

Agenda
North Riverside Public Library District
Board of Trustees
B&A Hearing Meeting, August 15th, 2022
6:00 PM

- 1. Open Meeting**
- 2. Open Forum**
- 3. Discussion of the proposed Budget and Appropriation Ordinance**
- 4. Adjournment**

Agenda
North Riverside Public Library District
Board of Trustees
Regular Meeting, August 15th, 2022
Following B&A Hearing

1. Open of Meeting

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

I, _____, make a motion to approve the agenda as written/amended. I, _____, second. ___ aye ___ nay

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)

I, _____, make a motion to remove letter ___ from the consent agenda for discussion and approve the remaining items. I, _____, second. Roll call vote: ___ Corgiat, ___ Gordon, ___ Mathias, ___ Rouleau, ___ Bonnar, ___ Ottenweller, ___ Johnson. Motion carried/failed

I, _____, make a motion to approve the consent agenda as presented. I, _____, second. Roll call vote: ___ Corgiat, ___ Gordon, ___ Mathias, ___ Rouleau, ___ Bonnar, ___ Ottenweller, ___ Johnson. Motion carried/failed

A. Secretary:

Minutes of the July 18th, 2022 Regular Board Meeting
Correspondence

B. Treasurer:

July 2022 Financial Statements
Authorization to transfer \$75,000 to checking

5. President's Report

6. Director's Report

7. Committee Reports

- A. Advocacy (Johnson) (informational)
- B. Building & Grounds (Rouleau) (informational)
- C. Finance (Bonnar) (informational)
- D. Personnel (Gordon) (informational)
- E. Policy (Bonnar, Ottenweller) (informational)
- F. Strategic Planning (Mathias) (informational)

8. New Business

- A. Policy additions and updates – results from Policy Committee (action)

I, _____, make a motion to approve the addition of proposed policies and updates to proposed policies as presented. I, _____, second. Roll call vote: ____ Corgiat, ____ Gordon, ____ Mathias, ____ Rouleau, ____ Bonnar, ____ Ottenweller, ____ Johnson. Motion carried/failed

- B. Secretary Books Audit Results (action)

I, _____, make a motion to approve the Secretary's Books Audit as presented. I, _____, second. ____aye ____ nay

- C. Budget and Appropriations (B&A) Ordinance & Estimate of Revenue (action)

I, _____, make a motion to approve the Budget and Appropriation Ordinance as presented. I, _____, second. Roll call vote: ____ Corgiat, ____ Gordon, ____ Mathias, ____ Rouleau, ____ Bonnar, ____ Ottenweller, ____ Johnson. Motion carried/failed

- D. IPLAR (action)

I, _____, make a motion to approve the IPLAR as presented. I, _____, second. ____aye ____ nay

- E. Levy Review (discussion)

9. Old Business

- 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

I, _____, make a motion to adjourn the meeting at _____p.m. I,
_____, second. ____ aye ____ nay

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 September 19th, 2022 at 6:00 p.m.

Agenda
North Riverside Public Library
District Board of Trustees
Regular Meeting, July 18th,
2022 6:00 PM

6:10pm

1. Open of Meeting

A. Call to order

- i. Meeting began at 6:10pm on July 18th, 2022
- ii. Trustees present: Corgiat, Mathias, Rouleau, Bonnar, Ottenweller, Johnson (trusteed Gordon absent)
- iii. Also present, Director Natalie Starosta

B. Determination of quorum

C. Recognition of visitors to the meeting

- i. No visitors

D. Approval of agenda

I, Rouleau, make a motion to approve the agenda as written. I, Ottenweller, second. All ayes. Motion carried.

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.)

A. No community members present.

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)

I, Mathias, make a motion to approve the consent agenda as presented. I, Rouleau, second. Roll call vote: Corgiat, Mathias, Rouleau, Bonnar, Ottenweller, Johnson vote aye. Gordon absent. All ayes. Motion carried.

A. Secretary:

- i. Susan Locander's thank-you card – Aunt Diana's chocolates were included

B. Treasurer:

- i. June 2022
- ii. Financial Statements \$80,000 transferred to checking

4. President's Report

Trustee Corgiat reminisced on how seamlessly the events leading up to the 4th of July parade coalesced. The Board will be renting the golf cart again next year, as it was much easier to organize given automobile supply chain shortages.

5. Director's Report

Director Natalie Starosta had nothing to report

6. Committee Reports

- a. Advocacy (Johnson) (informational)
 - i. Nothing to report
- b. Building & Grounds (Rouleau) (informational)
 - i. Water abatement – one of the pumps failed and a new pump will be installed sometime this year
 - ii. Surge protector – needs to be inspected due to previous water abatement failures
- c. Finance (Bonnar) (informational)
 - i. Nothing to report
- d. Personnel (Director Starosta filled in for Trustee Gordon) (informational)
 - i. Fill out Director's evaluation forms
- e. Policy (Bonnar, Ottenweller) (informational)
 - i. Trustees Bonnar and Ottenweller will discuss personnel policies and how to streamline them, as well as how to build policies for meeting room reservations placed by civic organizations
- f. Strategic Planning (Mathias) (informational)
 - i. Trustee Mathias brought up that he would like more time at the end of the next board training to go over how the information covered in the session can be applied and integrated into practice
 - ii. Added that he would like to add to the trustee handbook IL legal definitions for the latest Illinois Open Meeting Act (OMA) (5 ILCS 120/1)

7. New Business

1) *Non-Resident Card Ordinance*

- a) If someone comes in from outside the SWAN consortium and does not reside in the district in question (i.e. from Hines), said patron can pay a fee based on their property tax bill and receive a card from NRPL. Said card expires after one year; however, this stipulation doesn't apply to children under 18. Administrative fee is paid to RAILS.
- b) Jeanne makes a motion; Kathy seconds; roll call

I, Ottenweller, make a motion to approve the *Non-Resident Card Ordinance* as presented. I, Bonnar, second. All ayes. Motion carried.

2) *Annual Treasurer's Report*

- g. Motion to approve the *Annual Treasurer's Report*

I, Mathias, make a motion to approve the *Non-Resident Card Ordinance* as presented. I, Rouleau, second. All ayes. Motion carried.

3) *Annual Audit Committee*

- a) Two trustees will review and confirm that all of the board minutes and financial statements required to be published online

I, Mathias, make a motion to appoint trustees Ken Rouleau and Kyle Johnson to the position of Annual Audit Committee. I, Ottenweller, second. Roll call vote: Corgiat, Mathias, Rouleau, Bonnar, Ottenweller, Johnson (Gordon absent). All ayes. Motion carried.

4) Informational notes

- a) Board acknowledged the need to vote on the *Budget and Appropriations Ordinance Review* as well as the *Closed Session Minutes Bi-Annual Review*

8. Old Business

No old business.

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) -- No closed session.

10. **Return to open session**

11. **Adjournment**

I, Rouleau, make a motion to adjourn the meeting at 6:47 p.m. I, Ottenweller second. All ayes. Motion carries.

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 August 15th, 2022 at 6:00 p.m.

Management Report

North Riverside Public Library District
For the period ended July 31, 2022



Prepared on
August 12, 2022

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Profit and Loss

July 2022

| | Total |
|--|------------------|
| INCOME | |
| 6903-01 Fines & Fees | 128.19 |
| 6904-01 Donations | 897.32 |
| Interest | |
| 6906-01 Interest | 174.62 |
| Total Interest | 174.62 |
| Total Income | 1,200.13 |
| GROSS PROFIT | |
| EXPENSES | |
| 8360-01 Grants | 10,290.14 |
| Advertising & Marketing | |
| 8365-01 Library Promotion | 160.00 |
| 8370-01 Postage | 698.00 |
| 8410-01 Printing | 106.96 |
| Total Advertising & Marketing | 964.96 |
| Benefits | |
| 7600-05 Health Insurance | 5,248.85 |
| 7650-09 IMRF | 2,890.83 |
| 7670-01 Taxes-Fica Expense | 3,180.04 |
| Total Benefits | 11,319.72 |
| Building Expense | |
| 8306-07 Building Supplies & Maintenance | 54.98 |
| 8308-07 Service Contracts | 3,095.20 |
| 8335-07 Building Repairs | 879.97 |
| Total Building Expense | 4,030.15 |
| Computers/Technology | |
| 8171-01 Tech Service | 1,647.67 |
| 8172-01 Computer Equipment | 6.99 |
| 8175-01 SWAN | 5,859.27 |
| 8180-01 Software | 31.86 |
| Total Computers/Technology | 7,545.79 |
| Legal & Professional Services | |
| 8400-01 Accounting | 915.00 |
| 8402-01 Legal Fees | 13.23 |
| 8406-01 Collection Agency | 9.85 |
| 8430-01 Payroll Expenses | 902.15 |
| Total Legal & Professional Services | 1,840.23 |
| Library Materials | |
| 8090-01 Adult A/V | 332.77 |
| 8096-01 Teen A/V | 5.00 |
| 8105-01 Adult Fiction/Non-Fiction | 57.05 |
| 8105-02 Books-Restricted Fund | 880.11 |

| | Total |
|---|----------------------|
| 8106-01 Children Fiction / Non-Fiction | 208.00 |
| 8115-01 Adult Large Print | 60.78 |
| 8120-01 Newspapers | 159.92 |
| 8130-01 Internet Databases | 7,573.38 |
| 8160-01 Adult DVDs - Fiction | 263.79 |
| Total Library Materials | 9,540.80 |
| Office Supplies & Software | |
| 8202-01 Office Supplies | 535.40 |
| Total Office Supplies & Software | 535.40 |
| Programs & Strategic Initiatives | |
| 8153-01 Teen Programs | 298.77 |
| 8154-01 Makerspaces/library of things | 284.16 |
| 8155-01 Adult Programs | 551.39 |
| 8156-01 Technology Programs | 1.99 |
| Total Programs & Strategic Initiatives | 1,136.31 |
| Salaries | |
| 7504-01 Circulation | 6,430.46 |
| 7505-01 Adult Services | 4,662.11 |
| 7506-01 Youth Services | 5,999.49 |
| 7507-01 Pages | 629.73 |
| 7508-01 Administration | 22,234.18 |
| 7509-01 Facilities | 1,958.81 |
| Total Salaries | 41,914.78 |
| Travel & Training | |
| 7700-01 Educational Training Trustees | 214.37 |
| 8342-01 Lodging, Meals, Mileage | 1,052.56 |
| 8355-01 Memberships | 625.00 |
| Total Travel & Training | 1,891.93 |
| Utilities | |
| 8301-07 Internet/Phone | 951.54 |
| 8302-07 Electricity | 1,510.14 |
| 8303-07 Gas | 724.17 |
| Total Utilities | 3,185.85 |
| Total Expenses | 94,196.06 |
| NET OPERATING INCOME | -92,995.93 |
| NET INCOME | \$ -92,995.93 |

Balance Sheet

As of July 31, 2022

| | Total |
|---|-----------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 1500-01 First American MM (5015) | 73,219.58 |
| 1500-04 Cash-Audit Fund | 10,620.72 |
| 1500-05 Cash-Liability Insurance Fund | 46,771.81 |
| 1500-06 Cash-Unemployment Ins Fund | 5,762.51 |
| 1500-07 Cash-Building Fund | 41,213.15 |
| 1500-08 Cash-Social Security Fund | 31,023.44 |
| 1500-09 Cash-Pension Fund | -23,608.79 |
| 1500-10 Cash-Debt Service Fund | -5,097.82 |
| 1500-11 Equipment Fund | 0.00 |
| 1500-12 Cash - IMRF Fund | 34,931.20 |
| 1500-13 Capital Projects | 30,000.00 |
| Total 1500-01 First American MM (5015) | 244,835.80 |
| 1501-01 First American Checking (5001) | 16,397.78 |
| 1505-07 Chase Bank | 7,767.68 |
| 1509-07 Cash - IPTIP IL Funds | 94,752.96 |
| 1512-02 Kadlec Annuity #71797 | 56,915.03 |
| Total Bank Accounts | 420,669.25 |
| 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 | 0.00 |
| 2400-05 Prepaid Expenses 05 | 0.00 |
| Total Other Current Assets | 769,811.24 |
| Total Current Assets | 1,190,480.49 |
| TOTAL ASSETS | \$1,190,480.49 |

LIABILITIES AND EQUITY

Liabilities

| | Total |
|---|-----------------------|
| Current Liabilities | |
| Accounts Payable | |
| 4100-01 Accounts Payable | 0.00 |
| 4100-05 Accounts Payable Liability Fund | 0.00 |
| 4100-06 Accounts Payable Unemployment Fund | 0.00 |
| 4100-07 Accounts Payable Building Fund | 0.00 |
| 4100-09 Accounts Payable Pension Fund | 0.00 |
| Total Accounts Payable | 0.00 |
| Other Current Liabilities | |
| 4002-01 IMRF - Employee Contribution | 686.93 |
| 4003-01 Child Support | 0.00 |
| 4200-01 Accrued Wages | 14,099.66 |
| 4220-01 Federal Withholding | 0.00 |
| 4230-01 ICMA Retirement | 2,695.31 |
| 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 |
| 7660-06 Unemployment Insurance | -3,041.53 |
| Total Other Current Liabilities | 14,440.37 |
| Total Current Liabilities | 14,440.37 |
| Total Liabilities | 14,440.37 |
| Equity | |
| 3200-00 Retained Earnings | -74,007.95 |
| 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 |
| Net Income | -92,995.93 |
| Total Equity | 1,176,040.12 |
| TOTAL LIABILITIES AND EQUITY | \$1,190,480.49 |



North Riverside Public Library District

Balance Sheet
As of July 31, 2022

| | TOTAL |
|---|---------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 1500-01 First American MM (5015) | 73,219.58 |
| 1500-04 Cash-Audit Fund | 10,620.72 |
| 1500-05 Cash-Liability Insurance Fund | 46,771.81 |
| 1500-06 Cash-Unemployment Ins Fund | 5,762.51 |
| 1500-07 Cash-Building Fund | 41,213.15 |
| 1500-08 Cash-Social Security Fund | 31,023.44 |
| 1500-09 Cash-Pension Fund | -23,608.79 |
| 1500-10 Cash-Debt Service Fund | -5,097.82 |
| 1500-11 Equipment Fund | 0.00 |
| 1500-12 Cash - IMRF Fund | 34,931.20 |
| 1500-13 Capital Projects | 30,000.00 |
| Total 1500-01 First American MM (5015) | 244,835.80 |
| 1501-01 First American Checking (5001) | 16,397.78 |
| 1505-07 Chase Bank | 7,767.68 |
| 1509-07 Cash - IPTIP IL Funds | 94,752.96 |
| 1512-02 Kadlec Annuity #71797 | 56,915.03 |
| Total Bank Accounts | \$420,669.25 |

| | 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 | 0.00 |
| 2400-05 Prepaid Expenses 05 | 0.00 |
| Total Other Current Assets | \$769,811.24 |
| Total Current Assets | \$1,190,480.49 |
| TOTAL ASSETS | \$1,190,480.49 |

| | TOTAL |
|---|-----------------------|
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 4100-01 Accounts Payable | 0.00 |
| 4100-05 Accounts Payable Liability Fund | 0.00 |
| 4100-06 Accounts Payable Unemployment Fund | 0.00 |
| 4100-07 Accounts Payable Building Fund | 0.00 |
| 4100-09 Accounts Payable Pension Fund | 0.00 |
| Total Accounts Payable | \$0.00 |
| Other Current Liabilities | |
| 4002-01 IMRF - Employee Contribution | 686.93 |
| 4003-01 Child Support | 0.00 |
| 4200-01 Accrued Wages | 14,099.66 |
| 4220-01 Federal Withholding | 0.00 |
| 4230-01 ICMA Retirement | 2,695.31 |
| 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 | \$17,481.90 |
| Total Current Liabilities | \$17,481.90 |
| Total Liabilities | \$17,481.90 |
| Equity | |
| 3200-00 Retained Earnings | -78,298.56 |
| 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 |
| Net Income | -91,746.85 |
| Total Equity | \$1,172,998.59 |
| TOTAL LIABILITIES AND EQUITY | \$1,190,480.49 |



North Riverside Public Library District

Budget vs Actual

July 2022

8%

REVENUE

Actual

Budget

% of Budget

| | | | | |
|---------|--|-----------------|---------------------|-----------|
| 6904-01 | Donations | \$ 897 | \$ 35,000 | 3% |
| 6901-14 | Estimated Loss Due to Property Assessment Appeals-Future Years | | \$ (15,000) | 0% |
| 6903-01 | Fees and fines | \$ 128 | \$ 5,000 | 3% |
| 6905-01 | Grants | | \$ 100,000 | 0% |
| 6906-01 | Interest | \$ 175 | \$ 1,500 | 12% |
| 6901-01 | Property tax | | \$ 1,118,750 | 0% |
| 6920-01 | Unrealized Income Annuities | | \$ 20,000 | 0% |
| 6907-01 | Credit Card Income | | \$ 3,000 | 0% |
| | Total | \$ 1,200 | \$ 1,268,250 | 0% |

OPERATING EXPENSES

SALARIES

| | | | | |
|---------|----------------|------------------|-------------------|-----------|
| 7504-01 | Circulation | \$ 6,430 | \$ 91,500 | 7% |
| 7505-01 | Adult Services | \$ 4,662 | \$ 72,000 | 6% |
| 7506-01 | Youth Services | \$ 5,999 | \$ 87,700 | 7% |
| 7507-01 | Pages | \$ 630 | \$ 10,200 | 6% |
| 7508-01 | Administration | \$ 22,234 | \$ 279,000 | 8% |
| 7509-01 | Facilities | \$ 1,959 | \$ 30,000 | 0% |
| | Total | \$ 41,915 | \$ 570,400 | 7% |

BENEFITS

| | | | | |
|---------|-----------------------|------------------|-------------------|------------|
| 7600-05 | health insurance | \$ 5,249 | \$ 31,400 | 17% |
| 7650-09 | IMRF | \$ 2,891 | \$ 47,680 | 6% |
| 7670-08 | social security/mcare | \$ 3,180 | \$ 37,958 | 8% |
| | Total | \$ 11,320 | \$ 117,038 | 10% |

TRAINING

| | | | | |
|---------|-------------------------------|---------------|-----------------|-----------|
| 7700-01 | educational training trustees | \$ 214 | \$ 500 | 43% |
| 7800-01 | educational training staff | \$ - | \$ 4,500 | 0% |
| | Total | \$ 214 | \$ 5,000 | 4% |

| OPERATING EXPENSES | | Actual | Budget | 8% % of Budget |
|---------------------------|--|--------|--------|-------------------|
|---------------------------|--|--------|--------|-------------------|

MATERIALS

| | | | | |
|---------|-------------------------------|-----------------|------------------|------------|
| 8090-01 | Adult A/V | \$ 333 | \$ 9,000 | 4% |
| 8091-01 | Children's A/V | \$ - | \$ 3,400 | 0% |
| 8096-01 | Teen A/V | \$ 5 | \$ 3,100 | 0% |
| 8103-01 | Foreign Language Materials | \$ - | \$ 2,000 | 0% |
| 8105-01 | Adult fiction/nonfiction | \$ 57 | \$ 25,000 | 0% |
| 8105-02 | Books-Restricted Fund | \$ 880 | \$ 0 | 8801100% |
| 8106-01 | Children's fiction/nonfiction | \$ 208 | \$ 16,000 | 1% |
| 8115-01 | Adult Large Print | \$ 61 | \$ 0 | 607800% |
| 8107-01 | Teen fiction/nonfiction | \$ - | \$ 9,000 | 0% |
| 8108-01 | eBooks | \$ - | \$ 5,500 | 0% |
| 8120-01 | newspapers | \$ 160 | \$ 3,500 | 5% |
| 8130-01 | internet databases | \$ 7,573 | \$ 16,000 | 47% |
| 8140-01 | Periodicals | \$ - | \$ 1,500 | 0% |
| 8154-01 | Makerspaces/library of things | \$ 284 | \$ 5,000 | 6% |
| 8160-01 | Adult DVD's-Fiction | \$ 264 | \$ 0 | 2637900% |
| | Total | \$ 9,825 | \$ 99,000 | 10% |

PROGRAMS

| | | | | |
|---------|---------------------|---------------|------------------|-----------|
| 8150-01 | Children's Programs | \$ - | \$ 6,100 | 0% |
| 8153-01 | Teen Programs | \$ 299 | \$ 2,900 | 10% |
| 8155-01 | Adult programs | \$ 551 | \$ 6,000 | 9% |
| 8156-01 | Technology programs | \$ 2 | \$ 1,000 | 0% |
| | Total | \$ 852 | \$ 16,000 | 5% |

STRATEGIC INITIATIVES

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

OPERATING EXPENSES

Budget 8%
% of Budget

COMPUTERS

| | | | | |
|---------|--------------------|-----------------|------------------|------------|
| 8171-01 | Technology Service | \$ 1,648 | \$ 25,000 | 7% |
| 8172-01 | Computer Equipment | \$ 7 | \$ 5,000 | 0% |
| 8175-01 | SWAN | \$ 5,859 | \$ 23,500 | 25% |
| 8180-01 | software | \$ 32 | \$ 1,500 | 2% |
| 8190-01 | website | \$ - | \$ 7,500 | 0% |
| 8195-01 | email | \$ - | \$ 500 | 0% |
| | Total | \$ 7,546 | \$ 63,000 | 12% |

OFFICE SUPPLIES

| | | | | |
|---------|-----------------|---------------|------------------|-----------|
| 8202-01 | Office Supplies | \$ 535 | \$ 13,500 | 4% |
| | Total | \$ 535 | \$ 13,500 | 4% |

UTILITIES- OPERATING EXPENSE

| | | | | |
|---------|----------------|-----------------|------------------|-----------|
| 8301-07 | Internet/phone | \$ 952 | \$ 9,000 | 11% |
| 8302-07 | electricity | \$ 1,510 | \$ 23,000 | 7% |
| 8303-07 | gas | \$ 724 | \$ 5,500 | 13% |
| 8304-07 | water/garbage | \$ - | \$ 2,300 | 0% |
| | Total | \$ 3,186 | \$ 39,800 | 8% |

BUILDING EXPENSE

| | | | | |
|---------|-----------------------------------|-----------------|------------------|-----------|
| 8306-07 | building supplies and maintenance | \$ 55 | \$ 11,000 | 0% |
| 8308-07 | service contracts | \$ 3,095 | \$ 23,000 | 13% |
| 8315-07 | fees and permits | \$ - | \$ 1,950 | 0% |
| 8330-01 | casual labor | \$ - | \$ 900 | 0% |
| 8335-07 | building repairs | \$ 880 | \$ 34,000 | 3% |
| | Total | \$ 4,030 | \$ 70,850 | 6% |

TRAVEL

| | | | | |
|---------|-----------------------|-----------------|-----------------|-------------|
| 8342-01 | lodging/meals/mileage | \$ 1,053 | \$ 1,000 | 105% |
| | Total | \$ 1,053 | \$ 1,000 | 105% |

| OPERATING EXPENSES | | Actual | Budget | 8% % of Budget |
|---------------------------|--|--------|--------|-------------------|
|---------------------------|--|--------|--------|-------------------|

OTHER EXPENSES

| | | | | |
|--------------|------------------------|------------------|-------------------|-----------|
| 8355-01 | memberships | \$ 625 | \$ 2,200 | 28% |
| 8360-01 | Grants | \$ 10,290 | \$ 100,000 | 10% |
| 8361-01 | Donations | \$ - | \$ 35,000 | 0% |
| 8365-01 | library promotion | \$ 160 | \$ 5,000 | 3% |
| 8370-01 | postage | \$ 698 | \$ 3,000 | 23% |
| 8375-01 | Advertising | \$ - | \$ 4,500 | 0% |
| 8385-01 | memorials and tributes | \$ - | \$ 500 | 0% |
| 8396-01 | bank charges and fees | \$ - | \$ 150 | 0% |
| 8399-01 | ILL Loss/Damage | \$ - | \$ 250 | 0% |
| Total | | \$ 11,773 | \$ 150,600 | 8% |

OUTSIDE SERVICES

| | | | | |
|--------------|-------------------|-----------------|------------------|-----------|
| 8400-01 | accounting | \$ 915 | \$ 17,000 | 5% |
| 8401-01 | audit | \$ - | \$ 9,000 | 0% |
| 8402-01 | legal fees | \$ 13 | \$ 6,000 | 0% |
| 8404-01 | Staff Recognition | \$ - | \$ 2,500 | 0% |
| 8405-01 | appraisal | \$ - | \$ 1,500 | 0% |
| 8406-01 | collection agency | \$ 10 | \$ 200 | 5% |
| 8410-01 | printing | \$ 107 | \$ 11,000 | 1% |
| 8430-01 | payroll expenses | \$ 902 | \$ 5,500 | 16% |
| 8435-01 | background checks | \$ - | \$ 200 | 0% |
| Total | | \$ 1,947 | \$ 52,900 | 4% |

INSURANCE

| | | | | |
|--------------|-----------------------------|-------------|------------------|-----------|
| 8460-05 | liability insurance package | \$ - | \$ 20,600 | 0% |
| Total | | \$ - | \$ 20,600 | 0% |

| | | | |
|---------------------------------|------------------|---------------------|-----------|
| TOTAL OPERATING EXPENSES | \$ 94,196 | \$ 1,221,688 | 8% |
|---------------------------------|------------------|---------------------|-----------|

| | | | |
|-----------------------------------|--------------------|------------------|--------------|
| TOTAL OPERATING NET INCOME | \$ (92,996) | \$ 46,562 | -200% |
|-----------------------------------|--------------------|------------------|--------------|

DEBT SERVICE

| | | | | |
|--------------|----------------------------|-------------|------------------|-----------|
| 8701-02 | Debt Certificate Principle | \$ - | \$ 28,000 | 0% |
| 8601-02 | Debt Certificate Interest | \$ - | \$ 16,500 | 0% |
| Total | | \$ - | \$ 44,500 | 0% |

| | | | |
|-------------------------|--------------------|-----------------|---------------|
| TOTAL NET INCOME | \$ (92,996) | \$ 2,062 | -4510% |
|-------------------------|--------------------|-----------------|---------------|



North Riverside Public Library District
Check Detail
July 2022

| Date | Num | Name | Memo/Description | Amount |
|------------|-------|--|---|-----------|
| 07/07/2022 | | ICMA | ICMA 6/2022 | 974.76 |
| 07/11/2022 | 14921 | North Riverside Youth Scholarship Fund | Annual Golf Outing | 60.00 |
| 07/12/2022 | 14922 | AT&T 1 | Billing for 6/16/2022-8/16/2022 | 126.10 |
| 07/12/2022 | 14923 | AEP ENERGY | 5/26/22 - 06/27/22 32 days | 1,510.14 |
| 07/12/2022 | 14924 | Comcast | Internet SERV JUL 07 2022 - AUG 6 2022 | 176.04 |
| 07/12/2022 | 14925 | Colley Elevator Co. | 3 MONTHS INSPECTION | 409.00 |
| 07/12/2022 | 14926 | Marla M. Curran | FALL NEWSLETTER 20% DOWN PAYMENT | 100.00 |
| 07/12/2022 | 14927 | Franczek Radelet | PROFESSIONAL SERVICES THROUGH MAY 31 2022 | 13.23 |
| 07/12/2022 | 14928 | GRASSO GRAPHICS | BUSINESS CARDS (AGUIRRE) | 106.96 |
| 07/12/2022 | 14929 | Midwest Tape | HOOPLA INV 502333762 | 217.41 |
| 07/12/2022 | 14930 | LIMRICC | JUNE, JULY \$2772.43,\$ 2822.43 | 5,594.86 |
| 07/12/2022 | 14931 | LIMRICC Unemployment Compensaton Group Account | SECOND ENDING JUNE 30 | 219.91 |
| 07/12/2022 | 14932 | Lauterbach & Amen, LLP | Profesional services for the month of June 2022 | 915.00 |
| 07/12/2022 | 14933 | Lyons Pinner Electric Co | lighting problem intermittent | 171.75 |
| 07/12/2022 | 14934 | Paychex - Human Resource Services | INV 12628851 | 57.00 |
| 07/12/2022 | 14935 | Roscoe | MATS | 161.98 |
| 07/12/2022 | 14936 | Trimline Landscaping | JUNE 9 SERVICES INC. FERTILIZING, TRIM BUSHES, CLEAN UP, REMOVING OF DEAD BUSH, | 890.00 |
| 07/12/2022 | 14937 | Technology Management Rev Fund | billing T2227989 | 133.00 |
| 07/12/2022 | 14938 | Unique Management Services, Inc | INV 6102195 | 9.85 |
| 07/13/2022 | 14939 | LEAF | 3 COPIERS 13402172 | 695.60 |
| 07/13/2022 | 14940 | COMCAST . | 150347443 | 649.40 |
| 07/27/2022 | 14941 | Technology Management Rev Fund | billing T2230736 | 133.00 |
| 07/27/2022 | 14942 | CENGAGE Learning | ADULT LARGE PRINT | 60.78 |
| 07/27/2022 | 14943 | CAPITAL ONE | JULY STATEMENT | 17,075.03 |
| 07/27/2022 | 14944 | Amazon | ACOUNT 60457 8781 008220 2 | 141.61 |
| 07/27/2022 | 14945 | MADDIE BORTH | SRP PRIZES | 5.00 |
| 07/27/2022 | 14946 | Black Stone | ADULT BOOKS | 31.99 |
| 07/27/2022 | 14947 | FIRST AMERICAN BANK . | Internet Database, Tech Programs, Software | 68.83 |
| 07/27/2022 | 14948 | Hinckley Springs | 2429867 071322 | 27.50 |
| 07/27/2022 | 14949 | INGRAM LIBRARY SERVICES | Adult Fiction and Children Fiction | 1,145.16 |
| 07/27/2022 | 14950 | Illinois Library Association | 2022-2023 ILA INSTITUTIONAL MEMBERSHIP | 225.00 |
| 07/27/2022 | 14951 | Johnson Controls Security Solutions | 05/01/22-07/31/22 | 110.94 |
| 07/27/2022 | 14952 | Lyons Pinner Electric Co | lighting problem intermittent | 708.22 |
| 07/27/2022 | 14953 | MEESCAN INC | MEESCAN ANNUAL LICENCE | 1,344.60 |
| 07/27/2022 | 14954 | Nitech Fire & Security Industries, Inc | Burglar & Fire Alarm Monitoring 08/01/22 - 10/31/22 | 320.40 |
| 07/27/2022 | 14955 | Michelle Nichols-Yehling | CHECK-OUT TELESCOPE 10/11/2022 | 175.00 |
| 07/27/2022 | 14956 | Outsource Solutions Group | Inv 70290 | 1,381.67 |
| 07/27/2022 | 14957 | RELIABLE FIRE & SECURITY | SERVICE CONTRACTS | 479.78 |

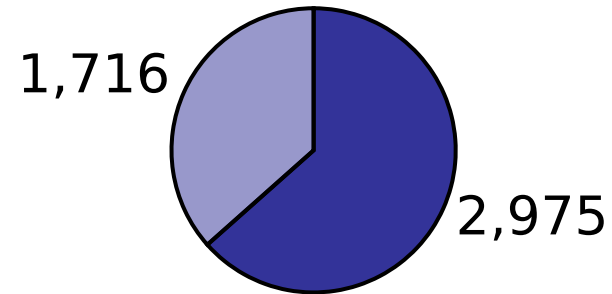
| | | | | |
|------------|-------|-----------------------------------|---|---------------------|
| 07/27/2022 | 14958 | RAILS | HR Membership Fee INV 9638 | 400.00 |
| 07/27/2022 | 14959 | SWAN | Fees Jul-Sep 2022, Reciprocal Borrowing, Ebsco Databases Jul-June 2023 | 9,155.27 |
| 07/31/2022 | | Paychex - Human Resource Services | Payroll 07.22 | 845.15 |
| 07/31/2022 | | Nicor Gas | Nicor Gas | 724.17 |
| 07/31/2022 | | IMRF | IMRF - July | 4,177.54 |
| | | | Total | \$ 51,928.63 |

Item Library

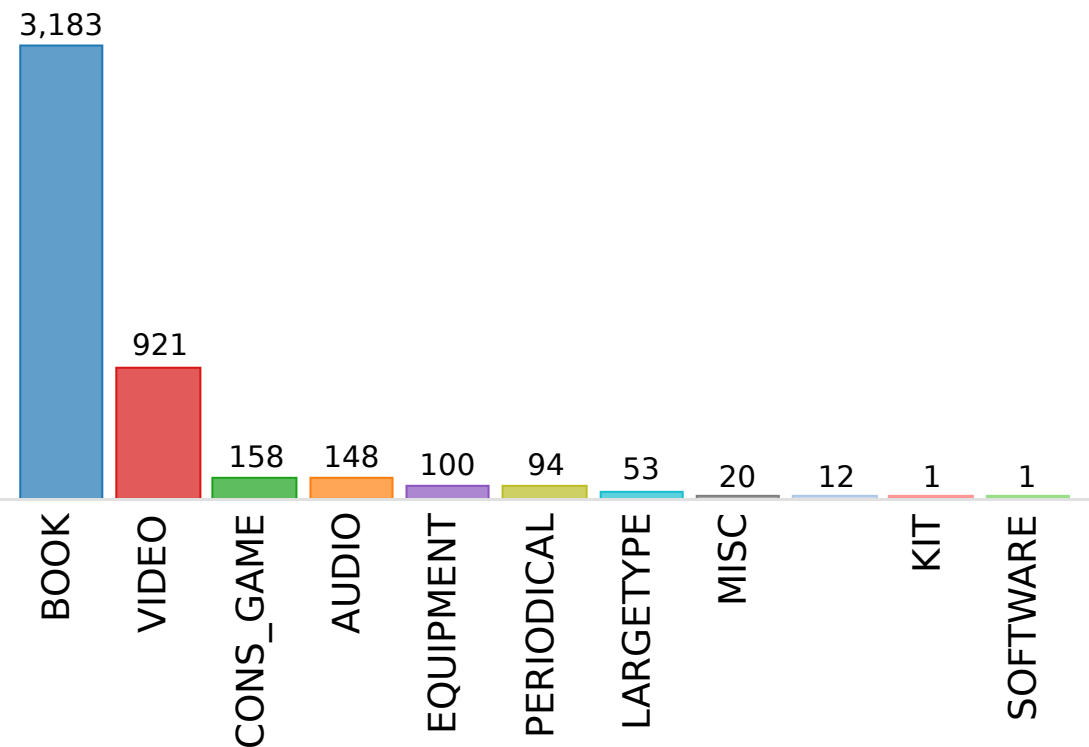
NRS

Checkouts & Renewals of Your Items

| Trans Stat Command Desc | Transactions | % of Total |
|----------------------------|--------------|----------------|
| Total | 4,691 | 100.00% |
| Charge Item Part B | 2,975 | 63.42% |
| Renew Item | 1,716 | 36.58% |



| Item Cat1 | Transactions | % of Total |
|--------------|--------------|----------------|
| Total | 4,691 | 100.00% |
| BOOK | 3,183 | 67.85% |
| VIDEO | 921 | 19.63% |
| CONS_GAME | 158 | 3.37% |
| AUDIO | 148 | 3.15% |
| EQUIPMENT | 100 | 2.13% |
| PERIODICAL | 94 | 2.00% |
| LARGETYPE | 53 | 1.13% |
| MISC | 20 | 0.43% |
| | 12 | 0.26% |
| KIT | 1 | 0.02% |
| SOFTWARE | 1 | 0.02% |



Item Library

NRS

Checkouts & Renewals of Your Items

| Item Type | Transactions | % of Total |
|-------------------|--------------|----------------|
| Total | 4,691 | 100.00% |
| BOOK | 2,610 | 55.64% |
| BOOK_NEW | 581 | 12.39% |
| DVD_FEAT | 542 | 11.55% |
| DVD_NEWFEA | 139 | 2.96% |
| CONSOLEGAM | 127 | 2.71% |
| PERIODICAL | 94 | 2.00% |
| DVD_BOXSET | 91 | 1.94% |
| EQUIPMENTC | 72 | 1.53% |
| CD_AUDIO | 67 | 1.43% |
| DVD | 44 | 0.94% |
| CD_SPOKEN | 43 | 0.92% |
| BLURAY_FEA | 40 | 0.85% |
| BLURAY_NFE | 39 | 0.83% |
| LARGETYPE | 35 | 0.75% |
| CONSOLENEW | 31 | 0.66% |
| EQUIPMENT | 29 | 0.62% |
| REALIA | 19 | 0.41% |
| LARGETYPEN | 17 | 0.36% |
| DVD_BOXNEW | 16 | 0.34% |
| PAPERBACK | 16 | 0.34% |
| CD_NEW | 9 | 0.19% |
| CD_SPOKNEW | 8 | 0.17% |
| DVD_NEWFEJ | 7 | 0.15% |
| DVD_NEW | 3 | 0.06% |
| ILL-BOOK | 3 | 0.06% |
| CD_ROM | 2 | 0.04% |
| NS_ILL_PRT | 2 | 0.04% |

| Item Home Location | Transactions | % of Total |
|--------------------|--------------|----------------|
| Total | 4,691 | 100.00% |
| STACKS_JUV | 1,865 | 39.76% |
| STACKS | 1,667 | 35.54% |
| NEW_ADULT | 595 | 12.68% |
| YOUNGADULT | 302 | 6.44% |
| NEW_JUV | 206 | 4.39% |
| NEW_YA | 48 | 1.02% |
| ILL_IN | 8 | 0.17% |

Item Library

Checkouts & Renewals of Your Items

| User Library | Trans Stat User Profile Name | Transactions | % of Total |
|--------------|------------------------------|--------------|----------------|
| Total | | 4,691 | 100.00% |
| NRS | NRS_ADULT | 1,788 | 38.12% |
| | | 1,577 | 33.62% |
| NRS | NRS_JUV | 372 | 7.93% |
| RSS | RSS_ADULT | 93 | 1.98% |
| BYS | BYS_ADULT | 92 | 1.96% |
| LPS | LPS_PATRON | 36 | 0.77% |
| MWS | MWS_ADULT | 31 | 0.66% |
| BFS | BFS_PATRON | 30 | 0.64% |
| FPS | FPS_ADULT | 30 | 0.64% |
| NRS | CHICAGO_P | 30 | 0.64% |
| | TEACHER | 27 | 0.58% |
| OZS | OPS_PATRON | 27 | 0.58% |
| NRS | NRSCIRCSR | 26 | 0.55% |
| EPS | EPS_PATRON | 24 | 0.51% |
| SCD | SCD_PATRON | 24 | 0.51% |
| BRS | BRS_JUV | 22 | 0.47% |
| CIS | CIS_ADULT | 22 | 0.47% |
| OPS | OPS_PATRON | 22 | 0.47% |
| GVD | GVD_PATRON | 19 | 0.41% |
| TPS | TPS_PATRON | 18 | 0.38% |
| GED | GED_PATRON | 16 | 0.34% |
| INS | INS_PATRON | 16 | 0.34% |
| BYS | BYS_JUV | 15 | 0.32% |
| BRS | BRS_ADULT | 14 | 0.30% |
| FRS | FRS_PATRON | 14 | 0.30% |
| WCS | WCS_PATRON | 14 | 0.30% |
| DGS | DGS_PATRON | 13 | 0.28% |

Item Library

NRS

Checkouts & Renewals of Your Items

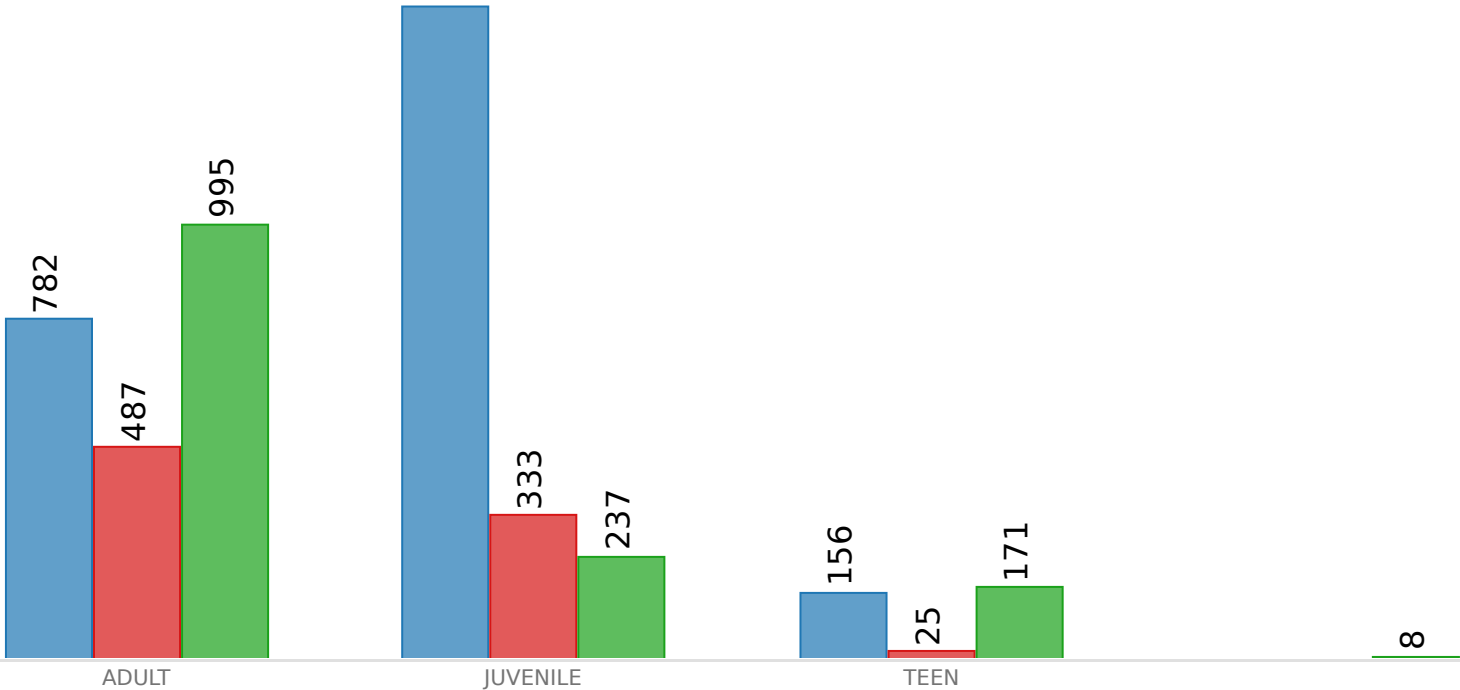
| Item Cat2 | Transactions | % of Total |
|-----------|--------------|------------|
| ADULT | 2,264 | 48.26% |
| JUVENILE | 2,067 | 44.06% |
| TEEN | 352 | 7.50% |
| | 8 | 0.17% |
| Total | 4,691 | 100.00% |

| Item Cat3 | Transactions | % of Total |
|------------|--------------|------------|
| FICTION | 2,435 | 51.91% |
| NONFICTION | 845 | 18.01% |
| | 1,411 | 30.08% |
| Total | 4,691 | 100.00% |

Circs by Cat2 & Cat3

Item Cat3

- FICTION
- NONFICTION
-

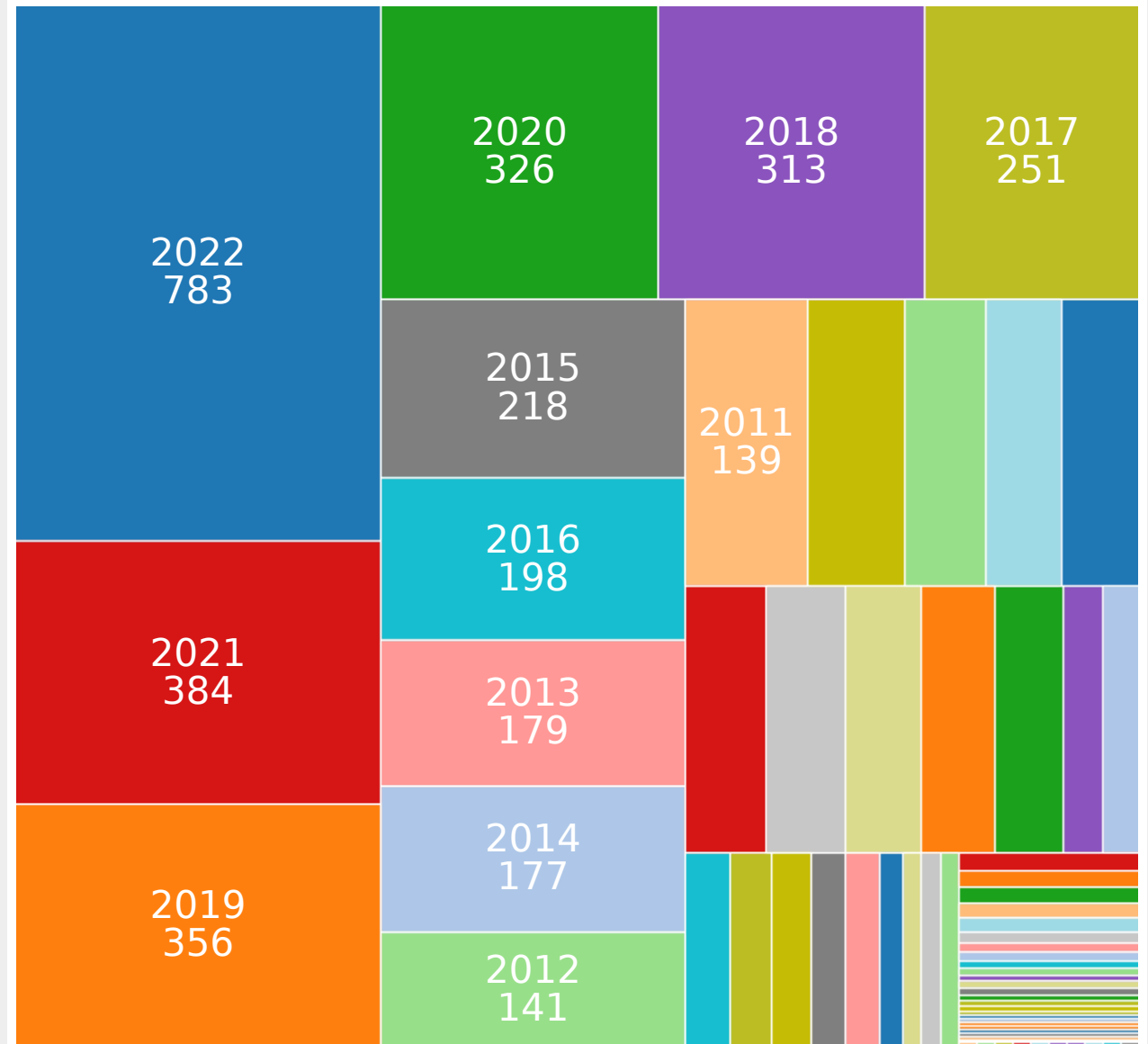


Item Library

NRS

Checkouts & Renewals of Your Items

| Publication Year | Transactions | % of Total |
|------------------|--------------|----------------|
| Total | 4,691 | 100.00% |
| 2022 | 783 | 16.69% |
| 2021 | 384 | 8.19% |
| 2019 | 356 | 7.59% |
| 2020 | 326 | 6.95% |
| 2018 | 313 | 6.67% |
| 2017 | 251 | 5.35% |
| 2015 | 218 | 4.65% |
| 2016 | 198 | 4.22% |
| 2013 | 179 | 3.82% |
| 2014 | 177 | 3.77% |
| 2012 | 141 | 3.01% |
| 2011 | 139 | 2.96% |
| 2010 | 112 | 2.39% |
| 0 | 93 | 1.98% |
| 2006 | 88 | 1.88% |
| 2008 | 88 | 1.88% |
| 2005 | 85 | 1.81% |
| 2007 | 84 | 1.79% |
| 2009 | 82 | 1.75% |
| 2003 | 78 | 1.66% |
| 2004 | 74 | 1.58% |
| 2002 | 42 | 0.90% |
| 1998 | 37 | 0.79% |
| 2000 | 34 | 0.72% |
| 2001 | 32 | 0.68% |
| 1994 | 31 | 0.66% |
| 1999 | 27 | 0.58% |
| 1997 | 26 | 0.55% |
| 1990 | 18 | 0.38% |
| 1991 | 15 | 0.32% |



Station Library

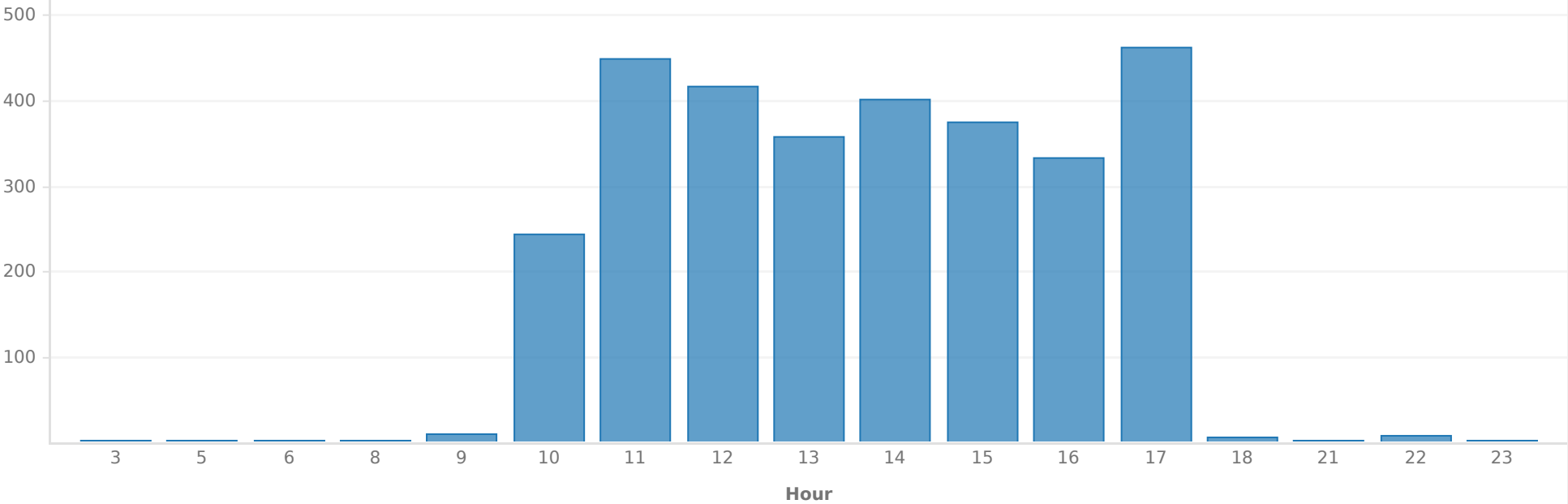
NRS

Checkouts & Renewals at Your Library

| Trans Stat Command Desc | Transactions | % of Total |
|-------------------------|--------------|------------|
| Total | 4,658 | 100.00% |
| Charge Item Part B | 2,975 | 63.87% |
| Renew Item | 1,683 | 36.13% |

| Trans Stat Station Login User Access | Transactions | % of Total |
|--------------------------------------|--------------|------------|
| Total | 4,658 | 100.00% |
| NRSCIRCSR | 2,026 | 43.50% |
| AUTORENEW | 1,564 | 33.58% |
| NRSTECHSR | 1,015 | 21.79% |
| PUBLIC | 38 | 0.82% |
| OFFLINE | 15 | 0.32% |

Average Transactions per Hour



Station Library

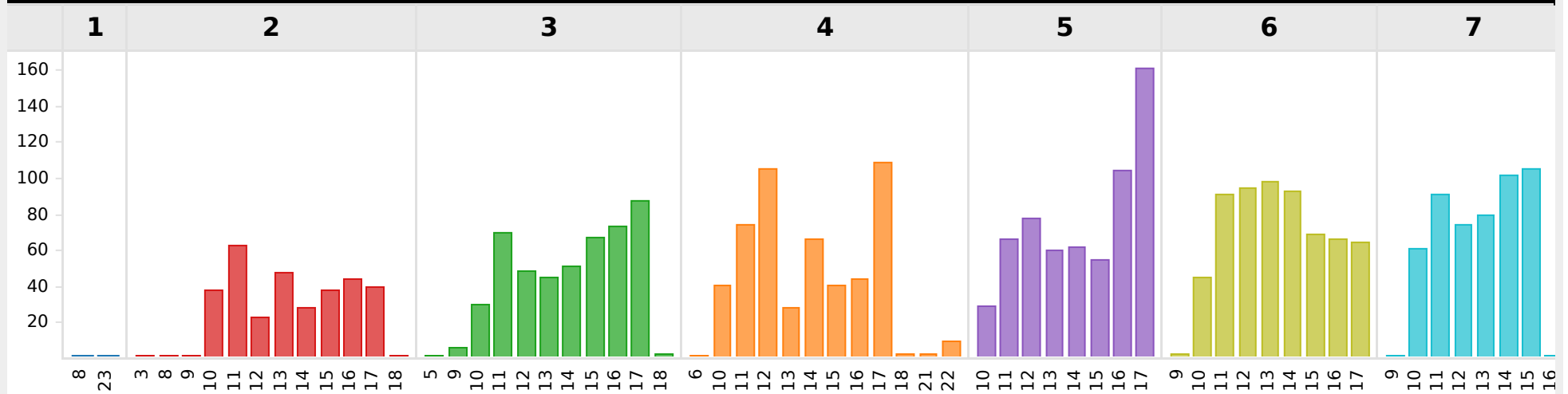
NRS

Checkouts & Renewals at Your Library

| Trans Stat Dow | Transactions | % of Total |
|----------------|--------------|------------|
| Sunday | 2 | 0.06% |
| Monday | 327 | 10.57% |
| Tuesday | 483 | 15.61% |
| Wednesday | 526 | 17.00% |
| Thursday | 615 | 19.88% |
| Friday | 625 | 20.20% |
| Saturday | 516 | 16.68% |

| Hour | Transactions | % of Total |
|------|--------------|------------|
| 8 | 2 | 0.06% |
| 9 | 12 | 0.39% |
| 10 | 244 | 7.92% |
| 11 | 455 | 14.78% |
| 12 | 424 | 13.77% |
| 13 | 359 | 11.66% |
| 14 | 402 | 13.06% |
| 15 | 375 | 12.18% |
| 16 | 333 | 10.82% |
| 17 | 463 | 15.04% |
| 18 | 7 | 0.23% |
| 21 | 3 | 0.10% |

Circs by Hour and Day



Station Library

Checkouts & Renewals at Your Library

Library Users at Your Library

| User Library | Transactions | % of Total |
|--------------|--------------|----------------|
| Total | 3,094 | 100.00% |
| NRS | 2,643 | 85.42% |
| RSS | 100 | 3.23% |
| BYS | 86 | 2.78% |
| LPS | 43 | 1.39% |
| FPS | 37 | 1.20% |
| BRS | 36 | 1.16% |
| MWS | 30 | 0.97% |
| BFS | 26 | 0.84% |
| EPS | 21 | 0.68% |
| OZS | 19 | 0.61% |
| CIS | 18 | 0.58% |
| WCS | 11 | 0.36% |
| ILL_LIBS | 6 | 0.19% |
| LVS | 5 | 0.16% |
| OPS | 4 | 0.13% |
| RFS | 3 | 0.10% |
| LGS | 2 | 0.06% |
| FMS | 1 | 0.03% |
| FPD | 1 | 0.03% |
| OES | 1 | 0.03% |
| TFS | 1 | 0.03% |

Library Items at Your Library

| Item Library | Transactions | % of Total |
|--------------|--------------|----------------|
| Total | 3,094 | 100.00% |
| NRS | 2,667 | 86.20% |
| ESS | 18 | 0.58% |
| BLD | 17 | 0.55% |
| DGS | 14 | 0.45% |
| OPS | 14 | 0.45% |
| LGS | 13 | 0.42% |
| WVD | 13 | 0.42% |
| OLS | 12 | 0.39% |
| WRS | 12 | 0.39% |
| BYS | 11 | 0.36% |
| INS | 11 | 0.36% |
| TFS | 10 | 0.32% |
| TPS | 10 | 0.32% |
| GED | 9 | 0.29% |
| ITD | 9 | 0.29% |
| MED | 9 | 0.29% |
| BDD | 8 | 0.26% |
| OBD | 8 | 0.26% |
| VPD | 8 | 0.26% |
| ADS | 7 | 0.23% |
| BVS | 7 | 0.23% |
| CRS | 7 | 0.23% |
| GSD | 7 | 0.23% |
| MTC | 7 | 0.23% |

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 | | 3,094 | 100.00% |
| NRS | NRS_ADULT | 2,156 | 69.68% |
| | NRS_JUV | 386 | 12.48% |
| RSS | RSS_ADULT | 100 | 3.23% |
| BYS | BYS_ADULT | 73 | 2.36% |
| LPS | LPS_PATRON | 43 | 1.39% |
| FPS | FPS_ADULT | 37 | 1.20% |
| MWS | MWS_ADULT | 30 | 0.97% |
| NRS | CHICAGO_P | 30 | 0.97% |
| | TEACHER | 27 | 0.87% |
| BFS | BFS_PATRON | 26 | 0.84% |
| NRS | NRSCIRCSR | 26 | 0.84% |
| BRS | BRS_JUV | 22 | 0.71% |
| EPS | EPS_PATRON | 21 | 0.68% |
| OZS | OPS_PATRON | 19 | 0.61% |
| CIS | CIS_ADULT | 18 | 0.58% |
| BRS | BRS_ADULT | 14 | 0.45% |
| BYS | BYS_JUV | 13 | 0.42% |
| WCS | WCS_PATRON | 11 | 0.36% |
| NRS | NRSCIRCJR | 9 | 0.29% |
| ILL_LIBS | CHICAGO_P | 6 | 0.19% |
| LYS | LYS_ADULT | 5 | 0.16% |
| NRS | LYS_ADULT | 4 | 0.13% |
| OPS | OPS_PATRON | 4 | 0.13% |
| NRS | CIS_JUV | 3 | 0.10% |
| LGS | LGS_PATRON | 2 | 0.06% |
| RFS | RFS_ADULT | 2 | 0.06% |
| FMS | FMS_PATRON | 1 | 0.03% |
| FPD | FPD_PATRON | 1 | 0.03% |

Library Items/Profiles at Your Library

| Item Library | Trans Stat User Profile Name | Transactions | % of Total |
|--------------|------------------------------|--------------|----------------|
| Total | | 3,094 | 100.00% |
| NRS | NRS_ADULT | 1,783 | 57.63% |
| | NRS_JUV | 372 | 12.02% |
| | RSS_ADULT | 90 | 2.91% |
| | BYS_ADULT | 71 | 2.29% |
| | CHICAGO_P | 36 | 1.16% |
| | LPS_PATRON | 33 | 1.07% |
| | MWS_ADULT | 30 | 0.97% |
| | FPS_ADULT | 27 | 0.87% |
| | TEACHER | 27 | 0.87% |
| | NRSCIRCSR | 26 | 0.84% |
| | BFS_PATRON | 24 | 0.78% |
| | OPS_PATRON | 24 | 0.78% |
| | BRS_JUV | 22 | 0.71% |
| | EPS_PATRON | 20 | 0.65% |
| ESS | NRS_ADULT | 18 | 0.58% |
| NRS | CIS_ADULT | 18 | 0.58% |
| BLD | NRS_ADULT | 16 | 0.52% |
| DGS | NRS_ADULT | 13 | 0.42% |
| NRS | BYS_JUV | 13 | 0.42% |
| LGS | NRS_ADULT | 12 | 0.39% |
| OLS | NRS_ADULT | 12 | 0.39% |
| BYS | NRS_ADULT | 11 | 0.36% |
| INS | NRS_ADULT | 11 | 0.36% |
| NRS | BRS_ADULT | 11 | 0.36% |
| | WCS_PATRON | 11 | 0.36% |
| OPS | NRS_ADULT | 11 | 0.36% |
| WRS | NRS_ADULT | 11 | 0.36% |
| WVD | NRS_ADULT | 10 | 0.32% |
| MED | NRS_ADULT | 9 | 0.29% |

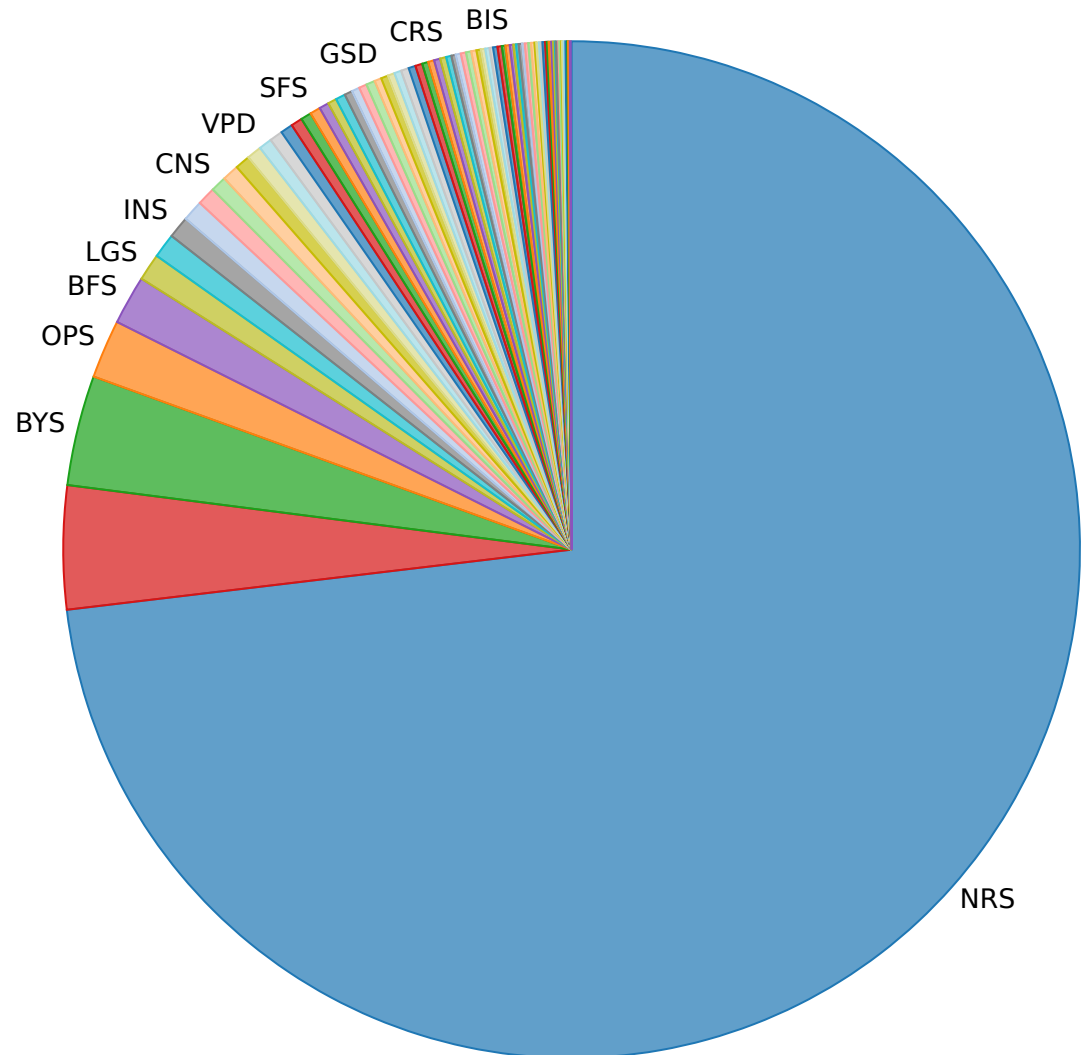
User Library

NRS

Checkouts & Renewals from Your Patrons

| Item Library | Transactions | % of Total |
|--------------|--------------|----------------|
| Total | 3,094 | 100.00% |
| NRS | 2,261 | 73.08% |
| RSS | 121 | 3.91% |
| BYS | 109 | 3.52% |
| OPS | 57 | 1.84% |
| BFS | 48 | 1.55% |
| LGS | 27 | 0.87% |
| DGS | 24 | 0.78% |
| INS | 22 | 0.71% |
| ESS | 20 | 0.65% |
| BLD | 18 | 0.58% |
| CNS | 16 | 0.52% |
| OBD | 16 | 0.52% |
| WRS | 15 | 0.48% |
| OLS | 14 | 0.45% |
| VPD | 13 | 0.42% |
| WVD | 13 | 0.42% |
| LPS | 12 | 0.39% |
| MED | 11 | 0.36% |
| TPS | 11 | 0.36% |
| SFS | 10 | 0.32% |
| CIS | 9 | 0.29% |
| GED | 9 | 0.29% |
| TFS | 9 | 0.29% |
| BDD | 8 | 0.26% |
| DVS | 8 | 0.26% |

Your Users Checkout Items from...

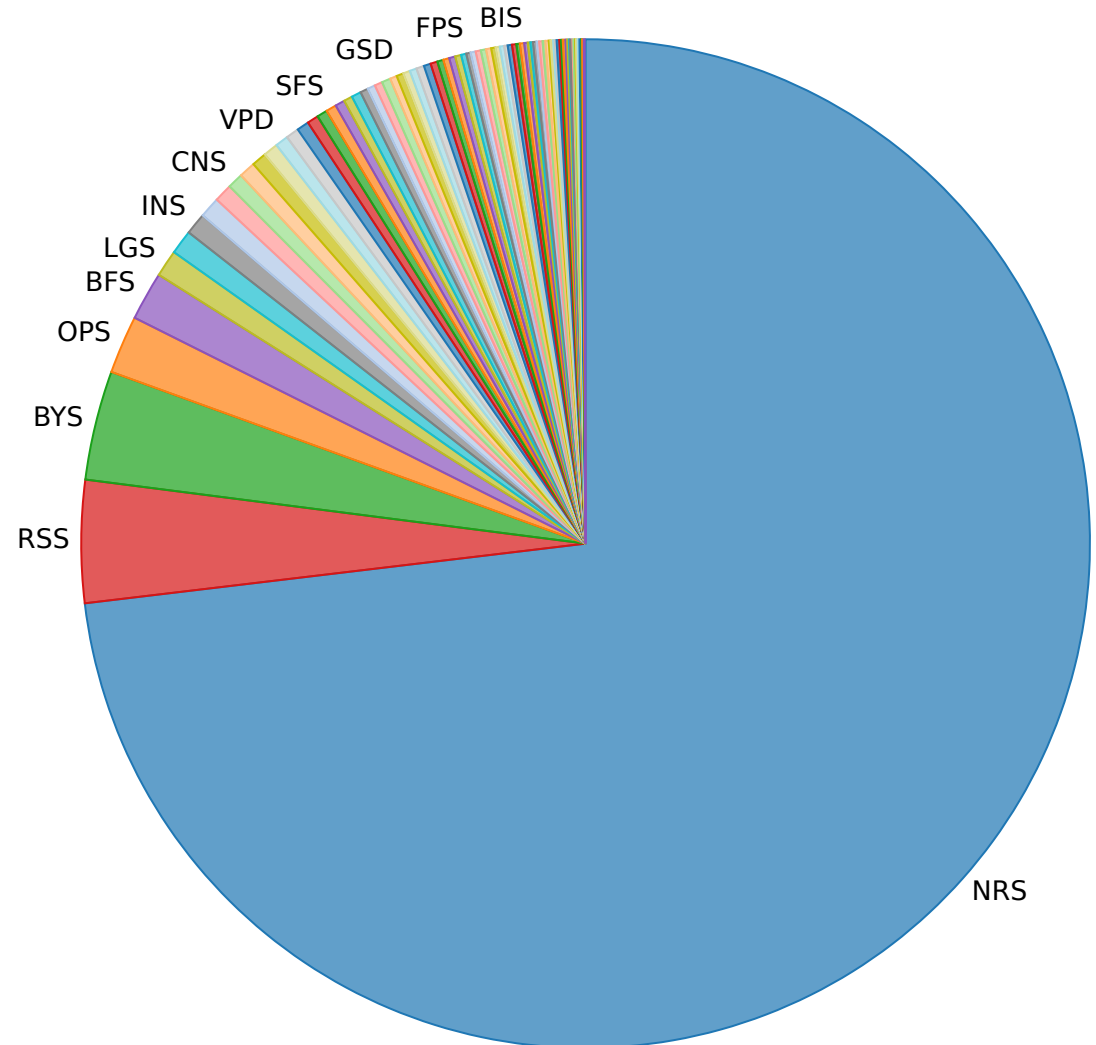


User Library

Checkouts & Renewals from Your Patrons

| Station Library | Transaction | % of Total |
|-----------------|--------------|----------------|
| Total | 3,094 | 100.00% |
| NRS | 2,643 | 85.42% |
| RSS | 124 | 4.01% |
| BYS | 110 | 3.56% |
| BFS | 61 | 1.97% |
| OPS | 39 | 1.26% |
| LGS | 15 | 0.48% |
| CNS | 13 | 0.42% |
| LPS | 12 | 0.39% |
| OBD | 11 | 0.36% |
| INS | 10 | 0.32% |
| SFS | 8 | 0.26% |
| NRS_L | 7 | 0.23% |
| BRS | 6 | 0.19% |
| CIS | 6 | 0.19% |
| DGS | 6 | 0.19% |
| RFS | 5 | 0.16% |
| WCS | 5 | 0.16% |
| FPS | 4 | 0.13% |
| VPD | 4 | 0.13% |
| WRS | 3 | 0.10% |
| HKS | 1 | 0.03% |
| MWS | 1 | 0.03% |

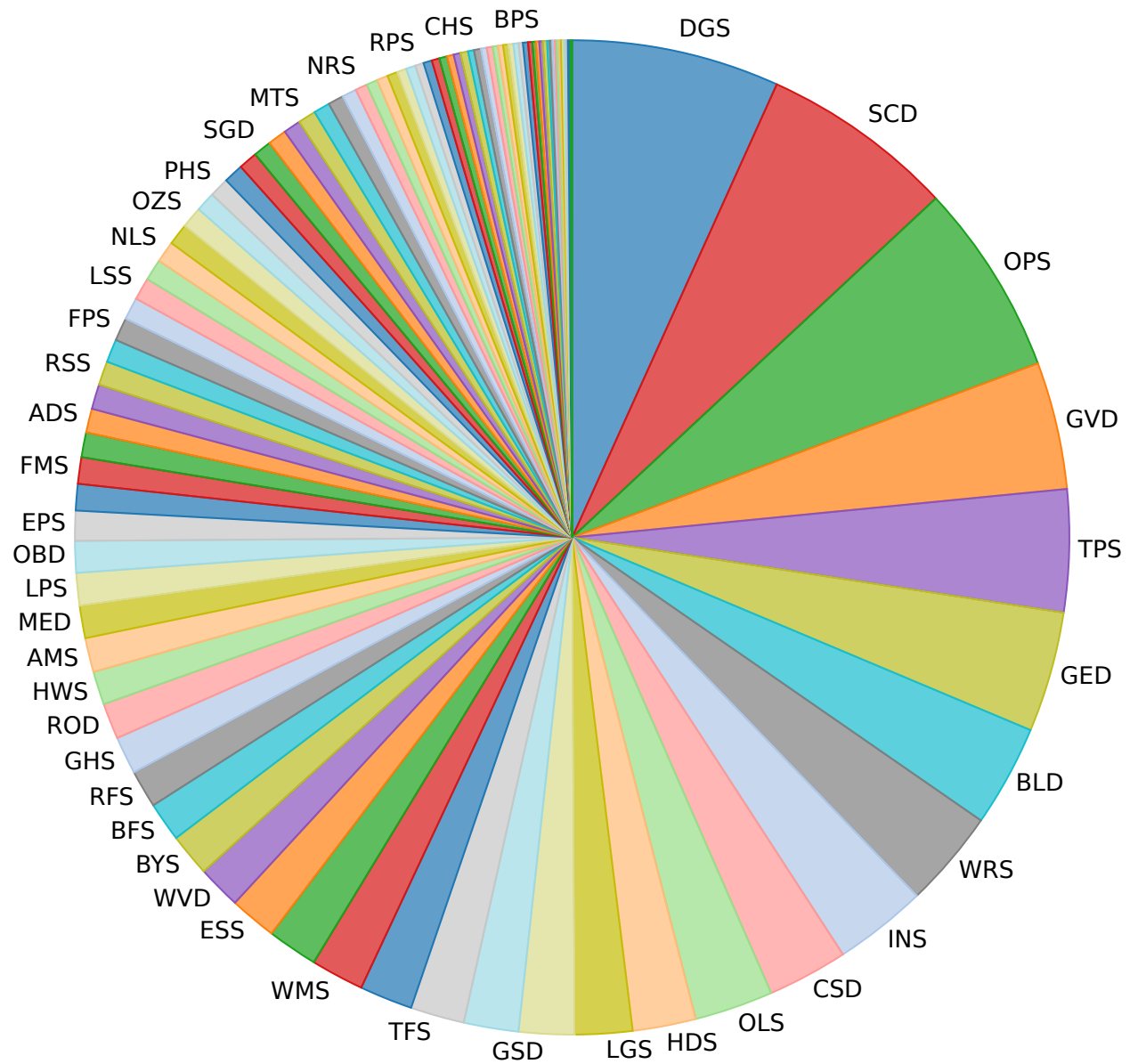
Your Users Checkout at...



Checkouts & Renewals from all SWAN Libraries

| Item Library | Transactions | % of Total |
|--------------|------------------|----------------|
| Total | 1,200,710 | 100.00% |
| DGS | 80,738 | 6.72% |
| SCD | 75,590 | 6.30% |
| OPS | 75,015 | 6.25% |
| GVD | 49,698 | 4.14% |
| TPS | 47,857 | 3.99% |
| GED | 46,949 | 3.91% |
| BLD | 39,608 | 3.30% |
| WRS | 37,999 | 3.16% |
| INS | 36,489 | 3.04% |
| CSD | 31,235 | 2.60% |
| OLS | 30,888 | 2.57% |
| HDS | 24,465 | 2.04% |
| LGS | 22,623 | 1.88% |
| GSD | 21,488 | 1.79% |
| VPD | 21,334 | 1.78% |
| TFS | 21,052 | 1.75% |
| BDD | 20,713 | 1.73% |
| WMS | 20,619 | 1.72% |
| FRS | 19,582 | 1.63% |
| ESS | 18,391 | 1.53% |
| WVD | 17,075 | 1.42% |
| BYS | 16,852 | 1.40% |
| BFS | 15,104 | 1.26% |
| RFS | 14,847 | 1.24% |
| GHS | 14,576 | 1.21% |
| ROD | 13,920 | 1.16% |
| HWS | 13,240 | 1.10% |
| AMS | 13,085 | 1.09% |
| MED | 12,854 | 1.07% |
| LPS | 12,575 | 1.05% |
| OBD | 12,255 | 1.02% |
| EPS | 11,846 | 0.99% |
| WCD | 10,439 | 0.87% |
| FMS | 10,238 | 0.85% |

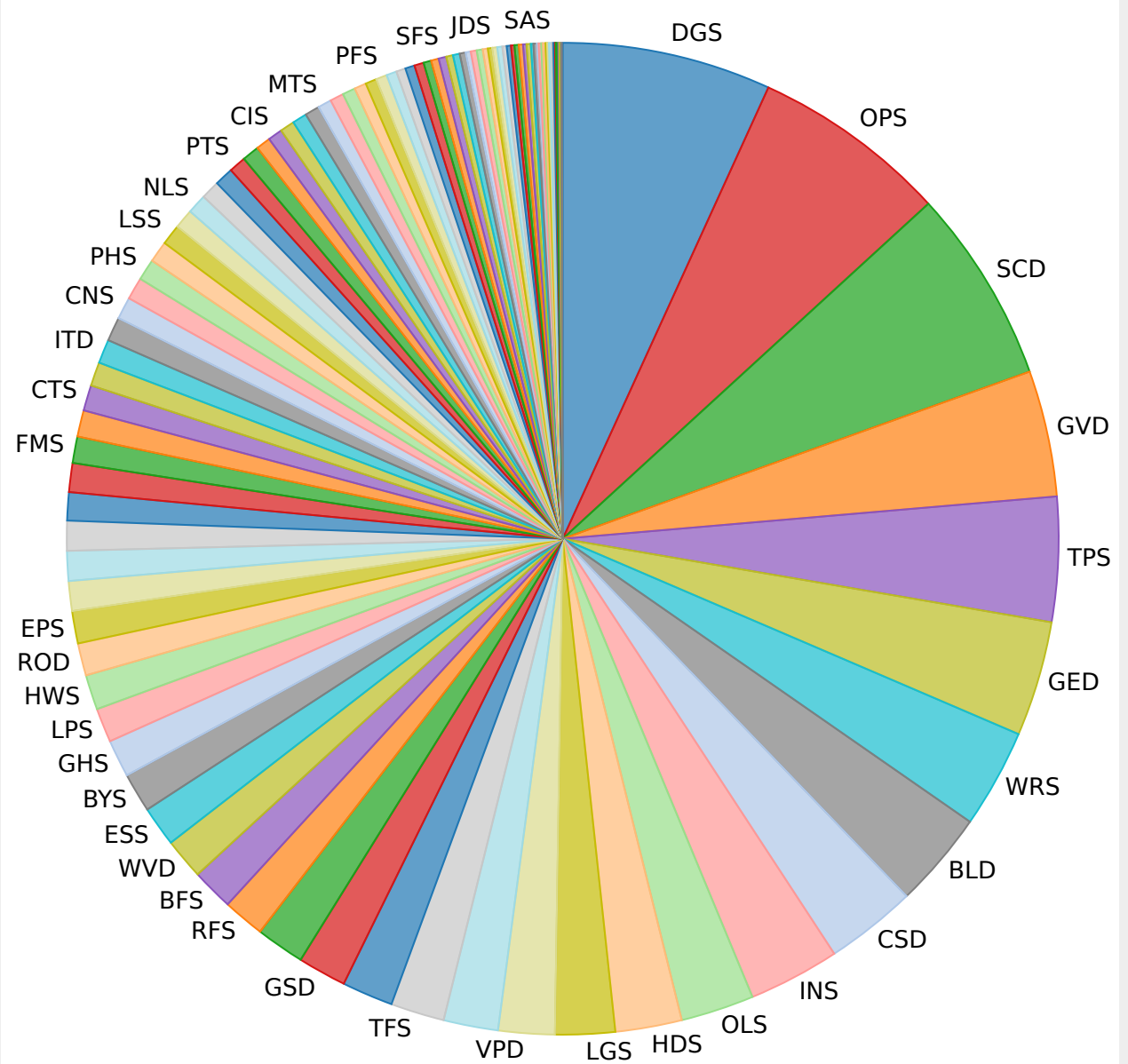
Item Circs by Item Library



Checkouts & Renewals from all SWAN Libraries

| Station Library | Transactions | % of Total |
|-----------------|------------------|----------------|
| Total | 1,200,710 | 100.00% |
| DGS | 81,286 | 6.77% |
| OPS | 76,796 | 6.40% |
| SCD | 76,104 | 6.34% |
| GVD | 49,331 | 4.11% |
| TPS | 48,714 | 4.06% |
| GED | 45,147 | 3.76% |
| WRS | 38,568 | 3.21% |
| BLD | 37,623 | 3.13% |
| CSD | 35,781 | 2.98% |
| INS | 35,677 | 2.97% |
| OLS | 28,755 | 2.39% |
| HDS | 25,795 | 2.15% |
| LGS | 23,524 | 1.96% |
| VPD | 21,872 | 1.82% |
| WMS | 21,499 | 1.79% |
| TFS | 20,902 | 1.74% |
| FRS | 20,123 | 1.68% |
| GSD | 18,953 | 1.58% |
| BDD | 18,925 | 1.58% |
| RFS | 16,491 | 1.37% |
| BFS | 16,229 | 1.35% |
| WVD | 16,119 | 1.34% |
| ESS | 15,602 | 1.30% |
| BYS | 15,400 | 1.28% |
| GHS | 14,569 | 1.21% |
| LPS | 13,528 | 1.13% |
| HWS | 13,451 | 1.12% |
| ROD | 12,821 | 1.07% |
| EPS | 12,437 | 1.04% |
| MED | 11,883 | 0.99% |
| OZS | 11,741 | 0.98% |
| OBD | 11,392 | 0.95% |
| WCD | 11,305 | 0.94% |
| AMS | 11,208 | 0.93% |

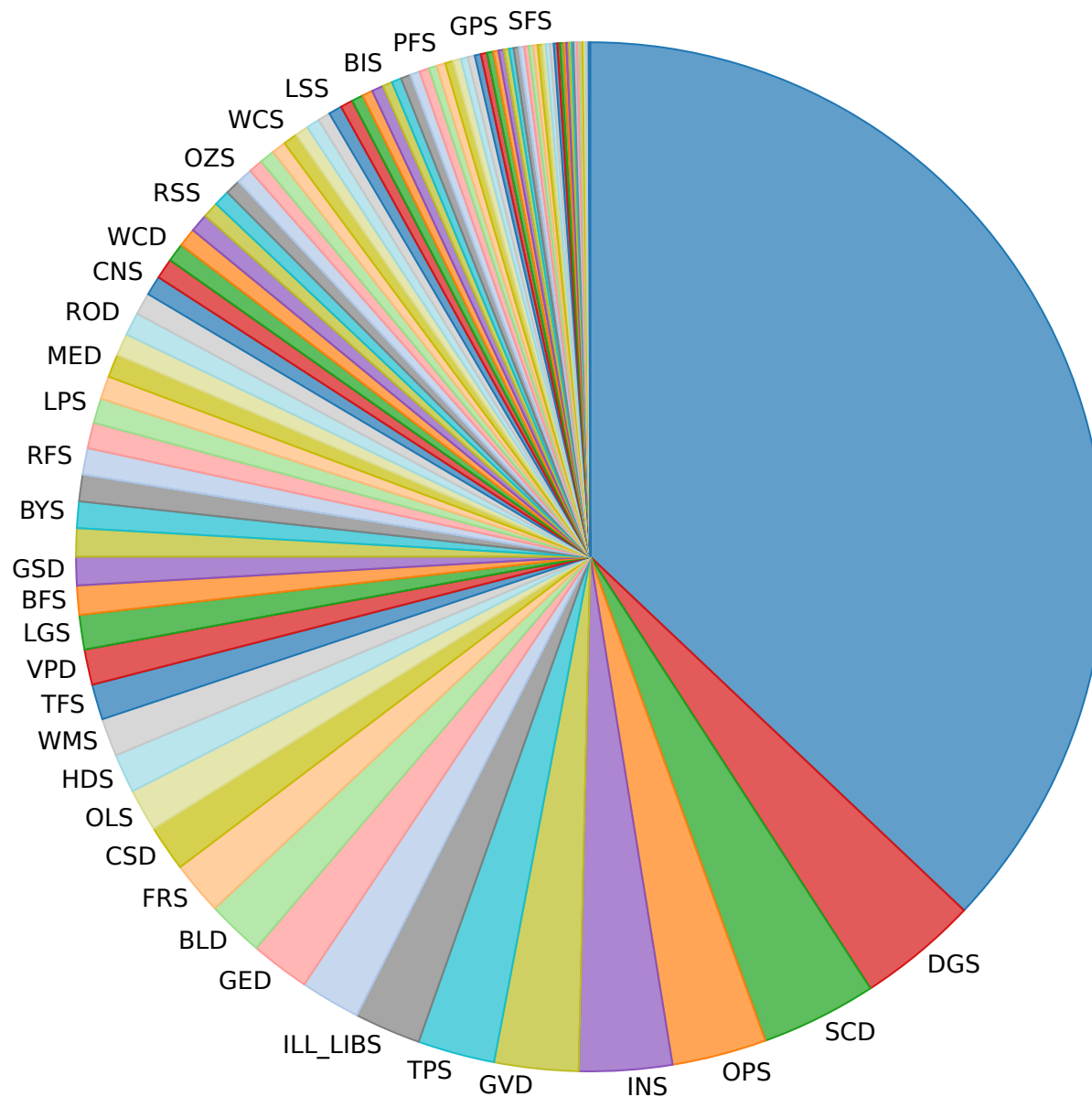
Item Circs by Station Library



Checkouts & Renewals from all SWAN Libraries

| User Library | Transactions | % of Total |
|--------------|------------------|----------------|
| Total | 1,200,710 | 100.00% |
| | 444,659 | 37.03% |
| DGS | 45,199 | 3.76% |
| SCD | 43,793 | 3.65% |
| OPS | 35,659 | 2.97% |
| INS | 35,151 | 2.93% |
| GVD | 31,630 | 2.63% |
| TPS | 29,061 | 2.42% |
| ILL_LIBS | 25,045 | 2.09% |
| WRS | 22,594 | 1.88% |
| GED | 22,254 | 1.85% |
| BLD | 21,486 | 1.79% |
| FRS | 19,915 | 1.66% |
| CSD | 17,410 | 1.45% |
| OLS | 15,805 | 1.32% |
| HDS | 14,907 | 1.24% |
| WMS | 14,325 | 1.19% |
| TFS | 13,382 | 1.11% |
| VPD | 13,347 | 1.11% |
| LGS | 13,032 | 1.09% |
| BFS | 10,902 | 0.91% |
| GSD | 10,808 | 0.90% |
| WVD | 10,522 | 0.88% |
| BYS | 10,039 | 0.84% |
| BDD | 9,999 | 0.83% |
| RFS | 9,978 | 0.83% |
| ESS | 9,809 | 0.82% |
| LPS | 9,092 | 0.76% |
| GHS | 8,721 | 0.73% |
| MED | 8,719 | 0.73% |
| HWS | 8,503 | 0.71% |
| ROD | 8,366 | 0.70% |
| SGD | 8,363 | 0.70% |
| CNS | 7,528 | 0.63% |
| TCD | 7,441 | 0.62% |

Item Circs by User Library



BUDGET AND APPROPRIATION ORDINANCE

ORDINANCE NO. (22-08-01)

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT COOK COUNTY, ILLINOIS

FISCAL YEAR JULY 1, 2022 to JUNE 30, 2023

This Ordinance constitutes the Budget and Appropriation Ordinance for the North Riverside Public Library District, Cook County, Illinois, for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

BE IT ORDAINED by the Board of Library Trustees of the North Riverside Public Library District as follows:

SECTION 1. The following budget and appropriation amounts are adopted for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

CORPORATE

| | |
|--|-----------|
| Salaries | \$593,250 |
| Audio-visual materials and services | 24,150 |
| Books | 57,750 |
| Periodicals | 3,150 |
| Other media | 25,725 |
| Library programs | 84,525 |
| Office supplies | 18,900 |
| Printing | 15,750 |
| Postage | 5,460 |
| Legal fees | 12,600 |
| Public information | 12,600 |
| Health Insurance | 47,250 |
| Library promotion and miscellaneous service fees | 40,425 |
| Utilities | 55,350 |
| Telephone | 19,425 |
| Contingency | 10,050 |
| Petty cash | 600 |
| Information technology | 107,000 |

| | |
|-----------------------|-----------------------|
| Strategic initiatives | 9,500 |
| Debt service costs | 63,000 |
| Accounting | 22,500 |
| Service contracts | 71,000 |
| Library Trustees | 4,000 |
| Library staff | <u>8,500</u> |
| Total | <u>\$1,260,460.00</u> |

MEMORIAL FUND

| | |
|--------------------------|-----------------|
| Books | 6,500.00 |
| Audio – visual materials | 6,500.00 |
| Equipment | <u>9,500.00</u> |
| Total | <u>\$22,500</u> |

AUDIT \$16,750

IMRF \$51,500

SOCIAL SECURITY \$51,000

PUBLIC LIABILITY, PROPERTY, WORKERS' COMPENSATION, AND DIRECTORS AND OFFICERS' INSURANCE

| | |
|------------------------------------|--------------------|
| Public liability insurance | \$20,500.00 |
| Workers' compensation insurance | 5,600.00 |
| Property insurance | 7,000.00 |
| Directors' and Officers' insurance | <u>2,100.00</u> |
| Total: | <u>\$35,200.00</u> |

UNEMPLOYMENT COMPENSATION INSURANCE 5,500.00

BUILDINGS, MAINTENANCE AND EQUIPMENT

| | |
|-----------------------------------|-------------------|
| Building supplies and maintenance | 41,000.00 |
| Building repairs | 160,000.00 |
| Casual labor and fees | 10,900.00 |
| Building improvements | <u>160,000.00</u> |
| Total | <u>371,900.00</u> |

SUMMARY

| | |
|---------------------------------------|-----------------------|
| CORPORATE | 1,260,460.00 |
| MEMORIAL FUND | 22,500.00 |
| AUDIT | 16,750.00 |
| IMRF | 51,500.00 |
| SOCIAL SECURITY | 51,000.00 |
| PUBLIC LIABILITY, PROPERTY, WORKERS' | |
| COMPENSATION INSURANCE AND DIRECTORS' | |
| AND OFFICERS' INSURANCE | 35,200.00 |
| UNEMPLOYMENT COMPENSATION INSURANCE | 5,500.00 |
| BUILDING, MAINTENANCE AND EQUIPMENT | <u>371,900.00</u> |
| TOTAL: | <u>\$1,814,810.00</u> |

SECTION 2: As part of the annual budget, it is stated:

- a. The cash on hand at the beginning of the fiscal year is \$912,962.
- b. The estimated cash expected to be received during the fiscal year from all sources is \$1,814,810.
- c. The estimated expenditures for the fiscal year are \$1,814,810.
- d. The estimated cash expected to be on hand at the end of the fiscal year is \$913,612.
- e. The estimated amount of library taxes to be received during the fiscal year is \$1,180,200.
- f. The estimated amount of income to be received from sources other than library taxes during the fiscal year is \$634,610.

SECTION 3: Funds in the total amount of \$1,814,810.00 or so much thereof as may be authorized by law, be and the same are hereby appropriated as specified.

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

ADOPTED this 15th day of August, 2022 pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

APPROVED by me this 15th day of August, 2022.

Annette Corgiat, President

ATTEST:

John Mathias, Secretary

(seal)

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFIED ESTIMATE OF REVENUES FOR THE FISCAL YEAR
BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023

North Riverside Public Library District

I certify that I am the appointed, qualified and acting Treasurer of North Riverside Public Library District, Cook County, Illinois, and that, as such, I am the Chief Fiscal Officer of the Library District.

I further certify that the following is an estimate of revenues, by source, anticipated to be received by the NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT in the fiscal year July 1, 2022 to June 30, 2023:

| | |
|---|-------------|
| A. Balance on hand as of July 1, 2022 | \$912,962 |
| B. Estimated revenues | |
| a. <u>Real Estate Taxes</u> | |
| General Fund | \$1,027,350 |
| Social Security | 40,000 |
| Retirement Fund | 15,750 |
| Audit | 8,200 |
| Liability Insurance | 5,500 |
| Building Maintenance | 81,200 |
| Unemployment Compensation | 2,200 |
| b. <u>Operations</u> | |
| Rentals & Donations | 65,000 |
| Grants (Federal, State, Local) | 280,000 |
| Gifts and Memorials | 37,500 |
| Interest on Corporate Fund | 6,500 |
| Misc. | 304,110 |
| C. Total Estimated Cash and Revenues Available For Fiscal Year 2022-2023 | \$2,727,772 |

Kathy Bonnar
Treasurer
North Riverside Public Library District
Date Signed: August 15th, 2022



NORTH RIVERSIDE
PUBLIC LIBRARY

NORTH RIVERSIDE, IL

Annual Secretary's Audit

This is to testify that we have examined the secretary's minutes and other records for the past year and find that they are in order and have no errors or discrepancies for the fiscal year FY2021/2022.

Trustee Signature

Date

Printed Name

Trustee Signature

Date

Printed Name



NORTH RIVERSIDE PUBLIC LIBRARY

NORTH RIVERSIDE, IL





Geneva Public Library District
Genoa Public Library, Genoa, Illinois
Glenwood-Lynwood Public Library, Lynwood, Illinois
Grand Forks Public Library, Grand Forks, North Dakota
Harm Weber Academic Center, Judson College, Elgin, Illinois
Jamestown Public Library Feasibility Study, Jamestown, North Dakota
Kingsport Pubic Library Feasibility Study, Kingsport, Tennessee
LaGrange Public Library, LaGrange, Illinois
Lake Villa Public Library District
Lemont Public Library, Lemont, Illinois
Matson Public Library, Princeton, Illinois
Matteson Public Library, Matteson Illinois
McFarland Public Library Feasibility Study, McFarland, Wisconsin
Mokena Public Library, Mokena, IL
Mt. Morris Public Library , Mt. Morris, Illinois
Natrona County Public Library, Casper, Wyoming
New Lenox Public Library, New Lenox, Illinois
Normal Public Library, Normal, Illinois
Oregon Public Library, Oregon, Illinois
Park Ridge Public Library
Peoria Library Lincoln Branch, Peoria, Illinois
Peoria Library Main Library Renovation, Peoria, Illinois
Peoria Library North Branch, Peoria, Illinois
Schaumburg Public Library District, Hoffman Estates Branches
Somonauk Public Library, Somonauk, Illinois
Stickney Public Library
Three Rivers Public Library District
Toulon Library District, Building Feasibility Study
Vernon Area Library
Watertown Wi Public Library
West Chicago Public Library, West Chicago, Illinois
Wheaton Public Library, Wheaton, Illinois
Whiting Public Library
Whitewater Public Library, Whitewater Wisconsin
Winnetka Public Library, Winnetka, Illinois
Wood Dale Public Library
Yorkville Public Library, Yorkville, Illinois

**The StudioGC Library Team has
worked on over 100 library
projects**







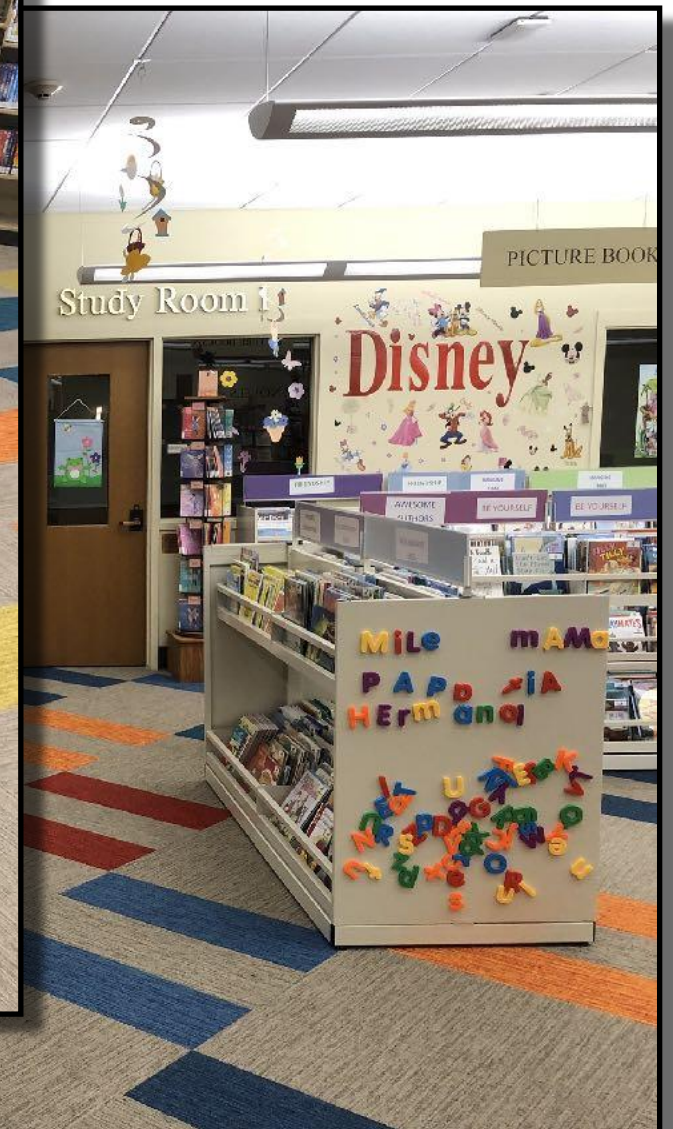
60 ft

57 ft

Libraries tend to evolve organically over time and generally become more cluttered as new materials and services are added

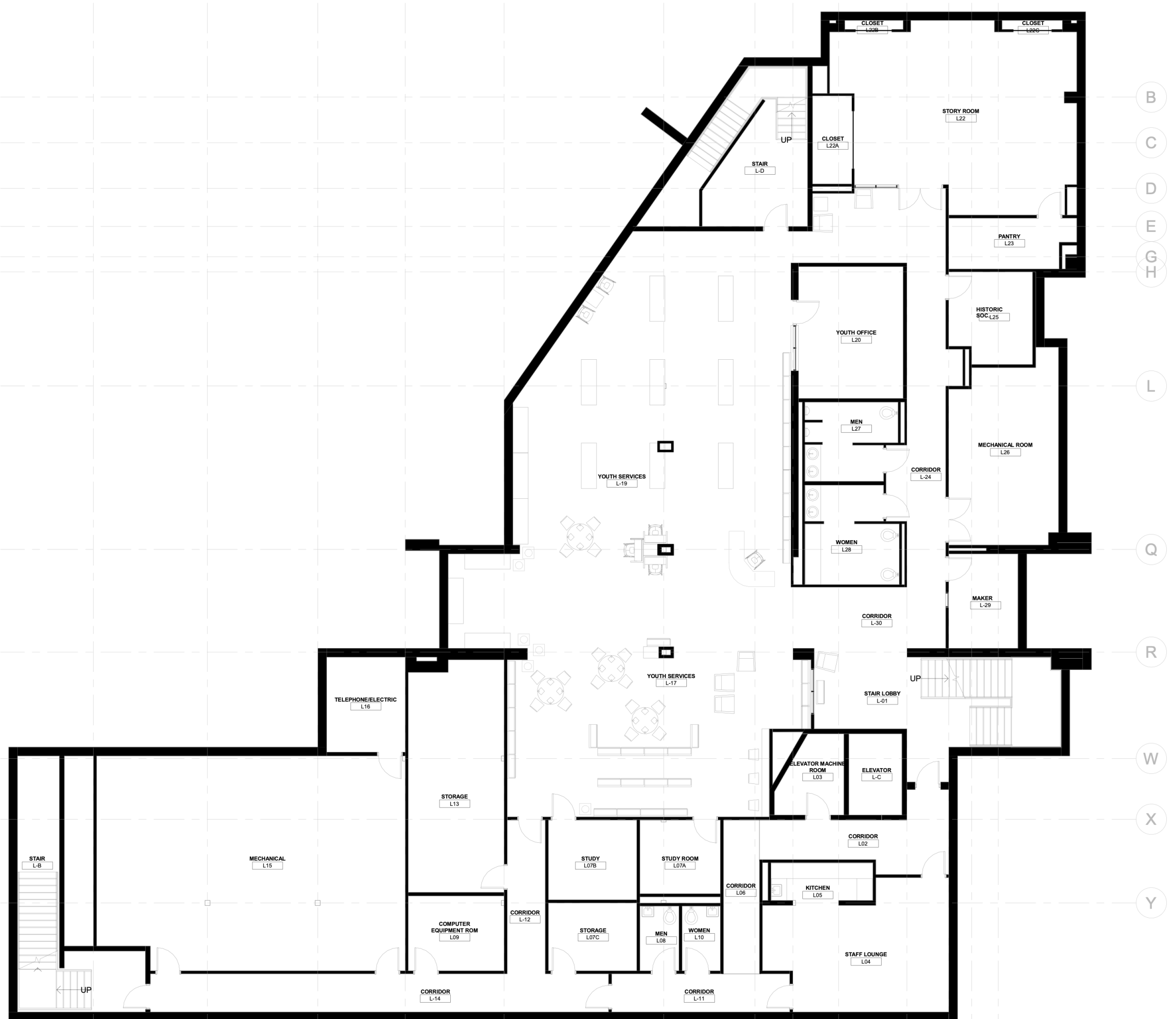


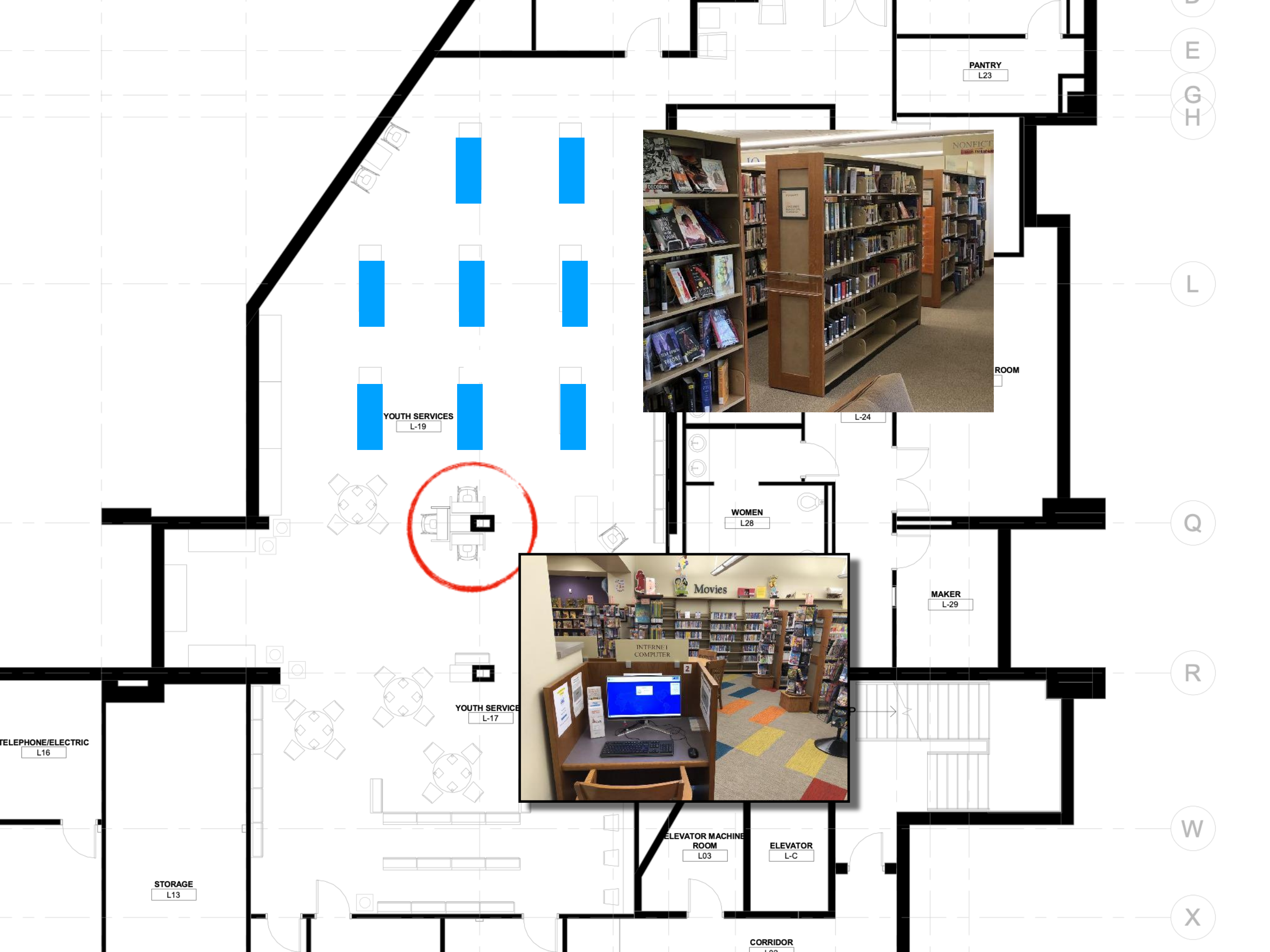
The original designers treated the children's library design as if they were small adults, using the same materials and furniture at a smaller scale. We think that children should have a more interesting environment that is suited to their development.



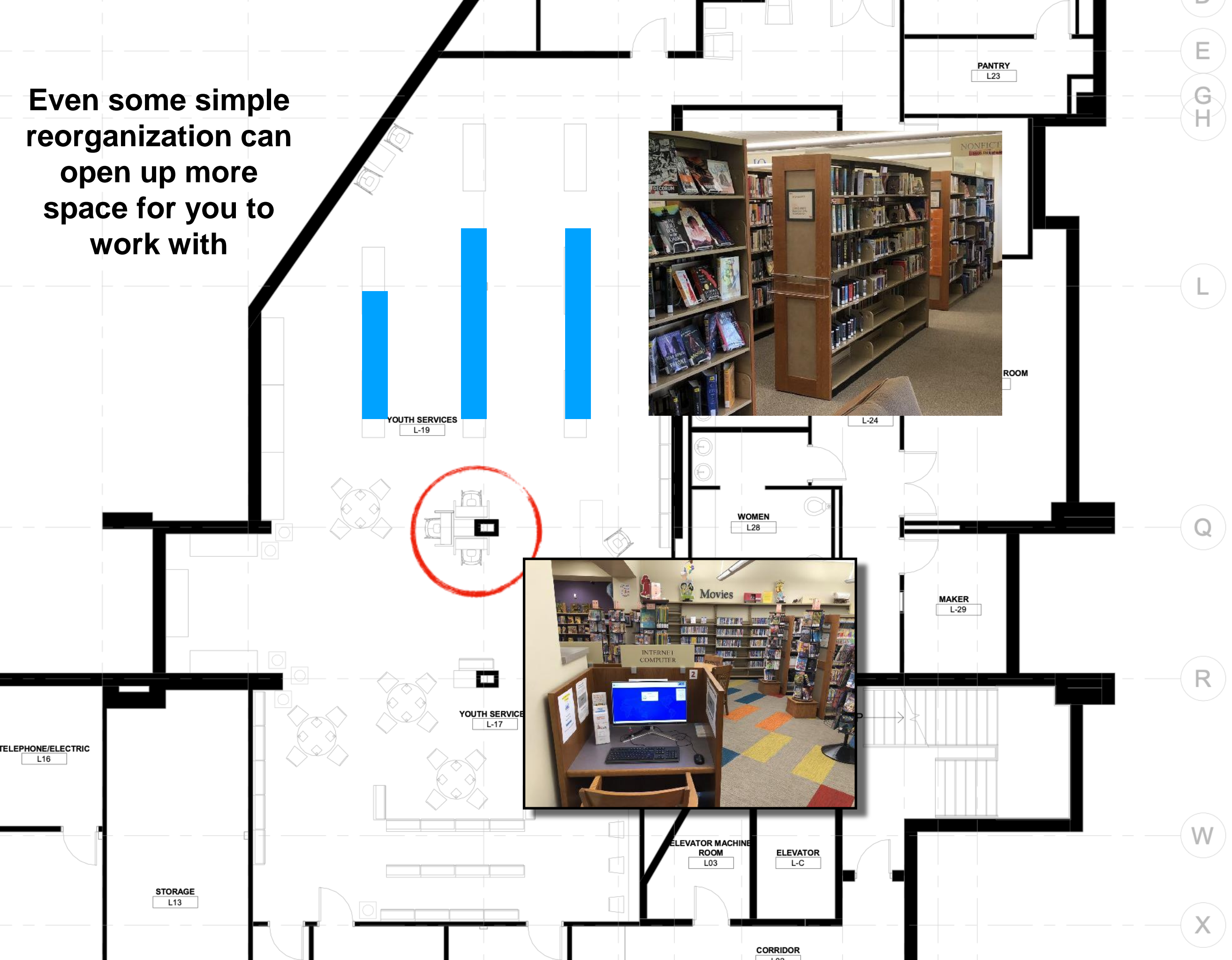
**Contemporary library furniture is
better suited for digital
connectivity and much better in
terms of ergonomics**

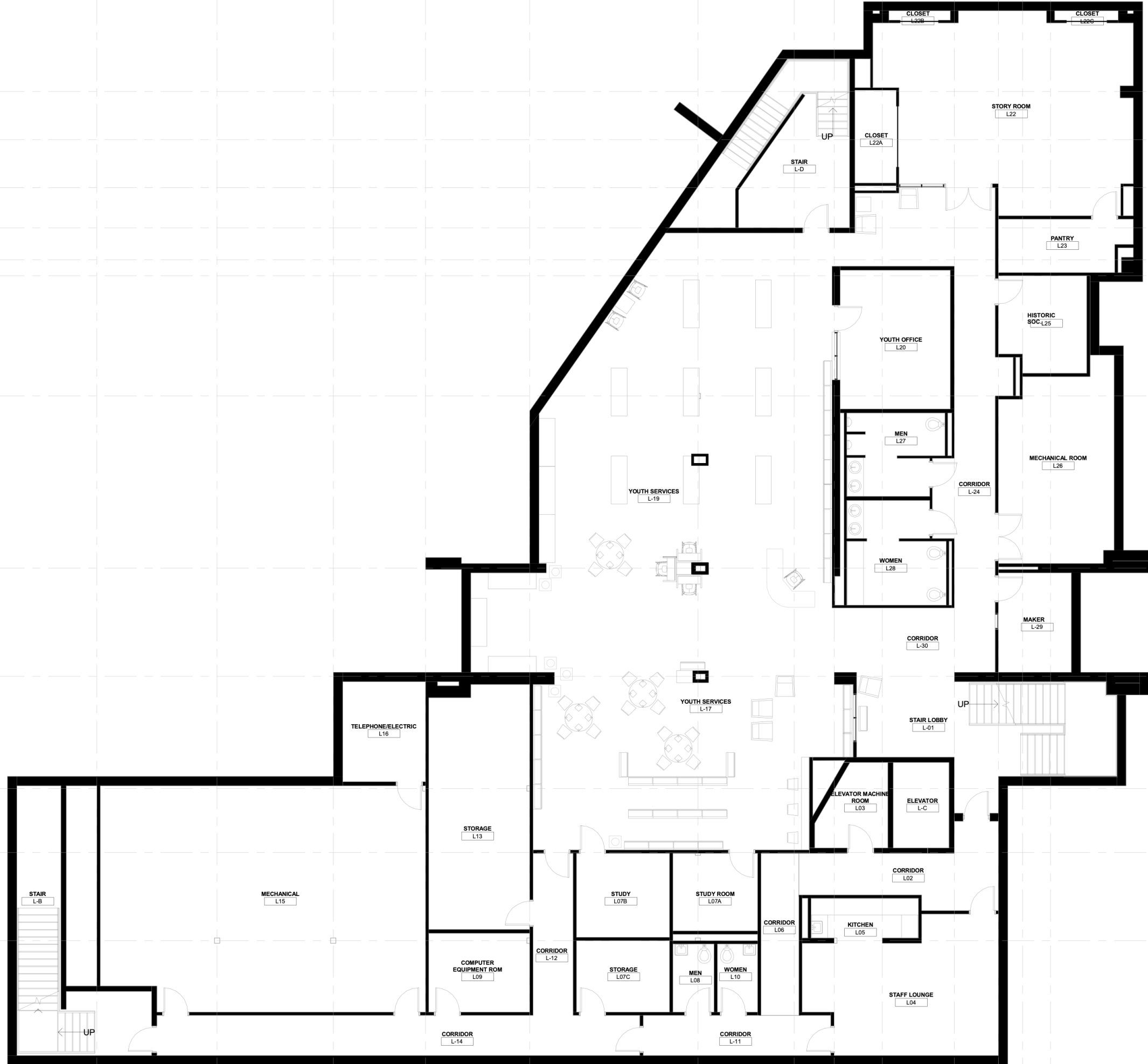






Even some simple reorganization can open up more space for you to work with





B

C

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GOALS

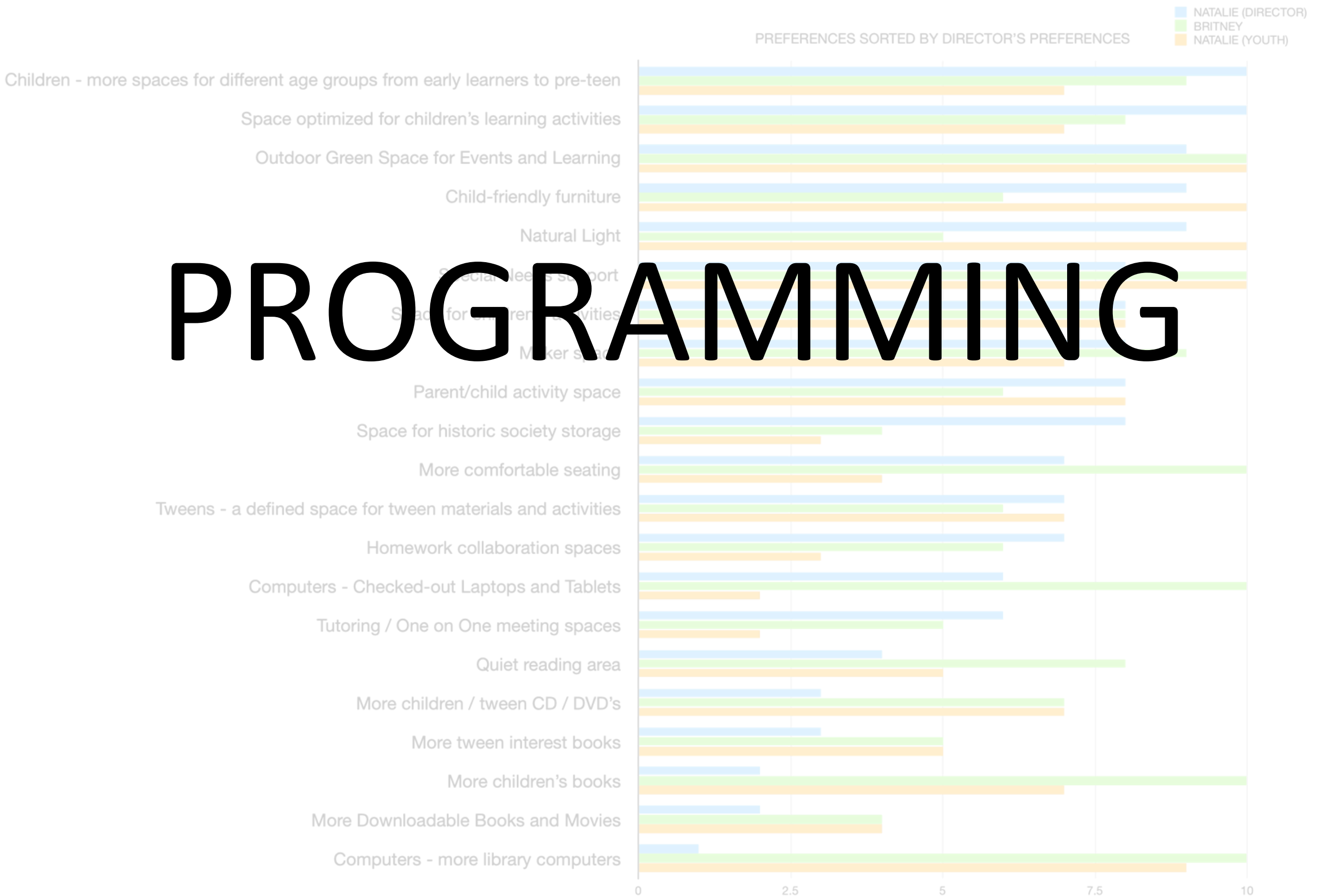


**NORTH RIVERSIDE
PUBLIC LIBRARY**

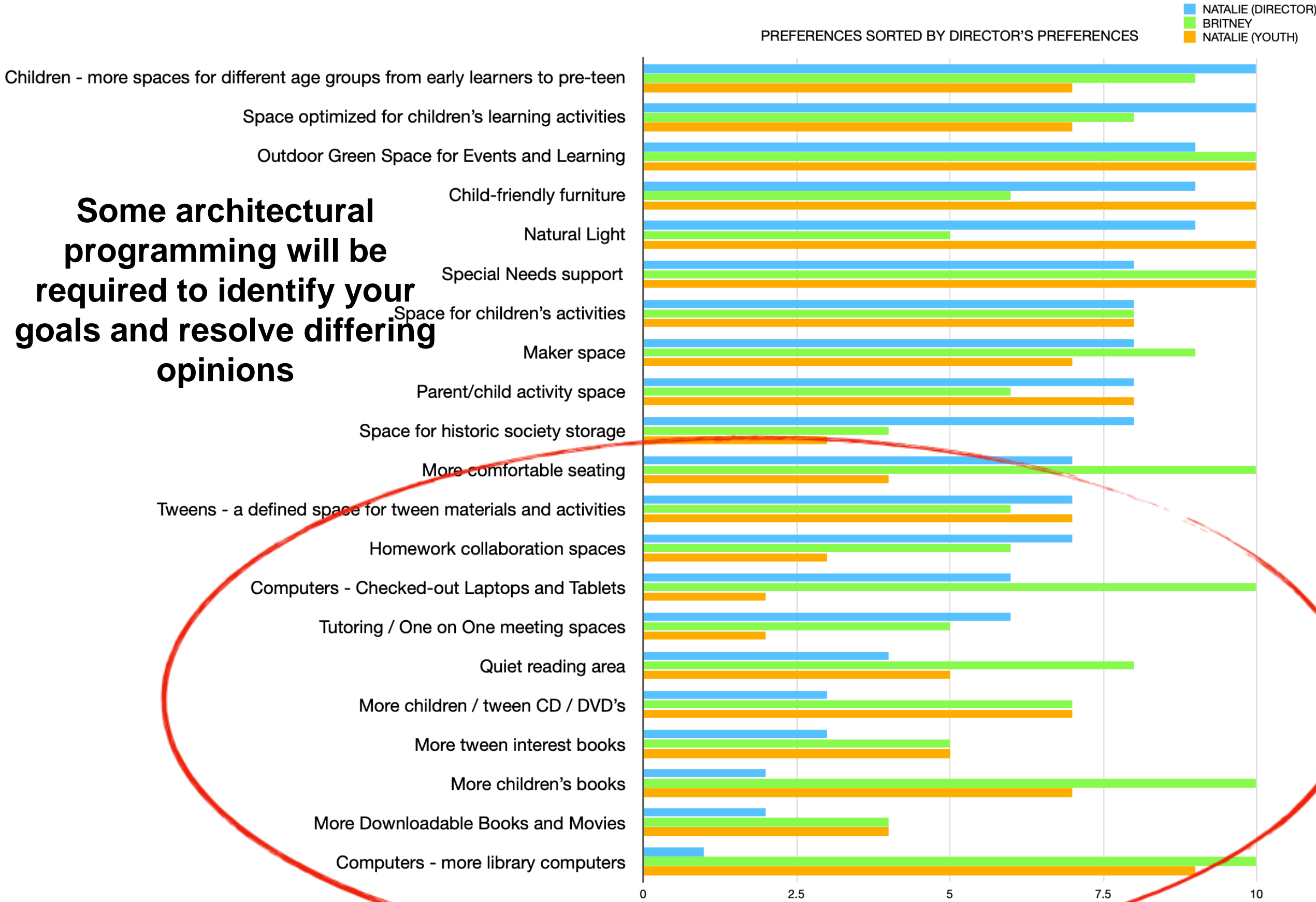
NORTH RIVERSIDE, IL



PROGRAMMING



Some architectural programming will be required to identify your goals and resolve differing opinions



STATS

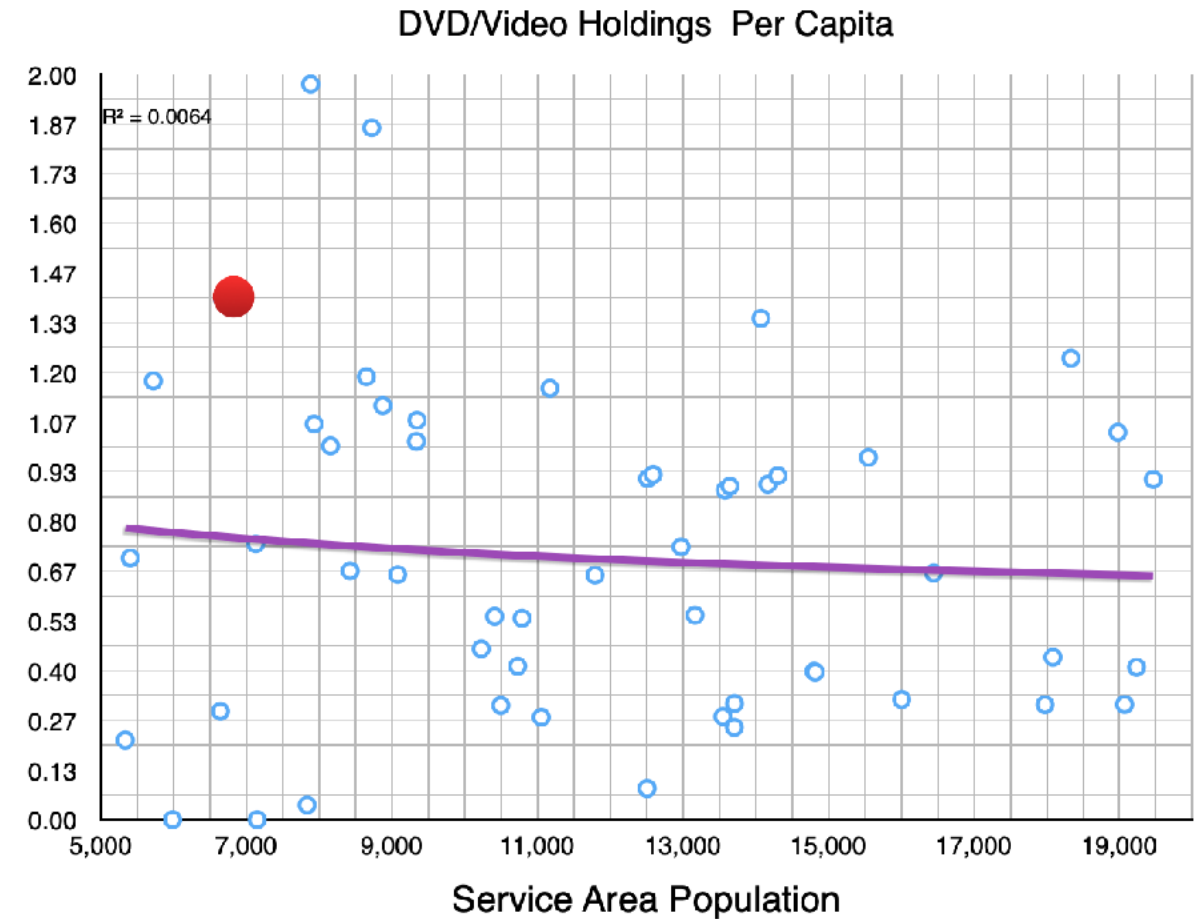
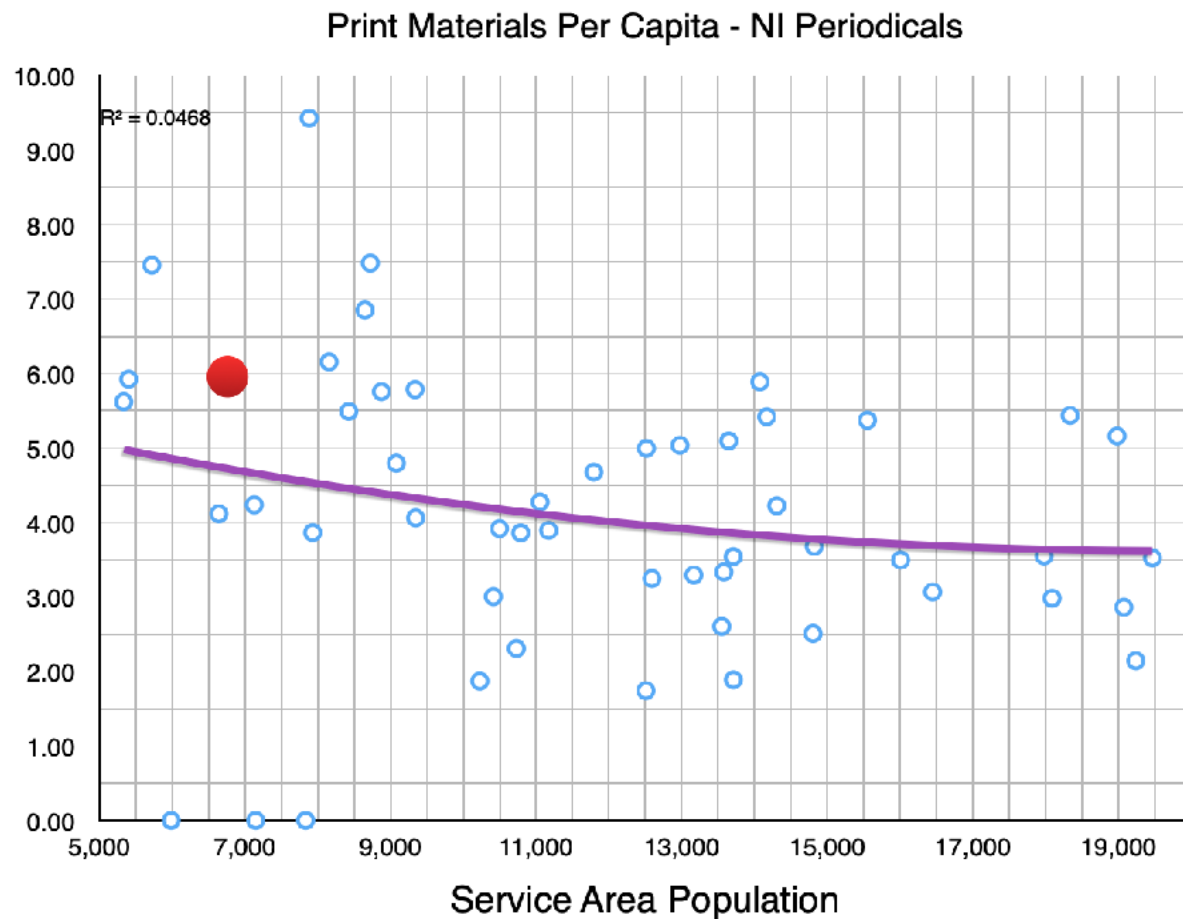


**NORTH RIVERSIDE
PUBLIC LIBRARY**

NORTH RIVERSIDE, IL



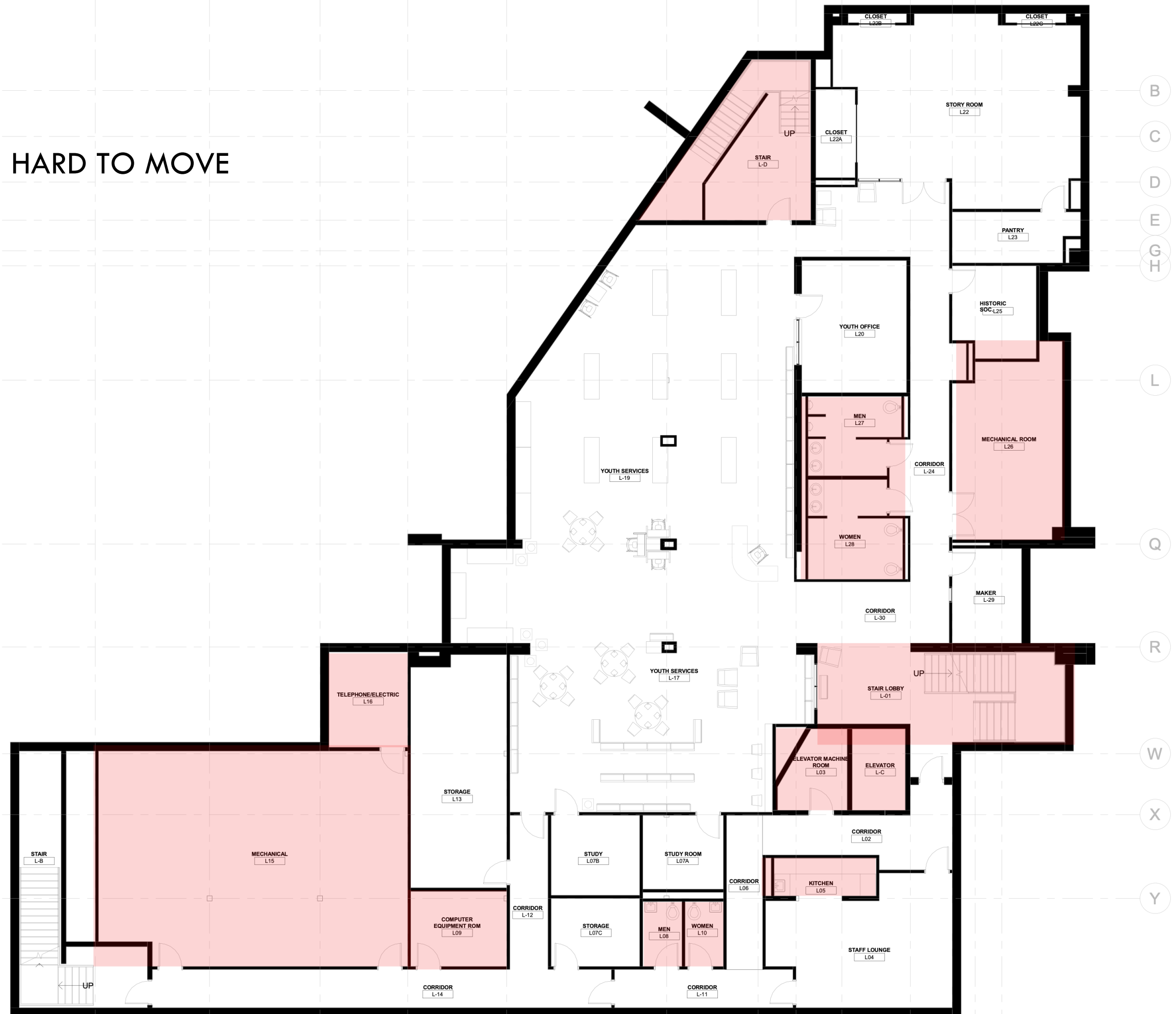
Peer comparisons suggest that holdings could be reduced somewhat to free up space for new services



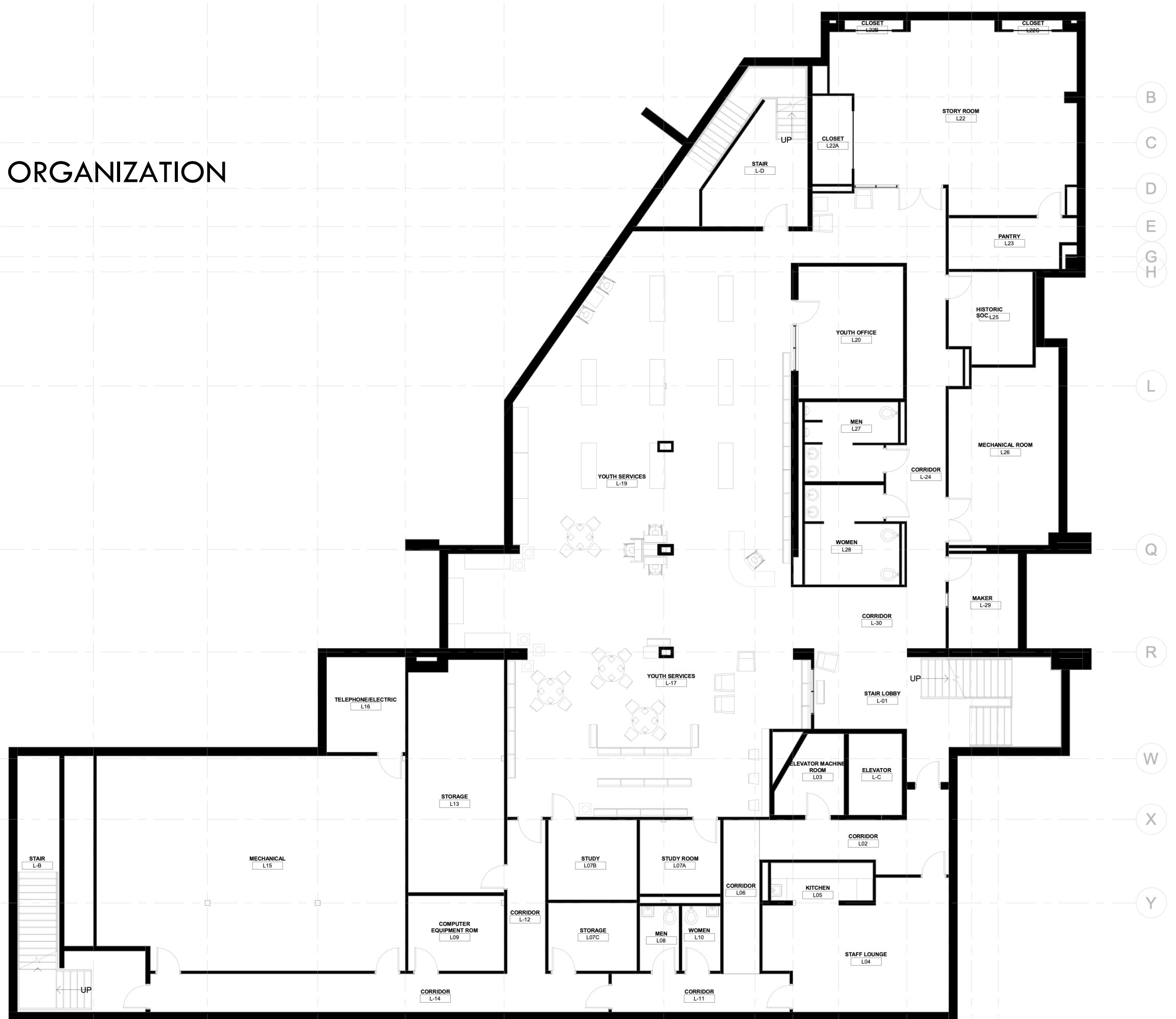
HARD TO MOVE



HARD TO MOVE



ORGANIZATION





We suggest looking at ways to introduce natural light and eliminate adults having to walk through children's spaces to get to the small group meeting rooms

NATURAL LIGHT SPACE SHARED BETWEEN YOUNGER & OLDER CHILDREN



NATURAL LIGHT



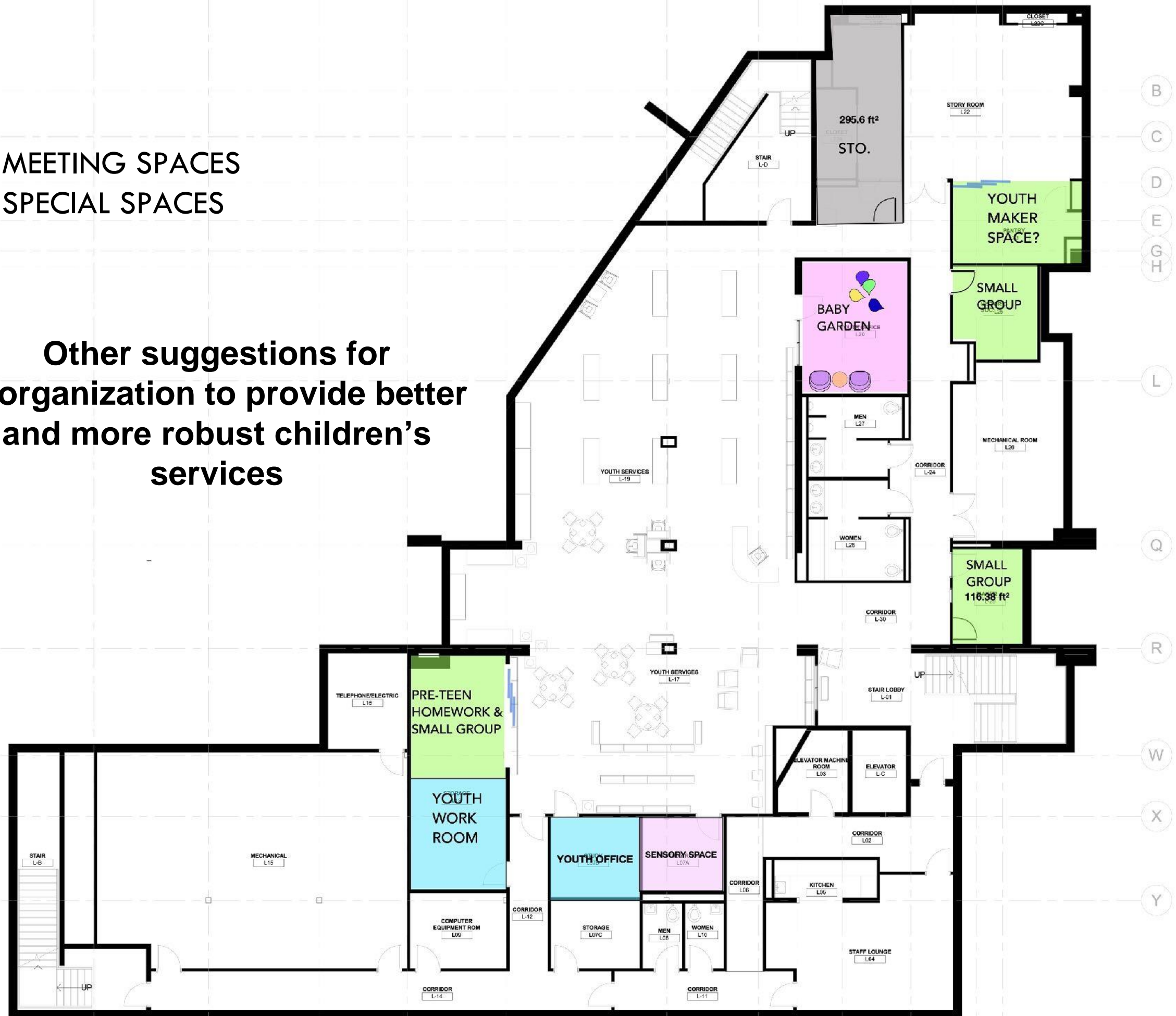
NATURAL LIGHT

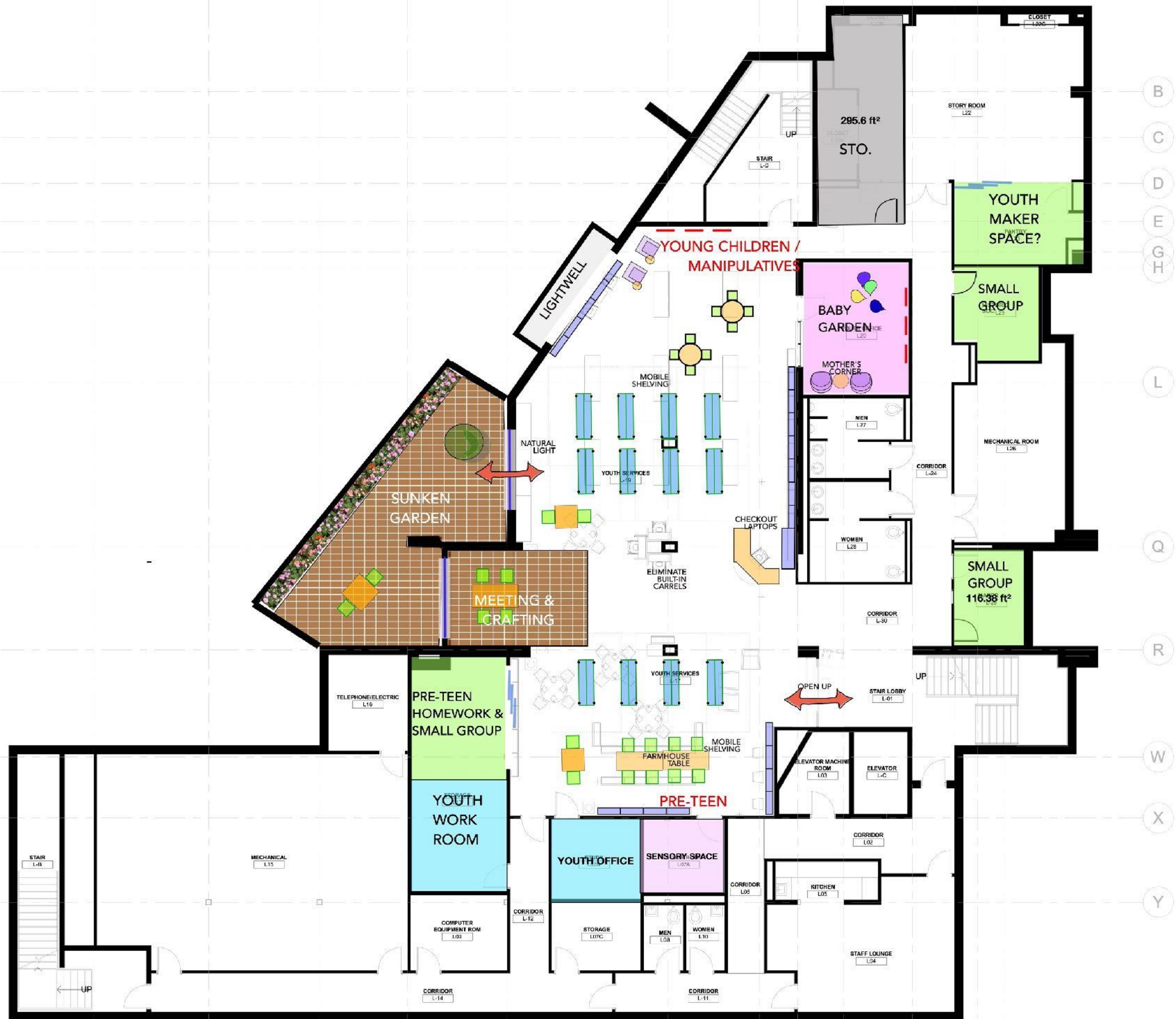
A sunken garden and/or light wells might be a way to do that and provide some outdoor space



MEETING SPACES
SPECIAL SPACES

Other suggestions for
reorganization to provide better
and more robust children's
services





INTERIORS



**NORTH RIVERSIDE
PUBLIC LIBRARY**

NORTH RIVERSIDE, IL





BOARD BOOKS

GAMES COMPUTERS

Very adult-looking
palette

NONFICTION

Reference

Biology

Spinner
#1

Check Out
at top of stairs
see exit

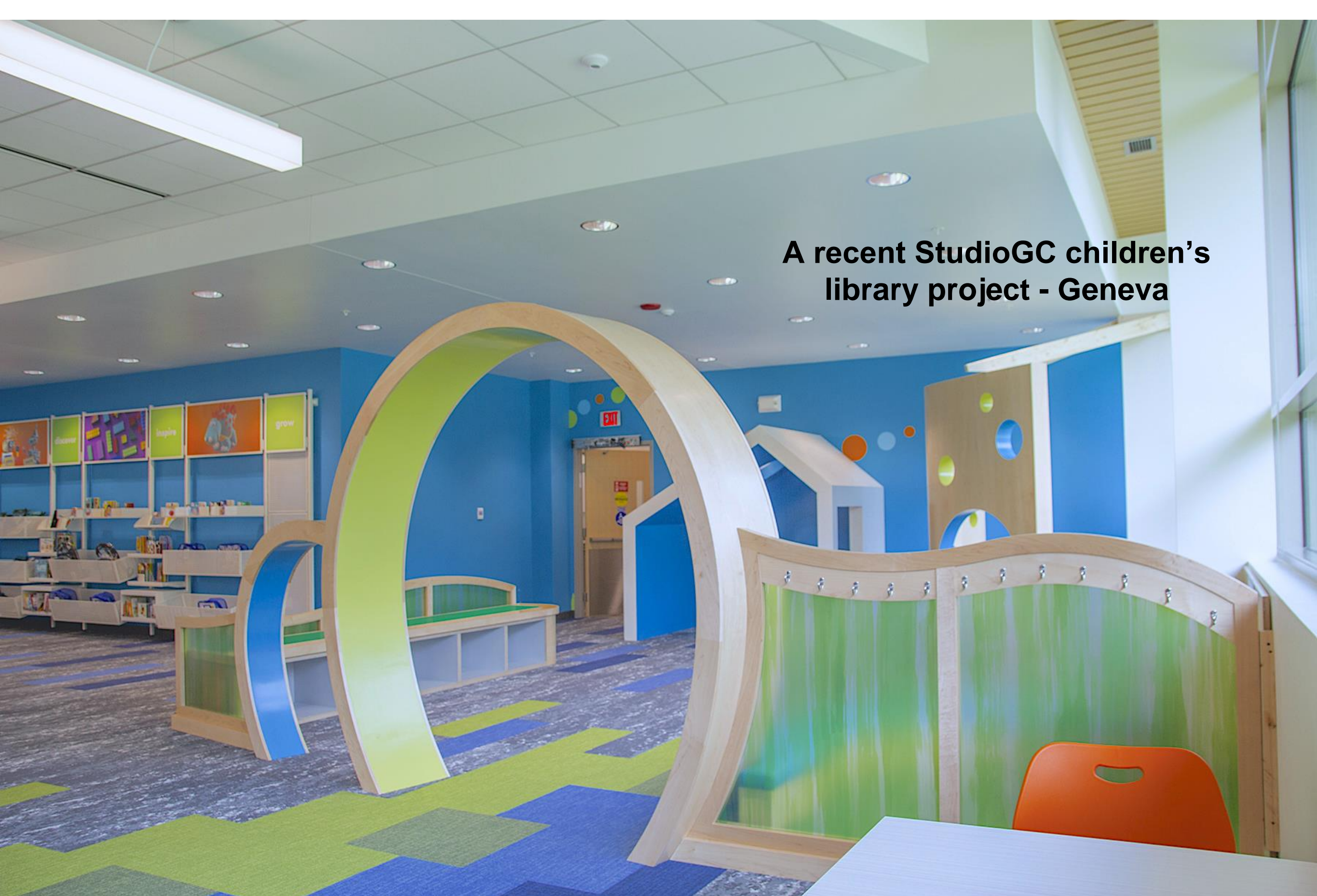
WAITING

DIARY
of a FLY

kai to the
Rescue!

DONATED BY THE
NORTH RIVERSIDE
FRIENDS OF THE LIBRARY
2007

**A recent StudioGC children's
library project - Geneva**





**Our Lake Villa
Children's
Library**

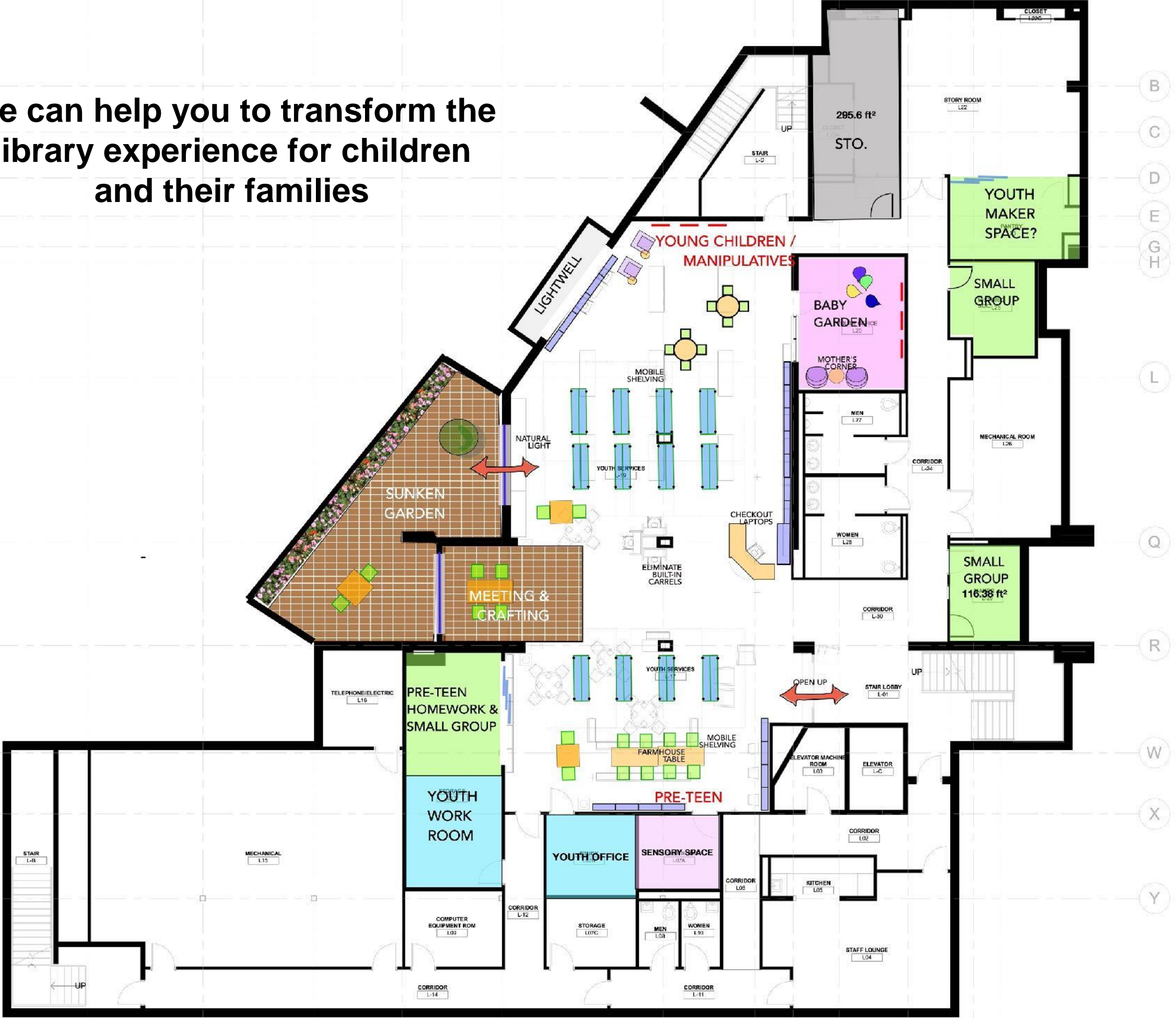
There is a place for fun in children's library design. Green Hills Children's Library



Special spaces for children with special needs



We can help you to transform the library experience for children and their families





NORTH RIVERSIDE PUBLIC LIBRARY

NORTH RIVERSIDE, IL



**The following are some other
miscellaneous images of our
recent library work**













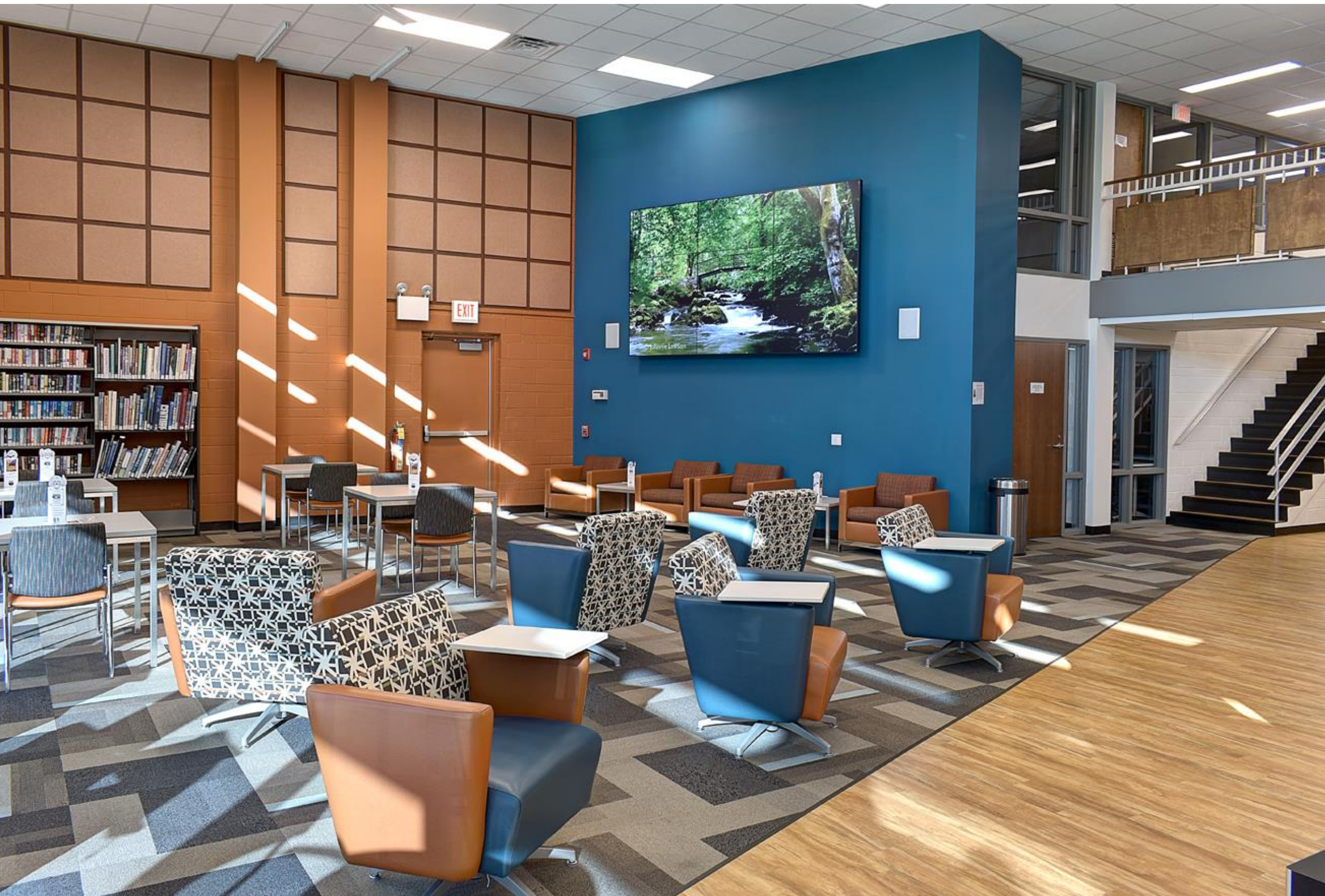














Fossil Ridge Library - before and after



Dolton Library - before and after

