NORTH RIVERSIDE
PUBLIC LIBRARY

NORTH RIVERSIDE, IL

North Riverside Public Library District
Board of Trustees
Levy Hearing, November 17, 2025
6:00pm

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**

3. **Adjournment**

North Riverside Public Library District
Board of Trustees
Regular Meeting, November 17, 2025
Following Levy Hearing

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**

3. **Consent Agenda**

   Secretary:
   a. Minutes of the October 20, 2025 Regular Board Meeting
   b. Minutes of the November 3, 2025 Committee of the Whole Meeting
   c. Correspondence

   Treasurer:
   a. October 2025 Financial Statements
   b. Authorization of transfer of $0 from IL Funds account to First American Bank which currently has a balance as of 11/17/2025 of:
      i. First American Money Market: $252,483.58
      ii. First American Checking: $43,632.62
      iii. IL Fund: $77,141.88

      Total: $373,258.08

NORTH RIVERSIDE
PUBLIC LIBRARY

NORTH RIVERSIDE, IL

4. **President's Report**

5. **Director's Report**

6. **Committee Reports**

7. **New Business**
   A. Approval of Annual Audit by David M. Jelonek, CPA, GW & Associates (*action*)
   B. Approval of Ordinance 25-11-01: Annual Tax Levy Ordinance (*action*)
   C. Petition and Distribution of Literature Policy (*action*)
   D. Purchasing Policy (*action*)
   E. Request for Reconsideration Policy (*review*)

8. **Closed session**

9. **Return to open session**

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

11. **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 December 15, 2025 at 6:00 p.m.

NORTH RIVERSIDE
PUBLIC LIBRARY
NORTH RIVERSIDE, IL

Minutes of the October 20, 2025 Regular Meeting

1. **Open of Meeting**
   a. The meeting was called to order by President Gordon at 6:02 p.m. Roll call was taken.
      Present: Trustee Kathy Bonnar, Trustee Annette Corgiat, President Greg Gordon, Trustee John Mathias,Trustee Jeanne Ottenweller, Trustee Ken Rouleau
      Absent: Trustee Fernando Flores
      Also Present: Director Jenny Cutshall, Jill Cannizzo
   b. A quorum was established.
   c. Recognition of visitors. No one was present.
   d. Approval of agenda.
      Trustee Rouleau made a motion to approve the agenda. Trustee Ottenweller seconded the motion. A roll call vote was taken.
         Ayes: Bonnar, Corgiat, Gordon, Mathias, Ottenweller, Rouleau
         Nays: None
         Motion carried.

2. **Open Forum**
   No one was present.

3. **Consent Agenda**
   Trustee Mathias made a motion to approve the Consent Agenda as presented. Trustee Corgiat seconded the motion. A roll call vote was taken.
      Ayes: Bonnar, Corgiat, Gordon, Mathias, Ottenweller, Rouleau
      Nays: None
      Motion carried.

4. **President's Report**

5. **Director's Report**

6. **Committee Reports**

7. **New Business**
   a. Trustee Ottenweller made a motion to approve the ordinance authorizing the issue and sale of Corporate Purposes Tax and Anticipation Warrants in evidence of a no interest loan from the County pursuant to its Local Taxing District Loan Program. Trustee Bonnar seconded the motion. A roll call vote was taken.
      Ayes: Bonnar, Corgiat, Gordon, Mathias, Ottenweller, Rouleau
      Nays: None
      Motion carried.

   b. Trustee Ottenweller made a motion to approve the Meeting Room Policy. Trustee Rouleau seconded the motion. A roll call vote was taken.
      Ayes: Bonnar, Corgiat, Gordon, Mathias, Ottenweller, Rouleau
      Nays: None
      Motion carried.

c. Trustee Bonnar made a motion to approve the Social Media/AI Policy. Trustee Ottenweller seconded the motion. A roll call vote was taken.
   Ayes: Bonnar, Corgiat, Gordon, Mathias, Ottenweller, Rouleau
   Nays: None
   Motion carried.

d. Trustee Bonnar made a motion to approve the Committee and System Representation Policy. Trustee Ottenweller seconded the motion. A roll call vote was taken.
   Ayes: Bonnar, Corgiat, Gordon, Mathias, Ottenweller, Rouleau
   Nays: None
   Motion carried.

8. Adjournment

Trustee Rouleau made a motion to adjourn the meeting at 6:44 p.m. Trustee Mathias seconded the motion. All ayes, motion carried.

Respectfully Submitted,
Jennifer Cutshall

NORTH RIVERSIDE
PUBLIC LIBRARY
NORTH RIVERSIDE, IL

Minutes of the November 3, 2025 Committee of the Whole Meeting

1. **Open of Meeting**
   a. The meeting was called to order by President Gordon at 6:02 p.m. Roll call was taken.
      Present: Trustee Kathy Bonnar, President Greg Gordon, Trustee John Mathias, Trustee Jeanne Ottenweller, Trustee Ken Rouleau
      Absent: Trustee Annette Corgiat, Trustee Fernando Flores
      Also Present: Director Jenny Cutshall, Jill Cannizzo
   b. A quorum was established.
   c. Recognition of visitors. No one was present.
   d. Approval of agenda.
      Trustee Rouleau made a motion to approve the agenda. Trustee Ottenweller seconded the motion. All ayes, motion carried.

2. **Open Forum**
   No one was present.

3. **Advocacy**
   President Gordon requested all trustees review the new ILA Public Library Standards.

4. **Building & Grounds**

5. **Finance**
   The Cook County Bridge Loan funds were distributed.

6. **Personnel**

7. **Policy**
   Trustee Bonnar and Director Cutshall have been working on the Purchasing Policy.

8. **Strategic Planning**

9. **Other Business**
   - Trustees reviewed the FY25-26 Levy Ordinance draft.
   - Appointment of Standing Committee Chairs:
     - Trustee Rouleau - Building & Grounds
     - Trustee Ottenweller - Finance
     - Trustee Bonnar - Policy and Personnel

10. **Adjournment**
    Trustee Rouleau made a motion to adjourn the meeting at 7:26 p.m. Trustee Mathias seconded the motion. All ayes, motion carried.

Respectfully Submitted,
Jennifer Cutshall

Management Report

North Riverside Public Library District
For the period ended October 31, 2025

Prepared on
November 11, 2025

For management use only

6

Table of Contents

Profit and Loss 3

Balance Sheet 6

Profit and Loss

July - October, 2025

	Total
INCOME	
6903-01 Fines & Fees	1,916.13
6904-01 Donations	1,475.43
6905-01 Grants	13,509.27
6915-07 Loan Proceeds	207,000.00
Interest	
6906-01 Interest	4,940.21
Total Interest	**4,940.21**
Property Taxes	
6901-01 Property Tax Revenue - Corporate Fund	3,421.22
6901-04 Property Tax Revenue - Audit Fund	25.52
6901-05 Property Tax Revenue - Liability Insurance	43.70
6901-06 Property Tax Revenue - Unemployment Insurance	3.82
6901-07 Property Tax Revenue - Building Fund	156.26
6901-08 Property Tax Revenue - Social Security Fund	121.21
6901-12 Property Tax Revenue - IMRF Fund	153.10
Total Property Taxes	**3,924.83**
Total Income	**232,765.87**
GROSS PROFIT	**232,765.87**
EXPENSES	
8360-01 Grants	3,972.72
8360-01 Petty Cash	0.00
Advertising & Marketing	
8365-01 Library Promotion	553.99
8375-01 Advertising	63.10
8399-01 ILL Loss/Damage	72.51
8404-01 Staff Recognition	524.82
8410-01 Printing	3,429.64
Total Advertising & Marketing	**4,644.06**
Bank Charges & Fees	
8396-01 Bank Charges & Fees	2,053.60
Total Bank Charges & Fees	**2,053.60**
Benefits	
7600-05 Health Insurance	17,392.43
7650-09 IMRF	13,411.47
7660-06 Unemployment Insurance	-1,800.14
7670-01 Taxes-Fica Expense	16,039.63
Total Benefits	**45,043.39**
Building Expense	
8306-07 Building Supplies & Maintenance	816.90

	Total
8308-07 Service Contracts	23,923.39
8330-01 Casual Labor	700.00
8335-07 Building Repairs	9,368.90
Total Building Expense	**34,809.19**
Computers/Technology	
8171-01 Tech Service	15,395.87
8175-01 SWAN	10,957.89
8180-01 Software	359.97
8190-01 Website	164.98
Total Computers/Technology	**26,878.71**
Legal & Professional Services	
8400-01 Accounting	5,512.00
8401-04 Audit	4,675.00
8402-01 Legal Fees	4,865.33
8405-01 Appraisal	285.00
8430-01 Payroll Expenses	4,198.68
8435-01 Background Checks	19.00
Total Legal & Professional Services	**19,555.01**
Library Materials	
8090-01 Adult A/V	1,744.86
8091-01 Children's A/V	962.30
8096-01 Teen A/V	587.21
8105-01 Adult Fiction/Non-Fiction	2,967.87
8106-01 Children Fiction / Non-Fiction	736.70
8107-01 Teen Fiction/Non-Fiction	857.15
8120-01 Newspapers	476.78
8130-01 Internet Databases	3,086.57
8140-01 Periodicals	0.00
Total Library Materials	**11,419.44**
Office Supplies & Software	
8202-01 Office Supplies	1,391.86
Total Office Supplies & Software	**1,391.86**
Programs & Strategic Initiatives	
8150-01 Children's Programs	2,275.59
8153-01 Teen Programs	761.06
8154-01 Makerspaces/library of things	1,117.68
8155-01 Adult Programs	1,945.73
8158-01 Strategic Initiatives	208.04
Total Programs & Strategic Initiatives	**6,308.10**
Salaries	
7504-01 Circulation	38,072.23
7505-01 Adult Services	23,045.64
7506-01 Youth Services	34,010.52

	Total
7507-01 Pages	0.00
7508-01 Adminstration	114,373.74
7509-01 Facilities	0.00
Total Salaries	**209,502.13**
Travel & Training	
7700-01 Educational Training Trustees	920.75
7800-01 Educational Staff Training	1,470.16
8342-01 Lodging, Meals, Mileage	308.27
8355-01 Memberships	960.00
Total Travel & Training	**3,659.18**
Utilities	
8301-07 Internet/Phone	9,481.58
8302-07 Electricity	9,360.57
8303-07 Gas	1,336.93
8304-07 Water/Garbage	1,552.35
Total Utilities	**21,731.43**
Total Expenses	**390,968.82**
NET OPERATING INCOME	**-158,202.95**
OTHER EXPENSES	
Other Miscellaneous Expense	
8395-01 Miscellaneous Expense	4,473.94
8490-01 Athene Program Expenses	3,621.04
Total Other Miscellaneous Expense	**8,094.98**
Total Other Expenses	**8,094.98**
NET OTHER INCOME	**-8,094.98**
NET INCOME	**$ -166,297.93**

Balance Sheet

As of October 31, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
1500-01 First American MM (5015)	525,052.33
1500-04 Cash-Audit Fund	6,168.31
1500-05 Cash-Liability Insurance Fund	-7,169.21
1500-06 Cash-Unemployment Ins Fund	202.80
1500-07 Cash-Building Fund	-348,682.49
1500-08 Cash-Social Security Fund	-28,739.36
1500-09 Cash-Pension Fund	-93,301.80
1500-10 Cash-Debt Service Fund	0.00
1500-11 Equipment Fund	0.00
1500-12 Cash - IMRF Fund	0.00
1500-13 Capital Projects	283,953.00
Total 1500-01 First American MM (5015)	**337,483.58**
1501-01 First American Checking (5001)	-10,216.14
1501-02 Athene Special Programs	11,740.91
Total 1501-01 First American Checking (5001)	**1,524.77**
1509-07 Cash - IPTIP IL Funds	77,141.88
1512-02 Kadlec Annuity #71797	40,848.99
Total Bank Accounts	**456,999.22**
Accounts Receivable	
2000-01 RE Taxes Receivable-Corp	508,219.23
2000-04 Taxes Receivable-Audit	4,133.89
2000-05 Taxes Receivable-Insurance	11,185.83
2000-06 Taxes Receivable-Liab Insur	2,188.53
2000-07 Taxes Recievable-Bldg Fund	40,414.89
2000-08 Taxes Receivable-SS Fund	23,344.33
2000-09 Taxes Receivable-Pension Fund	0.00
2000-12 Property Tax Recievable - IMRF	24,317.00
2100-01 Accounts Receivable	0.00
Total Accounts Receivable	**613,803.70**
Other Current Assets	
1500-01 Kadlec Annuity	300,720.37
1500-02 Kadlect Annuity #19563	120,202.23
1500-03 Kadlec Annuity #37743	441,601.79
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

11

	Total
2400-07 Prepaid Expense	0.00
Total Other Current Assets	**862,524.39**
Total Current Assets	**1,933,327.31**
TOTAL ASSETS	**$1,933,327.31**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
4100-01 Accounts Payable	0.00
4100-02 Accounts Payable UC Fund	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	3,314.52
4003-01 Child Support	0.00
4200-01 Accrued Wages	28,715.87
4220-01 Federal Withholding	0.00
4230-01 ICMA Retirement	435.94
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	508,219.23
4300-04 Deferred Tax Rev - Audit Fund	4,133.89
4300-05 Deferred Tax Rev Liability Fund	11,185.83
4300-06 Deferred Tax Rev Unemployment	2,188.53
4300-07 Deferred Tax Rev Building Fund	40,414.89
4300-08 Deferred Tax Rev SS	23,344.33
4300-09 Deferred Tax Rev Pension	0.00
4300-12 Deferred Tax Rev - IMRF	24,317.00
4470-07 Due to/from Corp - Building fund	0.00
Total Other Current Liabilities	**646,270.03**
Total Current Liabilities	**646,270.03**
Total Liabilities	**646,270.03**
Equity	
3200-00 Retained Earnings	11,242.00
5600-01 General Fund Balance	1,636,626.41
5600-02 Debt Service Fund Balance	0.00
5600-03 Capital Projects Fund Balance	283,953.00
5600-04 Audit Fund	6,168.31

	Total
5600-05 Public Liability Fund Balance	-7,169.21
5600-06 Unemployment Insurance Fund Balance	202.80
5600-07 Building Fund Balance	-352,950.37
5600-08 Social Security Fund Balance	-28,739.36
5600-09 Pension Fund Balance	-95,978.37
Opening Balance Equity	0.00
Net Income	-166,297.93
Total Equity	**1,287,057.28**
TOTAL LIABILITIES AND EQUITY	**$1,933,327.31**

North Riverside Public Library District
Budget vs. Actuals FY26
July - October 2025

	October 2025 MTD Actual	FY26 YTD Actual	FY26 Budget	over Budget	% of Budget
Income					
6903-01 Fines & Fees	989.58	1,916.13	3,000.00	-1,083.87	63.87%
6904-01 Donations	621.92	1,475.43	35,000.00	-33,524.57	4.22%
6905-01 Grants	0.00	13,509.27	100,000.00	-86,490.73	13.51%
6907-01 Credit Card Income	0.00	0.00	3,000.00	-3,000.00	0.00%
6920-01 Unrealized Income-Annuities	0.00	0.00	10,000.00	-10,000.00	0.00%
6906-01 Interest	712.71	4,940.21	10,000.00	-5,059.79	49.40%
6901-01 Property Tax	0.00	3,924.83	1,209,075.00	-1,205,150.17	0.32%
6915-07 Loan Proceeds	207,000.00	207,000.00	0.00	207,000.00	0.00%
Total Income	**$ 209,324.21**	**$ 232,765.87**	**$ 1,370,075.00**	**-$ 1,344,309.13**	**16.99%**
Expenses					
8360-01 Grants	1,864.75	3,972.72	100,000.00	-96,027.28	3.97%
8360-01 Petty Cash	438.86	0.00	0.00	0.00	0.00%
Advertising & Marketing					
8361-01 Donations	0.00	0.00	35,000.00	-35,000.00	0.00%
8365-01 Library Promotion	69.45	553.99	1,750.00	-1,196.01	31.66%
8370-01 Postage	0.00	0.00	2,000.00	-2,000.00	0.00%
8375-01 Advertising	0.00	63.10	0.00	63.10	0.00%
8385-01 Memorials & Tributes	0.00	0.00	200.00	-200.00	0.00%
8399-01 ILL Loss/Damage	0.00	72.51	250.00	-177.49	29.00%
8404-01 Staff Recognition	0.00	524.82	750.00	-225.18	69.98%
8408-01 Strategic Plan	0.00	0.00	2,500.00	-2,500.00	0.00%
8410-01 Printing	0.00	3,429.64	12,300.00	-8,870.36	27.88%
Total Advertising & Marketing	**$ 69.45**	**$ 4,644.06**	**$ 54,750.00**	**-$ 50,105.94**	**8.48%**
Bank Charges & Fees					
8396-01 Bank Charges & Fees	0.00	2,053.60	250.00	1,803.60	821.44%
Total Bank Charges & Fees	**$ 0.00**	**$ 2,053.60**	**$ 250.00**	**$ 1,803.60**	**821.44%**
Benefits					
7600-05 Health Insurance	4,693.62	17,392.43	34,000.00	-16,607.57	51.15%
7650-09 IMRF	4,900.67	13,411.47	52,440.00	-39,028.53	25.57%
7660-06 Unemployment Insurance	-1,622.08	-1,800.14	2,000.00	-3,800.14	-90.01%
7670-01 Taxes-Fica Expense	3,431.35	16,039.63	49,670.00	-33,630.37	32.29%
Total Benefits	**$ 11,403.56**	**$ 45,043.39**	**$ 138,110.00**	**-$ 93,066.61**	**32.61%**
Building Expense					
8306-07 Building Supplies & Maintenance	95.51	816.90	9,500.00	-8,683.10	8.60%
8308-07 Service Contracts	6,141.67	23,923.39	48,000.00	-24,076.61	49.84%
8315-07 Fees & Permits	0.00	0.00	2,200.00	-2,200.00	0.00%
8330-01 Casual Labor	200.00	700.00	1,100.00	-400.00	63.64%
8335-07 Building Repairs	565.00	9,368.90	75,000.00	-65,631.10	12.49%
Total Building Expense	**$ 7,002.18**	**$ 34,809.19**	**$ 135,800.00**	**-$ 100,990.81**	**25.63%**
Computers/Technology					
8171-01 Tech Service	4,281.54	15,395.87	17,500.00	-2,104.13	87.98%
8172-01 Computer Equipment	0.00	0.00	2,500.00	-2,500.00	0.00%
8175-01 SWAN	5,502.25	10,957.89	22,009.00	-11,051.11	49.79%
8180-01 Software	0.00	359.97	1,500.00	-1,140.03	24.00%
8190-01 Website	0.00	164.98	1,200.00	-1,035.02	13.75%
Total Computers/Technology	**$ 9,783.79**	**$ 26,878.71**	**$ 44,709.00**	**-$ 17,830.29**	**60.12%**

Insurance					
8460-05 Liability Insurance	0.00	0.00	23,000.00	-23,000.00	0.00%
Total Insurance	**$ 0.00**	**$ 0.00**	**$ 23,000.00**	**-$ 23,000.00**	**0.00%**
Interest Paid					
8601-02 Debt Service-Interest	0.00	0.00	7,500.00	-7,500.00	0.00%
8701-02 Debt Certificate Principle	0.00	0.00	29,300.00	-29,300.00	0.00%
Total Interest Paid	**$ 0.00**	**$ 0.00**	**$ 36,800.00**	**-$ 36,800.00**	**0.00%**
Legal & Professional Services					
8400-01 Accounting	990.00	5,512.00	15,000.00	-9,488.00	36.75%
8401-04 Audit	4,675.00	4,675.00	8,500.00	-3,825.00	55.00%
8402-01 Legal Fees	670.54	4,865.33	5,500.00	-634.67	88.46%
8405-01 Appraisal	0.00	285.00	550.00	-265.00	51.82%
8406-01 Collection Agency	0.00	0.00	150.00	-150.00	0.00%
8430-01 Payroll Expenses	1,140.17	4,198.68	11,500.00	-7,301.32	36.51%
8435-01 Background Checks	0.00	19.00	200.00	-181.00	9.50%
Total Legal & Professional Services	**$ 7,475.71**	**$ 19,555.01**	**$ 41,400.00**	**-$ 21,844.99**	**47.23%**
Library Materials					
8090-01 Adult A/V	98.37	1,744.86	8,000.00	-6,255.14	21.81%
8091-01 Children's A/V	0.00	962.30	2,800.00	-1,837.70	34.37%
8096-01 Teen A/V	0.00	587.21	2,200.00	-1,612.79	26.69%
8105-01 Adult Fiction/Non-Fiction	0.00	2,967.87	23,000.00	-20,032.13	12.90%
8106-01 Children Fiction / Non-Fiction	0.00	736.70	15,000.00	-14,263.30	4.91%
8107-01 Teen Fiction/Non-Fiction	0.00	857.15	7,000.00	-6,142.85	12.25%
8108-01 eBooks	0.00	0.00	5,000.00	-5,000.00	0.00%
8120-01 Newspapers	0.00	476.78	3,600.00	-3,123.22	13.24%
8130-01 Internet Databases	1,023.51	3,086.57	18,000.00	-14,913.43	17.15%
8140-01 Periodicals	0.00	0.00	900.00	-900.00	0.00%
Total Library Materials	**$ 1,121.88**	**$ 11,419.44**	**$ 85,500.00**	**-$ 74,080.56**	**13.36%**
Office Supplies & Software					
8202-01 Office Supplies	167.35	1,391.86	10,500.00	-9,108.14	13.26%
Total Office Supplies & Software	**$ 167.35**	**$ 1,391.86**	**$ 10,500.00**	**-$ 9,108.14**	**13.26%**
Programs & Strategic Initiatives					
8150-01 Children's Programs	399.82	2,275.59	6,500.00	-4,224.41	35.01%
8153-01 Teen Programs	99.82	761.06	2,800.00	-2,038.94	27.18%
8154-01 Makerspaces/library of things	0.00	1,117.68	3,500.00	-2,382.32	31.93%
8155-01 Adult Programs	499.82	1,945.73	5,500.00	-3,554.27	35.38%
8158-01 Strategic Initiatives	0.00	208.04	0.00	208.04	0.00%
Total Programs & Strategic Initiatives	**$ 999.46**	**$ 6,308.10**	**$ 18,300.00**	**-$ 11,991.90**	**34.47%**
Salaries					
7504-01 Circulation	8,041.40	38,072.23	130,908.00	-92,835.77	29.08%
7505-01 Adult Services	3,671.91	23,045.64	81,149.00	-58,103.36	28.40%
7506-01 Youth Services	7,622.12	34,010.52	83,447.00	-49,436.48	40.76%
7508-01 Adminstration	24,273.24	114,373.74	337,849.00	-223,475.26	33.85%
Total Salaries	**$ 43,608.67**	**$ 209,502.13**	**$ 633,353.00**	**-$ 423,850.87**	**33.08%**

Travel & Training					
7700-01 Educational Training Trustees	350.00	920.75	250.00	670.75	368.30%
7800-01 Educational Staff Training	0.00	1,470.16	4,750.00	-3,279.84	30.95%
8342-01 Lodging, Meals, Mileage	207.47	308.27	1,000.00	-691.73	30.83%
8355-01 Memberships	0.00	960.00	2,200.00	-1,240.00	43.64%
Total Travel & Training	**$ 557.47**	**$ 3,659.18**	**$ 8,200.00**	**-$ 4,540.82**	**44.62%**
Utilities					
8301-07 Internet/Phone	4,294.24	9,481.58	13,000.00	-3,518.42	72.94%
8302-07 Electricity	2,937.73	9,360.57	20,000.00	-10,639.43	46.80%
8303-07 Gas	322.89	1,336.93	4,000.00	-2,663.07	33.42%
8304-07 Water/Garbage	842.55	1,552.35	3,500.00	-1,947.65	44.35%
Total Utilities	**$ 8,397.41**	**$ 21,731.43**	**$ 40,500.00**	**-$ 18,768.57**	**53.66%**
8395-01 Miscellaneous Expense	52.16	4,473.94	0.00	0.00	0.00%
8490-01 Athene Program Expense	0.00	3,621.04	0.00	0.00	0.00%
Total Expenses	**$ 92,451.68**	**$ 390,968.82**	**$ 1,371,172.00**	**-$ 980,203.18**	**28.51%**
Net Operating Income	**$ 116,872.53**	**-$ 158,202.95**	**-$ 1,097.00**	**-$ 364,105.95**	**14421.42%**
Net Income	**$ 116,820.37**	**-$ 166,297.93**	**-$ 1,097.00**	**-$ 364,105.95**	**15159.34%**

TAX LEVY ORDINANCE

ORDINANCE 25-11-01
NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT
COOK COUNTY, ILLINOIS

FISCAL YEAR JULY 1, 2025 TO JUNE 30, 2026

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 #25-09-01 (Budget and Appropriations Ordinance) previously passed by the Board is incorporated by reference.

Section 2: A tax in the sum of $1,324,100 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, 2025, and ending June 30, 2026, for the specific objects and purposes indicated as follows:

Corporate Fund

Description	Appropriation ($)	Levy 2025 ($)
Salaries	685,250	656,200
A/V materials and services	29,000	15,750
Books	75,000	55,120
Periodicals	4,500	1,260
Other media	45,000	27,270
Library programs	85,975	17,850
Office supplies	25,500	13,650
Printing	38,975	14,700
Postage	10,000	3,150
Legal fees	45,855	5,775
Public information	16,875	6,825

Health insurance	75,500	35,700
Library promotion	65,750	30,950
Utilities	55,350	30,450
Telephone	19,425	14,700
Contingency	10,050	5,250
Information technology	107,200	48,300
Debt service costs	63,000	38,650
Accounting	35,750	16,800
Service contracts	71,000	51,450
Library trustees	7,500	525
Library staff education	15,000	6,825
Total	**1,677,335**	**1,097,100**

Buildings, Maintenance & Equipment

Description	Appropriation ($)	Levy 2025 ($)
Building supplies & maintenance	52,000	12,500
Building repairs	215,000	36,750
Casual labor and fees	10,900	1,150
Building improvements	160,000	36,500
Total	**459,750**	**86,900**

Social Security (FICA)

Description	Appropriation ($)	Levy 2025 ($)
Social Security tax	60,000	50,400
Total	**62,950**	**50,400**

Illinois Municipal Retirement Fund (IMRF)

Description	Appropriation ($)	Levy 2025 ($)
IMRF contribution	7,200	52,500
Total	**7,550**	**52,500**

Audit

Description	Appropriation ($)	Levy 2025 ($)
Audit expense	16,750	8,925
Total	**17,590**	**8,925**

Liability Insurance

Description	Appropriation ($)	Levy 2025 ($)
Public liability insurance	20,500	16,150
Workers' compensation insurance	6,200	2,100
Property insurance	7,800	3,150
Directors & Officers insurance	4,200	2,625
Total	**40,650**	**24,025**

Unemployment Compensation Insurance

Description	Appropriation ($)	Levy 2025 ($)
Unemployment insurance	7,500	4,725
Total	**7,875**	**4,725**

SUMMARY

Fund	Appropriation ($)	Levy 2025 ($)
Corporate	1,677,335	1,097,100
Buildings, Maintenance & Equipment	459,750	86,900
Social Security	62,950	50,400
IMRF	7,550	52,500
Audit	17,590	8,925
Liability Insurance	40,650	24,025
Unemployment Insurance	7,875	4,725
TOTAL	**2,273,700**	**1,324,575**

Section 3: 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 4: This Ordinance shall be in full force and effect from and after its passage.

PASSED this 17th day of November, 2025, pursuant to a roll call vote as follows:

AYES: _____
NAYS: _____
ABSENT: _____

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

ATTEST:
John Mathias, Secretary
Board of Library Trustees

(Seal)

Petition and Distribution of Literature

The North Riverside Public Library District recognizes the distribution of materials and presentations of petitions by individuals and groups is a fundamental right, protected by the First Amendment. The Library also upholds the rights of its customers and employees to enter and leave the Library safely, without being impeded or unduly hindered.

I. Solicitation includes activities such as conducting surveys; requesting or collecting signatures; distributing leaflets, posting yard signs or other material by individuals or groups; or selling or fundraising by nonprofit groups or individuals. "Solicitation" as used in this policy does not refer to panhandling. Panhandling is prohibited, as is solicitation for the benefit of a for-profit group.

   Solicitation is prohibited:

   - Inside the Library building;
   - In the entrances to the Library building;
   - Anywhere that interferes with uninhibited ingress/egress to the building;
   - In the Library parking lot;
   - In or around the Library drop-off box and the immediate surrounding area;
   - In areas designated by the Fire Department as fire/emergency lanes; and
   - Anywhere else solicitation, petitioning, leafleting and/or distribution of materials is prohibited by The Village of North Riverside.

   Setting up tables and/or chairs anywhere on Library property is prohibited unless approved in advance in writing by Library administration. All solicitation activities on Library property must comply with Village of North Riverside ordinances. Solicitors should consult the Village for ordinances and regulations.

   Solicitation, including fundraising or selling of objects, is not permitted anywhere within the Library facilities, except in a Library meeting room among attendees of a group's meeting or program with prior approval from Library administration.

Solicitation is subject to compliance with the Library's Code of Conduct.

The Library reserves the right to deny or limit the time, place and manner of the sale of merchandise and services or solicitation of donations.

II. It is prohibited to block, hinder, interfere or otherwise impede customers and staff wishing to exit or enter the building, or seek to intimidate customers or staff into signing a petition or accepting a leaflet anywhere on Library property.

III. The Library provides Library-designated display counters and tables for printed materials. Brochures and other print pieces intended for placement on Library-designated display counters or tables are subject to Library Policy. In no case will Library employees participate in the distribution of anything other than Library-related materials.

IV. It is recommended that all parties wishing to solicit anywhere on Library property notify the Library's business office seventy-two (72) hours in advance.

V. By Soliciting anywhere on Library property, all solicitors acknowledge and agree that:

A. The Library does not assume responsibility for any harm or injury suffered by persons circulating petitions or distributing leaflets, or by those who are signing a petition.

B. The presence of persons circulating petitions for signatures or distributing leaflets outside the Library facility does not constitute the Library's endorsement of any candidate, nor does it constitute support or opposition of the subject matter of any initiative or referendum.

C. The presence of a person circulating petitions or distributing leaflets outside the Library facility does not constitute the Library's endorsement of the policies, beliefs or political affiliations of any person or group circulating petitions for signatures or distributing leaflets.

Adopted: November 2025?

Purchasing

Under the discretion of the director or his/her designee, staff shall have the authority to purchase books and other materials for the public, standard supplies and replacements as outlined in the annual budget.

The director or his/her designee is authorized to enter into routine repair and maintenance contracts as permitted by the budget without prior Board approval.

The director or his/her designee also is authorized to approve routine Library purchases up to ~~$2,500~~ **$3,000** as permitted by the budget without prior Board approval.

Purchases under $25,000:
Whenever practical, the director or his/her designee should obtain at least three estimates before purchasing services, equipment or materials for the Library. A purchase contract should be awarded to the lowest qualified bidder with the approval of the Board of Trustees as necessary.

Purchases over $25,000:
Specifications and a contract must be prepared for expenditures estimated to exceed $20,000. A one-time legal notice should be placed in a local newspaper of general circulation inviting bids. Specifications and instructions to bidders should be distributed to those firms identified as appropriate, and any firms which request specifications and instructions. A closing time and date shall be specified for all bids, which will be publicly opened and read at that time. All instructions to bidders should note that the Board reserves the right to reject any or all bids, and may waive irregularities. Staff should refer all bids to the Board with an analysis and a recommendation for acceptance or rejection.

Insurance:
All companies bidding on insurance coverage for the Library shall have an A.M. Best Co. rating of at least A- or the equivalent.

Adopted: October 2012
Revised: October 2019
Revised: November 2025

Request for Reconsideration

The choice of library resources by a library user is an individual matter. While a person may reject resources for oneself, he or she may not restrict access to those resources by other library users.

The North Riverside Public Library recognizes that certain resources are controversial and that any given item may offend some library user. The procedures enumerated below have been developed to assure that the requests of those who disagree with the inclusion of specific items in the collection are handled in an attentive and consistent manner.

A library user who requests the reconsideration of a library resource will be referred immediately to the department manager. This staff member will discuss the Selection of Materials Policy and the application of selection principles.

If a library user insists that an item be withdrawn from the collection, the library's procedure for reconsideration will be carefully explained and followed. A separate Request for Reconsideration of a Library Resource form must be filled out for each item.

The procedure for the reconsideration of a library resource consists of the following:

- The person requesting the material be reviewed must be a North Riverside Library patron with an active library card.
- The library user must complete the Request for Reconsideration of a Library Resource Form which will be submitted to the appropriate department manager.
- The Request will be reviewed using the general criteria of the Resource Selection Policy and reviews from recognized evaluative sources to determine whether retention of the item would be in violation of the Resource Selection Policy.
- The library director will respond in writing to the library user regarding the recommendation of professional librarian staff.

An appeal of this recommendation may be made to the Library Board of Trustees. Such appeal must not exceed two pages and must include copies of both the original Request for Reconsideration of a Library Resource form and the library director's written response. The Library Board will review the staff decision based on whether or not the particular item conforms to the

General Criteria outlined in the Resource Selection Policy. The Board of Trustees will then make the final determination of the matter, notifying the library user in writing of this action, in a timely manner.

The decision on reconsideration of a specific item will remain in effect for three years.

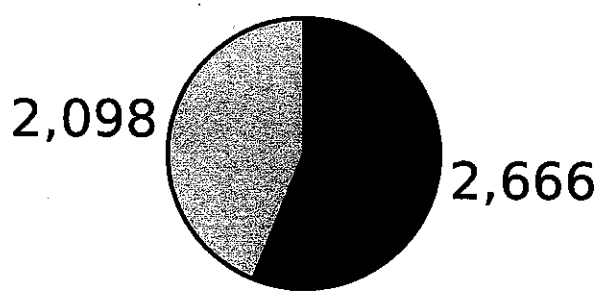
During the review process the Library will take appropriate action to insure that the item will continue to be available.

Item Library

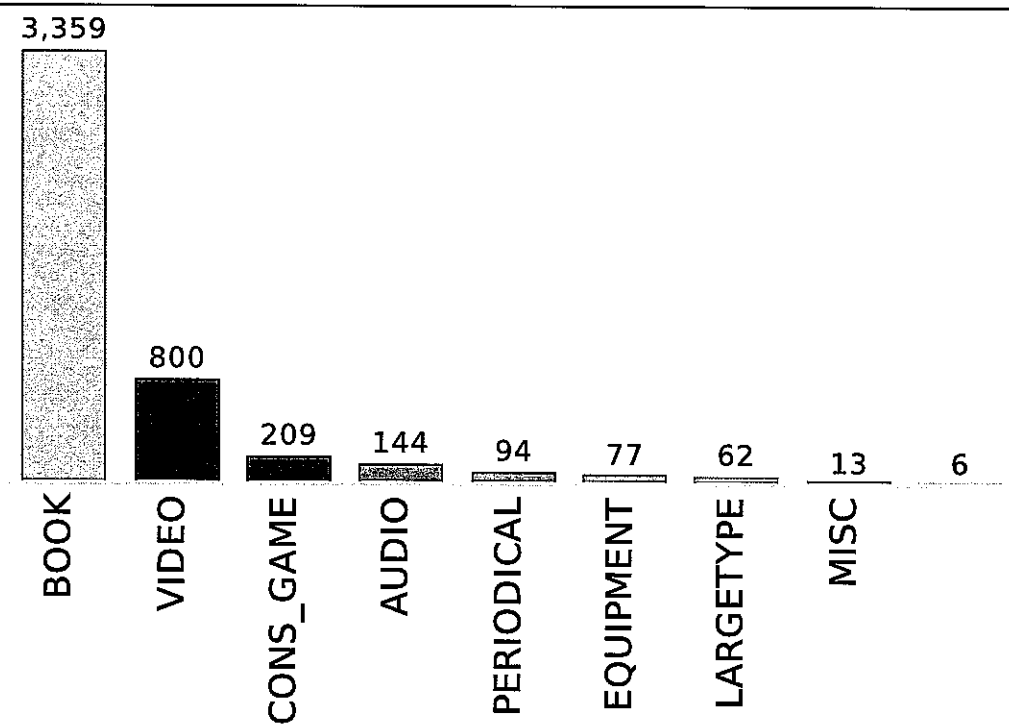
NRS

Checkouts & Renewals of Your Items

Trans Stat Command Desc	Transactions	% of Total
Total	**4,764**	**100.00%**
Charge Item Part B	2,666	55.96%
Renew Item	2,098	44.04%



Item Cat1	Transactions	% of Total
Total	**4,764**	**100.00%**
BOOK	3,359	70.51%
VIDEO	800	16.79%
CONS_GAME	209	4.39%
AUDIO	144	3.02%
PERIODICAL	94	1.97%
EQUIPMENT	77	1.62%
LARGETYPE	62	1.30%
MISC	13	0.27%
	6	0.13%



Item Library

NRS

Checkouts & Renewals of Your Items

Item Type	Transactions	% of Total
Total	**4,764**	**100.00%**
BOOK	3,126	65.62%
DVD_FEAT	543	11.40%
BOOK_NEW	303	6.36%
CONSOLEGAM	190	3.99%
PERIODICAL	97	2.04%
BLURAY_FEA	88	1.85%
DVD_NEWFEA	80	1.68%
DVD_BOXSET	56	1.18%
CD_AUDIO	47	0.99%
LARGETYPE	44	0.92%
EQUIPMENT	32	0.67%
TOY	31	0.65%
LARGETYPEN	21	0.44%
CD_SPOKEN	19	0.40%
CONSOLENEW	19	0.40%
DVD	16	0.34%
EQUIPMENTC	16	0.34%
BLURAY_NFE	11	0.23%
MISC_NONPR	8	0.17%
DVD_BOXNEW	4	0.08%
NS_ILL_VID	3	0.06%
BLURAY_BOX	2	0.04%
CD_NEW	2	0.04%
CD_SPOKNEW	2	0.04%
NS_ILL_PRT	2	0.04%
AUDIO	1	0.02%
DVD_FEAT_L	1	0.02%

Item Home Location	Transactions	% of Total
Total	**4,764**	**100.00%**
STACKS_JUV	2,233	46.87%
STACKS	1,764	37.03%
YOUNGADULT	319	6.70%
NEW_ADULT	286	6.00%
NEW_JUV	122	2.56%
NEW_YA	33	0.69%
ILL_IN	5	0.10%
ASK_STAFF	2	0.04%

27

Item Library

NRS

Checkouts & Renewals of Your Items

User Library	Trans Stat User Profile Name	Transactions	% of Total
Total		**4,764**	**100.00%**
NRS	**NRS_ADULT**	2,244	47.10%
	NRS_JUV	568	11.92%
RSS	**RSS_ADULT**	243	5.10%
BRS	**BRS_ADULT**	142	2.98%
OPS	**OPS_PATRON**	113	2.37%
BYS	**BYS_ADULT**	108	2.27%
WVD	**WVD_PATRON**	84	1.76%
FPS	**FPS_ADULT**	83	1.74%
BFS	**BFS_PATRON**	62	1.30%
DGS	**DGS_PATRON**	54	1.13%
GVD	**GVD_PATRON**	51	1.07%
CIS	**CIS_ADULT**	49	1.03%
SCD	**SCD_PATRON**	47	0.99%
BLD	**BLD_PATRON**	42	0.88%
GED	**GED_PATRON**	34	0.71%
ILL_LIBS	**CHICAGO_P**	30	0.63%
LPS	**LPS_PATRON**	28	0.59%
INS	**INS_PATRON**	24	0.50%
OZS	**OPS_PATRON**	24	0.50%
TPS	**TPS_PATRON**	24	0.50%
WRS	**WRS_PATRON**	24	0.50%
BDD	**BDD_PATRON**	23	0.48%
EPS	**EPS_PATRON**	23	0.48%
FPS	**FPS_JUV**	23	0.48%
VPD	**VPD_PATRON**	23	0.48%
WMS	**WMS_PATRON**	22	0.46%
GHS	**GHS_PATRON**	21	0.44%

28

Item Library

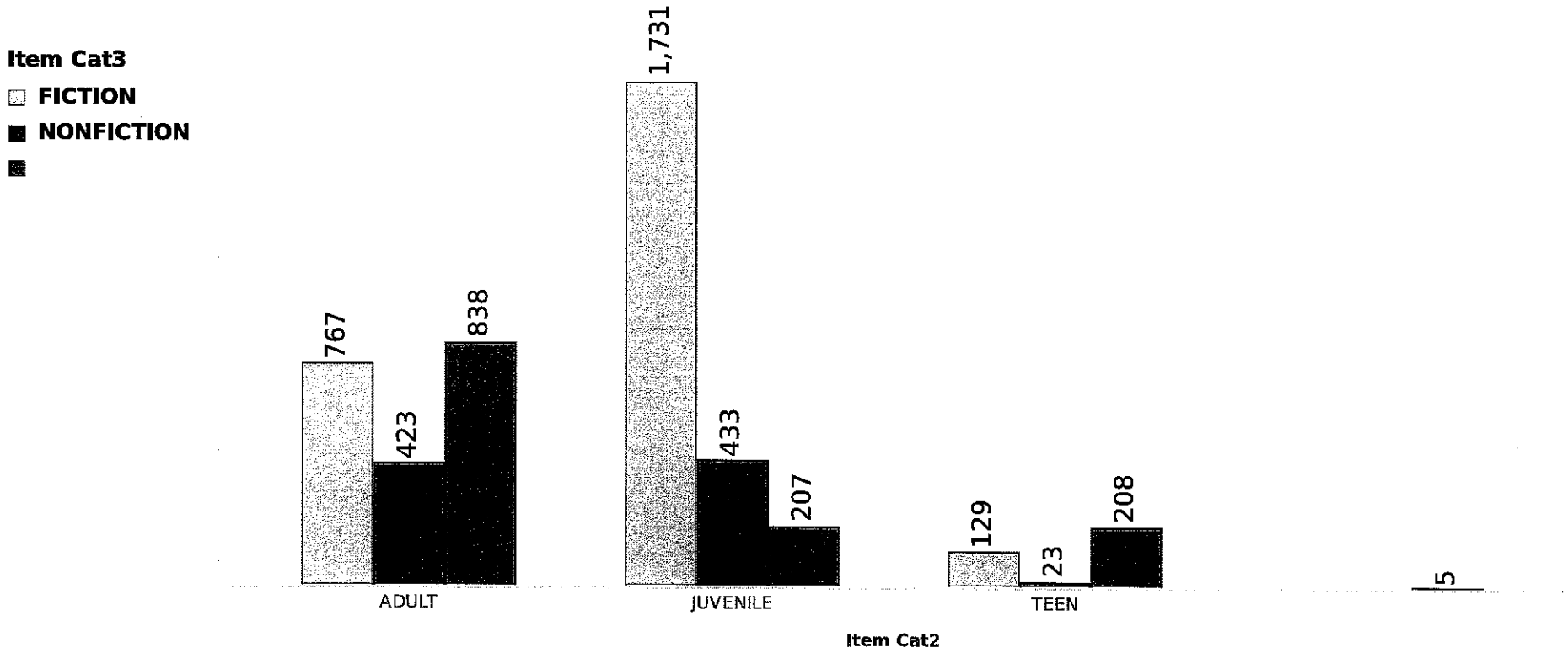
NRS

Checkouts & Renewals of Your Items

Item Cat2	Transactions	% of Total
ADULT	2,028	42.57%
JUVENILE	2,371	49.77%
TEEN	360	7.56%
	5	0.10%
Total	**4,764**	**100.00%**

Item Cat3	Transactions	% of Total
FICTION	2,627	55.14%
NONFICTION	879	18.45%
	1,258	26.41%
Total	**4,764**	**100.00%**

Circs by Cat2 & Cat3

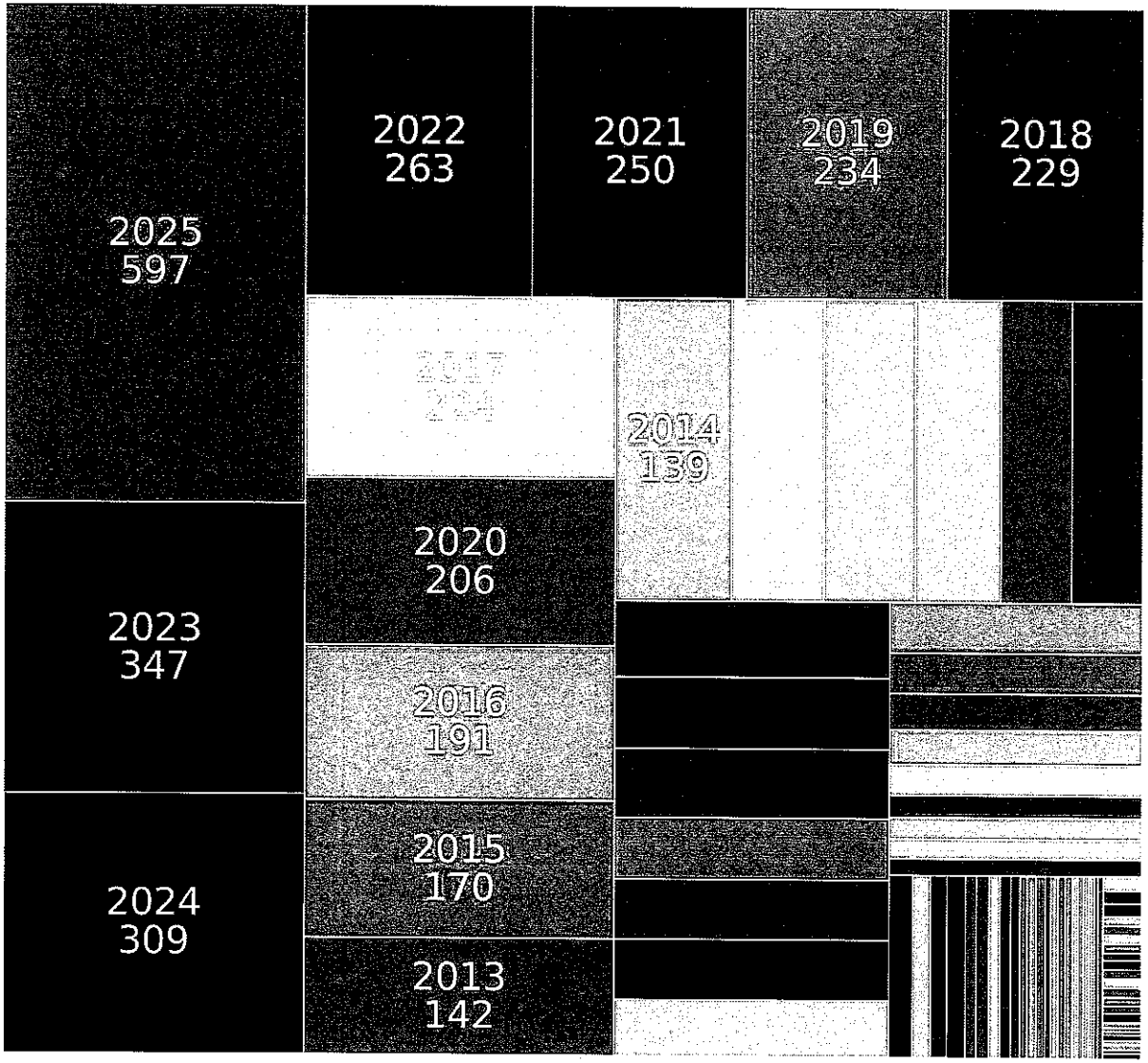


Item Library

NRS

Checkouts & Renewals of Your Items

Publication Year	Transactions	% of Total
Total	**4,764**	**100.00%**
2025	597	12.53%
2023	347	7.28%
2024	309	6.49%
2022	263	5.52%
2021	250	5.25%
2019	234	4.91%
2018	229	4.81%
2017	224	4.70%
2020	206	4.32%
2016	191	4.01%
2015	170	3.57%
2013	142	2.98%
2014	139	2.92%
2011	112	2.35%
2012	111	2.33%
2010	104	2.18%
2004	86	1.81%
2009	84	1.76%
2006	82	1.72%
2008	78	1.64%
2005	76	1.60%
2003	68	1.43%
2002	66	1.39%
2007	66	1.39%
0	61	1.28%
2000	50	1.05%
1999	40	0.84%
1997	37	0.78%
1998	35	0.73%



30

Station Library

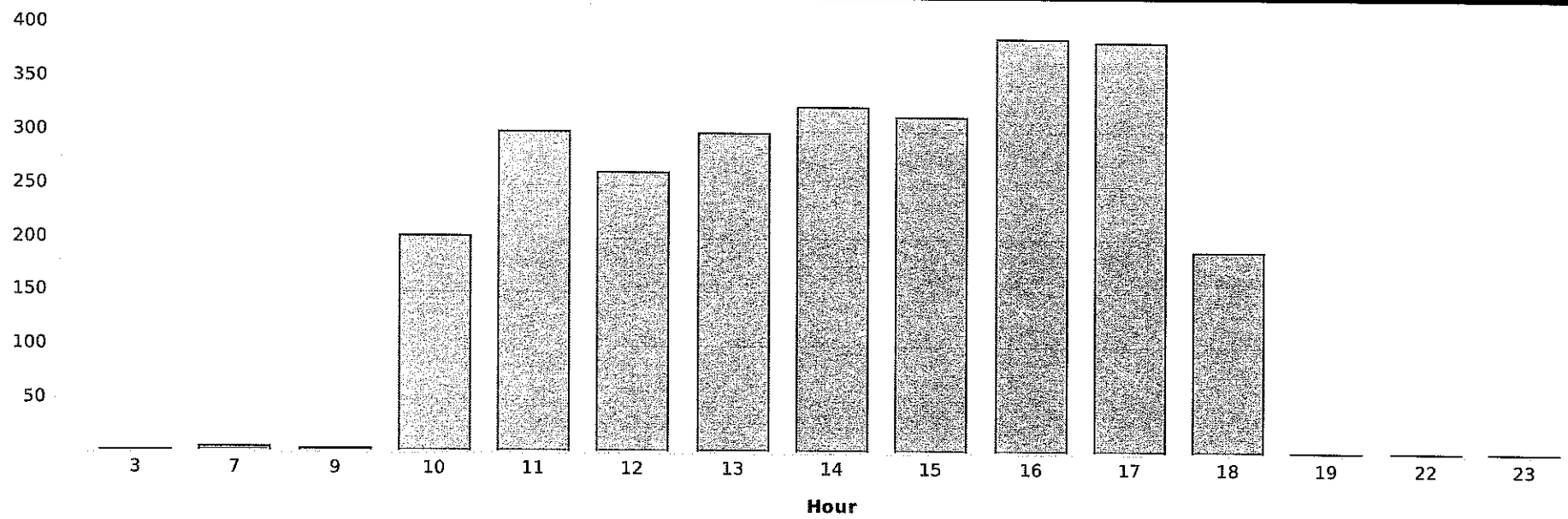
NRS

Checkouts & Renewals at Your Library

Trans Stat Command Desc	Transactions	% of Total
Total	**4,436**	**100.00%**
Charge Item Part B	2,462	55.50%
Renew Item	1,974	44.50%

Trans Stat Station Login User Access	Transactions	% of Total
Total	**4,436**	**100.00%**
AUTORENEW	1,766	39.81%
NRSCIRCSR	1,577	35.55%
SIPCHK	624	14.07%
NRSTECHSR	450	10.14%
PUBLIC	19	0.43%

Average Transactions per Hour



21

Station Library

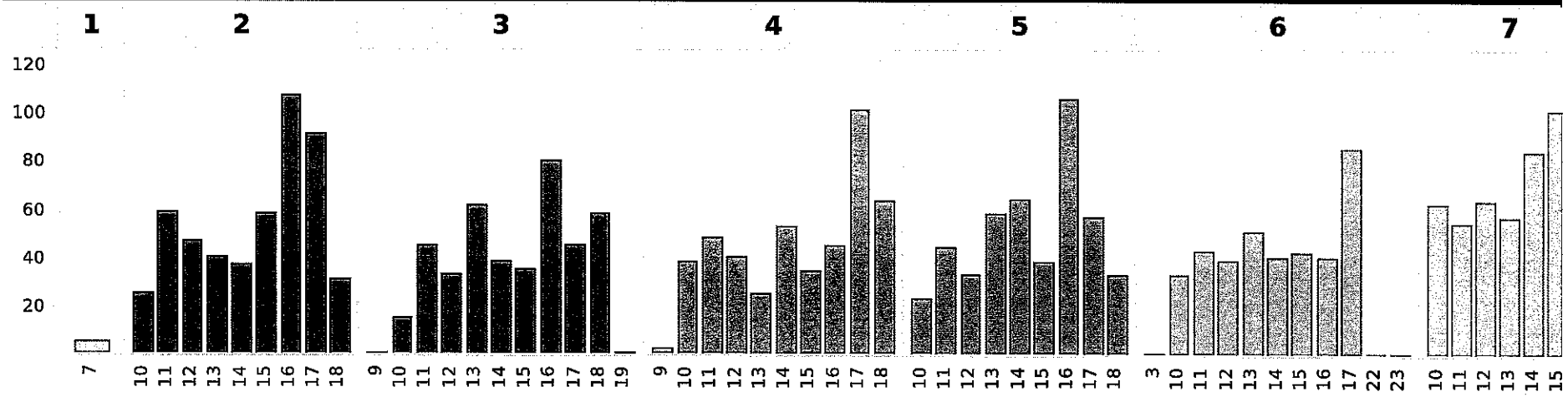
NRS

Checkouts & Renewals at Your Library

Trans Stat Dow	Transactions	% of Total
Sunday	6	0.22%
Monday	504	18.88%
Tuesday	421	15.77%
Wednesday	459	17.19%
Thursday	465	17.42%
Friday	384	14.38%
Saturday	431	16.14%

Hour	Transactions	% of Total
7	6	0.22%
9	4	0.15%
10	202	7.57%
11	299	11.21%
12	261	9.79%
13	298	11.17%
14	322	12.07%
15	314	11.77%
16	387	14.51%
17	384	14.40%
18	189	7.09%
19	1	0.04%

Circs by Hour and Day



32

Station Library

NRS

Checkouts & Renewals at Your Library

Library Users at Your Library

User Library	Transactions	% of Total
Total	**2,670**	**100.00%**
NRS	2,118	79.33%
RSS	179	6.70%
BRS	89	3.33%
FPS	77	2.88%
BYS	56	2.10%
WVD	38	1.42%
BFS	35	1.31%
CIS	19	0.71%
EPS	10	0.37%
ILL_LIBS	9	0.34%
OPS	9	0.34%
LPS	7	0.26%
WCS	6	0.22%
MWS	5	0.19%
GHS	4	0.15%
OZS	3	0.11%
LGS	2	0.07%
SFS	2	0.07%
CRS	1	0.04%
HSS	1	0.04%

Library Items at Your Library

Item Library	Transactions	% of Total
Total	**2,670**	**100.00%**
NRS	2,189	81.99%
SCD	21	0.79%
GED	20	0.75%
TPS	15	0.56%
ADD	14	0.52%
BDD	13	0.49%
DGS	13	0.49%
OLS	13	0.49%
OPS	12	0.45%
BYS	11	0.41%
MED	11	0.41%
VPD	11	0.41%
WDD	11	0.41%
FMS	10	0.37%
FRS	10	0.37%
ESS	9	0.34%
BIS	8	0.30%
FPD	8	0.30%
INS	8	0.30%
ITD	8	0.30%
RPS	8	0.30%
RSS	8	0.30%

33

Station Library

NRS

Checkouts & Renewals by Library & User Profile at Your Library

Library Users/Profiles at Your Library

User Library	Trans Stat User Profile Name	Transactions	% of Total
Total		**2,670**	**100.00%**
NRS	NRS_ADULT	1,760	65.92%
	NRS_JUV	352	13.18%
RSS	RSS_ADULT	168	6.29%
BRS	BRS_ADULT	89	3.33%
FPS	FPS_ADULT	58	2.17%
BYS	BYS_ADULT	54	2.02%
WVD	WVD_PATRON	38	1.42%
BFS	BFS_PATRON	35	1.31%
FPS	FPS_JUV	19	0.71%
CIS	CIS_ADULT	17	0.64%
RSS	RSS_JUV	11	0.41%
EPS	EPS_PATRON	10	0.37%
ILL_LIBS	CHICAGO_P	9	0.34%
OPS	OPS_PATRON	9	0.34%
LPS	LPS_PATRON	7	0.26%
WCS	WCS_PATRON	6	0.22%
MWS	MWS_ADULT	5	0.19%
GHS	GHS_PATRON	4	0.15%
NRS	NRSCIRCM	3	0.11%
OZS	OPS_PATRON	3	0.11%
BYS	BYS_JUV	2	0.07%
CIS	CIS_JUV	2	0.07%
LGS	LGS_PATRON	2	0.07%
NRS	NRSCIRCSR	2	0.07%
SFS	SFS_ADULT	2	0.07%
CRS	CRS_PATRON	1	0.04%
HSS	HSS_PATRON	1	0.04%

Library Items/Profiles at Your Library

Item Library	Trans Stat User Profile Name	Transactions	% of Total
Total		**2,670**	**100.00%**
NRS	NRS_ADULT	1,383	51.80%
	NRS_JUV	287	10.75%
	RSS_ADULT	157	5.88%
	BRS_ADULT	88	3.30%
	BYS_ADULT	50	1.87%
	FPS_ADULT	49	1.84%
	WVD_PATRON	37	1.39%
	BFS_PATRON	30	1.12%
	FPS_JUV	19	0.71%
GED	NRS_ADULT	16	0.60%
NRS	CIS_ADULT	15	0.56%
SCD	NRS_ADULT	14	0.52%
ADD	NRS_ADULT	12	0.45%
TPS	NRS_ADULT	12	0.45%
BDD	NRS_ADULT	11	0.41%
DGS	NRS_ADULT	11	0.41%
OLS	NRS_ADULT	11	0.41%
OPS	NRS_ADULT	11	0.41%
FRS	NRS_ADULT	10	0.37%
NRS	EPS_PATRON	10	0.37%
	RSS_JUV	10	0.37%
ESS	NRS_ADULT	9	0.34%
MED	NRS_ADULT	9	0.34%
NRS	OPS_PATRON	9	0.34%
VPD	NRS_ADULT	9	0.34%
WDD	NRS_ADULT	9	0.34%
BIS	NRS_ADULT	8	0.30%
BYS	NRS_ADULT	8	0.30%

34

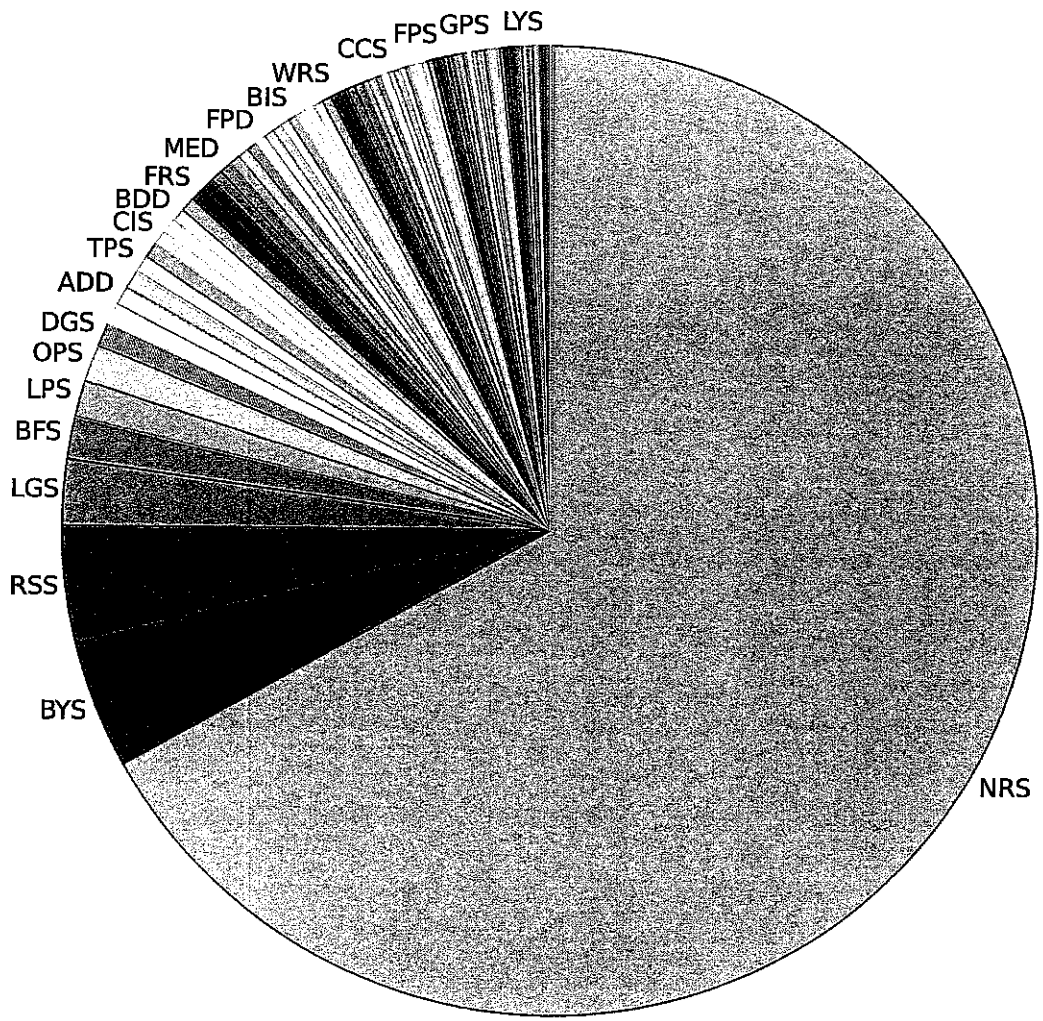
User Library

NRS

Checkouts & Renewals from Your Patrons

Item Library	Transactions	% of Total
Total	**4,217**	**100.00%**
NRS	2,818	66.82%
BYS	178	4.22%
RSS	165	3.91%
LGS	94	2.23%
BFS	59	1.40%
LPS	52	1.23%
OPS	51	1.21%
DGS	35	0.83%
SCD	28	0.66%
ADD	27	0.64%
GED	27	0.64%
TPS	24	0.57%
RFS	23	0.55%
CIS	20	0.47%
OLS	20	0.47%
BDD	19	0.45%
ESS	19	0.45%
FRS	19	0.45%
INS	19	0.45%
HDS	17	0.40%
MED	17	0.40%
ITD	16	0.38%
VPD	16	0.38%

Your Users Checkout Items from...



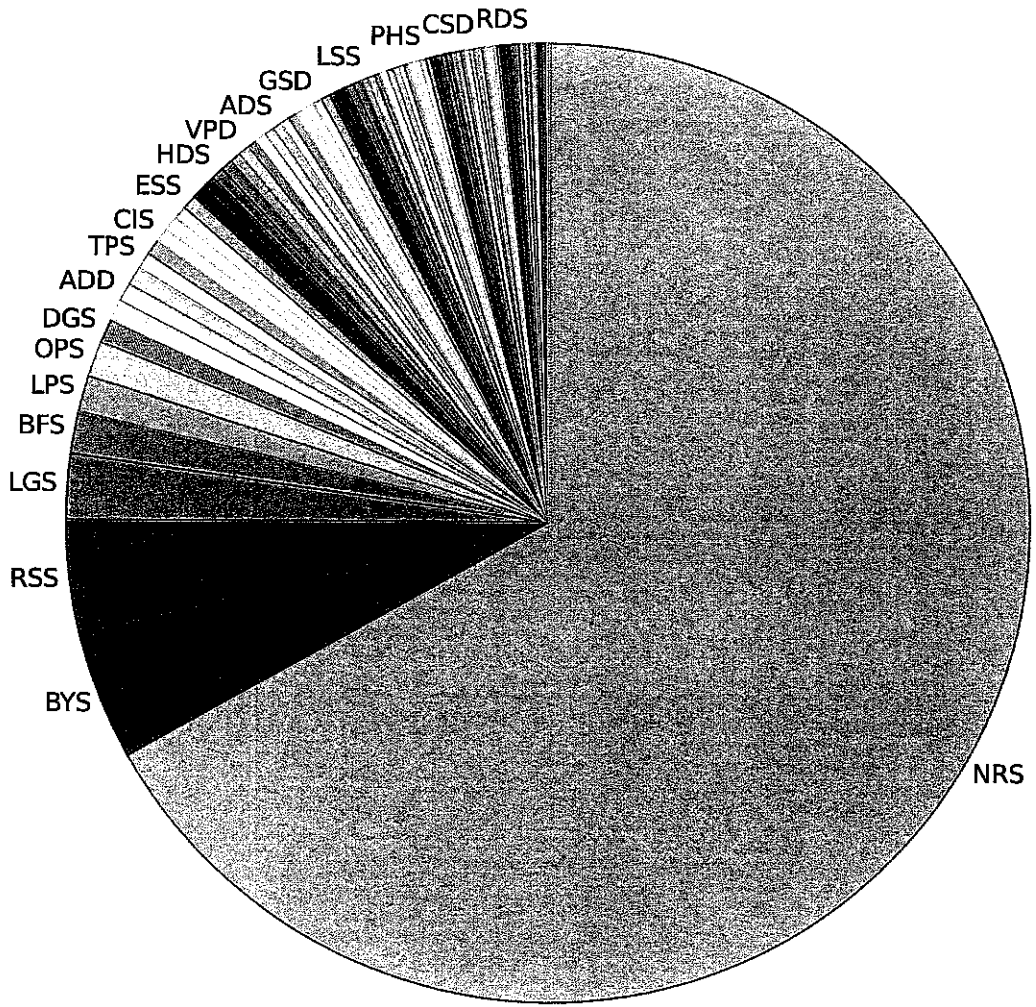
User Library

NRS

Checkouts & Renewals from Your Patrons

Station Library	Transaction	% of Total
Total	**4,217**	**100.00%**
NRS	3,487	82.69%
RSS	193	4.58%
BYS	191	4.53%
LGS	84	1.99%
BFS	79	1.87%
LPS	55	1.30%
OPS	26	0.62%
RFS	23	0.55%
CIS	14	0.33%
DGS	12	0.28%
OES	9	0.21%
BVS	8	0.19%
HDS	8	0.19%
TFS	7	0.17%
FPS	6	0.14%
ESS	4	0.09%
BRS	3	0.07%
WRS	3	0.07%
LGS_D	2	0.05%
MWS	1	0.02%
OBD	1	0.02%
SWS	1	0.02%

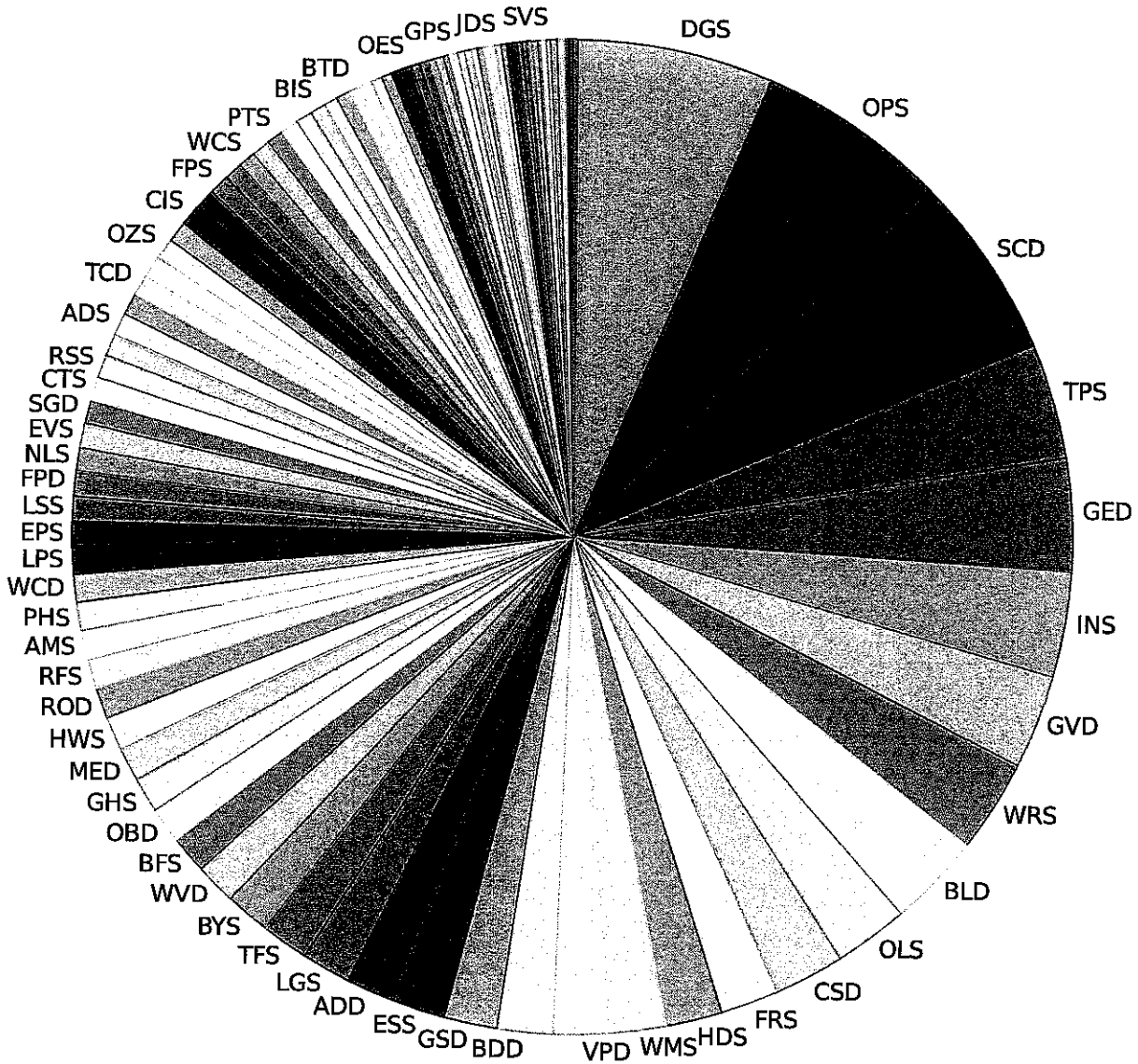
Your Users Checkout at...



Checkouts & Renewals from all SWAN Libraries

Item Library	Transactions	% of Total
Total	**1,030,702**	**100.00%**
DGS	65,317	6.34%
OPS	62,840	6.10%
SCD	62,462	6.06%
TPS	38,570	3.74%
GED	37,995	3.69%
INS	35,363	3.43%
GVD	31,617	3.07%
WRS	31,251	3.03%
BLD	31,046	3.01%
OLS	24,856	2.41%
CSD	23,591	2.29%
FRS	19,555	1.90%
HDS	18,872	1.83%
WMS	18,608	1.81%
VPD	18,593	1.80%
BDD	18,548	1.80%
GSD	17,711	1.72%
ESS	17,110	1.66%
ADD	16,485	1.60%
LGS	16,185	1.57%
TFS	15,980	1.55%
BYS	14,946	1.45%
WVD	13,939	1.35%
BFS	12,628	1.23%
OBD	11,612	1.13%
GHS	11,458	1.11%
MED	11,357	1.10%
HWS	11,293	1.10%
ROD	10,190	0.99%
RFS	10,164	0.99%
AMS	9,814	0.95%
PHS	9,351	0.91%
WCD	9,233	0.90%

Item Circs by Item Library

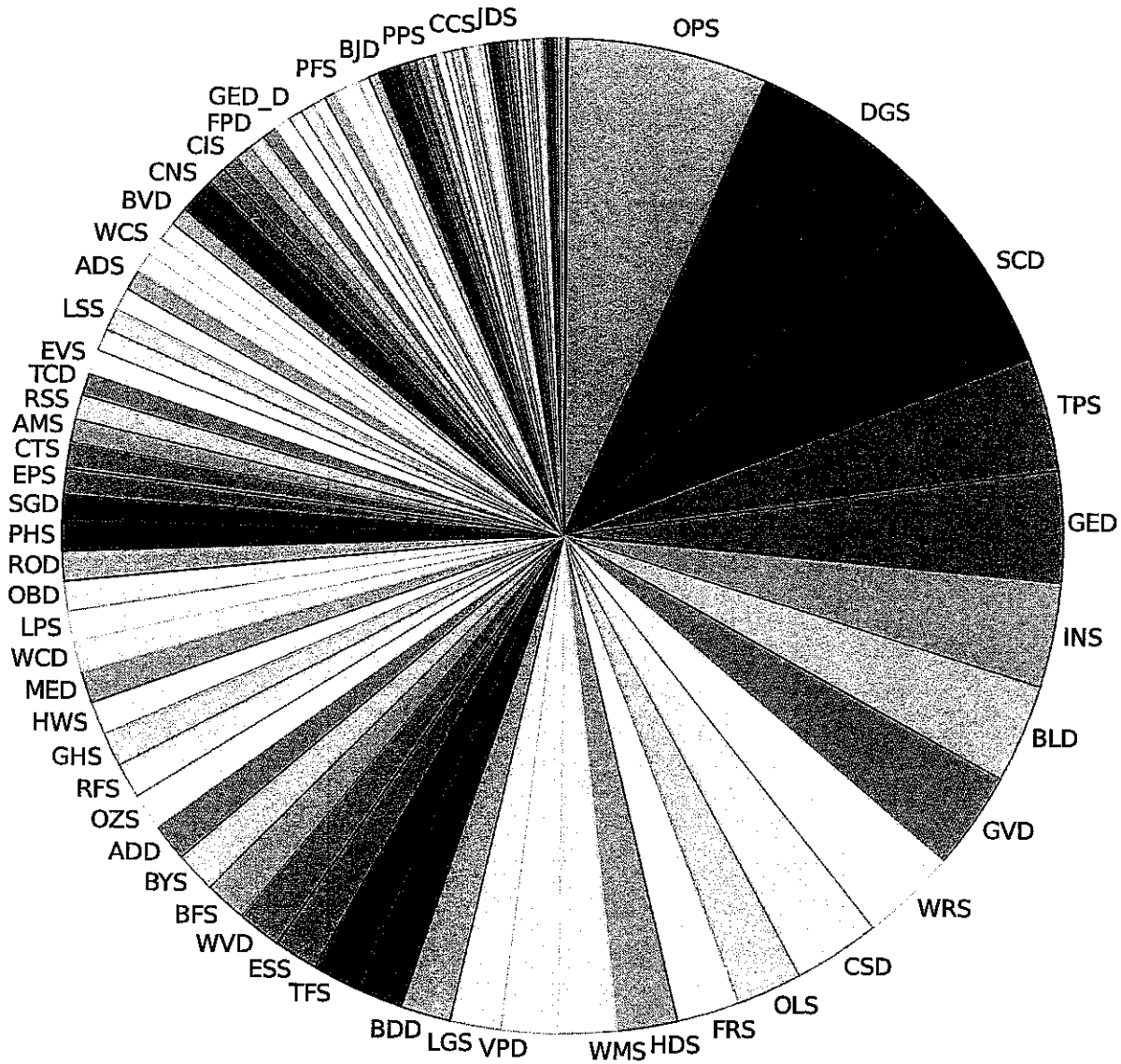


37

Checkouts & Renewals from all SWAN Libraries

Station Library	Transactions	% of Total
Total	**1,030,702**	**100.00%**
OPS	66,598	6.46%
DGS	66,270	6.43%
SCD	62,793	6.09%
TPS	38,161	3.70%
GED	36,890	3.58%
INS	35,294	3.42%
BLD	33,329	3.23%
GVD	33,075	3.21%
WRS	31,885	3.09%
CSD	28,881	2.80%
OLS	22,025	2.14%
FRS	20,852	2.02%
HDS	20,094	1.95%
WMS	19,584	1.90%
VPD	18,719	1.82%
LGS	17,115	1.66%
BDD	16,437	1.59%
GSD	15,626	1.52%
TFS	15,298	1.48%
ESS	14,602	1.42%
WVD	14,496	1.41%
BFS	14,312	1.39%
BYS	13,814	1.34%
ADD	12,730	1.24%
OZS	11,771	1.14%
RFS	11,660	1.13%
GHS	11,568	1.12%
HWS	10,919	1.06%
MED	10,862	1.05%
WCD	10,446	1.01%
LPS	10,122	0.98%
OBD	9,929	0.96%
ROD	9,598	0.93%

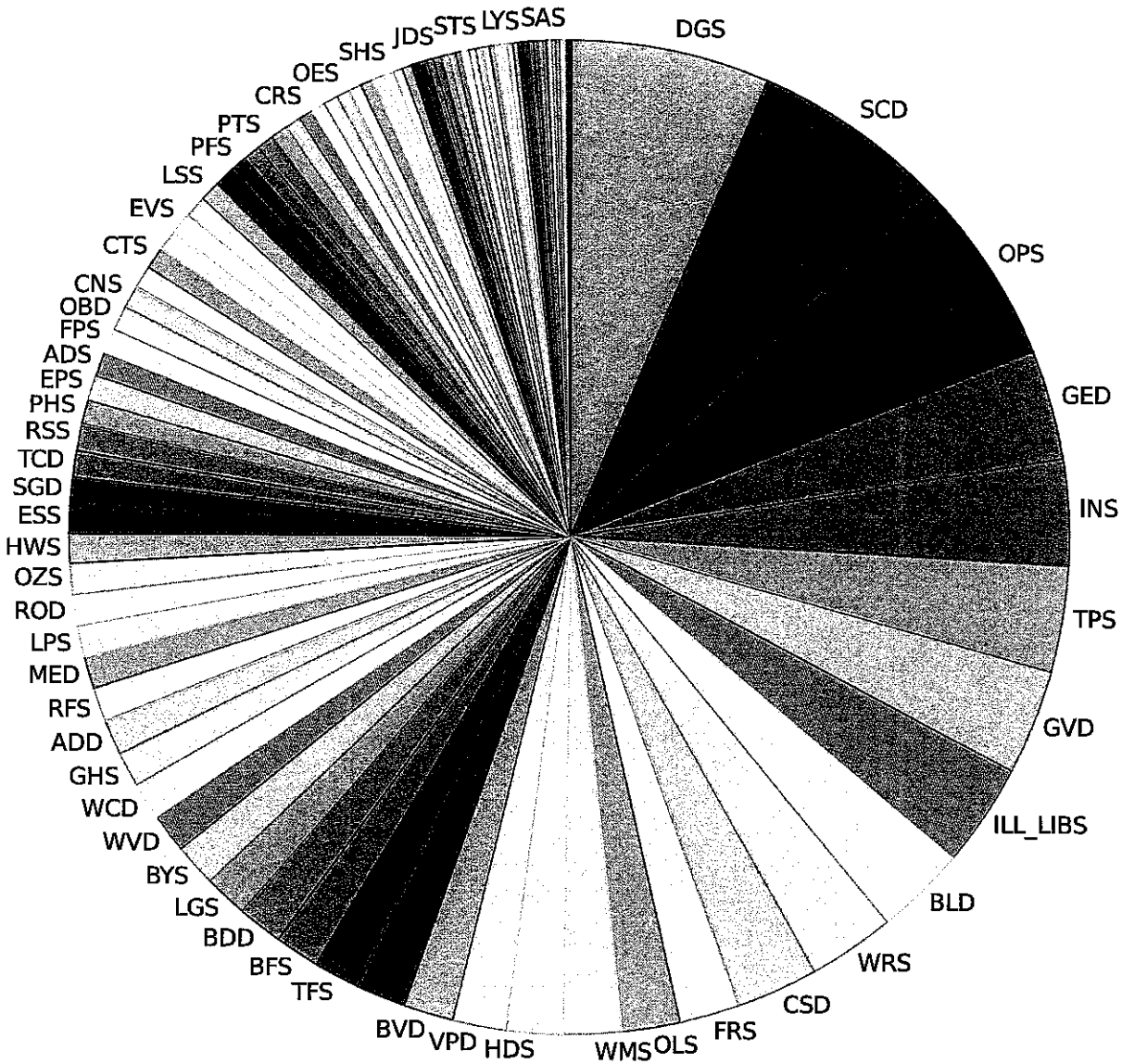
Item Circs by Station Library



Checkouts & Renewals from all SWAN Libraries

User Library	Transactions	% of Total
Total	**1,030,702**	**100.00%**
DGS	65,820	6.39%
SCD	64,453	6.25%
OPS	63,485	6.16%
GED	36,801	3.57%
INS	35,671	3.46%
TPS	35,670	3.46%
GVD	35,207	3.42%
ILL_LIBS	34,619	3.36%
BLD	30,231	2.93%
WRS	28,825	2.80%
CSD	27,702	2.69%
FRS	19,876	1.93%
OLS	19,416	1.88%
WMS	19,415	1.88%
HDS	18,647	1.81%
VPD	17,985	1.74%
BVD	16,525	1.60%
GSD	16,319	1.58%
TFS	15,319	1.49%
BFS	15,110	1.47%
BDD	14,723	1.43%
LGS	14,555	1.41%
BYS	14,422	1.40%
WVD	13,414	1.30%
WCD	12,059	1.17%
GHS	11,841	1.15%
ADD	11,554	1.12%
RFS	11,129	1.08%
MED	10,990	1.07%
LPS	10,606	1.03%
ROD	10,437	1.01%
OZS	10,092	0.98%
HWS	9,928	0.96%

Item Circs by User Library



39