

**Agenda**  
**North Riverside Public Library District**  
**Board of Trustees**  
2400 S. Des Plaines Avenue  
North Riverside, Illinois  
**Regular Meeting, October 21, 2019**  
**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. Financial reports**

- A. Finance Committee Report (Allen Pineda, chairman)
- B. Approval of Financial Statements (action)
- C. Approval of Check Detail Report #19-10 in the amount of \$44,437.86 (action)
- D. Authorization to transfer \$15,000 from Building Fund to Capital Fund (action)
- E. Authorization to transfer \$60,000 from the money market to the checking account (action)
- F. Budget Amendment (action)

**4. Committee Reports**

- A. Building and Grounds (Ken Rouleau, chairman)
  - 1. HVAC (information)
  - 2. Capital Improvements (information)
- B. Strategic Planning (P. J. Folz, chairman)
  - 1. 2020 Strategic Plan (information)
- C. Personnel (Greg Gordon, chairman)
- D. Policy (Kathy Bonnar, chairman)
  - 1. Policy Manual Update (action)

**5. President**

**6. Director's Report**

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Regular Meeting  
October 21, 2019  
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**7. Other Action Items**

- A. Approval of the minutes
  - a. September 16, 2019 Board Meeting (action)
- B. Resolution to Determine Funds (action)
- C. Book Sale Room (action)
- D. Small Group Meeting Room (action)
- E. Glass Wall (action)
- F. New Shelving (action)
- G. North Riverside Historical Society Archives (action)
- H. Levy Ordinance Review (information)

**8. Information items**

- A. Committee Meetings
- B. Memorial Books & Donations Report
- C. Correspondence
- D. Board action log
- E. Trustee continuing education
- F. Grants & Advocacy
- G. RAILS & SWAN

**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**

*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 18<sup>th</sup>, 2019 at 6:00 p.m.**

**NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT**  
2400 S. DesPlaines Avenue  
North Riverside, IL 60546

**Minutes of the meeting of September 16, 2019**

1. Open of Meeting

A. The meeting was called to order by President Corgiat at 6:15 p.m. Roll call was taken.

Present: Kathy Bonnar, P. J. Folz, Greg Gordon, Ken Rouleau, Al Pineda  
Annette Corgiat arrived at 6:20 p.m.

Absent: Brad Lanken

Also Present: Natalie Starosta & Jill Cannizzo

B. A quorum was established.

C. John Mathias was present.

D. Trustee Rouleau made a motion to approve the agenda as presented. Trustee Pineda seconded the motion. All ayes, motion carried.

2. Open Forum

John did not want to speak at this time.

3. Financial Reports

A. Treasurer Pineda presented the account balances as of tonight's meeting. Director Starosta reported that we are on budget.

B. Trustee Pineda made a motion to approve the financial statements as presented. Trustee Rouleau seconded the motion. A roll call vote was taken.

Ayes: Kathy Bonnar, P. J. Folz, Greg Gordon, Ken Rouleau, Al Pineda

Nays: None

Motion carried

C. Trustee Rouleau made a motion to approve the check detail report #19-09 in the amount of \$52,411.68. Trustee Pineda seconded the motion. A roll call vote was taken.

Ayes: Kathy Bonnar, P. J. Folz, Greg Gordon, Ken Rouleau, Al Pineda

Nays: None

Motion carried

D. Trustee Folz made a motion to approve the authorization to transfer \$60,000. Trustee Pineda seconded the motion. A roll call vote was taken.

Ayes: Kathy Bonnar, P. J. Folz, Greg Gordon, Ken Rouleau, Al Pineda

Nays: None

Motion carried

#### 4. Committee Reports

##### A. Buildings and Grounds (Ken Rouleau, chairman)

1. HVAC - Director Starosta is meeting with MPC on Wednesday to set up the timeline for the HVAC and lighting.

2. Capital Improvements - the other projects are: a storage room at the bottom of the stairs would be turned into a small meeting room, the glass wall and the price would include 2 doors, the parking lot asphalt and the concrete apron, the wallpaper removal and painting, browsing bins for Youth Services for board books. Landscaping can be looked into in the spring.

There was some discussion about parking and that the Library needs more parking. That is something that will be a very large expense and is just something that could be looked at in the future.

##### B. Strategic Planning (P.J. Folz, chairman)

1. 2020 Strategic Plan - Town Hall meetings are scheduled and the One on Ones are as well. PJ will be at all of the Town Hall meetings but cannot be at the One on Ones.

2. Strategic Plan Mini Grants - Seven requests for these grants. Two were decided on 1 - for a magnet system with a pole for decorations and 2 - for loot boxes which is basically a subscription box service that other Libraries are already doing. You get a book and some surprise items in the box. The boxes have been purchased and hopefully it will be a demo at the open house in December.

##### C. Personnel (Greg Gordon, chairman)

Nothing tonight. Hires are done for now. If Mike's grant goes through it is for a few people and if they leave circulation to help him their space would need to be filled.

##### D. Policy (Kathy Bonnar, chairman)

Kathy and Natalie met several times and the changes have been sent to everyone. The next step is to work on the procedures. They will be split into 2 books, one policy book and one procedure book.

#### 5. President

The foundation is going to be in the chili cook-off.

#### 6. Director's Report

There weren't a lot of changes in the statistics report which is normal at this time of the year.

She went through the Newsletter printing and got quotes. Grasso was substantially cheaper so she is going to use them.

Burbio is a free service that will pull all of the events from the Facebook page and Websites. Then if someone signs up by the zip code they would get all of the events in one place.

She is also looking at Newsgard and evaluating to see if the Library wants to sign up for it.



## 7. Other Action Items

### A. Approval of minutes

Trustee Rouleau made a motion to approve the minutes of the August 19, 2019 Board meeting. Trustee Pineda seconded the motion. All ayes, motion carried.

There was some discussion about Brad Lanken. A formal letter needs to be sent to him since he is not answering emails or texts at this point.

### B. B & A Ordinance

Trustee Folz made a motion to approve the B&A Ordinance. Trustee Rouleau seconded the motion. All ayes, motion carried.

### C. Annual Treasurer's Report

Trustee Gordon made a motion to approve the Annual Treasurer's Report for the fiscal year ending June 30, 2019. Trustee Corgiat seconded the motion. All ayes, motion carried.

### D. Update of Internal Controls Documentation

Trustee Folz made a motion to approve the update of Internal Controls Documentation with the change under petty cash. Trustee Corgiat seconded the motion. All ayes, motion carried.

## 8. Information Items

A. Committee meetings - None added tonight. All meetings go through the director.

B. Calendar - all up to date

C. Memorial Books Report - nothing tonight

D. Correspondence - nothing tonight

E. Board Action Log - all up to date

F. Trustee Continuing Education - nothing tonight

G. Grants - nothing tonight

H. Advocacy - nothing tonight

I. Rails and Swan - The luncheon that Greg and Natalie attended today was nice and the proclamation they received was nice. They passed it around for all to see.

There was some discussion about getting cups for the staff with the logo on it. It was agreed on to go forward with it. Annette will work on scheduling JC's Pub for the holiday luncheon on January 12<sup>th</sup> if she can get it.

9. Trustee Rouleau made a motion to adjourn the meeting at 7:20 p.m. Trustee Folz seconded the motion. All ayes, motion carried.

The next Board meeting is scheduled for Monday, October 21<sup>st</sup> at 6:00 p.m.

Respectfully Submitted  
Jill M. Cannizzo

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Respectfully Submitted  
Jill M. Cannizzo

# Management Report

North Riverside Public Library District

For the period ended September 30, 2019



Prepared on

October 10, 2019

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# Profit and Loss

July - September, 2019

	Total
<b>INCOME</b>	
6903-01 Fines & Fees	5,117.84
6904-01 Donations	2,189.98
6909-01 Memorial Books/Lost & Paid Mat	25.00
6920-01 Unrealized Income-Annuities	-3,672.81
Billable Expense Income	436.25
Interest	
6906-01 Interest Earned	685.72
6907-02 Interest Income Bond Fund	0.00
<b>Total Interest</b>	<b>685.72</b>
Property Taxes	
6901-01 Property Tax	413,624.97
6901-04 Tax Revenue-Audit Fund	3,247.26
6901-05 Tax Revenue-Liability Ins	2,044.37
6901-06 Tax Revenue-Unemploy Ins	841.91
6901-07 Tax Revenue-Bldg Fund	21,168.25
6901-08 Tax Revenue-SS	15,755.86
6901-12 Property Tax - IMRF Fund	5,772.95
<b>Total Property Taxes</b>	<b>462,455.57</b>
<b>Total Income</b>	<b>467,237.55</b>
<b>GROSS PROFIT</b>	<b>467,237.55</b>
<b>EXPENSES</b>	
8360-01 Grants	5,877.51
8365-07 Building Promo	420.00
Advertising & Marketing	
8365-01 Library Promotion	567.58
8370-01 Postage	1,754.79
8375-01 Advertising	90.00
8385-01 Memorials & Tributes	98.90
8410-01 Printing	2,350.00
<b>Total Advertising &amp; Marketing</b>	<b>4,861.27</b>
Bank Charges & Fees	0.00
8396-01 Bank Charges & Fees	170.00
<b>Total Bank Charges &amp; Fees</b>	<b>170.00</b>
Benefits	
7600-05 Health Insurance	6,673.95
7650-09 IMRF Pension	18,177.28
7670-01 Taxes-Fica Expense	8,735.37
<b>Total Benefits</b>	<b>33,586.60</b>
Building Expense	
8306-07 Building Supplies	1,151.35
8308-07 Service Contracts	16,313.70

	Total
8315-07 Fees & Permits	393.00
8320-07 Building & Grounds	1,831.36
8335-07 Bulding Repairs	64.80
<b>Total Building Expense</b>	<b>19,754.21</b>
Computers/Technology	
8171-01 Tech Service	4,487.40
8172-01 Computer Equipment	8,799.29
8175-01 MLS Computer Fund	5,719.12
8190-01 Website	69.98
8195-01 Email	453.50
<b>Total Computers/Technology</b>	<b>19,529.29</b>
Insurance	
7660-06 Unemployment Insurance	-813.08
<b>Total Insurance</b>	<b>-813.08</b>
Interest Paid	
8600-01 Bond Interest	20,847.67
<b>Total Interest Paid</b>	<b>20,847.67</b>
Legal & Professional Services	
8400-01 Accounting	1,725.00
8402-01 Legal Fees	186.75
8405-01 Appraisal	237.50
8406-01 Collection Agency	26.85
8430-01 Payroll Expenses	1,275.26
<b>Total Legal &amp; Professional Services</b>	<b>3,451.36</b>
Library Materials	
8090-01 Books on CD - Adult	241.24
8091-01 Books on CD - Children	139.46
8096-01 Music CD - Adult	84.86
8097-01 Music CD - Children	288.52
8104-01 Adult Fiction	3,802.81
8105-01 Adult Non-Fiction	2,479.52
8106-01 Children Fiction / Non-Fiction	3,426.70
8107-01 Young Adult Fiction/Non-Fiction	1,732.28
8108-01 eBooks	380.19
8115-01 Adult Large Print	250.15
8120-01 Newspapers	770.72
8130-01 Databases	2,500.00
8160-01 Adult DVDs - Fiction	1,280.41
8162-01 Children DVDs	364.47
8163-01 YA DVDs	414.32
8166-01 Games	673.94
8399-01 ILL Loss/Damage	42.00
<b>Total Library Materials</b>	<b>18,871.59</b>
Office Supplies & Software	

	Total
8202-01 Office Supplies	4,326.12
<b>Total Office Supplies &amp; Software</b>	<b>4,326.12</b>
Programs & Strategic Initiatives	
8150-01 Children's Programs	941.79
8152-01 Children's Summer Reading Program	1,335.50
8153-01 Young Adult Programs	467.41
8154-01 Makerspaces/library of things	457.72
8155-01 Adult Programs	1,472.27
8157-01 Senior Programs	168.29
<b>Total Programs &amp; Strategic Initiatives</b>	<b>4,842.98</b>
Salaries	
7504-01 Library Clerks	38,404.14
7507-01 Library Pages	7,950.17
7508-01 Administrators	68,553.56
8330-01 Casual Labor	225.00
<b>Total Salaries</b>	<b>115,132.87</b>
Travel & Training	
7800-01 Staff Training	238.89
8342-01 Lodging, Meals, Mileage	637.89
8355-01 Memberships	1,844.00
<b>Total Travel &amp; Training</b>	<b>2,720.78</b>
Utilities	
8301-07 Telephone	3,978.79
8302-07 Electricity	9,925.72
8303-07 Natural Gas	1,404.02
8304-07 Water/Garbage	166.47
<b>Total Utilities</b>	<b>15,475.00</b>
<b>Total Expenses</b>	<b>269,054.17</b>
<b>NET OPERATING INCOME</b>	<b>198,183.38</b>
<b>NET INCOME</b>	<b>\$198,183.38</b>

# Balance Sheet

As of September 30, 2019

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1500-01 First American MM (5015)	699,032.92
1500-04 Cash-Audit Fund	12,028.97
1500-05 Cash-Liability Insurance Fund	85,365.99
1500-06 Cash-Unemployment Ins Fund	2,572.40
1500-07 Cash-Building Fund	-53,279.41
1500-08 Cash-Social Security Fund	15,439.06
1500-09 Cash-Pension Fund	25,069.21
1500-10 Cash-Debt Service Fund	0.00
1500-11 Equipment Fund	0.00
1500-12 Cash - IMRF Fund	3,460.57
1500-13 Capital Projects	15,000.00
1511-01 Invest/Savings 1st American Bank	0.00
<b>Total 1500-01 First American MM (5015)</b>	<b>804,689.71</b>
1501-01 First American Checking (5001)	52,474.06
1502-01 1st American Bank Donation A/C	0.00
<b>Total 1501-01 First American Checking (5001)</b>	<b>52,474.06</b>
1505-07 Chase Bank	7,754.70
1509-07 Cash - IPTIP IL Funds	93,181.22
1512-02 Kadlec Annuity #71797	54,894.96
1515-01 BMO Harris	260.40
eSPIRIT Checking (7115)	0.00
<b>Total Bank Accounts</b>	<b>1,013,255.05</b>
<b>Accounts Receivable</b>	
2000-01 RE Taxes Receivable-Corp	449,111.31
2000-04 Taxes Receivable-Audit	3,525.85
2000-05 Taxes Receivable-Insurance	2,219.74
2000-06 Taxes Receivable-Liab Insur	914.13
2000-07 Taxes Recievable-Bldg Fund	22,984.34
2000-08 Taxes Receivable-SS Fund	17,107.60
2000-09 Taxes Receivable-Pension Fund	6,268.23
<b>Total Accounts Receivable</b>	<b>502,131.20</b>
<b>Other Current Assets</b>	
1500-01 Kadlec Annuity	228,220.33
1500-02 Kadlect Annuity #19563	108,320.36
1500-03 Kadlec Annuity #37743	410,957.87
2200-01 Due to/from Special Accounts	0.00
2200-07 Due to/from Building Fund	0.00
<b>Total Other Current Assets</b>	<b>747,498.56</b>
<b>Total Current Assets</b>	<b>2,262,884.81</b>

	<b>Total</b>
<b>TOTAL ASSETS</b>	<b>\$2,262,884.81</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
4100-01 Accounts Payable	11,469.36
4100-05 Accounts Payable Liability Fund	0.00
4100-06 Accounts Payable Unemployment Fund	0.00
4100-07 Accounts Payable Building Fund	76.10
4100-09 Accounts Payable Pension Fund	10,096.03
<b>Total Accounts Payable</b>	<b>21,641.49</b>
<b>Other Current Liabilities</b>	
4200-01 Accrued Wages	9,167.87
4220-01 Federal Withholding	0.00
4230-01 ICMA Retirement	0.00
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	449,110.49
4300-04 Deferred Tax Rev - Audit Fund	3,525.85
4300-05 Deferred Tax Rev Liability Fund	2,219.74
4300-06 Deferred Tax Rev Unemployment	914.13
4300-07 Deferred Tax Rev Building Fund	22,984.34
4300-08 Deferred Tax Rev SS	17,107.60
4300-09 Deferred Tax Rev Pension	6,268.23
<b>Total Other Current Liabilities</b>	<b>511,298.25</b>
<b>Total Current Liabilities</b>	<b>532,939.74</b>
<b>Long-Term Liabilities</b>	
8701-02 Debt Certificate Principle	17.30
<b>Total Long-Term Liabilities</b>	<b>17.30</b>
<b>Total Liabilities</b>	<b>532,957.04</b>
<b>Equity</b>	
3200-00 Retained Earnings	35,909.39
5600-01 General Fund Balance	1,287,777.00
5600-02 Debt Service Fund Balance	0.00
5600-03 Capital Projects Fund Balance	15,000.00
5600-04 Audit Fund	12,757.00
5600-05 Public Liability Fund Balance	95,642.00
5600-06 Unemployment Insurance Fund Balance	3,355.00
5600-07 Building Fund Balance	55,964.00
5600-08 Social Security Fund Balance	8,602.00
5600-09 Pension Fund Balance	16,738.00
Opening Balance Equity	0.00
Net Income	198,183.38

	Total
Total Equity	1,729,927.77
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,262,884.81</b>



# North Riverside Public Library District

## BALANCE SHEET

As of September 30, 2019

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<b>Total Other Current Assets</b>	<b>\$747,498.56</b>
<b>Total Current Assets</b>	<b>\$2,262,884.81</b>
<b>TOTAL ASSETS</b>	<b>\$2,262,884.81</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
4100-01 Accounts Payable	11,469.36
4100-05 Accounts Payable Liability	0.00
Fund	
4100-06 Accounts Payable	0.00
Unemployment Fund	
4100-07 Accounts Payable Building	76.10
Fund	
4100-09 Accounts Payable Pension	10,096.03
Fund	
<b>Total Accounts Payable</b>	<b>\$21,641.49</b>
Other Current Liabilities	
4200-01 Accrued Wages	9,167.87
4220-01 Federal Withholding	0.00
4230-01 ICMA Retirement	0.00
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	449,110.49
4300-04 Deferred Tax Rev - Audit Fund	3,525.85
4300-05 Deferred Tax Rev Liability	2,219.74
Fund	
4300-06 Deferred Tax Rev	914.13
Unemployment	
4300-07 Deferred Tax Rev Building	22,984.34
Fund	
4300-08 Deferred Tax Rev SS	17,107.60
4300-09 Deferred Tax Rev Pension	6,268.23
<b>Total Other Current Liabilities</b>	<b>\$511,298.25</b>
<b>Total Current Liabilities</b>	<b>\$532,939.74</b>
Long-Term Liabilities	
8701-02 Debt Certificate Principle	17.30
<b>Total Long-Term Liabilities</b>	<b>\$17.30</b>
<b>Total Liabilities</b>	<b>\$532,957.04</b>
Equity	
3200-00 Retained Earnings	35,909.39
5600-01 General Fund Balance	1,287,777.00
5600-02 Debt Service Fund Balance	0.00
5600-03 Capital Projects Fund Balance	15,000.00
5600-04 Audit Fund	12,757.00
5600-05 Public Liability Fund Balance	95,642.00



	TOTAL
5600-06 Unemployment Insurance Fund Balance	3,355.00
5600-07 Building Fund Balance	55,964.00
5600-08 Social Security Fund Balance	8,602.00
5600-09 Pension Fund Balance	16,738.00
Opening Balance Equity	0.00
Net Income	198,183.38
<b>Total Equity</b>	<b>\$1,729,927.77</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,262,884.81</b>

**North Riverside Public Library District**  
**Budget vs Actual**  
September 2019

<b>REVENUE</b>	<b>Actual</b>	<b>Budget</b>	<b>% of Budget</b>
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6904-01	Donations	\$ 2,189.98	\$ 8,000	27%
6901-15	Estimated Loss Due to Property Assessment Appeals - Current Year		\$ -	0%
6901-14	Estimated Loss Due to Property Assessment Appeals-Future Years		\$ (15,000)	0%
6903-01	Fees and fines	\$ 5,117.84	\$ 12,000	43%
6905-01	Grants		\$ 40,000	0%
6906-01	Interest	\$ 685.72	\$ 220	312%
6901-01	Property tax	\$ 462,455.57	\$ 1,050,000	44%
6920-01	Unrealized Income Annuities	\$ (3,672.81)	\$ 20,000	-18%
6909-01	Memorial Books/Lost & Paid Materials	\$ 25.00	\$ -	0%
	Billable Expense Income	\$ 436.25	\$ -	0%
	<b>Total</b>	<b>\$ 467,238</b>	<b>\$ 1,115,220</b>	<b>42%</b>

<b>OPERATING EXPENSES</b>	<b>Actual</b>	<b>Budget</b>	<b>% of Budget</b>
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**SALARIES**

7504-01	library clerks	\$ 38,404	\$ 173,785	22%
7507-01	library pages	\$ 7,950	\$ 18,316	43%
7508-01	administrators	\$ 68,554	\$ 304,240	23%
	<b>Total</b>	<b>\$ 114,908</b>	<b>\$ 496,341</b>	<b>23%</b>

**BENEFITS**

7600-05	health insurance	\$ 6,674	\$ 29,700	22%
7614-06	workers compensation		\$ 2,300	0%
7650-09	pension fund	\$ 18,177	\$ 31,452	58%
7660-06	unemployment insurance	\$ (813)	\$ 700	-116%
7670-08	social security/mcare	\$ 8,735	\$ 35,145	25%
	<b>Total</b>	<b>\$ 32,774</b>	<b>\$ 99,297</b>	<b>33%</b>

**TRAINING**

7700-01	educational training trustees	\$ -	\$ 500	0%
7800-01	educational training staff	\$ 239	\$ 4,500	5%
	<b>Total</b>	<b>\$ 239</b>	<b>\$ 5,000</b>	<b>5%</b>

**OPERATING EXPENSES**

Actual

Budget

% of Budget

**MATERIALS**

8090-01	books on CD-adult	\$ 241	\$ 1,500	16%
8091-01	books on CD-children	\$ 139	\$ 700	20%
8096-01	compact disks-music-adult	\$ 85	\$ 400	21%
8097-01	compact disks-music-children	\$ 289	\$ 1,000	29%
8103-01	foreign language books		\$ 3,000	0%
8104-01	adult fiction	\$ 3,803	\$ 14,500	0%
8105-01	adult nonfiction	\$ 2,480	\$ 9,500	26%
8106-01	children's fiction/nonfiction	\$ 3,427	\$ 18,000	19%
8107-01	YA Fiction/nonfiction	\$ 1,732	\$ 6,000	0%
8108-01	eBooks	\$ 380	\$ 5,000	8%
8109-01	children's reference		\$ -	0%
8115-01	adult large print	\$ 250	\$ 2,000	13%
8120-01	newspapers	\$ 771	\$ 2,500	31%
8130-01	internet databases	\$ 2,500	\$ 14,000	18%
8140-01	adult periodicals		\$ 900	0%
8141-01	Children's Periodicals		\$ 600	0%
8160-01	adult DVDs-feature movies	\$ 1,280	\$ 7,000	18%
8161-01	Adult Games		\$ 500	0%
8162-01	children's DVDs-movies	\$ 364	\$ 1,500	24%
8163-01	ya DVDs	\$ 414	\$ 1,500	0%
8164-01	foreign language DVDs		\$ 500	0%
8166-01	children's games	\$ 674	\$ 2,500	27%
	<b>Total</b>	<b>\$ 18,830</b>	<b>\$ 93,100</b>	<b>20%</b>

**PROGRAMS**

8150-01	children's programs	\$ 942	\$ 3,000	31%
8152-01	children's summer reading program	\$ 1,336	\$ 4,000	33%
8153-01	ya programs	\$ 467	\$ 1,500	31%
8154-01	Makerspaces/library of things	\$ 458	\$ 2,500	
8155-01	adult programs	\$ 1,472	\$ 4,000	37%
8156-01	Technology programs		\$ 1,000	0%
8157-01	senior programs	\$ 168	\$ 2,000	0%
	<b>Total</b>	<b>\$ 4,843</b>	<b>\$ 18,000</b>	<b>27%</b>

**STRATEGIC INITIATIVES**

8158-01	Strategic Initiatives	\$ -	\$ 4,000	0%
	<b>Total</b>	<b>\$ -</b>	<b>\$ 4,000</b>	<b>0%</b>

**OPERATING EXPENSES**

Actual

Budget

% of Budget

**COMPUTERS**

8171-01	information technology	\$ 4,487	\$ 12,000	37%
8172-01	new computer equipment	\$ 8,799	\$ 11,500	77%
8175-01	mls computer fund	\$ 5,719	\$ 19,000	30%
8180-01	software		\$ 1,000	0%
8190-01	website	\$ 70	\$ 7,500	1%
8195-01	email	\$ 454	\$ 300	151%
	<b>Total</b>	<b>\$ 19,529</b>	<b>\$ 51,300</b>	<b>38%</b>

**OFFICE SUPPLIES**

8202-01	Office Supplies	\$ 4,326	\$ 13,000	33%
	<b>Total</b>	<b>\$ 4,326</b>	<b>\$ 13,000</b>	<b>33%</b>

**UTILITIES- OPERATING EXPENSE**

8301-07	telephone	\$ 3,979	\$ 13,000	31%
8302-07	electricity	\$ 9,926	\$ 32,000	31%
8303-07	gas	\$ 1,404	\$ 7,500	19%
8304-07	water/garbage	\$ 166	\$ 1,800	9%
	<b>Total</b>	<b>\$ 15,475</b>	<b>\$ 54,300</b>	<b>28%</b>

**BUILDING EXPENSE**

8306-07	building supplies and maintenance	\$ 1,151	\$ 12,000	10%
8308-07	service contracts	\$ 16,314	\$ 41,000	40%
8315-07	fees and permits	\$ 393	\$ 1,750	22%
8320-07	Building and Grounds	\$ 1,831	\$ 18,000	10%
8330-01	casual labor	\$ 225	\$ 3,500	6%
8335-07	building repairs	\$ 65	\$ 14,000	0%
	<b>Total</b>	<b>\$ 19,979</b>	<b>\$ 90,250</b>	<b>22%</b>

**TRAVEL**

8341-01	meals & dinners	\$ -	\$ -	0%
8342-01	lodging/meals/mileage	\$ 638	\$ 2,000	32%
	<b>Total</b>	<b>\$ 638</b>	<b>\$ 2,000</b>	<b>32%</b>

<b>OPERATING EXPENSES</b>	<b>Actual</b>	<b>Budget</b>	<b>% of Budget</b>
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#### OTHER EXPENSES

8355-01	memberships	\$ 1,844	\$ 2,000	92%
8360-01	Grants	\$ 5,878	\$ 40,000	15%
8361-01	Donations		\$ 8,000	0%
8365-01	library promotion	\$ 568	\$ 6,000	9%
8370-01	postage	\$ 1,755	\$ 2,500	70%
8375-01	Advertising	\$ 90	\$ 3,500	3%
8385-01	memorials and tributes	\$ 99	\$ 500	20%
8432-01	mileage reimbursement		\$ -	0%
8396-01	bank charges and fees	\$ 170	\$ 150	113%
8399-01	ILL Loss/Damage	\$ 42	\$ 250	17%
	<b>Total</b>	<b>\$ 10,445</b>	<b>\$ 62,900</b>	<b>17%</b>

#### OUTSIDE SERVICES

8400-01	accounting	\$ 1,725	\$ 14,500	12%
8401-01	audit		\$ 9,500	0%
8402-01	legal fees	\$ 187	\$ 6,000	3%
8404-01	Staff Recognition		\$ 2,000	0%
8405-01	appraisal	\$ 238	\$ 1,500	16%
8305-01	architect/bulding consultant		\$ -	0%
8406-01	collection agency	\$ 27	\$ 200	13%
8408-01	strategic plan		\$ 500	0%
8410-01	printing	\$ 2,350	\$ 9,000	26%
8430-01	payroll expenses	\$ 1,275	\$ 4,500	28%
8435-01	background checks		\$ 150	0%
	<b>Total</b>	<b>\$ 5,801</b>	<b>\$ 47,850</b>	<b>12%</b>

#### INSURANCE

8460-05	liability insurance package	\$ -	\$ 15,000	0%
8470-05	directors/officers insurance	\$ -	\$ -	0%
	<b>Total</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>0%</b>

#### OTHER EXPENSES

8360-01	Petty Cash	\$ -	\$ -	0%
8365-07	Building Promo	\$ 420	\$ -	0%
8395-01	Miscellaneous Expense	\$ -	\$ -	0%
	<b>Total</b>	<b>\$ 420</b>	<b>\$ -</b>	<b>0%</b>

#### OTHER EXPENSES

8600-01	Bond Interest	\$ 20,848	\$ -	0%
8600-02	Bond Principal	\$ -	\$ -	0%
8601-02	Debt Certificate Interest	\$ -	\$ 2,500	0%
	<b>Total</b>	<b>\$ 20,848</b>	<b>\$ 2,500</b>	<b>834%</b>

<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 269,054</b>	<b>\$ 1,054,838</b>	<b>26%</b>
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<b>NET INCOME</b>	<b>\$ 198,183</b>	<b>\$ 60,382</b>
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# North Riverside Public Library District

## Check Detail

### September 2019

Date	Transaction Type	Name	Memo/Description	Amount
09/03/2019	Check	AT&T	Monthly Service JUL 16 - AUG 15 708Z40043004, 708-442-0316007 JUL 10 - Aug 9	\$ 572.24
09/03/2019	Check	AT&T..	INV S668163163-19234	\$ 290.18
09/03/2019	Check	ADAMZ ENTERTAINMENT	CHRISTMAS PROGRAM 12/04/19 AT 7:30 PM	\$ 297.00
09/03/2019	Check	Amazon	Amazon August Statement - Adult Music CD, Children CD, Children Fiction/Non Fiction, Children Programs, Children Summer, YA Programs, Adult DVD, Children DVD, Computer Equipment, Office Supplies, Building Supplies	\$ 6,869.74
09/03/2019	Check	CENGAGE Learning	Adult Large Print	\$ 100.71
09/03/2019	Check	Coverall North America	September service	\$ 1,227.56
09/03/2019	Check	Mary Cooper	Popcorn, cups, napkins, cookies	\$ 42.73
09/03/2019	Check	Diamond Graphics	Fall Bookmark	\$ 2,180.00
09/03/2019	Check	Dynegy Energy Services	Bill month August 2019	\$ 3,195.20
09/03/2019	Check	Hinckley Springs	2429867 081419	\$ 168.41
09/03/2019	Check	Home Depot Credit Services	rumblestone Med	\$ 193.70
09/03/2019	Check	ICMA	1 August, 1 September	\$ 2,687.18
09/03/2019	Check	Gail Galivan	Tai Chi class October 9 2019	\$ 50.00
09/03/2019	Check	Cathy Kolessar	Meditation and Relaxation October 28 2019	\$ 50.00
09/03/2019	Check	Lauterback & Amen, LLP	Legal and profesional for July 2019	\$ 875.00
09/03/2019	Check	LEAF	Services for 2 toshibas Inv 9682520	\$ 683.50
09/04/2019	Check	Maria Lopez	Paid for a book and then returned	\$ 27.00
09/04/2019	Check	MIDAMERICA BOOKS	Children fiction -nonfiction	\$ 132.65
09/04/2019	Check	Bichthuy Nguyen	Program for October 18 & 19	\$ 100.00
09/04/2019	Check	Cheryl Plaza	Material for 8/28 and class on 09/25	\$ 36.53
09/04/2019	Check	Proven IT.com	services from 05/20/2019 - 08/19/2019	\$ 825.68
09/04/2019	Check	Bryant Rouleau	items bought on Amazon	\$ 241.98
09/04/2019	Check	Scholastic	Children summer reading program	\$ 2.92
09/04/2019	Check	Seaway Supply Co.	bags towel rolls, toilet paper	\$ 102.50
09/04/2019	Check	Secure Document Solutions	regular Schedule Secure document destruction	\$ 65.00
09/04/2019	Check	Betsy Webster	Fee to attend LACONI	\$ 15.00
09/04/2019	Check	West Town Mechanical	Maintenance for 9/01/19 - 9/30/19, Work performed on 7/31/19	\$ 1,531.44
09/04/2019	Check	Franczek Radelet	Professional Services through June 30 2019	\$ 57.60
09/04/2019	Check	Veronica Martinez	2 irons, day of the dead program, postage	\$ 136.85
09/04/2019	Check	CHASE	August Statement - Building Repairs, Postage, Staff training, Makerspace, Children Summer, Computer Equipment, Office Supplies, Grants, Lodging and Meals, Bank Fees, Adult Programs, Building Grounds, YA Programs, Library promotion	\$ 3,332.91
09/04/2019	Check	UNITED STATES POSTAL SERVICE	Postage	\$ 1,200.00
09/05/2019	Expense	Paychex - Human Resource Services	Payroll 9.5.19	\$ 159.02

09/06/2019	Check	Baker & Taylor	Adult Fiction, Children Fiction/Non Fiction, YA Fiction/Non Fiction, Books on CD, Children DVDs	\$	3,224.13
09/06/2019	Check	Demco	INV 6666076, 6662981, 6671760	\$	1,017.12
09/06/2019	Check	Daphne Bechrakis	PNG August	\$	105.00
09/06/2019	Check	Midwest Tape	Music CD, Adult DVDs, Children DVDs, YA DVDs, Hoopla Database	\$	1,404.54
09/06/2019	Check	Riverside Brookfield High School	Robotic Club - Grants	\$	1,000.00
09/06/2019	Check	Mike Susina	PNG 9 hrs	\$	135.00
09/06/2019	Check	Technology Management Rev Fund	billing T2222065 Inv T2000414 FY 2019	\$	133.00
09/06/2019	Check	Terminix	Inv # 389172142	\$	87.00
09/06/2019	Check	Paula Hantak	Chicagoland Cemetery Safari	\$	125.00
09/06/2019	Check	INGRAM LIBRARY SERVICES	Adult non fiction	\$	547.40
09/09/2019	Check	Taran Lichtenberger	Climate Change 09/28/19	\$	150.00
09/09/2019	Check	Unique Management Services, Inc	August Placements	\$	8.95
09/11/2019	Check	Roscoe	Mats August	\$	139.38
09/11/2019	Check	Call One	Sept 15 - Oct. 14	\$	480.68
09/11/2019	Check	Versatile Computer Services	Technology Contract August	\$	750.00
09/11/2019	Check	Trimline Landscaping	July and August	\$	665.00
09/11/2019	Check	LIMRiCC	Four members	\$	2,464.65
09/13/2019	Check	OverDrive, Inc	e-books	\$	128.21
09/13/2019	Check	Superior Awards	Badge	\$	90.00
09/16/2019	Check	Jill Cannizzo	September Minutes	\$	75.00
09/19/2019	Expense	Paychex - Human Resource Services	Payroll 9.19.19	\$	164.34
09/30/2019	Expense	Nicor Gas	Nicor Gas Payment	\$	355.69
09/30/2019	Expense	IMRF	IMRF - August 2019	\$	3,679.10
09/30/2019	Expense	Paychex - Human Resource Services	Payroll September	\$	58.44
<b>Total</b>				<b>\$</b>	<b>44,437.86</b>

## 2019/20 Draft

In the change column, the parentheses means less than last year.

No parenthesis means more than last year. A dash means it's the same.

### Account

<b>REVENUE</b>		<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019--2020</b>	<b>CHANGE</b>
	carryover from previous year					
6901-01	property tax	\$ 970,000	\$ 970,000	\$ 1,020,000	\$ 1,050,000	\$ 30,000
6903-01	fees and fines	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
6904-01	Donations	\$ 5,000	\$ 5,000	\$ 9,500	\$ 8,000	\$ (1,500)
6905-01	grants	\$ 5,500	\$ 5,500	\$ 40,000	\$ 150,000	\$ 110,000
	Mary Kadlec estate	\$ -	\$ -			\$ -
6906-01	interest	\$ 220	\$ 220	\$ 220	\$ 220	\$ -
6901-14	Estimated Loss Due to Property Assessment Appeals-Future Years	\$ (40,000)	\$ (20,000)	\$ (15,000)	\$ (15,000)	\$ -
6901-15	Estimated Loss Due to Property Assessment Appeals - Current Year					\$ -
	Unrealized Income Annuities	\$ 20,000	\$ 20,000	\$ 45,000	\$ 20,000	\$ (25,000)
	<b>total</b>	<b>\$ 972,720</b>	<b>\$ 992,720</b>	<b>\$ 1,111,720</b>	<b>\$ 1,225,220</b>	<b>\$ 113,500</b>

<b>OPERATING EXPENSES</b>		<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019--2020</b>	<b>CHANGE</b>
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#### SALARIES

7504-01	library clerks	\$ 204,893	\$ 240,733	\$ 166,574	\$ 173,785	\$ 7,211
7507-01	library pages	\$ 25,787	\$ 29,106	\$ 19,839	\$ 18,316	\$ (1,523)
7508-01	administrators	\$ 261,453	\$ 205,351	\$ 292,369	\$ 304,240	\$ 11,871
	<b>total</b>	<b>\$ 492,133</b>	<b>\$ 475,190</b>	<b>\$ 484,049</b>	<b>\$ 501,608</b>	<b>\$ 17,559</b>

#### BENEFITS

4230-01	ICMA					
7600-05	health insurance	\$ 24,290	\$ 31,000	\$ 28,800	\$ 29,700	\$ 900
7614-06	workers compensation	\$ 1,444	\$ 1,444	\$ 2,300	\$ 2,300	\$ -
7650-09	pension fund	\$ 12,488	\$ 12,488	\$ 27,399	\$ 31,452	\$ 4,053
7660-06	unemployment insurance	\$ 1,500	\$ 1,500	\$ 500	\$ 700	\$ 200
7670-08	social security/mcare	\$ 34,026	\$ 34,026	\$ 36,033	\$ 35,145	\$ (888)
	<b>total</b>	<b>\$ 73,748</b>	<b>\$ 80,458</b>	<b>\$ 95,032</b>	<b>\$ 99,297</b>	<b>\$ 4,265</b>

#### TRAINING

7700-01	educational training trustees	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
7800-01	educational training staff	\$ 1,500	\$ 2,500	\$ 3,000	\$ 4,500	\$ 1,500
	<b>total</b>	<b>\$ 2,000</b>	<b>\$ 3,000</b>	<b>\$ 3,500</b>	<b>\$ 5,000</b>	<b>\$ 1,500</b>

Proposed



## 2019/20 Draft

<b>OPERATING EXPENSES</b>		<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019--2020</b>	<b>CHANGE</b>
<b>MATERIALS</b>						
8090-01	books on CD-adult	\$ 2,600	\$ 1,500	\$ 2,000	\$ 1,500	\$ (500)
8091-01	books on CD-children	\$ 600	\$ 600	\$ 700	\$ 700	\$ -
8096-01	compact disks-music-adult	\$ 975	\$ 975	\$ 400	\$ 400	\$ -
8097-01	compact disks-music-children	\$ 1,265	\$ 1,265	\$ 1,000	\$ 1,000	\$ -
8103-01	foreign language books			\$ 5,000	\$ -	\$ (5,000)
8104-01	adult fiction			\$ 15,000	\$ 14,500	\$ (500)
8105-01	adult nonfiction	\$ 24,000	\$ 24,000	\$ 10,000	\$ 9,500	\$ (500)
8106-01	children's fiction/nonfiction	\$ 22,000	\$ 22,000	\$ 25,000	\$ 18,000	\$ (7,000)
8107-01	ya fiction/nonfiction	\$ 5,000	\$ 1,000	\$ -	\$ 6,000	\$ 6,000
8108-01	eBooks	\$ 6,000	\$ 4,000	\$ 5,000	\$ 5,000	\$ -
8115-01	adult large print	\$ 1,800	\$ 1,800	\$ 2,500	\$ 2,000	\$ (500)
8120-01	newspapers	\$ 2,500	\$ 2,500	\$ 2,500	\$ 3,500	\$ 1,000
8130-01	internet databases	\$ 9,600	\$ 9,600	\$ 10,000	\$ 14,000	\$ 4,000
8140-01	adult periodicals	\$ 3,900	\$ 2,500	\$ 900	\$ 900	\$ -
8141-01	Children's Periodicals	\$ 1,100	\$ 1,100	\$ 600	\$ 600	\$ -
8160-01	adult DVDs	\$ 4,800	\$ 4,800	\$ 6,000	\$ 7,000	\$ 1,000
8161-01	adult games	\$ 1,000	\$ 1,000	\$ 1,300	\$ 1,500	\$ 200
8162-01	children's DVDs-movies	\$ 4,100	\$ 4,100	\$ 1,800	\$ 1,500	\$ (300)
8163-01	ya DVDs			\$ 2,000	\$ 1,500	\$ (500)
8164-01	foreign language DVDs			\$ 1,000	\$ -	\$ (1,000)
8166-01	children's games	\$ 1,800	\$ 1,800	\$ 2,500	\$ 2,500	\$ -
	<b>total</b>	<b>\$ 93,240</b>	<b>\$ 84,740</b>	<b>\$ 95,200</b>	<b>\$ 91,600</b>	<b>\$ (3,600)</b>

<b>PROGRAMS</b>						
8150-01	children's programs	\$ 3,000	\$ 3,500	\$ 3,000	\$ 3,000	\$ -
8152-01	children's summer reading program	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,000	\$ (500)
8153-01	ya programs			\$ 1,500	\$ 1,500	\$ -
8154-01	makerspaces/library of things				\$ 4,000	\$ 4,000
8155-01	adult programs	\$ 3,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
8156-01	technology programs				\$ 1,000	\$ 1,000
8157-01	senior programs			\$ 3,000	\$ 2,000	\$ (1,000)
	<b>total</b>	<b>\$ 10,500</b>	<b>\$ 12,000</b>	<b>\$ 16,000</b>	<b>\$ 19,500</b>	<b>\$ 3,500</b>

<b>STRATEGIC INITIATIVES</b>						
8158-01	Strategic Initiatives	\$ 8,000	\$ 8,000	\$ 4,000	\$ 4,000	\$ -
	<b>total</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ -</b>

<b>COMPUTERS</b>						
8171-01	information technology	\$ 9,200	\$ 9,200	\$ 12,000	\$ 12,000	\$ -
8172-01	new computer equipment	\$ 7,000	\$ 4,000	\$ 12,500	\$ 11,500	\$ (1,000)
8175-01	mls computer fund	\$ 16,197	\$ 16,197	\$ 18,956	\$ 19,000	\$ 44
8180-01	software	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
8190-01	website	\$ 300	\$ 300	\$ 500	\$ 7,500	\$ 7,000
8195-01	email	\$ 125	\$ 125	\$ 125	\$ 300	\$ 175
	<b>total</b>	<b>\$ 33,822</b>	<b>\$ 30,822</b>	<b>\$ 45,081</b>	<b>\$ 51,300</b>	<b>\$ 6,219</b>

<b>OFFICE SUPPLIES</b>						
8202-01	Office Supplies	\$ 22,000	\$ 10,000	\$ 14,500	\$ 13,000	\$ (1,500)
	<b>total</b>	<b>\$ 22,000</b>	<b>\$ 10,000</b>	<b>\$ 14,500</b>	<b>\$ 13,000</b>	<b>\$ (1,500)</b>

## 2019/20 Draft

OPERATING EXPENSES	2016-2017	2017-2018	2018-2019	2019--2020	CHANGE
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### UTILITIES- OPERATING EXPENSE

8301-07	telephone	\$ 12,510	\$ 12,510	\$ 15,000	\$ 13,000	\$ (2,000)
8302-07	electricity	\$ 27,500	\$ 27,500	\$ 31,500	\$ 32,000	\$ 500
8303-07	gas	\$ 6,300	\$ 6,300	\$ 6,500	\$ 7,500	\$ 1,000
8304-07	water/garbage	\$ 900	\$ 900	\$ 1,800	\$ 1,800	\$ -
	<b>total</b>	<b>\$ 47,210</b>	<b>\$ 47,210</b>	<b>\$ 54,800</b>	<b>\$ 54,300</b>	<b>\$ (500)</b>

### BUILDING EXPENSE

8306-07	building supplies	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
8308-07	service contracts	\$ 35,000	\$ 35,000	\$ 38,000	\$ 41,000	\$ 3,000
8315-07	fees and permits	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,750	\$ 250
8320-07	Building and Grounds	\$ 35,000	\$ 35,000	\$ 18,000	\$ 18,000	\$ -
8330-01	casual labor	\$ 2,200	\$ 2,200	\$ 3,500	\$ 3,500	\$ -
8335-07	building repairs	\$ 14,000	\$ 14,000	\$ 58,000	\$ 64,000	\$ 6,000
	<b>total</b>	<b>\$ 99,700</b>	<b>\$ 99,700</b>	<b>\$ 131,000</b>	<b>\$ 140,250</b>	<b>\$ 9,250</b>

### TRAVEL

8341-01	meals & dinners	\$ -	\$ -	\$ -	\$ -	\$ -
8342-01	lodging/meals/mileage	\$ 1,600	\$ 2,400	\$ 1,600	\$ 2,000	\$ 400
	<b>total</b>	<b>\$ 1,600</b>	<b>\$ 2,400</b>	<b>\$ 1,600</b>	<b>\$ 2,000</b>	<b>\$ 400</b>

### OTHER EXPENSES

8355-01	memberships	\$ 1,500	\$ 1,500	\$ 1,500	\$ 2,000	\$ 500
8360-01	grants			\$ 40,000	\$ 150,000	\$ 110,000
8361-01	donations				\$ 8,000	\$ 8,000
8365-01	library promotion	\$ 4,400	\$ 4,400	\$ 6,000	\$ 6,000	\$ -
8370-01	postage	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,500	\$ 500
8375-01	advertising	\$ 500	\$ 500	\$ 500	\$ 3,500	\$ 3,000
8385-01	memorials and tributes	\$ 150	\$ 150	\$ 500	\$ 500	\$ -
8396-01	bank charges and fees	\$ 150	\$ 150	\$ 150	\$ 150	\$ -
8399-01	ILL Loss/Damage	\$ 500	\$ 500	\$ 250	\$ 250	\$ -
	<b>total</b>	<b>\$ 9,200</b>	<b>\$ 9,200</b>	<b>\$ 50,900</b>	<b>\$ 172,900</b>	<b>\$ 122,000</b>

### OUTSIDE SERVICES

8400-01	accounting	\$ 25,500	\$ 25,500	\$ 13,000	\$ 14,500	\$ 1,500
8401-01	audit	\$ 7,000	\$ 7,000	\$ 7,700	\$ 9,500	\$ 1,800
8402-01	legal fees	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -
8404-01	staff recognition	\$ 3,000	\$ 3,000	\$ 3,000	\$ 2,000	\$ (1,000)
8405-01	appraisal	\$ 450	\$ 450	\$ 450	\$ 1,500	\$ 1,050
8305-01	architect/bulding consultant	\$ -	\$ -	\$ -	\$ -	\$ -
8406-01	collection agency	\$ 200	\$ 200	\$ 200	\$ 200	\$ -
8408-01	strategic plan	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
8410-01	printing	\$ 10,000	\$ 10,000	\$ 10,000	\$ 9,000	\$ (1,000)
8430-01	payroll expenses	\$ 3,550	\$ 4,000	\$ 4,500	\$ 4,500	\$ -
8435-01	background checks	\$ 100	\$ 100	\$ 150	\$ 150	\$ -
	<b>total</b>	<b>\$ 56,300</b>	<b>\$ 56,750</b>	<b>\$ 45,500</b>	<b>\$ 47,850</b>	<b>\$ 2,350</b>

## 2019/20 Draft

<b>OPERATING EXPENSES</b>		<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019--2020</b>	<b>CHANGE</b>
<b>INSURANCE</b>						
8460-05	liability insurance package	\$ 8,840	\$ 8,840	\$ 13,000	\$ 15,000	\$ 2,000
8470-05	directors/officers insurance					\$ -
	<b>total</b>	<b>\$ 8,840</b>	<b>\$ 8,840</b>	<b>\$ 13,000</b>	<b>\$ 15,000</b>	<b>\$ 2,000</b>

<b>OTHER EXPENSES</b>						
8600-01	Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -
8601-02	Debt Certificate Interest	\$ 2,075	\$ 2,490	\$ 2,500	\$ 2,500	\$ -
	<b>total</b>	<b>\$ 2,075</b>	<b>\$ 2,490</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ -</b>

<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 960,368</b>	<b>\$ 930,800</b>	<b>\$ 1,056,662</b>	<b>\$ 1,220,105</b>	<b>\$ 163,443</b>
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<b>NET INCOME</b>	<b>\$ 12,352</b>	<b>\$ 61,920</b>	<b>\$ 55,058</b>	<b>\$ 5,115</b>	<b>\$ (49,943)</b>
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<b>DEBT SERVICE</b>						
8700-02	Bond Principle	\$ -	\$ -			\$ -
8701-02	Debt Certificate Principle	\$ 40,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
	<b>total</b>	<b>\$ 40,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>

## 2019/20 Draft

<b>REVENUE</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019--2020</b>	<b>CHANGE</b>
total	\$ 972,720	\$ 992,720	\$ 1,111,720	\$ 1,225,220	\$ 3,500
<b>OPERATING EXPENSES</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019--2020</b>	<b>CHANGE</b>
<b>SALARIES</b>	\$ 492,133	\$ 475,190	\$ 484,049	\$ 501,608	\$ 17,559
<b>BENEFITS</b>	\$ 73,748	\$ 80,458	\$ 95,032	\$ 99,297	\$ 4,265
<b>TRAINING</b>	\$ 2,000	\$ 3,000	\$ 3,500	\$ 5,000	\$ 1,500
<b>MATERIALS</b>	\$ 93,240	\$ 84,740	\$ 95,200	\$ 93,100	\$ (2,100)
<b>PROGRAMS</b>	\$ 10,500	\$ 12,000	\$ 16,000	\$ 18,000	\$ 2,000
<b>STRATEGIC INITIATIVES</b>	\$ 8,000	\$ 8,000	\$ 4,000	\$ 4,000	\$ -
<b>COMPUTERS</b>	\$ 33,822	\$ 30,822	\$ 45,081	\$ 51,300	\$ 6,219
<b>OFFICE SUPPLIES</b>	\$ 22,000	\$ 10,000	\$ 14,500	\$ 13,000	\$ (1,500)
<b>UTILITIES- OPERATING EXPE</b>	\$ 47,210	\$ 47,210	\$ 54,800	\$ 54,300	\$ (500)
<b>BUILDING EXPENSE</b>	\$ 99,700	\$ 99,700	\$ 131,000	\$ 90,250	\$ (40,750)
<b>TRAVEL</b>	\$ 1,600	\$ 2,400	\$ 1,600	\$ 2,000	\$ 400
<b>OTHER EXPENSES</b>	\$ 9,200	\$ 9,200	\$ 50,900	\$ 62,900	\$ 12,000
<b>OUTSIDE SERVICES</b>	\$ 56,300	\$ 56,750	\$ 45,500	\$ 47,850	\$ 2,350
<b>INSURANCE</b>	\$ 8,840	\$ 8,840	\$ 13,000	\$ 15,000	\$ 2,000
<b>OTHER EXPENSES</b>	\$ 2,075	\$ 2,490	\$ 2,500	\$ 2,500	\$ -
TOTAL OPERATING EXPENS	\$ 960,368	\$ 930,800	\$ 1,056,662	\$ 1,060,105	\$ 3,443
NET INCOME	\$ 12,352	\$ 61,920	\$ 55,058	\$ 55,115	\$ 57
<b>DEBT SERVICE</b>	\$ 40,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
RETAINED EARNINGS	\$ (27,648)	\$ 31,920	\$ 25,058	\$ 25,115	\$ 57

Proposed

General Fund	1,204,288.92
Debt Service Fund	28,910
Audit Fund	15,998
Public Liability Fund	101,124
Unemployment Insurance Fund	4,457
Building Fund	18,500
Social Security Fund	15,740
Pension Fund	22,471
	1,411,488.92

**SALARIES****BENEFITS****TRAINING**

7504-01	7507-01	7508-01	7600-05	7614-06	7650-09	7660-06	7670-08	7700-01
\$240,733	\$29,106	\$205,351	\$3,100	\$1,444	\$12,488	\$1,500	\$34,026	\$500
library clerks	library pages	administrators	health insurance	workers compensation	pension fund	unemployment insurance	social security	educational training trustees

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LIMRiCC

**MATERIALS**

7800-01	8090-01	8091-01	8096-01	8097-01	8105-01	8106-01	8107-01	8108-01
\$2,500	\$1,500	\$600	\$975	\$1,265	\$24,000	\$22,000	\$1,000	\$4,000
educational training staff	books on CD-adult	books on CD-children	compact disks-music-adult	compact disks-music-children	adult fiction/nonfiction	children's fiction/nonfiction	adult reference	eBooks

Midwest T&A Amazon    Midwest T&A Amazon    Amazon    Amazon    Brodart    Overdrive  
Penguin Rar    Midwest ta Baker & Taylor Baker & Taylor Thomson R  
Brodart    Midamerica Value Line  
Ollis Book Co  
Rainbow Box  
Scholastic

8109-01	8115-01	8120-01	8130-01	8140-01	8141-01	8160-01	8161-01	8162-01
\$200	\$1,800	\$2,500	\$9,600	\$2,500	\$1,100	\$4,800	\$1,000	\$4,100
children's reference	adult large print	newspaper s	internet databases	adult periodicals	Children's Periodicals	adult DVDs- feature movies	adult DVDs- document ary/travel	children's DVDs- movies

Cengage Le Crain's Chic A to Z Data Catholic Dig Discovery g Amazon Midwest Tæ Amazon  
 Chicago Sun Newbank Ebsco Midwest Tæ Midwest Tæ  
 Landmark RAILS TV Weekly  
 The New York Recorded B  
 Suburban L Scholastic  
 USA Today  
 Wall Street



	PROGRAMS			STRATEG	COMPUTERS			
8166-01	8150-01	8152-01	8155-01	8158-01	8171-01	8172-01	8175-01	8180-01
\$1,800	\$3,500	\$4,500	\$4,000	\$8,000	\$9,200	\$4,000	\$16,197	\$1,000
children's games	children's programs	children's summer reading program	adult programs	Strategic Initiatives	informatio n technology	new computer equipment	mls computer fund	software
Amazon	BBC Hollyd: ILA Oriental Tr: Chris McBri Paisans Piz: Scholastic MAMA Bar Jewel Walmart Dave Herzc Dave Dinas Loyola Univ Pawsitive T	Constance David Clark Funny Vale Gary Wens Grace Dum Jim Gibbon John Lynn Michael Ni William Pa Raymond V	Midwest Ta National Bu TLS The Lib	Illinois Dep. Versatile Cc Versatile Cc	Amazon	SWAN	Adobe Crea MX Guard I	



				TRAVEL		OTHER EXPENSES		
8315-07	8320-07	8330-01	8335-07	8341-01	8342-01	8355-01	8365-01	8370-01
\$1,500	\$35,000	\$2,200	\$14,000	\$0	\$2,400	\$1,500	\$4,400	\$2,000
fees and permits	Building and Grounds	casual labor	building repairs	meals & dinners	lodging/meals/mileage	memberships	library promotion	postage
Village of NAMS Electric Amazon Colors Smith S Controlled En West Town I	Jill Cannizzaro Bryant Rou Flow-Techni	Atlas Dorr R	Lorene Ken Mary Coop Mary Coop Britney Mu Britney Mu Karen Quin Karen Quin	Lorene Ken Mary Coop Mary Coop Britney Mu Britney Mu Karen Quin Karen Quin	ALA JLA LACONI	Angela Di USPS Jewel US Postal S Olive Garde SCOLA Spe Target		

**OUTSIDE SERVICES**

8375-01	8385-01	8432-01	8396-01	8399-01	8400-01	8401-01	8402-01	8404-01
\$500	\$150	\$0	\$150	\$500	\$25,500	\$7,000	\$6,000	\$3,000
public relations	memorials and tributes	mileage reimbursement	bank charges and fees	ILL Loss/Damage	accounting	audit	legal fees	public information

Jimmy Johr Belmonte Florist  
yard signs Superior Av

Don Abern

Ernest Di Mc O'Neill & G Franczek R Facebook  
Lautenbach Peregrine, '

							<b>INSURANCE</b>	
8405-01	8305-01	8406-01	8408-01	8410-01	8430-01	8435-01	8460-05	8470-05
\$450	\$0	\$200	\$500	\$10,000	\$4,000	\$100	\$8,840	\$0
appraisal	architect/ building consultant	collection agency	strategic plan	printing	payroll expenses	background checks	liability insurance package	directors/o fficers insurance

Industrial Appraisal Illinois Office Unique Management ILA - Job and Diamond Group Paychex Paychex Utica National

Vista Print

**OTHER EXPENSES**

**DEBT SERVICE**

8600-01

8601-02

8700-02

8701-02

\$0

\$2,490

\$0

\$30,000

Bond  
Interest

Debt  
Certificate  
Interest

Bond  
Principle

Debt  
Certificate  
Prinicple

## 2019/20 Draft

In the change column, the parentheses means less than last year.

No parenthesis means more than last year. A dash means it's the same.

Account		2016-2017	2017-2018	2018-2019	2019--2020	CHANGE
<b>REVENUE</b>						
	carryover from previous year					
6901-01	property tax	\$ 970,000	\$ 970,000	\$ 1,020,000	\$ 1,050,000	\$ 30,000
6903-01	fees and fines	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
6904-01	Donations	\$ 5,000	\$ 5,000	\$ 9,500	\$ 8,000	\$ (1,500)
6905-01	grants	\$ 5,500	\$ 5,500	\$ 40,000	\$ 150,000	\$ 110,000
	Mary Kadlec estate	\$ -	\$ -			\$ -
6906-01	interest	\$ 220	\$ 220	\$ 220	\$ 220	\$ -
6901-14	Estimated Loss Due to Property Assessment Appeals-Future Years	\$ (40,000)	\$ (20,000)	\$ (15,000)	\$ (15,000)	\$ -
6901-15	Estimated Loss Due to Property Assessment Appeals - Current Year					\$ -
	Unrealized Income Annuities	\$ 20,000	\$ 20,000	\$ 45,000	\$ 20,000	\$ (25,000)
	<b>total</b>	<b>\$ 972,720</b>	<b>\$ 992,720</b>	<b>\$ 1,111,720</b>	<b>\$ 1,225,220</b>	<b>\$ 113,500</b>

Account		2016-2017	2017-2018	2018-2019	2019--2020	CHANGE
<b>OPERATING EXPENSES</b>						
<b>SALARIES</b>						
7504-01	library clerks	\$ 204,893	\$ 240,733	\$ 166,574	\$ 173,785	\$ 7,211
7507-01	library pages	\$ 25,787	\$ 29,106	\$ 19,839	\$ 18,316	\$ (1,523)
7508-01	administrators	\$ 261,453	\$ 205,351	\$ 292,369	\$ 304,240	\$ 11,871
	<b>total</b>	<b>\$ 492,133</b>	<b>\$ 475,190</b>	<b>\$ 484,049</b>	<b>\$ 501,608</b>	<b>\$ 17,559</b>
<b>BENEFITS</b>						
4230-01	ICMA					
7600-05	health insurance	\$ 24,290	\$ 31,000	\$ 28,800	\$ 29,700	\$ 900
7614-06	workers compensation	\$ 1,444	\$ 1,444	\$ 2,300	\$ 2,300	\$ -
7650-09	pension fund	\$ 12,488	\$ 12,488	\$ 27,399	\$ 31,452	\$ 4,053
7660-06	unemployment insurance	\$ 1,500	\$ 1,500	\$ 500	\$ 700	\$ 200
7670-08	social security/mcare	\$ 34,026	\$ 34,026	\$ 36,033	\$ 35,145	\$ (888)
	<b>total</b>	<b>\$ 73,748</b>	<b>\$ 80,458</b>	<b>\$ 95,032</b>	<b>\$ 99,297</b>	<b>\$ 4,265</b>
<b>TRAINING</b>						
7700-01	educational training trustees	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
7800-01	educational training staff	\$ 1,500	\$ 2,500	\$ 3,000	\$ 4,500	\$ 1,500
	<b>total</b>	<b>\$ 2,000</b>	<b>\$ 3,000</b>	<b>\$ 3,500</b>	<b>\$ 5,000</b>	<b>\$ 1,500</b>

Proposed

## 2019/20 Draft

OPERATING EXPENSES		2016-2017	2017-2018	2018-2019	2019--2020	CHANGE
<b>MATERIALS</b>						
8090-01	books on CD-adult	\$ 2,600	\$ 1,500	\$ 2,000	\$ 1,500	\$ (500)
8091-01	books on CD-children	\$ 600	\$ 600	\$ 700	\$ 700	\$ -
8096-01	compact disks-music-adult	\$ 975	\$ 975	\$ 400	\$ 400	\$ -
8097-01	compact disks-music-children	\$ 1,265	\$ 1,265	\$ 1,000	\$ 1,000	\$ -
8103-01	foreign language books			\$ 5,000	\$ -	\$ (5,000)
8104-01	adult fiction			\$ 15,000	\$ 14,500	\$ (500)
8105-01	adult nonfiction	\$ 24,000	\$ 24,000	\$ 10,000	\$ 9,500	\$ (500)
8106-01	children's fiction/nonfiction	\$ 22,000	\$ 22,000	\$ 25,000	\$ 18,000	\$ (7,000)
8107-01	ya fiction/nonfiction	\$ 5,000	\$ 1,000	\$ -	\$ 6,000	\$ 6,000
8108-01	eBooks	\$ 6,000	\$ 4,000	\$ 5,000	\$ 5,000	\$ -
8115-01	adult large print	\$ 1,800	\$ 1,800	\$ 2,500	\$ 2,000	\$ (500)
8120-01	newspapers	\$ 2,500	\$ 2,500	\$ 2,500	\$ 3,500	\$ 1,000
8130-01	internet databases	\$ 9,600	\$ 9,600	\$ 10,000	\$ 14,000	\$ 4,000
8140-01	adult periodicals	\$ 3,900	\$ 2,500	\$ 900	\$ 900	\$ -
8141-01	Children's Periodicals	\$ 1,100	\$ 1,100	\$ 600	\$ 600	\$ -
8160-01	adult DVDs	\$ 4,800	\$ 4,800	\$ 6,000	\$ 7,000	\$ 1,000
8161-01	adult games	\$ 1,000	\$ 1,000	\$ 1,300	\$ 1,500	\$ 200
8162-01	children's DVDs-movies	\$ 4,100	\$ 4,100	\$ 1,800	\$ 1,500	\$ (300)
8163-01	ya DVDs			\$ 2,000	\$ 1,500	\$ (500)
8164-01	foreign language DVDs			\$ 1,000	\$ -	\$ (1,000)
8166-01	children's games	\$ 1,800	\$ 1,800	\$ 2,500	\$ 2,500	\$ -
	<b>total</b>	<b>\$ 93,240</b>	<b>\$ 84,740</b>	<b>\$ 95,200</b>	<b>\$ 91,600</b>	<b>\$ (3,600)</b>
<b>PROGRAMS</b>						
8150-01	children's programs	\$ 3,000	\$ 3,500	\$ 3,000	\$ 3,000	\$ -
8152-01	children's summer reading program	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,000	\$ (500)
8153-01	ya programs			\$ 1,500	\$ 1,500	\$ -
8154-01	makerspaces/library of things				\$ 4,000	\$ 4,000
8155-01	adult programs	\$ 3,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
8156-01	technology programs				\$ 1,000	\$ 1,000
8157-01	senior programs			\$ 3,000	\$ 2,000	\$ (1,000)
	<b>total</b>	<b>\$ 10,500</b>	<b>\$ 12,000</b>	<b>\$ 16,000</b>	<b>\$ 19,500</b>	<b>\$ 3,500</b>
<b>STRATEGIC INITIATIVES</b>						
8158-01	Strategic Initiatives	\$ 8,000	\$ 8,000	\$ 4,000	\$ 4,000	\$ -
	<b>total</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ -</b>
<b>COMPUTERS</b>						
8171-01	information technology	\$ 9,200	\$ 9,200	\$ 12,000	\$ 12,000	\$ -
8172-01	new computer equipment	\$ 7,000	\$ 4,000	\$ 12,500	\$ 11,500	\$ (1,000)
8175-01	mls computer fund	\$ 16,197	\$ 16,197	\$ 18,956	\$ 19,000	\$ 44
8180-01	software	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
8190-01	website	\$ 300	\$ 300	\$ 500	\$ 7,500	\$ 7,000
8195-01	email	\$ 125	\$ 125	\$ 125	\$ 300	\$ 175
	<b>total</b>	<b>\$ 33,822</b>	<b>\$ 30,822</b>	<b>\$ 45,081</b>	<b>\$ 51,300</b>	<b>\$ 6,219</b>
<b>OFFICE SUPPLIES</b>						
8202-01	Office Supplies	\$ 22,000	\$ 10,000	\$ 14,500	\$ 13,000	\$ (1,500)
	<b>total</b>	<b>\$ 22,000</b>	<b>\$ 10,000</b>	<b>\$ 14,500</b>	<b>\$ 13,000</b>	<b>\$ (1,500)</b>

Proposed



## 2019/20 Draft

OPERATING EXPENSES	2016-2017	2017-2018	2018-2019	2019--2020	CHANGE
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### UTILITIES- OPERATING EXPENSE

8301-07	telephone	\$ 12,510	\$ 12,510	\$ 15,000	\$ 13,000	\$ (2,000)
8302-07	electricity	\$ 27,500	\$ 27,500	\$ 31,500	\$ 32,000	\$ 500
8303-07	gas	\$ 6,300	\$ 6,300	\$ 6,500	\$ 7,500	\$ 1,000
8304-07	water/garbage	\$ 900	\$ 900	\$ 1,800	\$ 1,800	\$ -
	<b>total</b>	<b>\$ 47,210</b>	<b>\$ 47,210</b>	<b>\$ 54,800</b>	<b>\$ 54,300</b>	<b>\$ (500)</b>

### BUILDING EXPENSE

8306-07	building supplies	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
8308-07	service contracts	\$ 35,000	\$ 35,000	\$ 38,000	\$ 41,000	\$ 3,000
8315-07	fees and permits	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,750	\$ 250
8320-07	Building and Grounds	\$ 35,000	\$ 35,000	\$ 18,000	\$ 18,000	\$ -
8330-01	casual labor	\$ 2,200	\$ 2,200	\$ 3,500	\$ 3,500	\$ -
8335-07	building repairs	\$ 14,000	\$ 14,000	\$ 58,000	\$ 64,000	\$ 6,000
	<b>total</b>	<b>\$ 99,700</b>	<b>\$ 99,700</b>	<b>\$ 131,000</b>	<b>\$ 140,250</b>	<b>\$ 9,250</b>

### TRAVEL

8341-01	meals & dinners	\$ -	\$ -	\$ -	\$ -	\$ -
8342-01	lodging/meals/mileage	\$ 1,600	\$ 2,400	\$ 1,600	\$ 2,000	\$ 400
	<b>total</b>	<b>\$ 1,600</b>	<b>\$ 2,400</b>	<b>\$ 1,600</b>	<b>\$ 2,000</b>	<b>\$ 400</b>

### OTHER EXPENSES

8355-01	memberships	\$ 1,500	\$ 1,500	\$ 1,500	\$ 2,000	\$ 500
8360-01	grants			\$ 40,000	\$ 150,000	\$ 110,000
8361-01	donations				\$ 8,000	\$ 8,000
8365-01	library promotion	\$ 4,400	\$ 4,400	\$ 6,000	\$ 6,000	\$ -
8370-01	postage	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,500	\$ 500
8375-01	advertising	\$ 500	\$ 500	\$ 500	\$ 3,500	\$ 3,000
8385-01	memorials and tributes	\$ 150	\$ 150	\$ 500	\$ 500	\$ -
8396-01	bank charges and fees	\$ 150	\$ 150	\$ 150	\$ 150	\$ -
8399-01	ILL Loss/Damage	\$ 500	\$ 500	\$ 250	\$ 250	\$ -
	<b>total</b>	<b>\$ 9,200</b>	<b>\$ 9,200</b>	<b>\$ 50,900</b>	<b>\$ 172,900</b>	<b>\$ 122,000</b>

### OUTSIDE SERVICES

8400-01	accounting	\$ 25,500	\$ 25,500	\$ 13,000	\$ 14,500	\$ 1,500
8401-01	audit	\$ 7,000	\$ 7,000	\$ 7,700	\$ 9,500	\$ 1,800
8402-01	legal fees	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -
8404-01	staff recognition	\$ 3,000	\$ 3,000	\$ 3,000	\$ 2,000	\$ (1,000)
8405-01	appraisal	\$ 450	\$ 450	\$ 450	\$ 1,500	\$ 1,050
8305-01	architech/building consultant	\$ -	\$ -	\$ -	\$ -	\$ -
8406-01	collection agency	\$ 200	\$ 200	\$ 200	\$ 200	\$ -
8408-01	strategic plan	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
8410-01	printing	\$ 10,000	\$ 10,000	\$ 10,000	\$ 9,000	\$ (1,000)
8430-01	payroll expenses	\$ 3,550	\$ 4,000	\$ 4,500	\$ 4,500	\$ -
8435-01	background checks	\$ 100	\$ 100	\$ 150	\$ 150	\$ -
	<b>total</b>	<b>\$ 56,300</b>	<b>\$ 56,750</b>	<b>\$ 45,500</b>	<b>\$ 47,850</b>	<b>\$ 2,350</b>

Proposed

## 2019/20 Draft

<b>OPERATING EXPENSES</b>		2016-2017	2017-2018	2018-2019	2019--2020	CHANGE
<b>INSURANCE</b>						
8460-05	liability insurance package	\$ 8,840	\$ 8,840	\$ 13,000	\$ 15,000	\$ 2,000
8470-05	directors/officers insurance					\$ -
	<b>total</b>	<b>\$ 8,840</b>	<b>\$ 8,840</b>	<b>\$ 13,000</b>	<b>\$ 15,000</b>	<b>\$ 2,000</b>

<b>OTHER EXPENSES</b>						
8600-01	Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -
8601-02	Debt Certificate Interest	\$ 2,075	\$ 2,490	\$ 2,500	\$ 2,500	\$ -
	<b>total</b>	<b>\$ 2,075</b>	<b>\$ 2,490</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ -</b>

<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 960,368</b>	<b>\$ 930,800</b>	<b>\$ 1,056,662</b>	<b>\$ 1,220,105</b>	<b>\$ 163,443</b>
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<b>NET INCOME</b>	<b>\$ 12,352</b>	<b>\$ 61,920</b>	<b>\$ 55,058</b>	<b>\$ 5,115</b>	<b>\$ (49,943)</b>
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<b>DEBT SERVICE</b>						
8700-02	Bond Principle	\$ -	\$ -			\$ -
8701-02	Debt Certificate Principle	\$ 40,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
	<b>total</b>	<b>\$ 40,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>

## 2019/20 Draft

REVENUE	2016-2017	2017-2018	2018-2019	2019--2020	CHANGE
total	\$ 972,720	\$ 992,720	\$ 1,111,720	\$ 1,225,220	\$ 3,500
OPERATING EXPENSES	2016-2017	2017-2018	2018-2019	2019--2020	CHANGE
SALARIES	\$ 492,133	\$ 475,190	\$ 484,049	\$ 501,608	\$ 17,559
BENEFITS	\$ 73,748	\$ 80,458	\$ 95,032	\$ 99,297	\$ 4,265
TRAINING	\$ 2,000	\$ 3,000	\$ 3,500	\$ 5,000	\$ 1,500
MATERIALS	\$ 93,240	\$ 84,740	\$ 95,200	\$ 93,100	\$ (2,100)
PROGRAMS	\$ 10,500	\$ 12,000	\$ 16,000	\$ 18,000	\$ 2,000
STRATEGIC INITIATIVES	\$ 8,000	\$ 8,000	\$ 4,000	\$ 4,000	\$ -
COMPUTERS	\$ 33,822	\$ 30,822	\$ 45,081	\$ 51,300	\$ 6,219
OFFICE SUPPLIES	\$ 22,000	\$ 10,000	\$ 14,500	\$ 13,000	\$ (1,500)
UTILITIES- OPERATING EXPE	\$ 47,210	\$ 47,210	\$ 54,800	\$ 54,300	\$ (500)
BUILDING EXPENSE	\$ 99,700	\$ 99,700	\$ 131,000	\$ 90,250	\$ (40,750)
TRAVEL	\$ 1,600	\$ 2,400	\$ 1,600	\$ 2,000	\$ 400
OTHER EXPENSES	\$ 9,200	\$ 9,200	\$ 50,900	\$ 62,900	\$ 12,000
OUTSIDE SERVICES	\$ 56,300	\$ 56,750	\$ 45,500	\$ 47,850	\$ 2,350
INSURANCE	\$ 8,840	\$ 8,840	\$ 13,000	\$ 15,000	\$ 2,000
OTHER EXPENSES	\$ 2,075	\$ 2,490	\$ 2,500	\$ 2,500	\$ -
TOTAL OPERATING EXPENSES	\$ 960,368	\$ 930,800	\$ 1,056,662	\$ 1,060,105	\$ 3,443
NET INCOME	\$ 12,352	\$ 61,920	\$ 55,058	\$ 55,115	\$ 57
DEBT SERVICE	\$ 40,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
RETAINED EARNINGS	\$ (27,648)	\$ 31,920	\$ 25,058	\$ 25,115	\$ 57

Proposed





**TAX LEVY ORDINANCE**

**ORDINANCE 19-11-01**

**NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT  
COOK COUNTY, ILLINOIS**

**FISCAL YEAR JULY 1, 2019 to JUNE 30, 2020**

**WHEREAS**, applicable statutes authorize the Board of Library Trustees to levy taxes for library purposes.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Library Trustees of the North Riverside Public Library District, Cook County, Illinois, as follows:

**Section 1:** Ordinance#09-01-19 (Budget and Appropriations Ordinance) previously passed by the Board is incorporated by reference.

**Section 2:** A tax in the sum of \$1,097,000 is levied upon all taxable property within the District, said tax levied to defray expenses and liabilities of the District for the fiscal year beginning July 1, 2019 ending June 30, 2020 for the specific objects and purposes indicated as follows:

**CORPORATE**

Personnel Expenses	Appropriation	Levy
Salaries	\$532,000	528,000
Audio-visual materials and services	23,000	20,000
Books	69,000	62,000
Periodicals	11,000	1,500
Other media	28,500	28,000
Library programs	53,500	20,000
Office supplies	21,000	15,000
Printing	11,000	11,000
Postage	5,200	2,200
Legal fees	12,000	7,000
Public information	12,000	4,000
Health insurance	45,000	34,500
Library promotion and miscellaneous service fees	38,500	25,274
Utilities	52,700	50,200
Telephone	18,500	16,000
Contingency	10,000	5,000
Petty Cash	600	0

Capital	Appropriation	Levy
Information technology	98,000	18,000
Strategic initiatives	7,500	4,000
Debt service costs	53,000	50,000

Contractual		
Accounting	19,500	17,500
Service contracts	68,000	58,000

Professional Education and Training		
Library trustees	1000	700
Library staff	4,500	3,500

Total	1,195,000.00	981,374.00
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BUILDINGS, MAINTENANCE AND EQUIPMENT (.02% SPECIAL TAX)

Building supplies and maintenance	38,000	10,000
Building repairs	169,000	15,000
Casual labor and fees	10,900	5,000
Building improvements	758,000	20,106
Total	975,900.00	50,106.00

SOCIAL SECURITY (SPECIAL TAX)

Social Security Fund	48,000.00	37,654.00
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AUDIT (SPECIAL TAX)

Audit	14,750.00	7,707.00
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IMRF (SPECIAL TAX)

IMRF	45,500.00	13,637.00
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#### LIABILITY INSURANCE (SPECIAL TAX)

Liability Insurance	Appropriations	Levy
Public liability insurance	18,500	4000
Workers' compensation insurance	4,600	43
Property insurance	5,000	700
Director's and Officers' insurance	1,100	0
Total	29,200.00	4,743.00

#### UNEMPLOYMENT INSURANCE (SPECIAL TAX)

Unemployment insurance	3,500.00	1,778.00
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#### MEMORIAL FUND (No Levy)

Books	\$4,500	\$ -0-
Audio – visual materials	4,500	-0-
Equipment	8,500	-0-
Total	17,500.00	-0-

#### SUMMARY

Corporate	1,195,000	981,374
Buildings, Maintenance and Equipment (Special Tax)	975,900	50,106
Social Security (Special Tax)	48,000	37,654
Audit (Special Tax)	14,750	7,707
IMRF (Special Tax)	45,500	13,637
Liability Insurance (Special Tax)	29,200	4,743
Unemployment Insurance (Special Tax)	3,500	1,778
Memorial Fund (No levy)	17,500	-0-
Total	2,329,350	1,097,000

**Section2:** The Secretary is authorized and directed to file a certified copy of this Ordinance with the County Clerk of Cook County within the time specified by law.

**Section 3:** This Ordinance is in full force and effect from and after its passage.

PASSED this 18th day of November, 2019, pursuant to a roll call vote as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Annette Corgiat, President

Board of Library Trustees

North Riverside Public Library District

ATTEST:

\_\_\_\_\_  
P.J. Folz, Secretary



# North Riverside Library

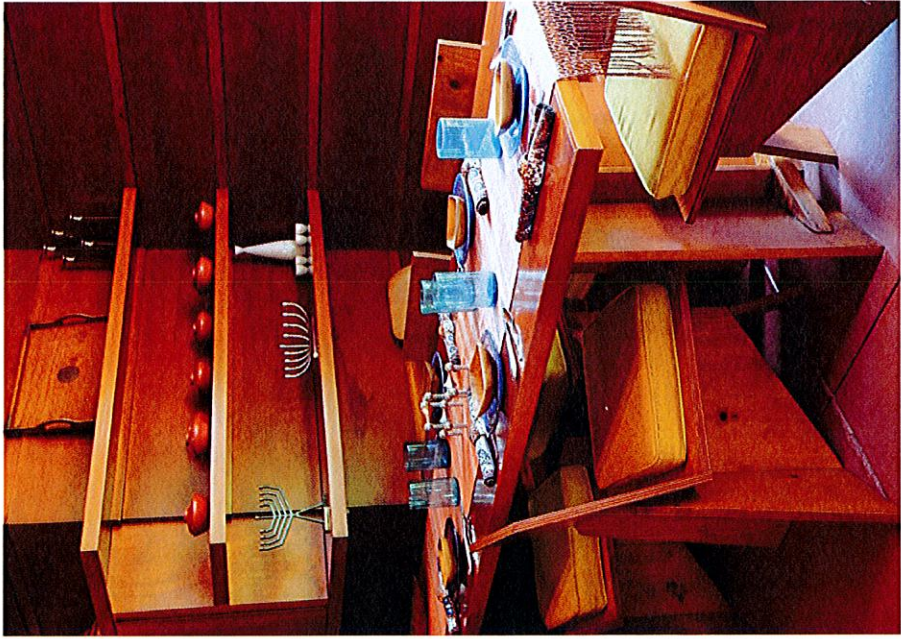
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## Storage Room Conversion/Interior Upgrades



**NORTH RIVERSIDE  
PUBLIC LIBRARY**  
NORTH RIVERSIDE, IL

# Design Inspiration- FLW Interiors



Frank Lloyd Wright | Rosenbaum House | Florence, AL



**NORTH RIVERSIDE**  
PUBLIC LIBRARY  
NORTH RIVERSIDE, IL



- Natural Materials with furniture providing a pop of accent color
- Geometric furniture intertwined with organic architecture



# Design Inspiration- FLW Interiors



Frank Lloyd Wright | Taliesin West | Scottsdale, AZ



Frank Lloyd Wright | Thomas P. Hardy House | Madison, WI

- Natural Materials with furniture & paint providing a pop of accent color
- Geometric furniture intertwined with organic architecture



**NORTH RIVERSIDE  
PUBLIC LIBRARY**  
NORTH RIVERSIDE, IL



# Design Inspiration- FLW Interiors



Frank Lloyd Wright | Taliesin | Spring Green, WI



Frank Lloyd Wright | Fallingwater | Mill Run, PA

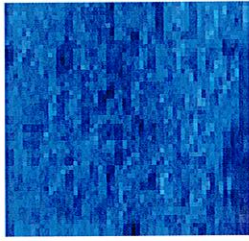
- Natural Materials with furniture & paint providing a pop of accent color
- Geometric furniture intertwined with organic architecture



**NORTH RIVERSIDE**  
PUBLIC LIBRARY  
NORTH RIVERSIDE, IL



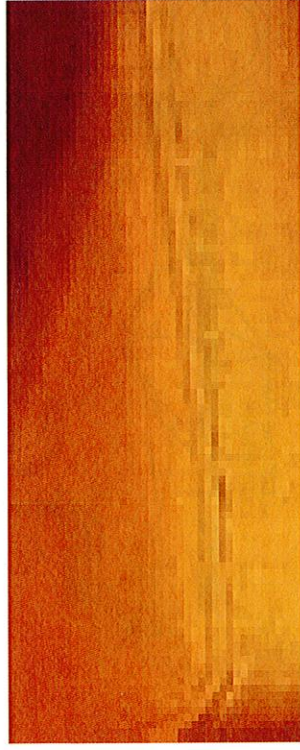
# Design Inspiration- FLW Interiors



Cool Accents



Warm Accents

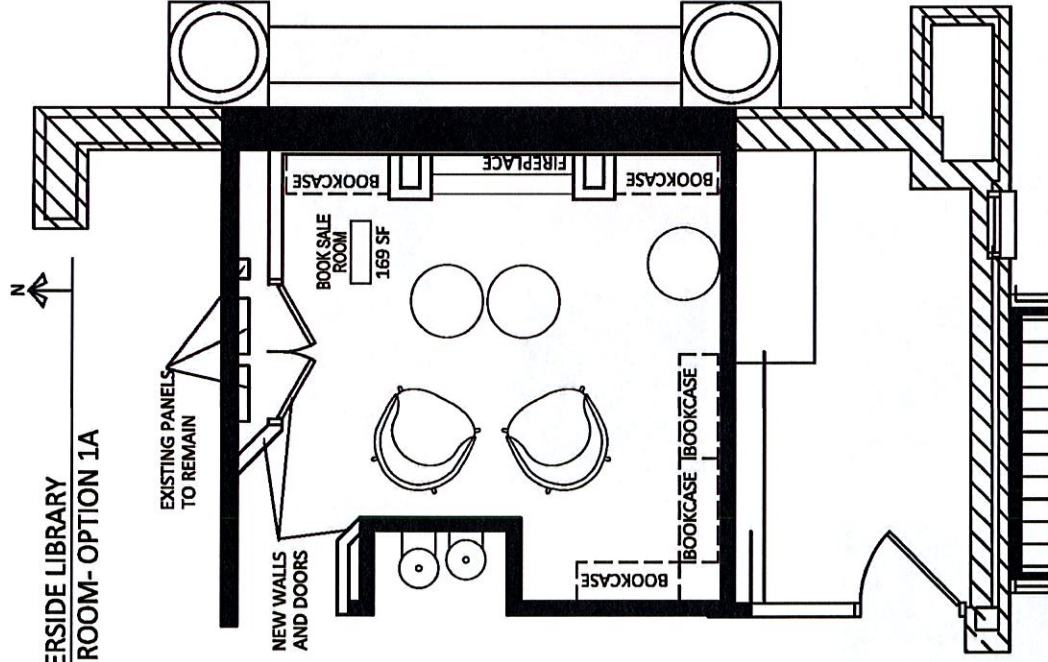


NORTH RIVERSIDE  
PUBLIC LIBRARY

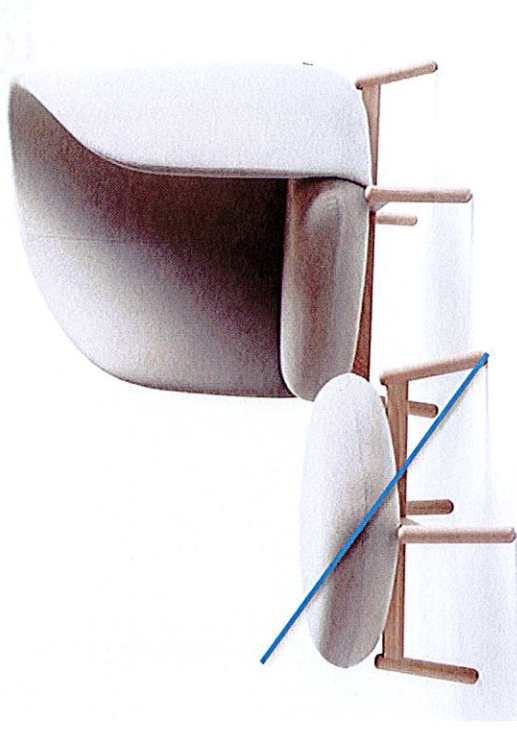
NORTH RIVERSIDE, IL

# Option 1A

## NORTH RIVERSIDE LIBRARY BOOK SALE ROOM- OPTION 1A



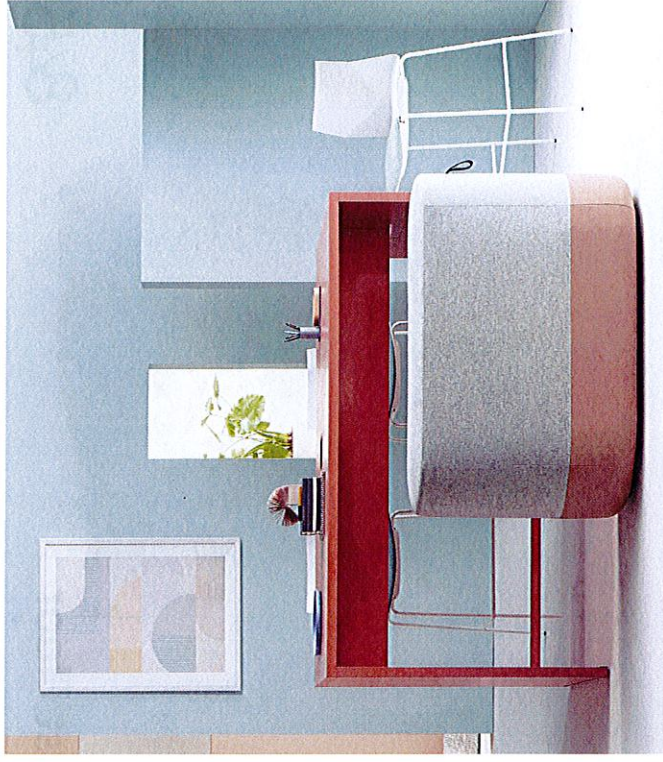
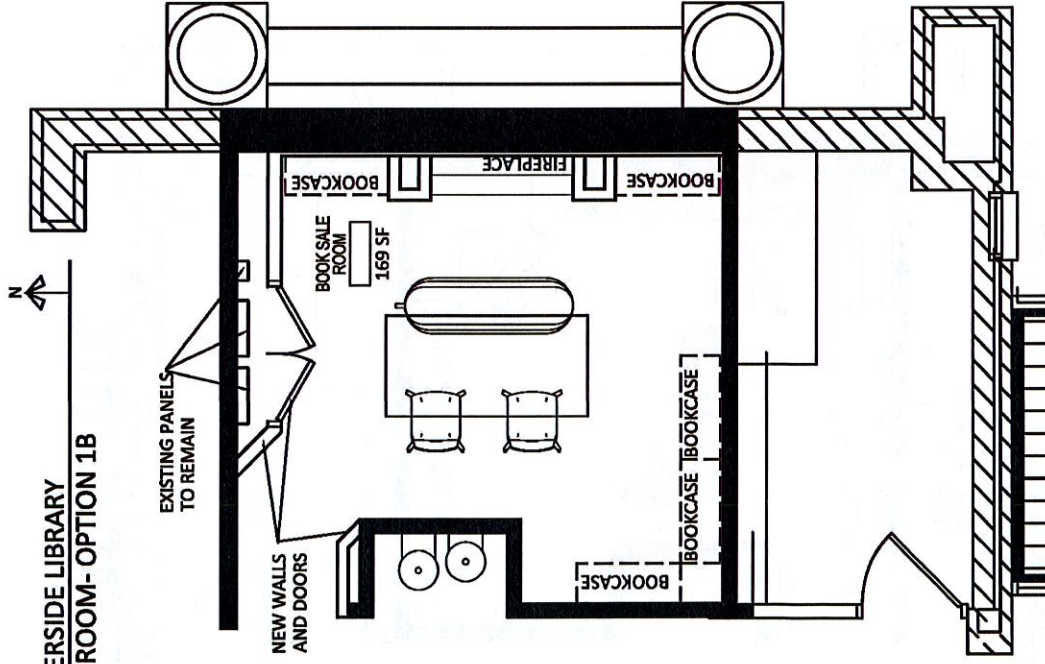
*Note: furniture finishes are for illustrative purposes only*



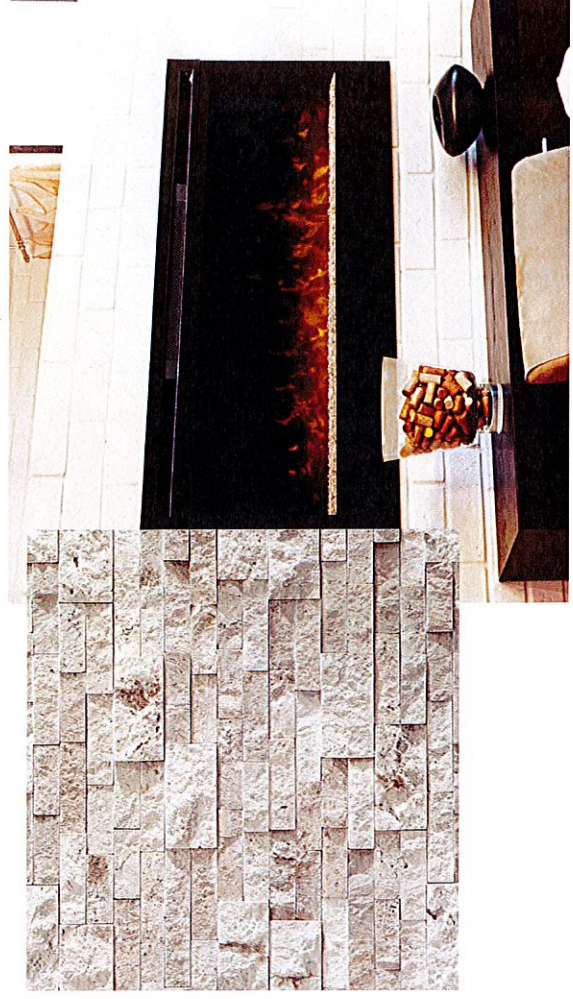


# Option 1B

## NORTH RIVERSIDE LIBRARY BOOK SALE ROOM- OPTION 1B



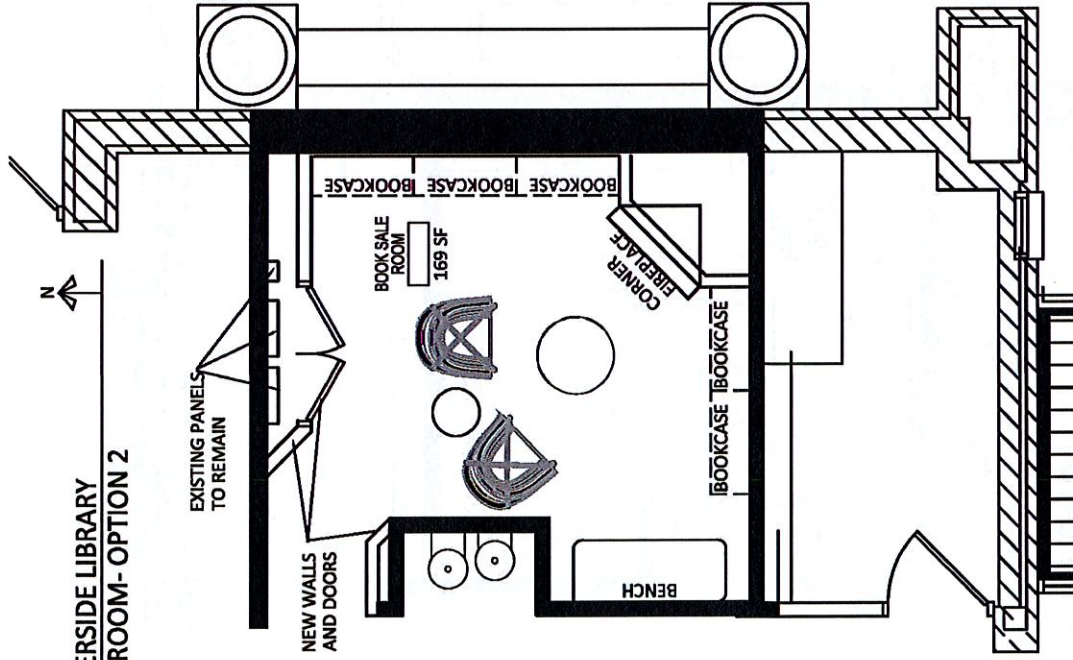
*Note: furniture finishes are for illustrative purposes only*





# Option 2

## NORTH RIVERSIDE LIBRARY BOOK SALE ROOM- OPTION 2



Note: furniture finishes are for illustrative purposes only





# Proposed Finish Palette- Option A



Wall base  
Stained to  
match existing

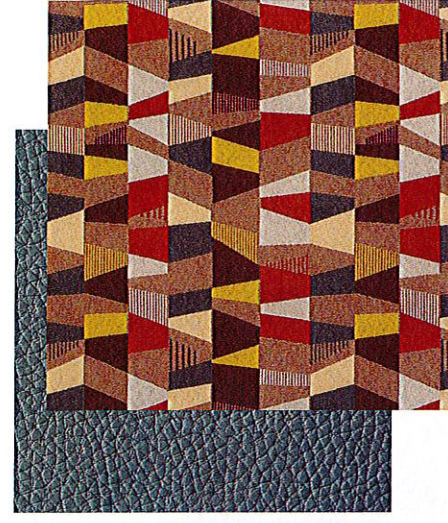
SW 6386  
Napery

Interior / Exterior  
Locator Number: 139-C1

New Paint

Existing wall base

## Potential Furniture Finishes



**NORTH RIVERSIDE  
PUBLIC LIBRARY**  
NORTH RIVERSIDE, IL

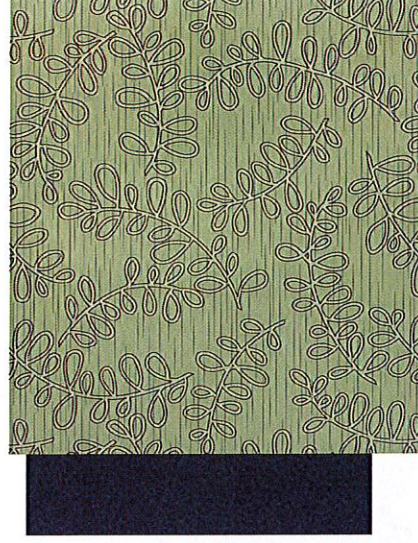
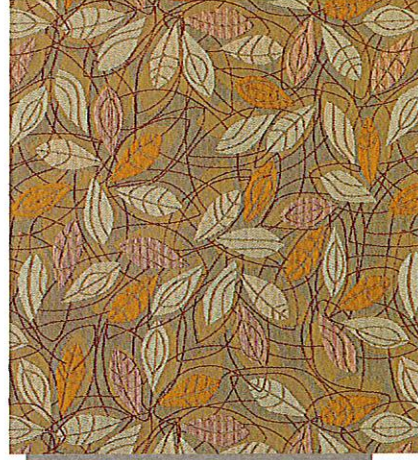
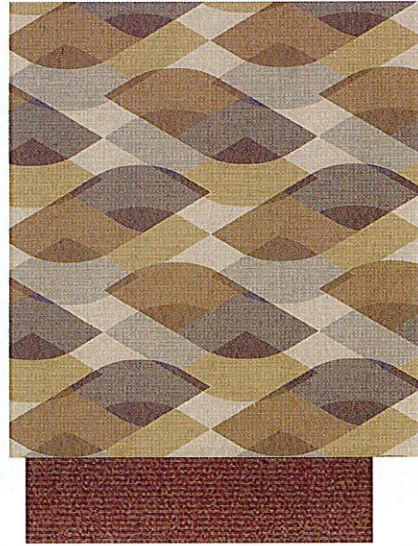
## Book Sale Room-First Floor



# Proposed Finish Palette- Option B



## Potential Furniture Finishes

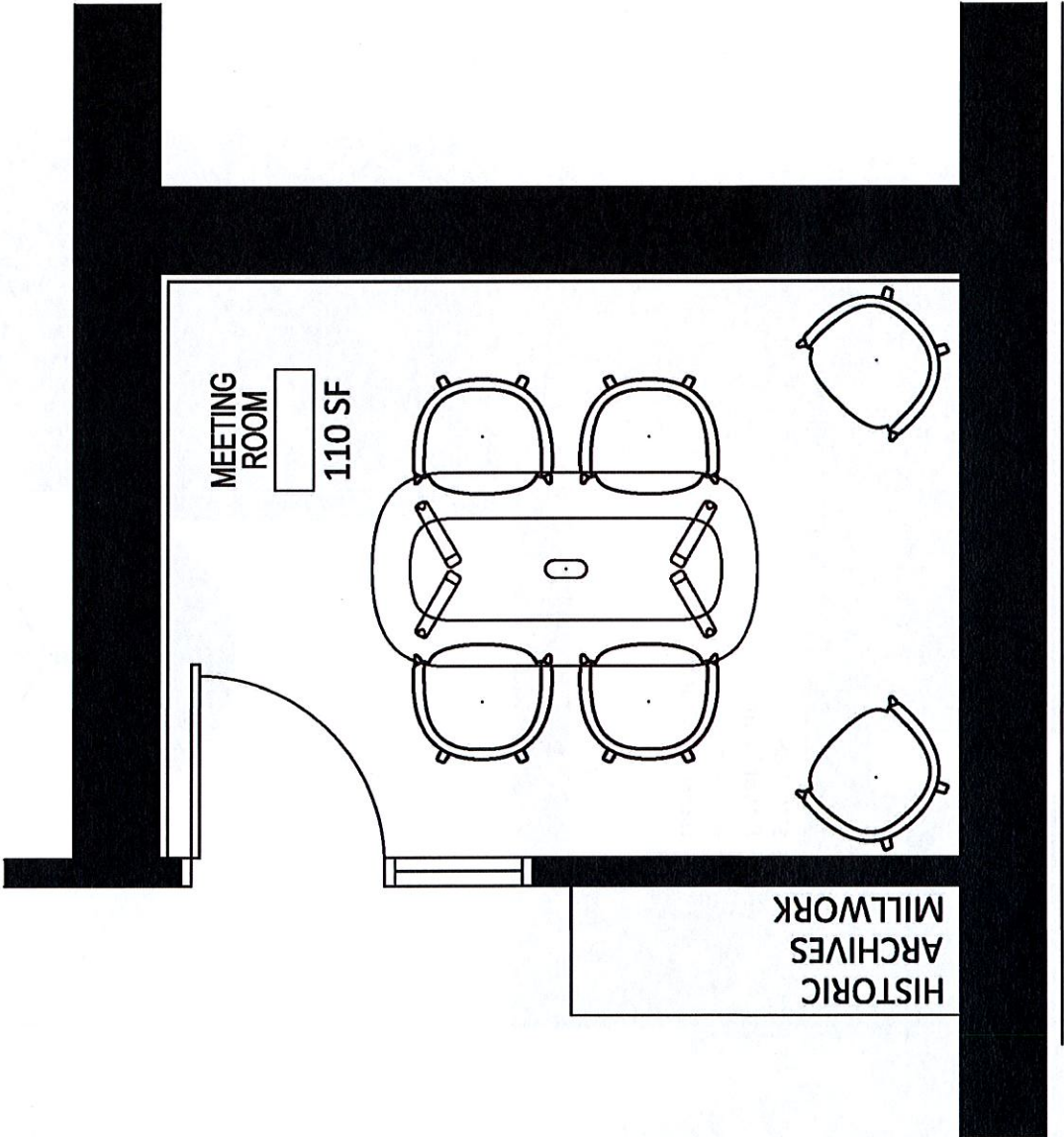


**NORTH RIVERSIDE  
PUBLIC LIBRARY**  
NORTH RIVERSIDE, IL

## Book Sale Room-First Floor



# Proposed Floor Plan



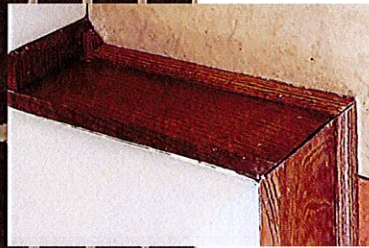
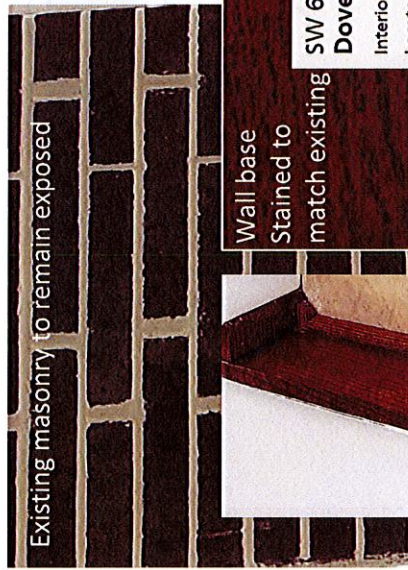
**NORTH RIVERSIDE  
PUBLIC LIBRARY**  
NORTH RIVERSIDE, IL



**Meeting Room-Lower Level**



# Proposed Finishes



SW 6385  
**Dover White**  
Interior / Exterior  
Locator Number: 261-C2

New Wall Paint



**NORTH RIVERSIDE  
PUBLIC LIBRARY**  
NORTH RIVERSIDE, IL

## Meeting Room-Lower Level

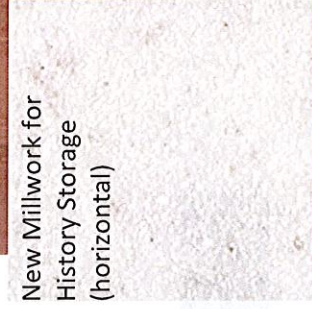
New Fixture over table



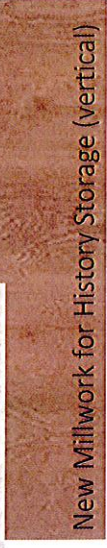
Reuse existing pendant fixtures over History Area



New Millwork for History Storage (horizontal)



New Millwork for History Storage (vertical)





**Resolution 2019-2020 #19-10-01**

**RESOLUTION TO DETERMINE ESTIMATE OF FUNDS  
NEEDED FOR FISCAL YEAR 2019/2020**

WHEREAS, the North Riverside Public Library District (Library District) must file on or before December 24, 2019, its Levy Ordinance for the 2019/2020 fiscal year; and

WHEREAS, pursuant to The Truth in Taxation Law (35 ILCS 200/18-55 et seq.), the Library District must determine not less than 20 days prior to adoption of its Levy Ordinance the amounts of money estimated to be necessary to be raised by taxation for the 2019/2020 fiscal year upon the taxable property in the Library District.

NOW, THEREFORE, BE IT DETERMINED by the Board of Library Trustees of the North Riverside Public Library District as follows:

- a. The amount of money estimated to be necessary to be raised by taxation for the 2019/2020 fiscal year upon the taxable property in the Library District is \$1,097,000;
- b. The estimate of \$1,097,000 is 4.976% higher than last year's tax extension of \$1,045,000;
- c. According to the Truth in Taxation Law, neither a public hearing nor publication of notice of the proposed levy amount are required.

ADOPTED October 21, 2019, by a roll call vote as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAINING: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Annette Corgiat, President  
Board of Trustees  
North Riverside Public Library District

\_\_\_\_\_  
PJ Folz, Secretary  
Board of Trustees  
North Riverside Public Library District



# Ya Shelving







9/5/2019

## LFI QT-1621 Proposal For:

Library Furniture International

Factory: Multiple

North Riverside Public Library, IL

1945 Techny Rd, #10

Northbrook, IL. 60062

ph: 847-564-9497

fax: 847-564-9337

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
SH-1	6	Estey-DS		<b>West Wall - Single Face</b>	\$ 575	\$ 3,448
			Actual Dims:	SF 48"H x 36"W x 16-1/2"D		
				3 rows high		
			base	14"D browsing bin		
			row 2	12"D browsing bin		
			row 3	10"D divider shelf		
			STEEL COLOR:	AUTUMN WHITE		
			SIGNAGE:	6" high		
			CASTERS:	NO		
			BACK PANELS:	NO		
			END PANELS	Yes, Metal		
			CANOPY TOPS	NO		
	1			STARTER		
	5			ADDER		
				OTHER		
	1	DSP4815LA		DsgnrSFEdPnlAsm-L 15.75x51.125		
	1	DSP4815RA		DsgnrSFEdPnlAsm-R 15.75x51.125		
SH-2	4	Estey-DS		<b>South Wall - Single Face</b>	\$ 556	\$ 2,225
			Actual Dims:	SF 42"H x 36"W x 16-1/2"D		
				2 rows high		
			base	14"D browsing bin		
			row 2	12"D browsing bin		
			STEEL COLOR:	AUTUMN WHITE		
			SIGNAGE:	6" high		
			CASTERS:	NO		
			BACK PANELS:	NO		
			END PANELS	Yes, Metal		
			CANOPY TOPS	NO		
	1			STARTER		
	3			ADDER		
				OTHER		
	1	DSP4216LA		DsgnrSFEdPnlAsm-L 16.75x45.125		
	1	DSP4216RA		DsgnrSFEdPnlAsm-R 16.75x45.125		



9/5/2019

## LFI QT-1621 Proposal For:

Library Furniture International  
 1945 Techny Rd, #10  
 Northbrook, IL. 60062  
 ph: 847-564-9497  
 fax: 847-564-9337

Factory: Multiple

North Riverside Public Library, IL

Lead Time: 10-12 weeks

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
SH-3	8	Estey-DS		Double Face Shelving	\$ 1,054	\$ 8,429
			Actual Dims:	DF 42"H x 36"W x 30-1/2"D		
			base	2 rows high		
			row 2	14"D browsing bin		
				12"D browsing bin		
			STEEL COLOR:	AUTUMN WHITE		
			SIGNAGE:	6" high		
			CASTERS:	NO		
			BACK PANELS:	NO		
			END PANELS	Yes, Metal		
			CANOPY TOPS	NO		
	4			STARTER		
	4			ADDER		
				OTHER		
16		DDP4216A		Dsgnr DF End Pnl 17.125x39.125		
				* If library wants to make these sections mobile on casters, add \$450 to this section's total *		
TOTAL FOB FACTORY					\$	14,103
INSTALLATION + FREIGHT					\$	2,346
* non union / non-prevailing wage labor rate *						
TOTAL					\$	16,449
50% DEPOSIT					\$	8,224

9/5/2019

Factory: Multiple

Lead Time: 10-12 weeks

**LFI QT-1621 Proposal For:**

**North Riverside Public Library, IL**

Library Furniture International  
1945 Techny Rd, #10  
Northbrook, IL. 60062  
ph: 847-564-9497  
fax: 847-564-9337

ITEM	QTY	MFG	CATALOG NO.	DESCRIPTION	UNIT NET	EXTENSION
<div><div><div><b>QUOTATION TERMS</b> * quotes are valid for 60 days * quotes are based on stated quantities; any change in quantity may require re-quoting * prices include standard materials/finishes unless otherwise noted * customer is responsible for verifying all final details of order including, but not limited to, size, color, finish, etc.; if there are any questions on this quote, please contact LFI at 847-564-9497 to clarify details prior to accepting quote  * LFI assumes use of customer's dumpster for waste removal. If customer requests LFI to provide dumpster, additional costs will be billed to customer.</div><div><b>PAYMENT TERMS</b> 50% deposit; balance due upon completion</div><div><b>TO ACCEPT THIS QUOTE:</b> * sign and date below as formal acknowledgement of the quote terms * please forward a deposit if one is required per the quote terms * please fax back to LFI at 847-564-9337 and we will begin processing your order * LFI will coordinate and schedule in-bound freight of your order. * An LFI installer will meet the delivery truck, off-load, unpack, place items and inspect your order for damage. If there is damage or missing items, LFI will handle the claim and coordination with factory.  * By NOT contracting LFI for installation, then the client is responsible for handling all issues mentioned above. LFI will provide the name and tracking number of the freight carrier, however, the client is responsible for making freight claims. * Factories and freight carriers will require digital photography of any damage related issues.</div></div><div><div>Signature</div><div>Date</div></div><div><div>TOTAL</div><div>\$</div><div>16,449</div></div></div>						

