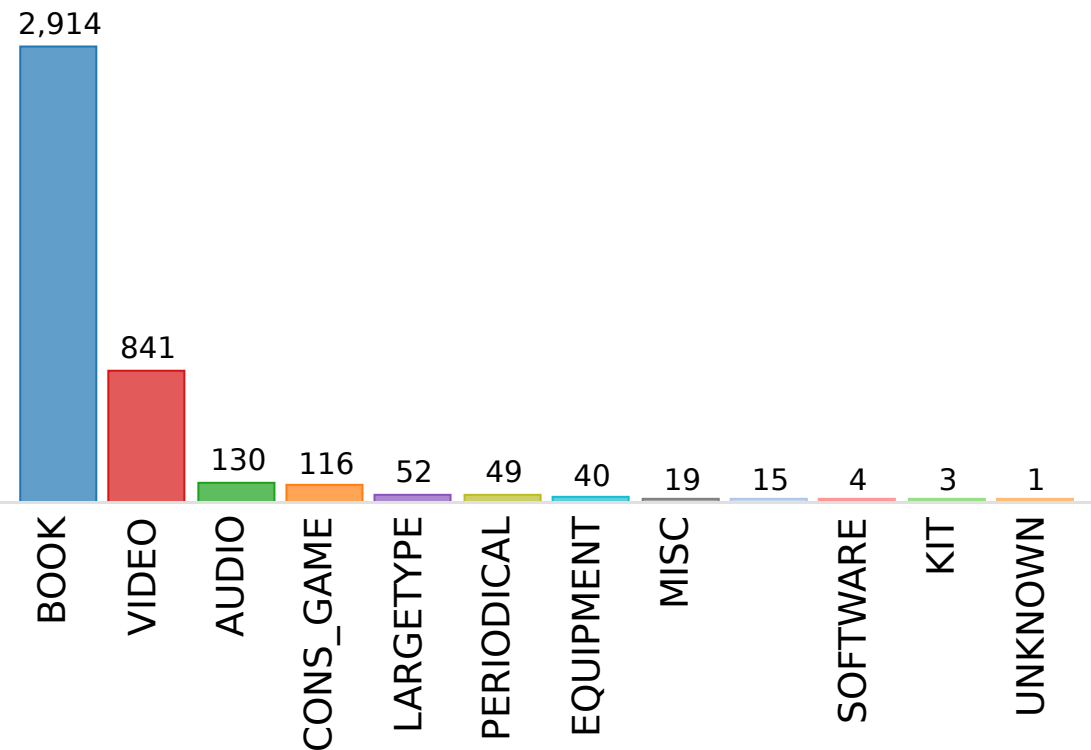


Checkouts & Renewals of Your Items

Trans Stat Command Desc	Transactions	% of Total
Total	4,184	100.00%
Charge Item Part B	2,562	61.23%
Renew Item	1,622	38.77%



Item Cat1	Transactions	% of Total
Total	4,184	100.00%
BOOK	2,914	69.65%
VIDEO	841	20.10%
AUDIO	130	3.11%
CONS_GAME	116	2.77%
LARGETYPE	52	1.24%
PERIODICAL	49	1.17%
EQUIPMENT	40	0.96%
MISC	19	0.45%
	15	0.36%
SOFTWARE	4	0.10%
KIT	3	0.07%
UNKNOWN	1	0.02%



Item Library

NRS



Checkouts & Renewals of Your Items

Item Type	Transactions	% of Total
Total	4,184	100.00%
BOOK	2,417	57.77%
DVD_FEAT	526	12.57%
BOOK_NEW	478	11.42%
DVD_NEWFEA	96	2.29%
CONSOLEGAM	94	2.25%
DVD_BOXSET	91	2.17%
CD_AUDIO	75	1.79%
PERIODICAL	49	1.17%
BLURAY_FEA	48	1.15%
LARGETYPE	43	1.03%
DVD	41	0.98%
CD_SPOKEN	39	0.93%
EQUIPMENTC	27	0.65%
CONSOLENEW	23	0.55%
PAPERBACK	23	0.55%
BLURAY_NFE	19	0.45%
REALIA	18	0.43%
EQUIPMENT	13	0.31%
CD_NEW	11	0.26%
LARGETYPEN	10	0.24%
NS_ILL_PRT	9	0.22%
DVD_NEW	8	0.19%
CD_SPOKNEW	7	0.17%
DVD_NEWFEJ	6	0.14%
DVD_BOXNEW	5	0.12%
CD_ROM	4	0.10%
KIT_NEW	3	0.07%

Item Home Location	Transactions	% of Total
Total	4,184	100.00%
STACKS	1,684	40.25%
STACKS_JUV	1,539	36.78%
NEW_ADULT	474	11.33%
YOUNGADULT	294	7.03%
NEW_JUV	138	3.30%
NEW_YA	45	1.08%
ILL_IN	9	0.22%
MISSING	1	0.02%

Item Library

NRS



Checkouts & Renewals of Your Items

User Library	Trans Stat User Profile Name	Transactions	% of Total
Total		4,184	100.00%
		1,522	36.38%
NRS	NRS_ADULT	1,395	33.34%
	NRS_JUV	181	4.33%
RSS	RSS_ADULT	129	3.08%
BYS	BYS_ADULT	63	1.51%
DGS	DGS_PATRON	47	1.12%
OPS	OPS_PATRON	45	1.08%
MWS	MWS_ADULT	37	0.88%
GED	GED_PATRON	36	0.86%
SCD	SCD_PATRON	34	0.81%
SFS	SFS_JUV	30	0.72%
GVD	GVD_PATRON	29	0.69%
INS	INS_PATRON	27	0.65%
SFS	SFS_ADULT	26	0.62%
FPS	FPS_ADULT	23	0.55%
LYS	LYS_ADULT	23	0.55%
BFS	BFS_PATRON	22	0.53%
TPS	TPS_PATRON	21	0.50%
EPS	EPS_PATRON	18	0.43%
CSD	CSD_PATRON	16	0.38%
LPS	LPS_PATRON	14	0.33%
TFS	TFS_PATRON	14	0.33%
ILL_LIBS	CHICAGO_P	13	0.31%
WRS	WRS_PATRON	13	0.31%
BLD	BLD_PATRON	12	0.29%
HDS	HDS_ADULT	12	0.29%
MTS	MTS_PATRON	12	0.29%

Item Library

NRS

Checkouts & Renewals of Your Items

Item Cat2	Transactions	% of Total
ADULT	2,163	51.70%
JUVENILE	1,667	39.84%
TEEN	343	8.20%
	11	0.26%
Total	4,184	100.00%

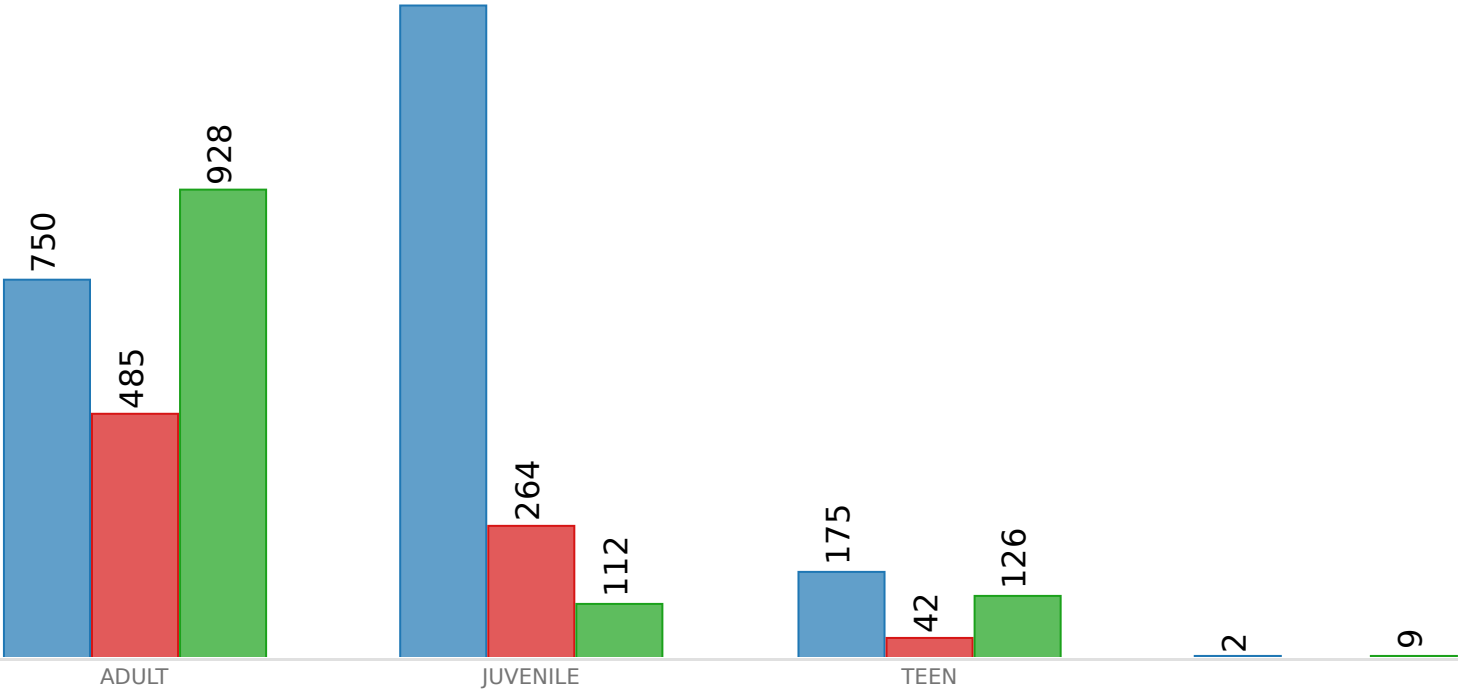
Item Cat3	Transactions	% of Total
FICTION	2,218	53.01%
NONFICTION	791	18.91%
	1,175	28.08%
Total	4,184	100.00%

Circs by Cat2 & Cat3

Item Cat3

FICTION

NONFICTION



Item Cat2

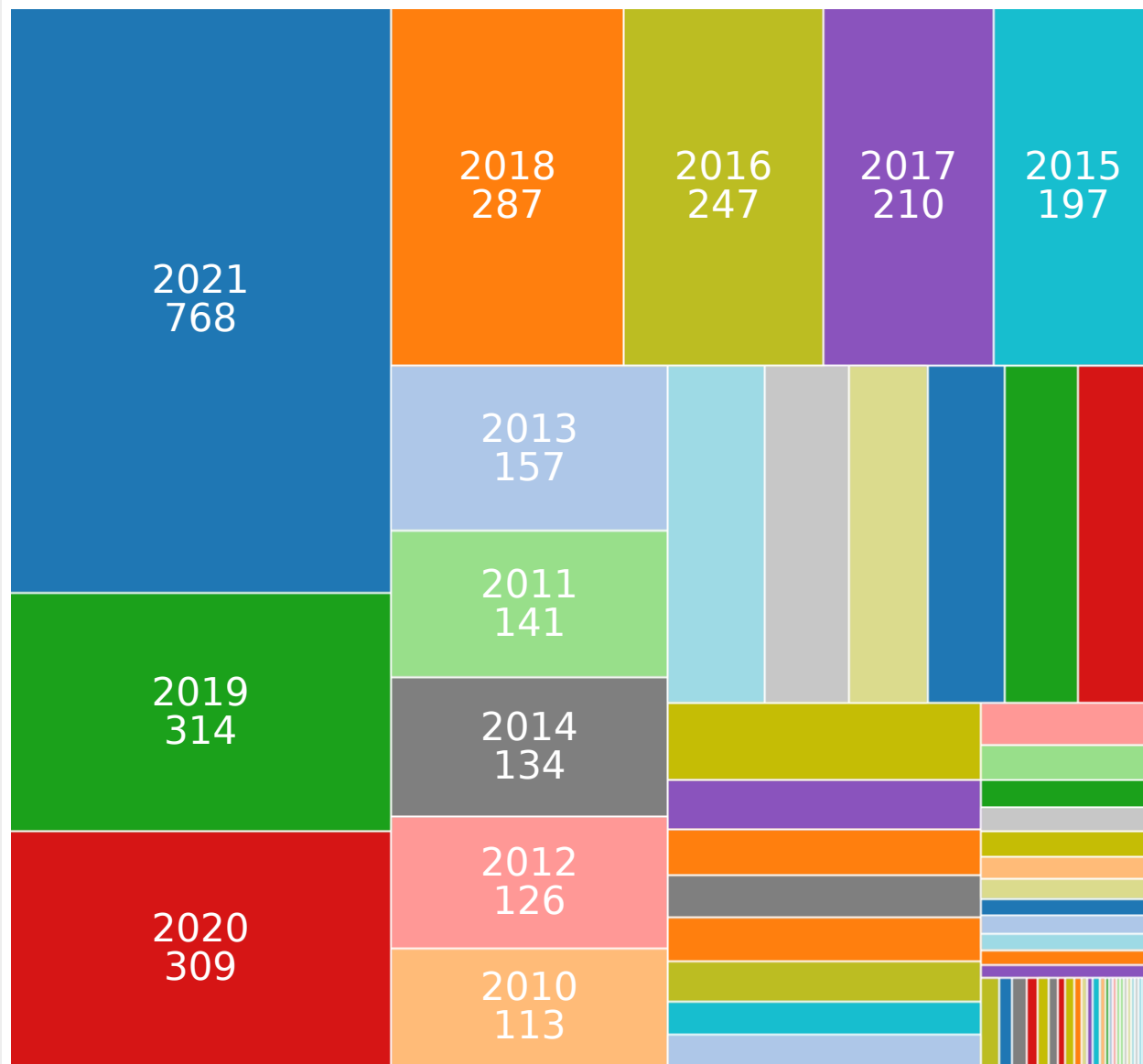
Item Library

NRS



Checkouts & Renewals of Your Items

Publication Year	Transactions	% of Total
Total	4,184	100.00%
2021	768	18.36%
2019	314	7.50%
2020	309	7.39%
2018	287	6.86%
2016	247	5.90%
2017	210	5.02%
2015	197	4.71%
2013	157	3.75%
2011	141	3.37%
2014	134	3.20%
2012	126	3.01%
2010	113	2.70%
2007	112	2.68%
2006	98	2.34%
2008	93	2.22%
2005	89	2.13%
2003	87	2.08%
2004	86	2.06%
2009	82	1.96%
2001	53	1.27%
0	50	1.20%
1998	47	1.12%
2002	47	1.12%
2000	44	1.05%
1999	36	0.86%
1997	34	0.81%
1996	24	0.57%
1995	21	0.50%
1987	16	0.38%
1990	15	0.36%



Station Library

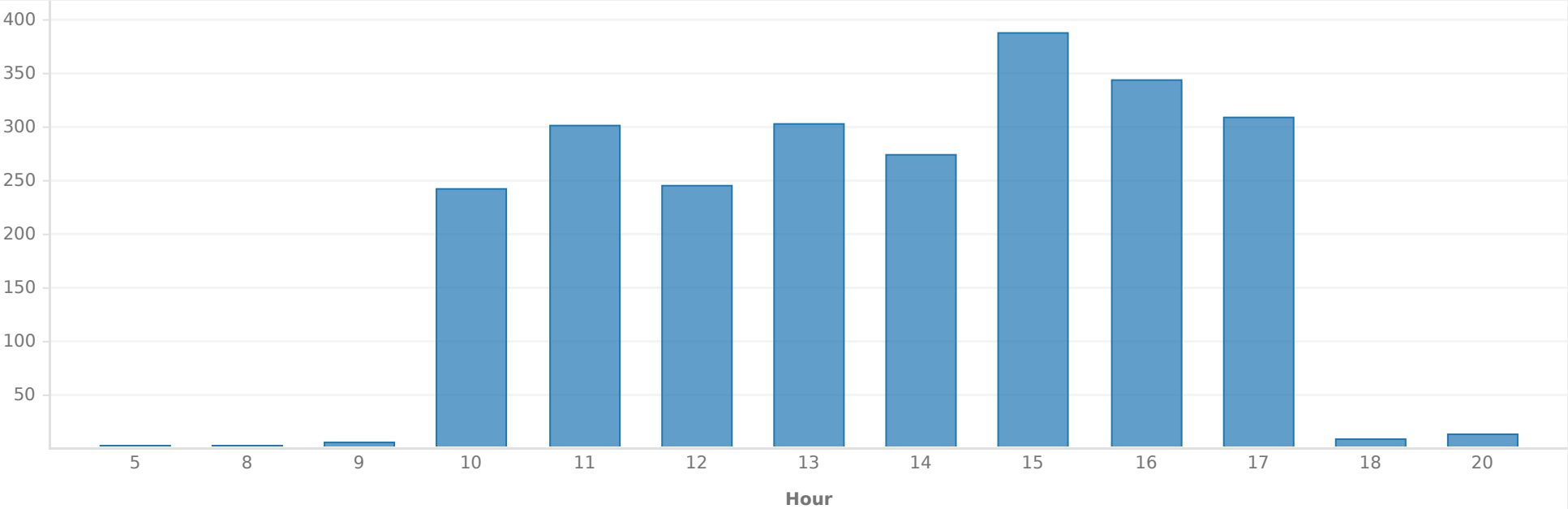
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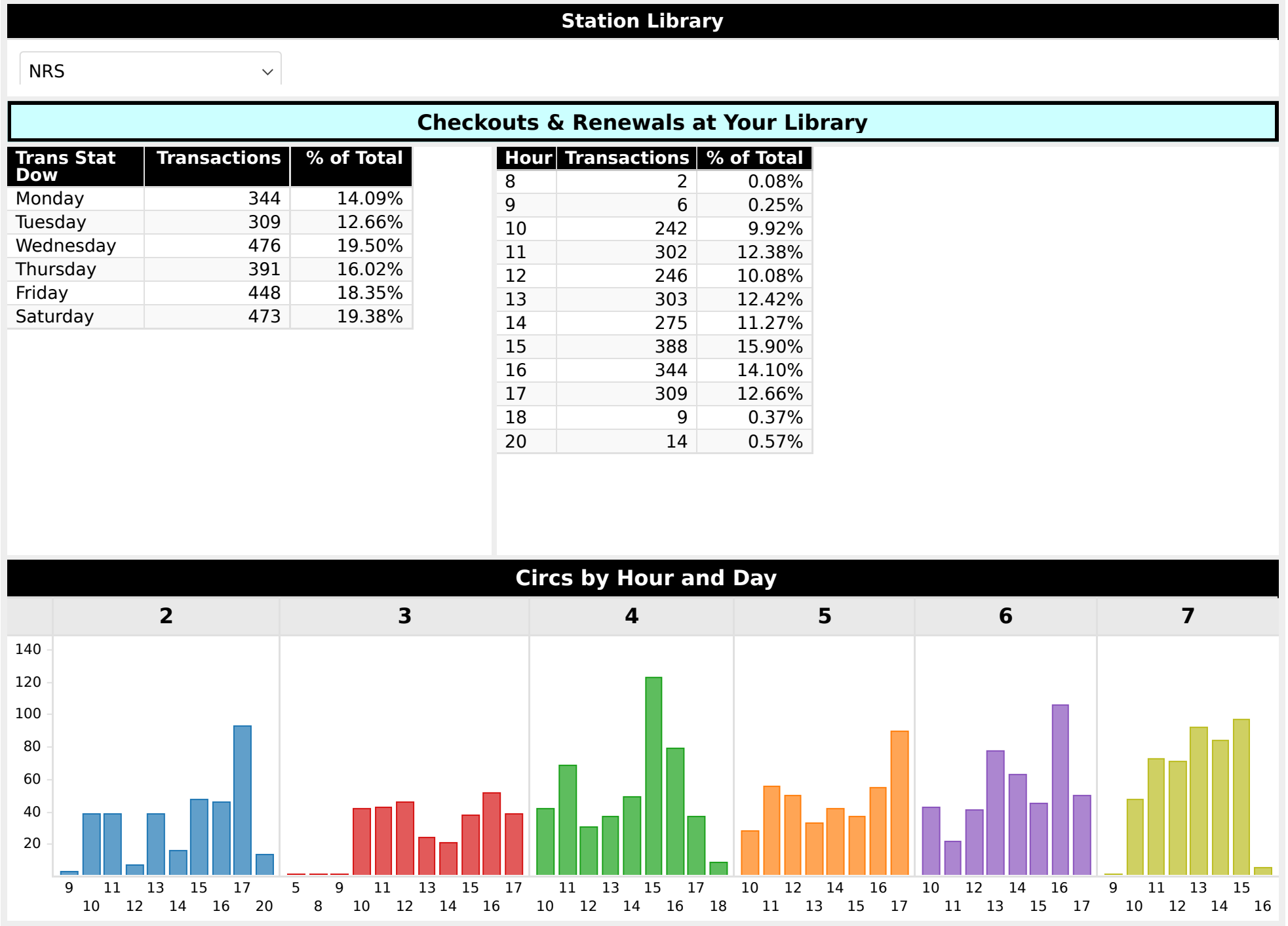
Checkouts & Renewals at Your Library

Trans Stat Command Desc	Transactions	% of Total
Total	3,921	100.00%
Charge Item Part B	2,334	59.53%
Renew Item	1,587	40.47%

Trans Stat Station Login User Access	Transactions	% of Total
Total	3,921	100.00%
NRSCIRCSR	1,793	45.73%
AUTORENEW	1,480	37.75%
NRSTECHSR	627	15.99%
PUBLIC	21	0.54%

Average Transactions per Hour





Station Library

NRS



Checkouts & Renewals at Your Library

Library Users at Your Library

User Library	Transactions	% of Total
Total	2,441	100.00%
NRS	2,011	82.38%
RSS	131	5.37%
BYS	65	2.66%
SFS	55	2.25%
MWS	39	1.60%
FPS	33	1.35%
LYS	23	0.94%
BRS	14	0.57%
LPS	14	0.57%
EPS	12	0.49%
ILL_LIBS	12	0.49%
OZS	7	0.29%
BFS	6	0.25%
OPS	5	0.20%
WCS	4	0.16%
CIS	3	0.12%
HDS	2	0.08%
BDD	1	0.04%
CNS	1	0.04%
DGS	1	0.04%
LGS	1	0.04%
RFS	1	0.04%

Library Items at Your Library

Item Library	Transactions	% of Total
Total	2,441	100.00%
NRS	1,960	80.29%
OPS	22	0.90%
BYS	20	0.82%
DGS	19	0.78%
SCD	19	0.78%
OLS	18	0.74%
INS	15	0.61%
ESS	14	0.57%
WVD	14	0.57%
BDD	13	0.53%
TPS	13	0.53%
BLD	12	0.49%
GED	11	0.45%
GSD	9	0.37%
CCS	8	0.33%
CIS	8	0.33%
FPS	8	0.33%
GVD	8	0.33%
LPS	8	0.33%
ADS	7	0.29%
FRS	7	0.29%
HSS	7	0.29%
LGS	7	0.29%
LCC	7	0.29%

Station Library

NRS

Checkouts & Renewals by Library & User Profile at Your Library

Library Users/Profiles at Your Library

User Library	Trans Stat User Profile Name	Transactions	% of Total
Total		2,441	100.00%
NRS	NRS_ADULT	1,800	73.74%
	NRS_JUV	193	7.91%
RSS	RSS_ADULT	131	5.37%
BYS	BYS_ADULT	65	2.66%
MWS	MWS_ADULT	39	1.60%
FPS	FPS_ADULT	33	1.35%
SFS	SFS_JUV	30	1.23%
	SFS_ADULT	25	1.02%
LYS	LYS_ADULT	23	0.94%
LPS	LPS_PATRON	14	0.57%
EPS	EPS_PATRON	12	0.49%
BRS	BRS_ADULT	11	0.45%
NRS	ALA_OCLC	9	0.37%
ILL_LIBS	CHICAGO_P	8	0.33%
NRS	NRSCIRCJR	7	0.29%
OZS	OPS_PATRON	7	0.29%
BFS	BFS_PATRON	6	0.25%
OPS	OPS_PATRON	5	0.20%
ILL_LIBS	INTACC_MED	4	0.16%
WCS	WCS_PATRON	4	0.16%
BRS	BRS_JUV	3	0.12%
CIS	CIS_ADULT	3	0.12%
HDS	HDS_ADULT	2	0.08%
BDD	BDD_PATRON	1	0.04%
CNS	CNS_PATRON	1	0.04%
DGS	DGS_PATRON	1	0.04%
LGS	LGS_PATRON	1	0.04%
NRS	CHICAGO_P	1	0.04%

Library Items/Profiles at Your Library

Item Library	Trans Stat User Profile Name	Transactions	% of Total
Total		2,441	100.00%
NRS	NRS_ADULT	1,388	56.86%
	NRS_JUV	181	7.41%
	RSS_ADULT	124	5.08%
	BYS_ADULT	47	1.93%
	MWS_ADULT	37	1.52%
	SFS_JUV	30	1.23%
	SFS_ADULT	25	1.02%
	LYS_ADULT	23	0.94%
BYS	NRS_ADULT	20	0.82%
OPS	NRS_ADULT	18	0.74%
OLS	NRS_ADULT	17	0.70%
SCD	NRS_ADULT	16	0.66%
DGS	NRS_ADULT	14	0.57%
BDD	NRS_ADULT	13	0.53%
INS	NRS_ADULT	13	0.53%
NRS	FPS_ADULT	13	0.53%
ESS	NRS_ADULT	12	0.49%
NRS	EPS_PATRON	12	0.49%
	OPS_PATRON	12	0.49%
WVD	NRS_ADULT	12	0.49%
BLD	NRS_ADULT	11	0.45%
NRS	BRS_ADULT	11	0.45%
TPS	NRS_ADULT	11	0.45%
GED	NRS_ADULT	10	0.41%
NRS	ALA_OCLC	9	0.37%
CIS	NRS_ADULT	8	0.33%
GSD	NRS_ADULT	8	0.33%
NRS	CHICAGO_P	8	0.33%
CCS	NRS ADULT	7	0.29%

User Library

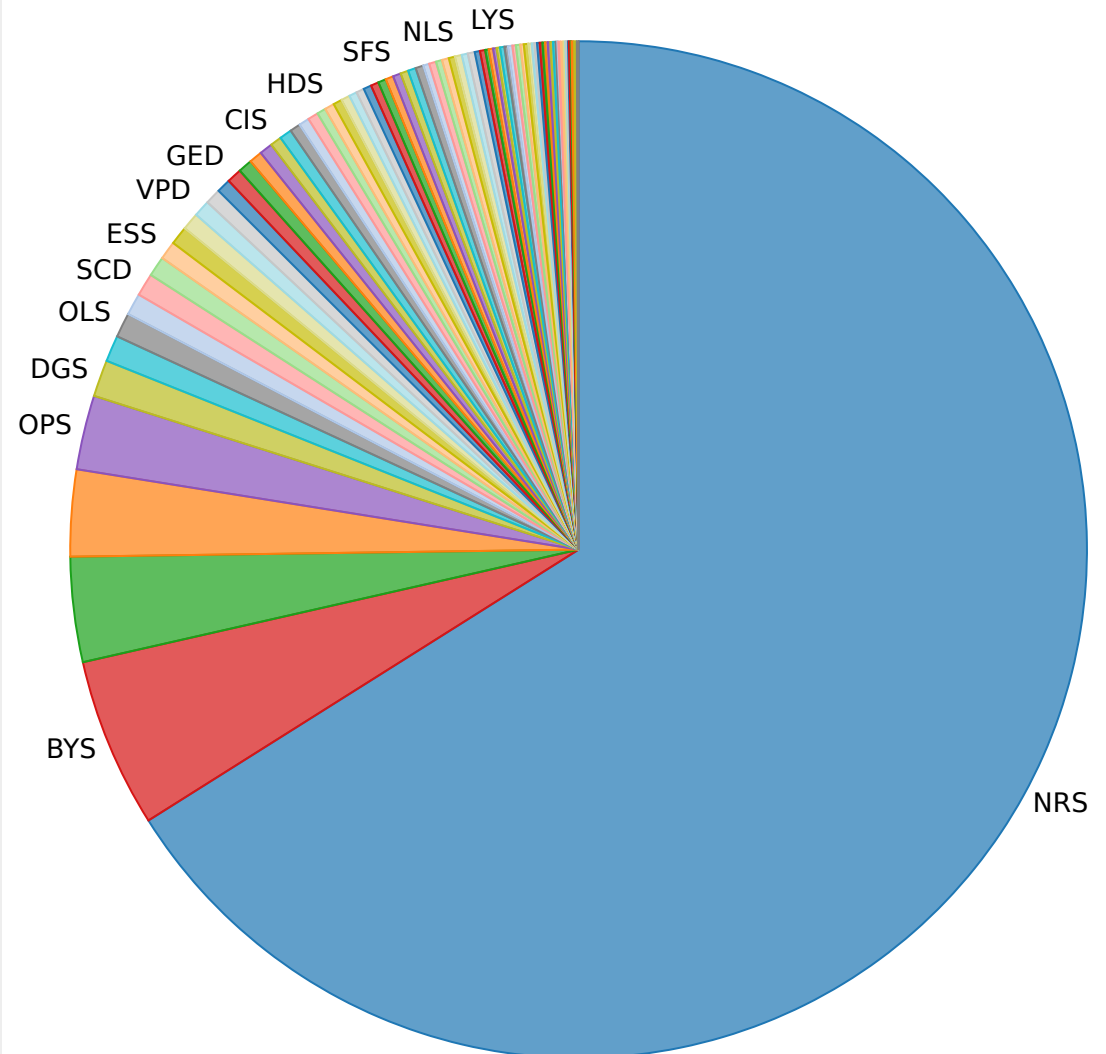
NRS



Checkouts & Renewals from Your Patrons

Item Library	Transactions	% of Total
Total	2,413	100.00%
NRS	1,593	66.02%
BYS	130	5.39%
LGS	81	3.36%
RSS	66	2.74%
OPS	57	2.36%
DGS	28	1.16%
LPS	20	0.83%
OLS	19	0.79%
BFS	17	0.70%
SCD	17	0.70%
BDD	16	0.66%
ESS	14	0.58%
WVD	14	0.58%
INS	13	0.54%
VPD	13	0.54%
TPS	12	0.50%
BLD	11	0.46%
GED	11	0.46%
WRS	11	0.46%
CCS	10	0.41%
WCS	10	0.41%
CIS	9	0.37%
FPS	9	0.37%
FRS	8	0.33%
CCD	8	0.33%

Your Users Checkout Items from...



User Library

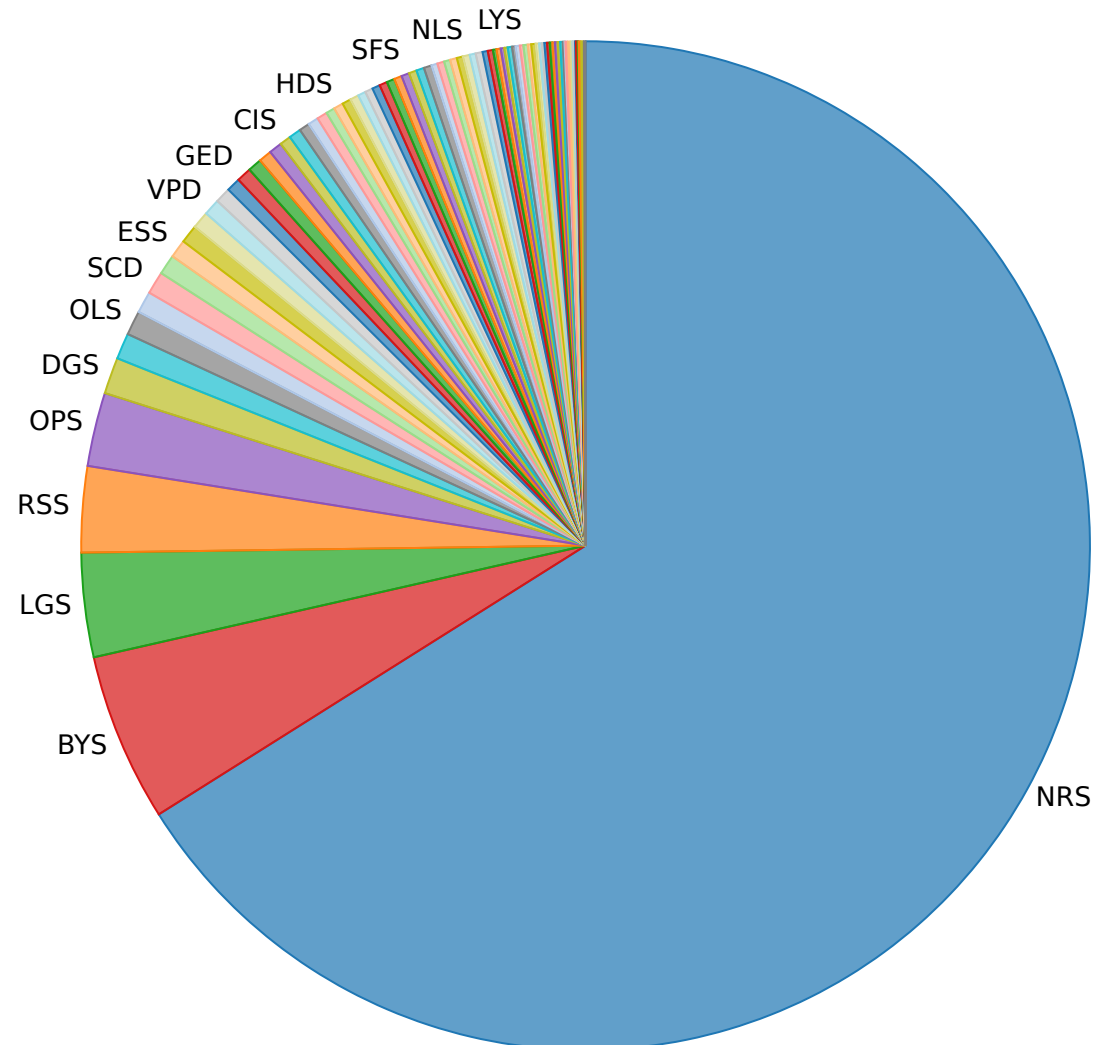
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Checkouts & Renewals from Your Patrons

Station Library	Transaction	% of Total
Total	2,413	100.00%
NRS	2,011	83.34%
BYS	120	4.97%
RSS	81	3.36%
LGS	73	3.03%
OPS	64	2.65%
BFS	14	0.58%
LPS	14	0.58%
DGS	13	0.54%
VPD	8	0.33%
WCS	4	0.17%
WRS	4	0.17%
SFS	3	0.12%
FPS	2	0.08%
LYS	2	0.08%

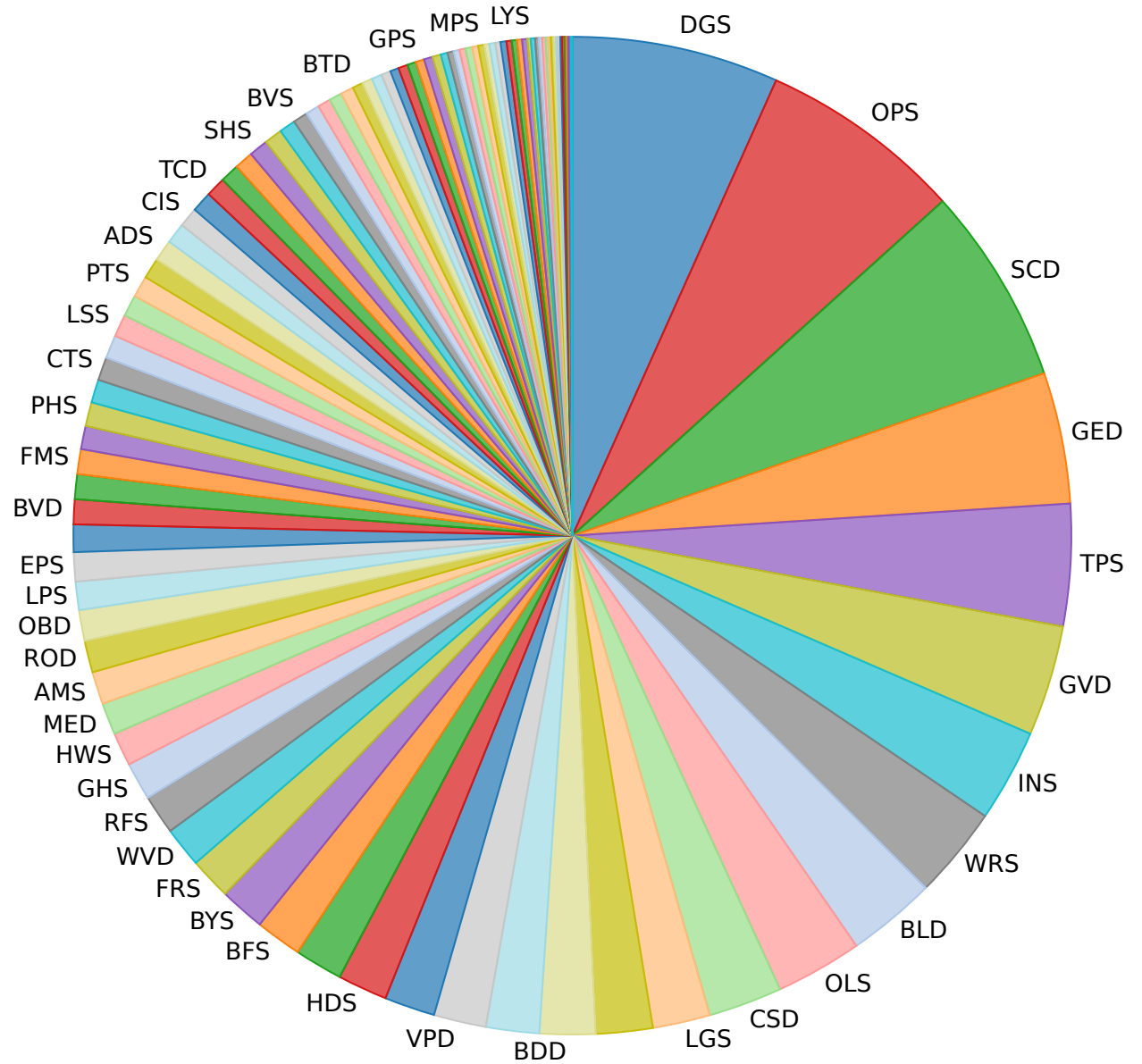
Your Users Checkout at...



Checkouts & Renewals from all SWAN Libraries

Item Library	Transactions	% of Total
Total	1,053,789	100.00%
DGS	70,113	6.65%
OPS	69,806	6.62%
SCD	67,584	6.41%
GED	44,715	4.24%
TPS	41,601	3.95%
GVD	37,727	3.58%
INS	31,639	3.00%
WRS	31,433	2.98%
BLD	30,519	2.90%
OLS	29,506	2.80%
CSD	25,071	2.38%
LGS	19,715	1.87%
GSD	19,403	1.84%
BDD	19,023	1.81%
ESS	18,009	1.71%
VPD	17,786	1.69%
TFS	17,453	1.66%
HDS	16,908	1.60%
WMS	16,347	1.55%
BFS	15,818	1.50%
BYS	15,651	1.49%
FRS	14,232	1.35%
WVD	13,849	1.31%
RFS	13,233	1.26%
GHS	12,887	1.22%
HWS	11,419	1.08%
MED	11,046	1.05%
AMS	10,906	1.03%
ROD	10,841	1.03%
OBD	10,594	1.01%
LPS	9,797	0.93%
EPS	9,766	0.93%
WCD	9,355	0.89%
RVD	8,504	0.82%

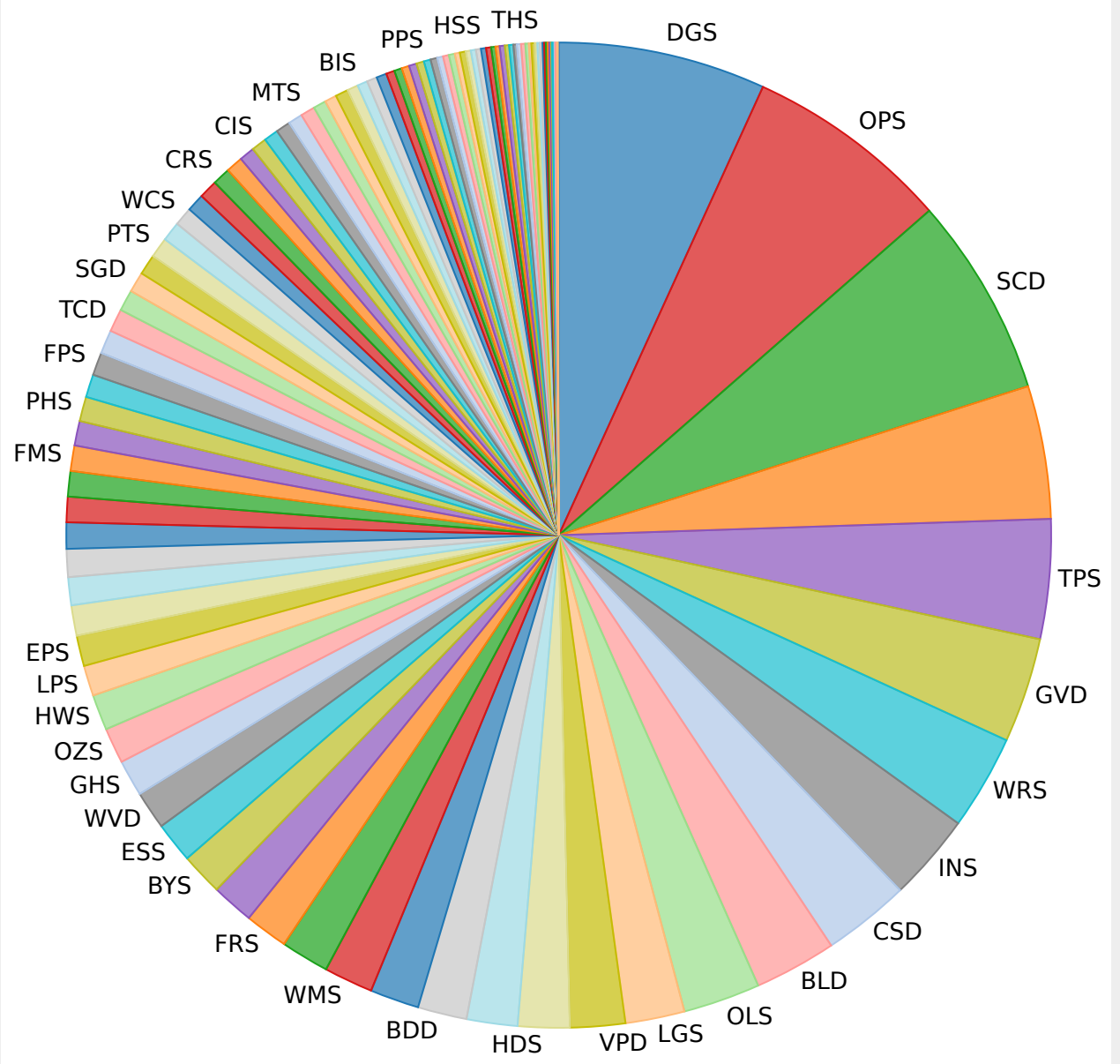
Item Circs by Item Library



Checkouts & Renewals from all SWAN Libraries

Station Library	Transactions	% of Total
Total	1,053,789	100.00%
DGS	71,404	6.78%
OPS	71,173	6.75%
SCD	69,024	6.55%
GED	45,946	4.36%
TPS	41,450	3.93%
GVD	36,261	3.44%
WRS	32,558	3.09%
INS	30,387	2.88%
CSD	29,916	2.84%
BLD	28,595	2.71%
OLS	26,686	2.53%
LGS	20,497	1.95%
VPD	18,842	1.79%
HDS	17,974	1.71%
TFS	17,619	1.67%
BDD	16,994	1.61%
BFS	16,919	1.61%
WMS	16,886	1.60%
GSD	16,719	1.59%
FRS	14,865	1.41%
RFS	14,723	1.40%
BYS	14,522	1.38%
ESS	14,100	1.34%
WVD	13,076	1.24%
GHS	12,625	1.20%
OZS	12,415	1.18%
HWS	12,199	1.16%
LPS	10,583	1.00%
EPS	10,546	1.00%
WCD	10,538	1.00%
MED	9,726	0.92%
ROD	9,563	0.91%
AMS	8,993	0.85%
RSS	8,806	0.84%

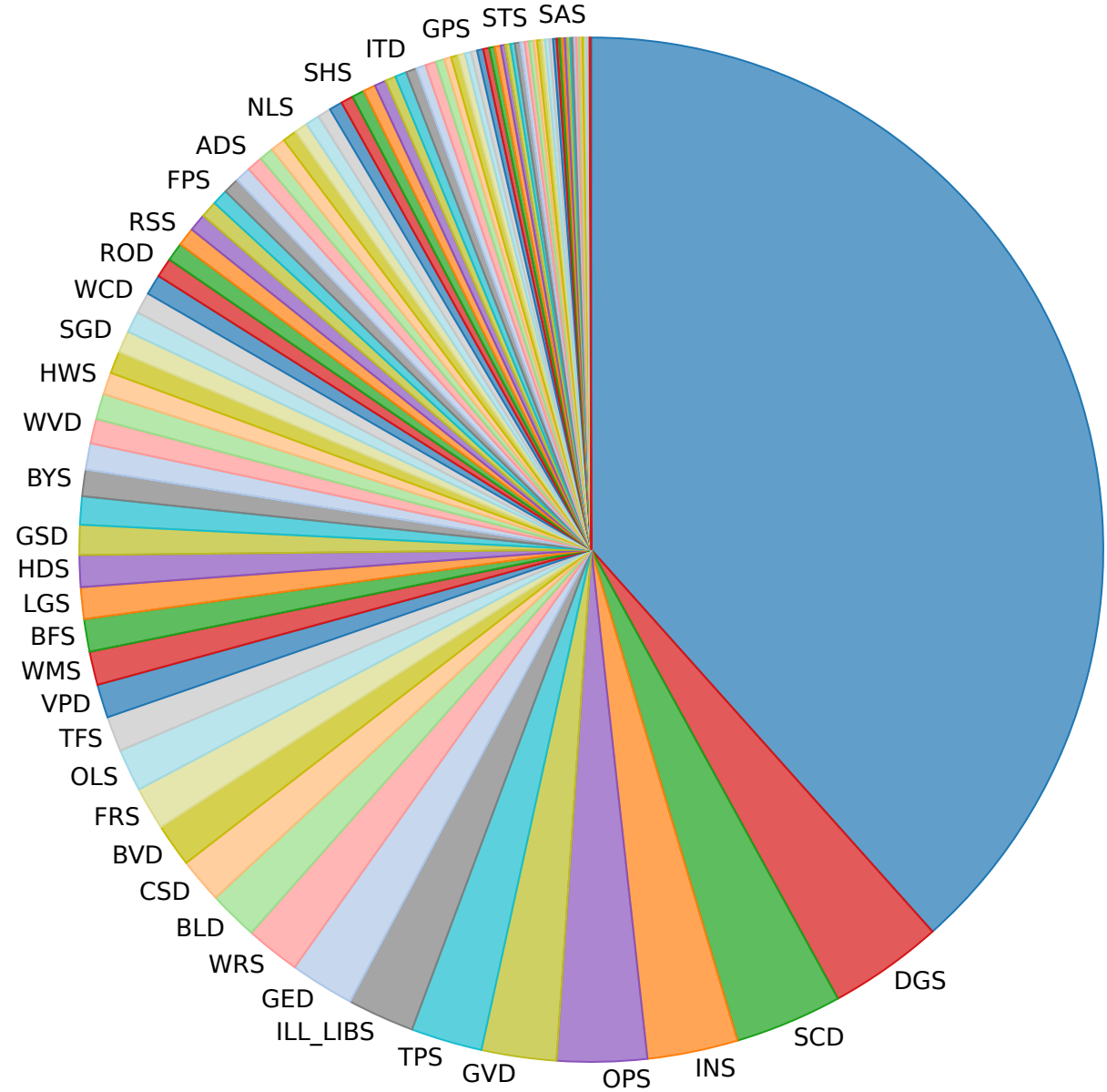
Item Circs by Station Library



Checkouts & Renewals from all SWAN Libraries

User Library	Transactions	% of Total
Total	1,053,789	100.00%
	404,255	38.36%
DGS	38,126	3.62%
SCD	35,639	3.38%
INS	30,268	2.87%
OPS	29,872	2.83%
GVD	24,640	2.34%
TPS	23,892	2.27%
ILL_LIBS	22,303	2.12%
GED	21,179	2.01%
WRS	18,325	1.74%
BLD	16,330	1.55%
CSD	14,859	1.41%
BVD	14,374	1.36%
FRS	14,355	1.36%
OLS	14,029	1.33%
TFS	11,707	1.11%
VPD	11,215	1.06%
WMS	11,059	1.05%
BFS	10,700	1.02%
LGS	10,577	1.00%
HDS	10,554	1.00%
GSD	10,111	0.96%
ESS	9,182	0.87%
BYS	8,920	0.85%
BDD	8,616	0.82%
WVD	8,406	0.80%
RFS	8,300	0.79%
HWS	7,422	0.70%
GHS	7,314	0.69%
SGD	7,301	0.69%
MED	7,113	0.67%
WCD	6,843	0.65%
LPS	6,814	0.65%
ROD	6,369	0.60%

Item Circs by User Library



**North Riverside Public Library District
Annual Meeting and Holiday Schedule
2022**

Library Board of Trustee meetings of the North Riverside Public Library District are held on the third Monday of each month beginning at 6:00pm in the community room on the main floor of the North Riverside Public Library District (2400 S. Des Plaines Ave., North Riverside, IL 60546).

January 17th, 2022

February 21st, 2022

March 21st, 2022

April 18th, 2022

May 16th, 2022

June 20th, 2022

July 18th, 2022

August 15th, 2022

September 19th, 2022

October 17th, 2022

November 21st, 2022

December 19th, 2022

Special meetings may be held. Any special meeting will be posted at the library and on the library's website no less than 48 hours prior to the meeting.

Library Board of Trustees Committee of the Whole meetings of the North Riverside Public Library District will be held on the first Monday of each month as needed beginning at 6:00pm in the community room on the main floor of the North Riverside Public Library District (2400 S. Des Plaines Ave., North Riverside, IL 60546).

January 3rd, 2022

February 7th, 2022

March 7th, 2022

April 4th, 2022

May 2nd, 2022

June 6th, 2022

~~July 4th, 2022~~

August 1st, 2022

September 5th, 2022

October 3rd, 2022

November 7th, 2022

December 5th, 2022

**North Riverside Public Library District
Annual Meeting and Holiday Schedule
2022**

The North Riverside Public Library will be closed on the following holidays:

May 30th, 2022 – Memorial Day

July 4th, 2022 – Independence Day

September 5th, 2022 – Labor Day

November 24th, 2022 – Thanksgiving

December 23rd-26th, 2022 – Christmas

December 30th – January 2nd, 2022 – New Year's

ORDINANCE NO. 21-11-01

Ordinance Annexing Territory

An Ordinance Annexing Territory of the Board of Library Trustees of the North Riverside Public Library District, Cook County, Illinois.

WHEREAS, Section 15-10(c) of the Public Library District Act of 1991 (75 ILCS 16/15-10) provides that a public library district may by ordinance annex contiguous private property; and

WHEREAS, on November 15th, 2021, the Board of Library Trustees of the North Riverside Public Library District, Cook County, Illinois (the “Board”) adopted Ordinance No 21-11-01 indicating its intent to annex the property described in the ordinance, a certified copy of which is attached hereto as **Exhibit 1**; and

WHEREAS, within 15 days of the passage of Ordinance No. 21-11-01, notice of the adoption of the ordinance and a copy of a map showing the boundaries of the territory to be annexed was sent to both the owners of record of the property to be annexed and to the presidents of the board of trustees of each public library located within one mile of the territory to be annexed, which notice and affidavit of service for same is attached hereto as **Exhibit 2**; and

WHEREAS, written acknowledgment of receipt of the notice was received from the owners of record of the property to be annexed, which written acknowledgements are attached hereto as **Exhibit 3**; and

WHEREAS, 60 days have passed since the written notice of the ordinance was received by the owners of record of the territory to be annexed; and

WHEREAS, the Board provided provide a reasonable opportunity for any interested person to make public comments on the proposed annexation ordinance at a public meeting held on November 15th, 2021; and

WHEREAS, it is in the best interests of the current and successor owners of the territory as well as the residents, taxpayers, and users of the North Riverside Public Library for the entire territory to become a part of the North Riverside Public Library District.

NOW THEREFORE, be it ordained by Board of Library Trustees of the North Riverside Public Library District, Cook County, Illinois, as follows:

SECTION 1: That the property legally described in Section 2 of this ordinance and depicted in the maps attached to this Ordinance is contiguous to the North Riverside Public Library District and no voters reside in the territory.

SECTION 2: All of the statutory prerequisites for annexation of the territory described in Section 3 of this Ordinance have been satisfied.

Section 3: The following described property is annexed into the boundaries of the North Riverside Public Library District, maps of which are attached hereto as **Exhibit 4:**

15-23-300-008-0000

THAT PART OF THE SOUTHWEST 1/4 BEGINNING AT A POINT ON THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 23, 400 FEET NORTH OF THE SOUTHWEST CORNER OF SAID SECTION 23 THENCE NORTH 933.56 FEET TO A POINT ON THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 23 THENCE EAST 272.25 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF THE ILLINOIS CENTRAL GULF RAILROAD (100 FEET WIDE) THENCE SOUTH 67°11'40" EAST 227.50 FEET THENCE SOUTH 00°10'54" WEST 845.38 FEET THENCE WEST 479.29 FEET MORE OR LESS TO THE POINT OF BEGINNING IN THE DIVISION OF THE SOUTH 41.5 ACRES OF THE NORTHWEST OF THE SOUTHWEST 1/4 OF SECTION 23 TOWNSHIP 39 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

15-23-300-013-0000

THAT PART OF THE DIVISION OF THE SOUTH 41.5 ACRES OF THE NORTHWEST 1/4 AND OF THE SOUTHWEST 1/4 LYING SOUTHERLY OF A 100 FOOT RAILROAD RIGHT OF WAY (EXCEPT PARTS TAKEN FOR 9TH AVENUE, 22ND STREET (ALSO KNOWN AS CERMAK ROAD) AND 1ST AVENUE) TAKEN AS A TRACT (EXCEPT THE WEST 100 FEET OF THE SOUTH 120 FEET THEREOF) AND (EXCEPT THAT PART BEGINNING AT A POINT 33 FEET EAST OF THE WEST LINE OF THE SOUTHWEST 1/4, 400 FEET NORTH OF THE SOUTH LINE THENCE NORTH 1034.16 FEET TO A POINT ON THE SOUTH LINE OF THE 100 FOOT ILLINOIS CENTRAL GULF RAILROAD RIGHT OF WAY THENCE SOUTH 67°11'40" EAST 487.04 FEET THENCE SOUTH 00°10'54" WEST 845.38 FEET THENCE WEST 479.29 FEET MORE OR LESS TO THE POINT OF BEGINNING IN SECTION 23 TOWNSHIP 39 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

15-23-300-014-0000

THE WEST 100 FEET OF THE SOUTH 120 FEET OF THE FOLLOWING DESCRIBED TRACT: THAT PART OF THE DIVISION OF THE SOUTH 41.5 ACRES OF THE NORTHWEST 1/4 AND OF THE SOUTHWEST 1/4 LYING SOUTHERLY OF A 100 FOOT RAILROAD RIGHT OF WAY (EXCEPT PARTS TAKEN FOR 9TH AVENUE, 22ND STREET (ALSO KNOWN AS CERMAK ROAD) AND 1ST AVENUE) IN SECTION 23 TOWNSHIP 39 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

15-23-300-015-0000

THAT PART OF THE SOUTHWEST 1/4 LYING SOUTHERLY OF THE 100 FOOT RAILROAD RIGHT OF WAY AND NORTHERLY OF THE FOLLOWING DESCRIBED LINE: BEGINNING ON THE WEST LINE OF THE SOUTHWEST 1/4 AT A POINT 1333.56 FEET NORTH OF THE SOUTH LINE OF SAID SOUTHWEST 1/4 THENCE EAST 272.25 FEET TO A POINT ON THE SOUTH RIGHT OF WAY

LINE OF THE RAILROAD RIGHT OF WAY, BEING THE POINT OF TERMINATION (EXCEPT 9TH AVENUE TAKEN FOR ROAD) IN THE DIVISION OF THE SOUTH 41.5 ACRES OF THE NORTHWEST 1/4 AND OF THE SOUTHWEST 1/4 OF SECTION 23 TOWNSHIP 39 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

15-23-401-005-0000

LOT 1 IN CROSSROADS OF NORTH RIVERSIDE, BEING A SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 23 TOWNSHIP 39 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

15-23-401-006-0000

LOT 2 IN CROSSROADS OF NORTH RIVERSIDE, BEING A SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 23 TOWNSHIP 39 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

15-23-401-007-0000

LOT 3 IN CROSSROADS OF NORTH RIVERSIDE, BEING A SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 23 TOWNSHIP 39 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

SECTION 4: This ordinance shall take effect and be in full force and effect upon its passage and approval according to the law,

SECTION 5: The Director, her designees, and the Board's legal counsel are hereby authorized and directed to record the notices written receipt of the notices, a certified copy of Ordinance No. 21-11-01, a certified copy of this Ordinance, a map depicting the property described herein, and the recorded documents shall be filed in the Office of the County Clerk of Cook County, Illinois, and that shall constitute the exercise of the District's annexation of the territory described.

[Remainder of Page Intentionally Blank]

Adopted November 15th, 2021, pursuant to a roll call vote as follows:

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

APPROVED:

Greg Gordon, Vice-President
Board of Library Trustees
North Riverside Public
Library District

(seal)

ATTEST:

John Mathias, Secretary
Board of Library Trustees
North Riverside Public
Library District

EXHIBIT 1

Certified Copy of Ordinance No. 21-11-01

I, John Mathias, DO HEREBY CERTIFY that I am the duly elected, qualified and serving Secretary, and as such keeper of the books and records of the Board of Trustees of the North Riverside Public Library District; and

I DO FURTHER CERTIFY that the attached Ordinance No. 21-11-01, entitled **ORDINANCE OF INTENT TO ANNEX TERRITORY** is a true and correct copy of said Ordinance which was presented, passed and recorded by said Board at its regular meeting on November 15th, 2021, by a vote of:

AYES: _____

NAYES: _____

ABSENT: _____

Dated this 15th day of November, 2021.

John Mathias
Secretary
Board of Trustees of the North
Riverside Public Library District

EXHIBIT 2

Notice of Proposed Annexation and Affidavit of Service

Notice of Proposed Annexation to the North Riverside Public Library District

To the attention of:

Kate Buckson
LaGrange Park Library Executive Director
555 N. La Grange Road
La Grange Park, IL 60526

Stan Huntington
Maywood Library Director
121 S 5th Avenue
Maywood IL 60153-1307

Robert Lafferty
Broadview Library Assistant Director
2226 16th Ave
Broadview, IL 60155

Mr. James Smith
Chief of Staff
Illinois Department of Military Affairs
1301 N. MacArthur Blvd.
Springfield, IL 62702

North Riverside Properties and Management, LLC
c/o Amin Panjwani
130 S. Canal Street, Unit 9A
Chicago, IL 60606

Gierczyk Media Property LLC
c/o James P. Gierczyk
17475 Jovanna Drive, Suite 2A
Homewood, Illinois 60430

North Riverside Properties and Management, LLC
1420 Sheridan Road, Unit 8B
Wilmette, IL 60091

Gierczyk Media Property LLC
9 Gianna Drive
Flossmoor, IL 60422

North Riverside Properties and Management, LLC
ATTN: Shamsuddin Panjwani, agent
2608 W. Peterson Avenue, Suite 201
Chicago, IL 60659

Gierczyk Media Property LLC
ATTN: Michael S. Roberts, Agent
305 N. Peoria Street, Suite 200
Chicago, IL 60607

Each of you are hereby notified that the North Riverside Public Library District, Cook County, Illinois, intends to annex the territory described on the attached Exhibit A and Exhibit B pursuant to the provisions of Section 15-10(c) of the Public Library District Act of 1991 (75 ILCS 16/15-10). This annexation will be discussed at a public meeting on November 15th, 2021 at 6:00 pm at the North Riverside Public Library, 2400 S. Des Plaines Avenue, North Riverside, IL 60516.

Respectfully Submitted,
Natalie Starosta
Library Director
North Riverside Public Library District

AFFIDAVIT OF SERVICE

STATE OF ILLINOIS }
)SS
COUNTIES OF COOK)

I, Natalie Starosta, being first duly sworn, deposes and says on oath that as Director at the North Riverside Public Library she did cause this notice to be served upon the attached service list by mailing true and correct copies of the same to said individuals and entities at the addresses set forth in the service list, this 30th day of August, 2021, by depositing the same in the United States Mail certified, return receipt, postage prepaid.

Natalie Starosta, Director

SUBSCRIBED AND SWORN to before me
This 16th day of August, 2021.

Notary Public

EXHIBIT 3

Written Acknowledgement of receipt of Notice of Proposed Annexation

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<ul style="list-style-type: none"> Complete items 1, 2, and 3. Print your name and address on the reverse so that we can return the card to you. Attach this card to the back of the mailpiece, or on the front if space permits. 	<p>A. Signature <input checked="" type="checkbox"/> Adult Signature <i>CV 19</i> <input type="checkbox"/> Agent <input type="checkbox"/> Registered Mail™ <input type="checkbox"/> Address</p> <p>B. Received by (Printed Name)</p> <p>C. Date of Delivery</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p>
<p>1. Article Addressed to: Stan Huntington 121 S 5th Ave. Maywood IL 60153</p> <p>9590 9402 5327 9154 8617 24</p>	<p>3. Service Type <input type="checkbox"/> Adult Signature <input type="checkbox"/> Priority Mail Express® <input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Registered Mail™ <input type="checkbox"/> Certified Mail® <input type="checkbox"/> Registered Mail Restrict Delivery <input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Return Receipt for Merchandise <input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Signature Confirmation <input type="checkbox"/> Collect on Delivery Restricted Delivery <input type="checkbox"/> Signature Confirmation Restricted Delivery <input type="checkbox"/> Insured Mail <input type="checkbox"/> Mail Restricted Delivery (\$500)</p>
<p>2. Article Number (Transfer from service label) 7020 1290 0000 3546 0504</p>	
PS Form 3811, July 2015 PSN 7530-02-000-9053 Domestic Return Receipt	

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<ul style="list-style-type: none"> Complete items 1, 2, and 3. Print your name and address on the reverse so that we can return the card to you. Attach this card to the back of the mailpiece, or on the front if space permits. 	<p>A. Signature <input checked="" type="checkbox"/> Adult Signature <i>m</i> <input type="checkbox"/> Agent <input type="checkbox"/> Registered Mail™ <input type="checkbox"/> Address</p> <p>B. Received by (Printed Name) 2015 019</p> <p>C. Date of Delivery 9-3-21</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p>
<p>1. Article Addressed to: Kate Buckson 555 N. La Grange Rd La Grange IL 60526</p> <p>9590 9402 5327 9154 8617 00</p>	<p>3. Service Type <input type="checkbox"/> Adult Signature <input type="checkbox"/> Priority Mail Express® <input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Registered Mail™ <input type="checkbox"/> Certified Mail® <input type="checkbox"/> Registered Mail Restrict Delivery <input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Return Receipt for Merchandise <input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Signature Confirmation <input type="checkbox"/> Collect on Delivery Restricted Delivery <input type="checkbox"/> Signature Confirmation Restricted Delivery <input type="checkbox"/> Insured Mail <input type="checkbox"/> Mail Restricted Delivery (\$500)</p>
<p>2. Article Number (Transfer from service label) 7020 1290 0000 3546 0481</p>	
PS Form 3811, July 2015 PSN 7530-02-000-9053 Domestic Return Receipt	

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<ul style="list-style-type: none"> Complete items 1, 2, and 3. Print your name and address on the reverse so that we can return the card to you. Attach this card to the back of the mailpiece, or on the front if space permits. 	<p>A. Signature <input checked="" type="checkbox"/> Adult Signature <i>MM</i> <input type="checkbox"/> Agent <input type="checkbox"/> Registered Mail™ <input type="checkbox"/> Address</p> <p>B. Received by (Printed Name)</p> <p>C. Date of Delivery</p> <p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p>
<p>1. Article Addressed to: DR Properties Attn: Shamsoddin Panjwani 2608 W. Peterson Ave 201 Chicago IL 60659</p> <p>9590 9402 5327 9154 8617 86</p>	<p>3. Service Type <input type="checkbox"/> Adult Signature <input type="checkbox"/> Priority Mail Express® <input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Registered Mail™ <input type="checkbox"/> Certified Mail® <input type="checkbox"/> Registered Mail Restrict Delivery <input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Return Receipt for Merchandise <input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Signature Confirmation <input type="checkbox"/> Collect on Delivery Restricted Delivery <input type="checkbox"/> Signature Confirmation Restricted Delivery <input type="checkbox"/> Insured Mail <input type="checkbox"/> Mail Restricted Delivery (\$500)</p>
<p>2. Article Number (Transfer from service label) 7021 1970 0000 7757 0856</p>	
PS Form 3811, July 2015 PSN 7530-02-000-9053 Domestic Return Receipt	

SENDER: COMPLETE THIS SECTION

Complete items 1, 2, and 3.
 1. Print your name and address on the reverse so that we can return the card to you.
 2. Attach this card to the back of the mailpiece, or on the front if space permits.

Article Addressed to:
 Robert Lafferty
 2226 16th Ave
 Woodview IL 60155

9590 9402 5327 9154 8617 17

COMPLETE THIS SECTION ON DELIVERY

A. Signature ☒ Agent
☒ Address

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes
 If YES, enter delivery address below: ☐ No

3. Service Type
☐ Adult Signature
☐ Adult Signature Restricted Delivery
☐ Certified Mail®
☐ Certified Mail Restricted Delivery
☐ Collect on Delivery
☐ Collect on Delivery Restricted Delivery
☐ Insured Mail
☐ Registered Mail™
☐ Registered Mail Restricted Delivery
☐ Return Receipt for Merchandise
☐ Signature Confirmation
☐ Signature Confirmation Restricted Delivery

PS Form 3811, July 2015 PSN 7530-02-000-9053

SENDER: COMPLETE THIS SECTION

Complete items 1, 2, and 3.
 1. Print your name and address on the reverse so that we can return the card to you.
 2. Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:
 Cierczyk Media
 9 Gianna Dr.
 Flossmoor, IL 60122

9590 9402 5327 9154 8617 55

2. Article Number (Transfer from service label)
 7021 1970 0000 7757 0887

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature ☒ Agent
☒ Address

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes
 If YES, enter delivery address below: ☐ No

3. Service Type
☐ Adult Signature
☐ Adult Signature Restricted Delivery
☐ Certified Mail®
☐ Certified Mail Restricted Delivery
☐ Collect on Delivery
☐ Collect on Delivery Restricted Delivery
☐ Insured Mail
☐ Priority Mail Express®
☐ Registered Mail™
☐ Registered Mail Restricted Delivery
☐ Return Receipt for Merchandise
☐ Signature Confirmation
☐ Signature Confirmation Restricted Delivery

PS Form 3811, July 2015 PSN 7530-02-000-9053

SENDER: COMPLETE THIS SECTION

Complete items 1, 2, and 3.
 1. Print your name and address on the reverse so that we can return the card to you.
 2. Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:
 Cierczyk Media
 Attn: Michael Roberts
 305 N. Peoria St Suite 200
 Chicago IL 60607

9590 9402 5327 9154 8617 62

2. Article Number (Transfer from service label)
 7021 1970 0000 7757 0870

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature ☒ Agent
☒ Address

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes
 If YES, enter delivery address below: ☐ No

3. Service Type
☐ Adult Signature
☐ Adult Signature Restricted Delivery
☐ Certified Mail®
☐ Certified Mail Restricted Delivery
☐ Collect on Delivery
☐ Collect on Delivery Restricted Delivery
☐ Insured Mail
☐ Priority Mail Express®
☐ Registered Mail™
☐ Registered Mail Restricted Delivery
☐ Return Receipt for Merchandise
☐ Signature Confirmation
☐ Signature Confirmation Restricted Delivery

PS Form 3811, July 2015 PSN 7530-02-000-9053

SENDER: COMPLETE THIS SECTION

Complete items 1, 2, and 3.
 1. Print your name and address on the reverse so that we can return the card to you.
 2. Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:
 James Smith
 IL Dept Mil. Affairs
 1301 W. MacArthur Blvd
 Springfield IL 62702

9590 9402 5327 9154 8617 31

2. Article Number (Transfer from service label)
 7021 1970 0000 7757 0900

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature ☒ Agent
☒ Address

B. Received by (Printed Name)

C. Date of Delivery

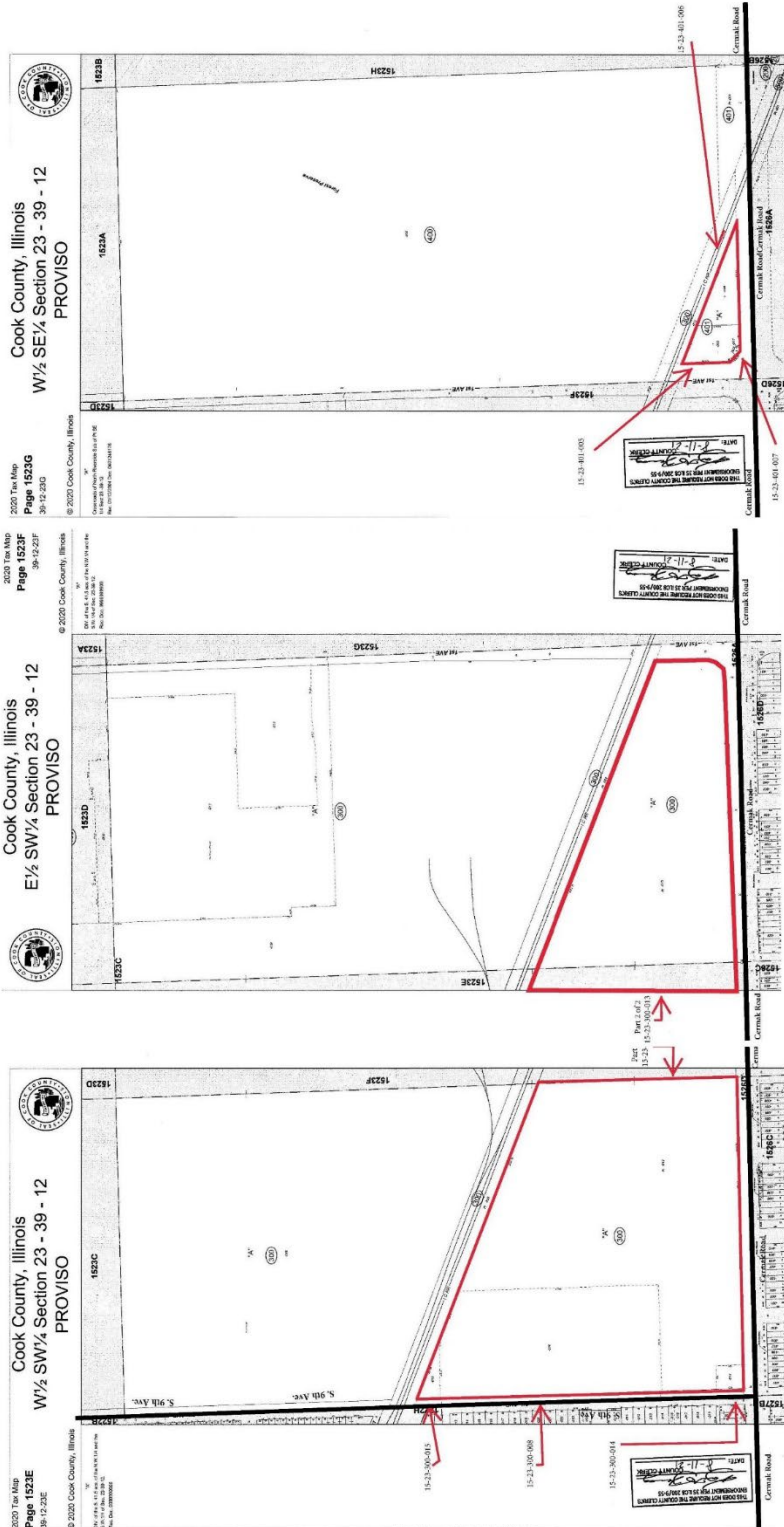
D. Is delivery address different from item 1? ☐ Yes
 If YES, enter delivery address below: ☐ No

3. Service Type
☐ Adult Signature
☐ Adult Signature Restricted Delivery
☐ Certified Mail®
☐ Certified Mail Restricted Delivery
☐ Collect on Delivery
☐ Collect on Delivery Restricted Delivery
☐ Insured Mail
☐ Priority Mail Express®
☐ Registered Mail™
☐ Registered Mail Restricted Delivery
☐ Return Receipt for Merchandise
☐ Signature Confirmation
☐ Signature Confirmation Restricted Delivery

PS Form 3811, July 2015 PSN 7530-02-000-9053

EXHIBIT 4

Maps of Territory to be Annexed



Pay Scale

*Pay Scales should be updated/reviewed yearly to account for changes in cost of living, demand for positions and other factors. I recommend that the Pay Scale document be reviewed in May each year prior to decisions on raises which take effect on July 1st with the new fiscal year.

Scale listed below is based on the reported 2019-2020 wages from 27 libraries with budgets \$200,000 below and above ours. Note that not all libraries have the same positions. Please refer to the organizational chart on the next page for more information.

Director: \$34.00-\$38.00 (27 libraries surveyed, 2 non-MLIS, average wage \$36.16, max \$52, min \$25, NRPL pays: \$36.21)

Adult Services Manager: \$20.00-\$25.00 (19 libraries surveyed, 3 non-MLIS, average wage \$21.04, max \$41.12, min \$17.60, NRPL pays: \$21.83)

- Adult Programming: \$16-\$20 (26 libraries surveyed, average wage \$20.43, max \$29.50, min \$14.50, NRPL pays: \$13 starting)
- Adult Collection Development: \$16-\$20 (26 libraries surveyed, average wage \$20.43, max \$29.50, min \$14.50, NRPL pays: \$13 starting)

Circulation/Patron Services Manager: \$20.00-\$25.00 (15 libraries surveyed, 12 non-MLIS, average wage \$20.48, max \$36.71, min \$15.93, NRPL pays: \$24.53)

- Circulation Supervisor: \$14-\$18
- Circulation Clerks: \$13-\$15 (25 libraries surveyed, average wage \$13.31, max \$15.94, min \$11.50, NRPL pays: \$12 starting)

Teen Services/Technical Services Manager: \$20.00-\$25.00 (13 libraries surveyed, 7 non-MLIS, average wage \$22.69, max \$29.80, min \$15.50, NRPL pays: \$24.01)

- Pages: \$12.00 (most libraries are doing away with this position, 3 libraries surveyed all hiring at minimum wage)

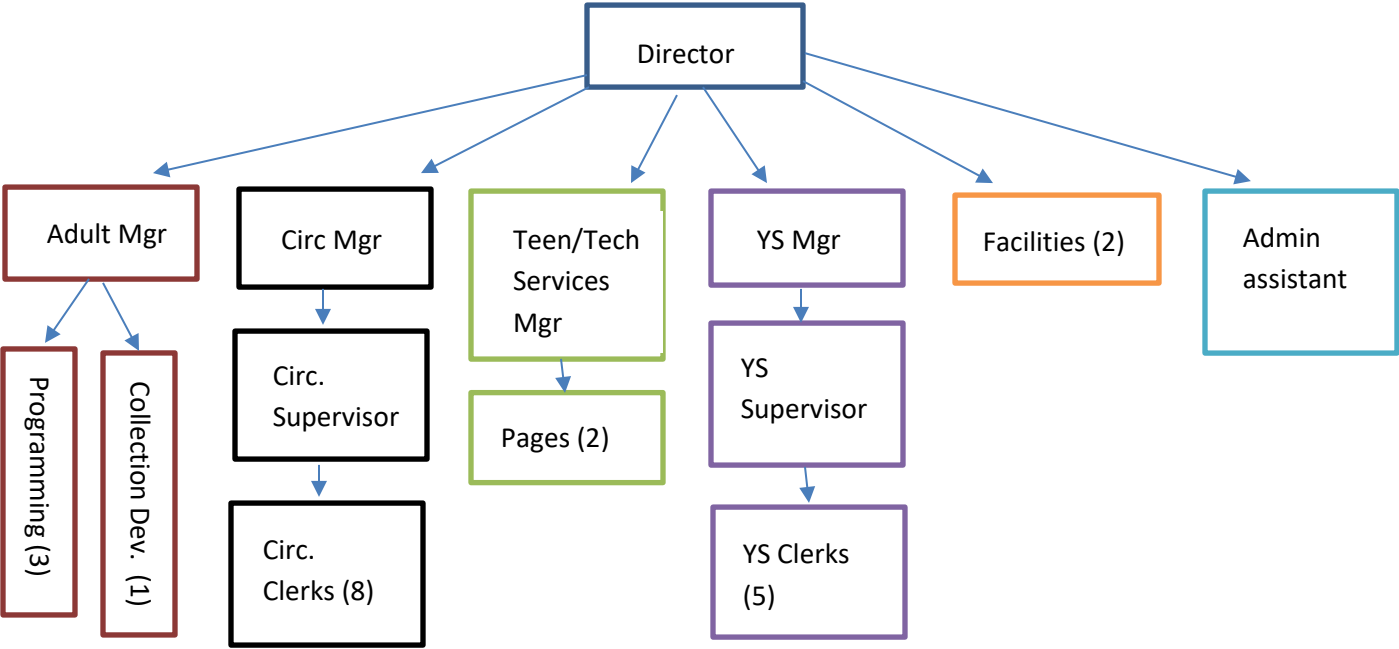
Youth Services (YA) Manager: \$20.00-\$25.00 (19 libraries surveyed, 7 non-MLIS, average wage \$23.10, max \$31.78, min \$17.89, NRPL pays: \$32.02)

- YA Supervisor: \$14-\$18
- YA Clerks: \$13-\$17 (27 libraries surveyed, average wage \$16.64, max \$24.38, min \$12.00, NRPL pays: \$13 starting)

Facilities: \$14.00-\$16.00 (7 libraries surveyed, average wage \$16.19, max \$20.96, min \$13.64, NRPL pays: \$15 and \$12)

Administrative Assistant: \$16.00-\$19.00 (8 libraries surveyed, average wage \$21.04, max \$41.12, min \$17.60, NRPL pays: \$17.41)

Organizational Chart:



SECRETARY'S CERTIFICATE

I, John Mathias, DO HEREBY CERTIFY that I am the duly elected, qualified and serving Secretary, and as such keeper of the books and records of the Board of Trustees of the North Riverside Public Library District; and

I DO FURTHER CERTIFY that the attached Ordinance No. 21-_____, entitled **ORDINANCE ANNEXING TERRITORY** is a true and correct copy of said Ordinance which was presented, passed and recorded by said Board at its regular meeting on _____, 2021, by a vote of: _____

AYES: _____

NAYES: _____

ABSENT: _____

Dated this _____th day of November, 2021.

John Mathias
Secretary
Board of Trustees of the North
Riverside Public Library District