



**NORTH RIVERSIDE
PUBLIC LIBRARY**

NORTH RIVERSIDE, IL

**North Riverside Public Library District
Board of Trustees
Regular Meeting, June 17th, 2024
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. Consent Agenda

Secretary:

- a. Minutes of the May 20th, 2024 Regular Board Meeting
- b. Minutes of the June 3rd, 2024 Committee of the Whole Meeting
- c. Correspondence

Treasurer:

- a. May 2024 Financial Statements
- b. Authorization to transfer \$90,000 from the money market account which currently has a balance as of 06/13/2024 of:
 - a. First American Money Market: \$172,905.11
 - b. First American Checking: \$6,374.12
 - c. IL Fund: \$456,812.45
 - i. Total: \$636,091.68

4. President's Report

- A. Board action log (informational)

5. Director's Report

- A. See attached Director and Department Head Reports

6. Committee Reports

- A. Advocacy (Otteweller) (informational)
- B. Building & Grounds (Rouleau) (informational)
- C. Finance (Mathias) (informational)
- D. Personnel (Gordon) (informational)
- E. Policy (Bonnar) (informational)
- F. Strategic Planning (Johnson/Corgiat) (informational)
- G. Grants (Starosta) (informational)

7. New Business



**NORTH RIVERSIDE
PUBLIC LIBRARY**

NORTH RIVERSIDE, IL

- A. Draft FY25 Working Budget (action)
 - B. Non-resident Ordinance (action)
 - C. Annual Meeting and Closure Ordinance (action)
- 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 July 15th, 2024 at 6:00 p.m.

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

2400 S. DesPlaines Avenue
North Riverside, IL 60546

Minutes of the meeting of May 20, 2024

1. Open of Meeting

A. The meeting was called to order by Trustee Corgiat at 6:00 p.m. Roll call was taken.
Present: Trustee Annette Corgiat, Trustee Greg Gordon, Trustee John Mathias, Trustee Jeanne Ottenweller Trustee Ken Rouleau
Trustee Kyle Johnson was present remotely
Absent: Trustee Kathy Bonnar
Also Present: Jill Cannizzo & Director Starosta

B. A quorum was established.

C. There were no visitors present tonight.

D. I, Trustee Mathias make a motion to approve the agenda as presented. I, Trustee Rouleau second the motion. All ayes, motion carried.

2. Open Forum

No one was present.

3. Consent Agenda

A. I, Trustee Mathias make a motion to approve the consent agenda as presented. I, Trustee Gordon second the motion. All ayes, motion carried.
Ayes: Trustee Kathy Bonnar, Trustee Annette Corgiat, Trustee Greg Gordon, Trustee

Secretary

- a. All read and agree to the minutes of the April 15th regular Board meeting and the May 6th Committee of the whole meeting..
- b. A thank you note from the family of Guy Belmonte.

Treasurer

- a. April 2024 Financial Statements – Director Starosta will add the current statements on the drive.
- b. Authorization to transfer \$90,000 from the money market account which currently has a balance of \$232,902.50 in Checking -2,855.97, and \$454,718.54 in IL Fund as of 4/10/2024.

4. President's Report

Board Action Log – All committees are up to date now and the lists are on the drive Fourth of July is coming. President Corgiat and Director Starosta are working on it.

5. Director's Report

Director Starosta sends weekly emails. If there are any questions about these reports, email her. Her focus right now is Summer Reading Program. Programs are still running and they are very well attended and some of them even have had wait lists. They are working on ways to help with that. There have been FOIA audits recently. They are asking how to see certain documents. Director Starosta has been emailing staff ways to

deal with these people. Director Starosta is the only FOIA officer so if she is not available they need to make an appointment to see her.

6. Committee Reports

A. Advocacy (Trustee Ottenweller)

Nothing to report tonight.

B. Buildings & Grounds (Trustee Rouleau)

Trustee Rouleau reported there has been one bid on the fence. The fence didn't cause any damage so there was not a claim filed. To replace the fence and get rid of the old stuff is \$11,247, for the shadow box. The flat board is \$10,863, not much difference. Looking for more prices. That is all going on for now. When they come out to do the roof inspection they will core the roof to see how it is doing. The roof is not urgent to replace so this will wait for now.

C. Finance (Trustee Mathias)

Trustee Mathias reported that when he met with Director Starosta there was over \$454,000 in the IL Fund and they have a good interest rate so it will be left there. Capital One Credit Card there was almost \$500 in interest and fees. It is now set up to for auto pay so that should alleviate those fees. Budget Trustee Mathias and Director Starosta worked together and are good on the income side. Trustee Mathias was asking if the business community could help the Library financially. He was thinking to have a business come in and meet to ask if they could support the Library. He will look into this further. Maybe a business expo close to the holidays. He also reported that if anyone knows of any companies that might be interested in supporting the Library let him know.

D. Personnel (Trustee Gordon)

Trustee Gordon reported that the Director's review is close to being ready to go. Director Starosta is working on a companion portion of the review for the staff. Elisabeth is leaving in Youth Services. The position is posted. There is an internal candidate that will need to interview along with any others that are interested.

E. Policy (Trustee Bonnar)

Trustee Bonnar is absent, Director Starosta reported that section 1 is on the agenda to approve and section 2 is being worked on.

F. Strategic Planning (Trustee Johnson)

Trustee Johnson had nothing to report tonight.

G. Grants (Director Starosta)

Director Starosta reported that there are no new grants right now.

7. New Business

A. Draft FY25 Working Budget

The income side is good. The building repairs was raised. The open issue is the 2 or 3% COLA. Everyone look at that and then let Trustee Mathias know your opinion. Trustee Gordon mentioned that to renew the 7% for employees and something else would have to give to cover this. He also said that he thinks merit should be rewarded. He doesn't know what the dollar amount should be right now. Director Starosta said she will work on that. Right now there is 0 budget for strategic planning. He feels that there

should be something in the budget for that. Director Starosta said that may be able to be put into the 2026 budget. There was some discussion about the grants not being put into revenue.

B. Draft Director's Review

This was discussed pretty thoroughly at the committee of the whole. Director Starosta got director's reviews from about 6 other libraries near-by. They were not identical but were very similar. Trustee Gordon took them and then created the one he has to use here. This is much more clear than the one that was used previously. Trustee Gordon reported that this is the final version that will be used soon.

C. Updated Section 1 of the Policy Manual

I, Trustee Rouleau make a motion to approve the updated Section 1 of the Policy Manual. I Trustee Gordon second the motion. All ayes, motion carried.

D. Updated Director's Succession Plan

I, Trustee Gordon make a motion to approve the Updated Director's Succession Plan. I, Trustee Mathias second the motion. All ayes, motion carried.

8. I, Trustee Rouleau make a motion to adjourn the meeting at 7:16 p.m. I, Trustee Ottenweller second the motion. All ayes, motion carried.

The next Board meeting is scheduled for June 17, 2024 at 6:00 p.m.

Respectfully Submitted
Jill M. Cannizzo

North Riverside Public Library

2400 S. Des Plaines Avenue
North Riverside, Illinois 60546

Minutes
Committee of the Whole
Board of Trustees
June 3rd, 2024

1. Open of Meeting

- A. Call to order - The meeting was called to order by President Corgiat at 6:15pm.
- B. Determination of quorum - In attendance: Annette Corgiat, Greg Gordon, John Mathias, Kyle Johnson and Jeanne Ottenweller. Absent: Kathy Bonnar and Ken Rouleau. Also attending: Natalie Starosta.
- C. Recognition of visitors to the meeting - No visitors attended.
- D. Approval of agenda and requested changes to agenda - Treasurer Mathias made a motion to approve the agenda as written. Motion seconded by Secretary Johnson. Vote - all aye. Motion carried.

2. Open Forum

No comments.

3. Advocacy

- A. Advocacy Ideas - No report.

4. Building & Grounds

- A. Lower Level update discussion - Trustee Rouleau was absent, Director Starosta informed the Board that there was nothing to report.
- B. Painting/wall repair update - Trustee Rouleau was absent; Director Starosta informed the Board that the wall repairs and painting have been completed in the men's bathroom and are in process in the women's bathroom. Treasurer Mathias noted that he just signed a check for the painting.
- C. FY25 Repair/Replacement plans - Trustee Rouleau was absent, Director Starosta informed the Board that the plan is in progress.

5. Finance

- A. Draft working budget - Treasurer Mathias reviewed the current bank balances: 1st American Bank at 220,000 and 1,900 and IL Fund at 454,000. He noted that increased revenue will mean the any increases in costs will be less of an issue for the library. He talked about the Village newsletter showing the amount of tax revenue that goes to the Village and noted that the Library should do something similar. Trustee Ottenweller noted that that would be an advocacy point. Treasurer Mathias asked trustees to continue thinking of ideas in increasing revenue, fund raisers, advocating with other libraries for

the State to increase the tax cap, explore other possibilities. President Corgiat asked Director Starosta if all of our programs are free. They are. She asked if we could start charging for our programs. Director Starosta noted that many of our programs are grant funded and charging would not following the grant expectations and that charging would put us in direct competition with the Village's Recreation Department. Treasurer Mathias has been working on comparing percentages of staff wages and benefits prior to the 7%COLA increase from last year with wages of 554,000 divided by the property tax income (not total income) of 990,000 equals 56%; and then 660,000 divided by the property tax income which equaled 67.2%, total property tax of 50.6% and 60.8%. He will continue to compare numbers but is waiting to receive current numbers from the accountants for the remaining 2 months of the fiscal year. He noted that the current proposed budget includes a 2% COLA, 3% COLA and 3% COLA + small amount of merit raise but he expressed concern over the lack of let income remaining funds "left over". President Corgiat was concerned about the funding required to replace the fence panels and how that can be added to the budget. Treasurer Mathias said that he wasn't sure but that it would need to be added to the fiscal year since it is planned. Director Starosta talked about the previous discussion with Treasurer Mathias about the breakdown of the amount budgeted for 8335 Building Repairs which includes funding specifically for the fence replacement along with several other planned expenditures including \$60,000 for the lower level update. Treasurer Mathias said that he will need actual numbers for the final two months of the fiscal year before he can recommend the 2% COLA, 3% COLA and 3% COLA + small amount of merit raise options. He also talked about the need to pay off the loan that the Library took to replace the HVAC system and concern over paying interest/tax payer money to the bank. Secretary Johnson asked why he couldn't simply estimate the final two months of the fiscal year in order to make a recommendation. Treasurer Mathias stated he will need the real numbers to proceed.

- B. Review B&M Ordinance - Treasurer Mathias noted that this is a yearly ordinance passed for .2%. There were no questions. Treasurer Mathias asked this be put on the Board agenda as an action item in July.

6. Personnel

- A. Draft director's review - Vice President Gordon noted again that the director's evaluation form has changed to include categories and required comments and that there will be a separate staff form. He also informed the Board that the Director's Year in Review was also shared and follows along with the categories in the new review form to assist with the evaluation. President Corgiat asked if this form was from HR Source. Vice President Gordon said that it was originally and is used by several other libraries with the same or very

similar questions. With no other comments, Vice President Gordon told the Board they would be distributed shortly. Treasurer Mathias asked about the staff DEI committee that Director Starosta had talked about and what DEI is. Trustee Ottenweller talked about how DEI is about creating an inclusive environment. Director Starosta offered to send Trustees links to DEI trainings. President Corgiat noted that she had heard about companies doing away with DEI committees and initiatives. Trustee Ottenweller said she has not heard of that but that she had heard about companies getting rid of specific quotas for DEI type hiring. President Corgiat said DEI was a way that companies were getting rid of employees. President Corgiat and Treasurer Mathias expressed concern over the library's Pride displays. Trustee Ottenweller asked if there had been any feedback. Director Starosta noted that the library had received very positive feedback about the modest displays. President Corgiat asked about Juneteenth. Director Starosta noted that many libraries are closed since it is a Federal holiday. President Corgiat expressed concern over the recent Mexican election in Chicago.

7. **Policy** - Trustee Bonnar was absent; Director Starosta informed the Board that policy review would continue at the July CoW meeting.
8. **Strategic Planning** - Secretary Johnson noted that the Library will begin informal pole questions which will be in the front area of the library. President Corgiat asked for additional details about the questions. Secretary Johnson responded that this will not be a comprehensive survey but may help increase patron engagement and gather directly focused feedback to use in the future planning. He noted a concern that the questions asked in previous surveys have changed over time which makes direct comparisons difficult to track overtime. He would like to formalize a survey that will be used for each planning session. Director Starosta noted that she expects more response from the informal questions in the library than the survey responses based on previous data. Secretary Johnson noted that those responses will only be from library users rather than the non-user community. Treasurer Mathias asked if we could send out post cards to increase responses. Vice President Gordon noted that posting rotating questions in the library could become an interest point when people walk in. Treasurer Mathias said that information about the survey could be sent out in an email blast.
9. **Other Business**
 - A. Marketing Plan Consultant quotes - Tabled.
 - B. Annexation discussion - Hines - Hospital area - Tabled.
 - C. Committee responsibilities and expectations - President Corgiat said that she will be meeting with Director Starosta to discuss the committee responsibilities and expectations.
10. **Adjournment**

Motion made by Treasurer Mathias and seconded by Trustee Ottenweller to adjourn the meeting at 7:15pm.

The Library Board meeting is scheduled for Monday, June 17th, 2024 at 6:00pm.

Management Report

North Riverside Public Library District
For the period ended May 31, 2024



Prepared on
June 11, 2024

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Profit and Loss

July 2023 - May 2024

	Total
INCOME	
6903-01 Fines & Fees	4,762.22
6904-01 Donations	12,484.18
6905-01 Grants	55,190.27
Interest	
6906-01 Interest	16,821.60
Total Interest	16,821.60
Property Taxes	
6901-01 Property Tax	1,058,005.15
6901-04 Tax Revenue-Audit Fund	7,229.22
6901-05 Tax Revenue-Liability Ins	4,147.90
6901-06 Tax Revenue-Unemploy Ins	1,095.97
6901-07 Tax Revenue-Bldg Fund	50,958.35
6901-08 Tax Revenue-SS	37,448.09
6901-12 Property Tax - IMRF Fund	10,664.93
Total Property Taxes	1,169,549.61
Total Income	1,258,807.88
GROSS PROFIT	1,258,807.88
EXPENSES	
8360-01 Grants	26,642.80
Advertising & Marketing	
8365-01 Library Promotion	1,843.86
8370-01 Postage	820.91
8375-01 Advertising	2,402.06
8385-01 Memorials & Tributes	161.61
8399-01 ILL Loss/Damage	39.17
8404-01 Staff Recognition	2,459.57
8410-01 Printing	8,473.90
Total Advertising & Marketing	16,201.08
Bank Charges & Fees	
8396-01 Bank Charges & Fees	1,162.15
Total Bank Charges & Fees	1,162.15
Benefits	
7600-05 Health Insurance	35,424.74
7650-09 IMRF	39,024.36
7660-06 Unemployment Insurance	-255.48
7670-01 Taxes-Fica Expense	41,478.77
Total Benefits	115,672.39
Building Expense	
8306-07 Building Supplies & Maintenance	7,818.35

	Total
8308-07 Service Contracts	41,487.47
8315-07 Fees & Permits	1,007.00
8330-01 Casual Labor	750.00
8335-07 Building Repairs	49,535.50
Total Building Expense	100,598.32
Computers/Technology	
8171-01 Tech Service	43,816.85
8172-01 Computer Equipment	1,024.00
8175-01 SWAN	23,696.71
8180-01 Software	2,925.00
8190-01 Website	1,092.24
Total Computers/Technology	72,554.80
Insurance	
8460-05 Liability Insurance	20,344.00
Total Insurance	20,344.00
Interest Paid	
8601-02 Debt Service-Interest	4,497.17
8701-02 Debt Certificate Principle	27,800.00
Total Interest Paid	32,297.17
Legal & Professional Services	
8400-01 Accounting	11,262.00
8401-04 Audit	7,950.00
8402-01 Legal Fees	5,328.10
8405-01 Appraisal	425.00
8406-01 Collection Agency	88.65
8430-01 Payroll Expenses	9,196.66
Total Legal & Professional Services	34,250.41
Library Materials	
8090-01 Adult A/V	6,566.05
8091-01 Children's A/V	1,522.19
8096-01 Teen A/V	2,056.25
8105-01 Adult Fiction/Non-Fiction	17,725.83
8106-01 Children Fiction / Non-Fiction	11,907.27
8107-01 Teen Fiction/Non-Fiction	6,776.29
8120-01 Newspapers	3,723.12
8130-01 Internet Databases	12,884.74
8140-01 Periodicals	848.08
Total Library Materials	64,009.82
Office Supplies & Software	
8202-01 Office Supplies	8,733.33
Total Office Supplies & Software	8,733.33
Programs & Strategic Initiatives	

	Total
8150-01 Children's Programs	5,869.83
8153-01 Teen Programs	2,788.27
8154-01 Makerspaces/library of things	3,821.92
8155-01 Adult Programs	9,551.20
8158-01 Strategic Initiatives	619.21
Total Programs & Strategic Initiatives	22,650.43
Salaries	
7504-01 Circulation	101,067.70
7505-01 Adult Services	51,254.49
7506-01 Youth Services	89,707.83
7507-01 Pages	9,520.36
7508-01 Administration	276,514.48
7509-01 Facilities	17,235.21
Total Salaries	545,300.07
Travel & Training	
7700-01 Educational Training Trustees	75.00
7800-01 Educational Staff Training	4,411.98
8342-01 Lodging, Meals, Mileage	2,555.58
8355-01 Memberships	2,320.40
Total Travel & Training	9,362.96
Utilities	
8301-07 Internet/Phone	16,065.71
8302-07 Electricity	23,299.27
8303-07 Gas	5,412.33
8304-07 Water/Garbage	2,687.56
Total Utilities	47,464.87
Total Expenses	1,117,244.60
NET OPERATING INCOME	141,563.28
OTHER EXPENSES	
Other Miscellaneous Expense	
8395-01 Miscellaneous Expense	-2,077.98
Total Other Miscellaneous Expense	-2,077.98
Total Other Expenses	-2,077.98
NET OTHER INCOME	2,077.98
NET INCOME	\$143,641.26

Balance Sheet

As of May 31, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
1500-01 First American MM (5015)	173,267.20
1500-04 Cash-Audit Fund	1,396.00
1500-05 Cash-Liability Insurance Fund	12,319.00
1500-07 Cash-Building Fund	-0.27
1500-09 Cash-Pension Fund	-23,608.79
1500-10 Cash-Debt Service Fund	-32,297.17
1500-12 Cash - IMRF Fund	23,608.79
1500-13 Capital Projects	30,000.00
Total 1500-01 First American MM (5015)	184,684.76
1501-01 First American Checking (5001)	16,267.10
1509-07 Cash - IPTIP IL Funds	456,812.45
1512-02 Kadlec Annuity #71797	56,915.03
Total Bank Accounts	714,679.34
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
Total Other Current Assets	769,811.24
Total Current Assets	1,484,490.58
TOTAL ASSETS	\$1,484,490.58

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

4002-01 IMRF - Employee Contribution	1,666.84
4200-01 Accrued Wages	17,961.93

Total Other Current Liabilities **19,628.77**

Total Current Liabilities **19,628.77**

Total Liabilities **19,628.77**

Equity

3200-00 Retained Earnings	-87,999.45
5600-01 General Fund Balance	1,703,307.00
5600-03 Capital Projects Fund Balance	30,000.00
5600-04 Audit Fund	1,396.00
5600-05 Public Liability Fund Balance	11,900.00
5600-06 Unemployment Insurance Fund Balance	-3,383.00

	Total
5600-07 Building Fund Balance	-223,829.00
5600-08 Social Security Fund Balance	-18,304.00
5600-09 Pension Fund Balance	-91,867.00
Net Income	143,641.26
Total Equity	1,464,861.81
TOTAL LIABILITIES AND EQUITY	\$1,484,490.58



North Riverside Public Library District Budget vs. Actuals FY24 July - May 2024

	May 2024 MTD Actual	FY24 YTD Actual	FY24 Budget	over Budget	% of Budget
Income					
6901-14 Estimated loss due to property assessment appeals	0.00	0.00	-10,000.00	10,000.00	0.00%
6903-01 Fines & Fees	160.52	4,762.22	12,000.00	-7,237.78	39.69%
6904-01 Donations	456.87	12,484.18	35,000.00	-22,515.82	35.67%
6905-01 Grants	0.00	55,190.27	120,000.00	-64,809.73	45.99%
6907-01 Credit Card Income	0.00	0.00	2,500.00	-2,500.00	0.00%
6920-01 Unrealized Income-Annuities	0.00	0.00	20,000.00	-20,000.00	0.00%
6906-01 Interest	2,656.60	16,821.60	3,000.00	13,821.60	560.72%
6901-01 Property Tax	41,222.92	1,169,549.61	1,174,665.00	-5,115.39	99.56%
Total Income	\$ 44,496.91	\$ 1,258,807.88	\$ 1,357,165.00	-\$ 98,357.12	92.75%
Expenses					
8360-01 Grants	2,273.29	26,642.80	100,000.00	-73,357.20	26.64%
Advertising & Marketing					
8361-01 Donations	0.00	0.00	35,000.00	-35,000.00	0.00%
8365-01 Library Promotion	1,716.86	1,843.86	5,500.00	-3,656.14	33.52%
8370-01 Postage	12.67	820.91	3,200.00	-2,379.09	25.65%
8375-01 Advertising	0.00	2,402.06	4,500.00	-2,097.94	53.38%
8385-01 Memorials & Tributes	84.02	161.61	500.00	-338.39	32.32%
8399-01 ILL Loss/Damage	0.00	39.17	250.00	-210.83	15.67%
8404-01 Staff Recognition	1,412.70	2,459.57	2,500.00	-40.43	98.38%
8410-01 Printing	0.00	8,473.90	12,000.00	-3,526.10	70.62%
Total Advertising & Marketing	\$ 3,226.25	\$ 16,201.08	\$ 63,450.00	-\$ 47,248.92	25.53%
Bank Charges & Fees					
8396-01 Bank Charges & Fees	33.48	1,162.15	500.00	662.15	232.43%
Total Bank Charges & Fees	\$ 33.48	\$ 1,162.15	\$ 500.00	\$ 662.15	232.43%
Benefits					
7600-05 Health Insurance	3,680.18	35,424.74	32,000.00	3,424.74	110.70%
7650-09 IMRF	3,494.24	39,024.36	49,250.00	-10,225.64	79.24%
7660-06 Unemployment Insurance	1,267.58	-255.48	1,000.00	-1,255.48	-25.55%
7670-01 Taxes-Fica Expense	3,452.74	41,478.77	38,655.00	2,823.77	107.31%
Total Benefits	\$ 11,894.74	\$ 115,672.39	\$ 120,905.00	-\$ 5,232.61	95.67%
Building Expense					
8306-07 Building Supplies & Maintenance	490.10	7,818.35	12,000.00	-4,181.65	65.15%
8308-07 Service Contracts	5,918.87	41,487.47	30,500.00	10,987.47	136.02%
8315-07 Fees & Permits	0.00	1,007.00	1,950.00	-943.00	51.64%
8330-01 Casual Labor	100.00	750.00	900.00	-150.00	83.33%
8335-07 Building Repairs	7,677.50	49,535.50	30,000.00	19,535.50	165.12%
Total Building Expense	\$ 14,186.47	\$ 100,598.32	\$ 75,350.00	\$ 25,248.32	133.51%
Computers/Technology					
8171-01 Tech Service	3,714.43	43,816.85	25,000.00	18,816.85	175.27%
8172-01 Computer Equipment	82.31	1,024.00	5,000.00	-3,976.00	20.48%
8175-01 SWAN	5,943.25	23,696.71	24,500.00	-803.29	96.72%
8180-01 Software	726.86	2,925.00	1,500.00	1,425.00	195.00%
8190-01 Website	31.86	1,092.24	3,500.00	-2,407.76	31.21%
8195-01 Email	0.00	0.00	500.00	-500.00	0.00%
Total Computers/Technology	\$ 10,498.71	\$ 72,554.80	\$ 60,000.00	\$ 12,554.80	120.92%
Insurance					
8460-05 Liability Insurance	0.00	20,344.00	24,000.00	-3,656.00	84.77%
Total Insurance	\$ 0.00	\$ 20,344.00	\$ 24,000.00	-\$ 3,656.00	84.77%
Interest Paid					

8601-02 Debt Service-Interest	0.00	4,497.17	16,500.00	-12,002.83	27.26%
8701-02 Debt Certificate Principle	0.00	27,800.00	28,000.00	-200.00	99.29%
Total Interest Paid	\$ 0.00	\$ 32,297.17	\$ 44,500.00	-\$ 12,202.83	72.58%
Legal & Professional Services					
8400-01 Accounting	952.00	11,262.00	17,000.00	-5,738.00	66.25%
8401-04 Audit	0.00	7,950.00	9,200.00	-1,250.00	86.41%
8402-01 Legal Fees	238.24	5,328.10	6,000.00	-671.90	88.80%
8405-01 Appraisal	0.00	425.00	1,500.00	-1,075.00	28.33%
8406-01 Collection Agency	0.00	88.65	500.00	-411.35	17.73%
8430-01 Payroll Expenses	499.66	9,196.66	6,500.00	2,696.66	141.49%
8435-01 Background Checks	0.00	0.00	200.00	-200.00	0.00%
Total Legal & Professional Services	\$ 1,689.90	\$ 34,250.41	\$ 40,900.00	-\$ 6,649.59	83.74%
Library Materials					
8090-01 Adult A/V	518.45	6,566.05	9,200.00	-2,633.95	71.37%
8091-01 Children's A/V	670.57	1,522.19	3,600.00	-2,077.81	42.28%
8096-01 Teen A/V	0.00	2,056.25	3,300.00	-1,243.75	62.31%
8100-01 Replacement Materials	0.00	0.00	2,000.00	-2,000.00	0.00%
8103-01 Foreign Lang. Materials	0.00	0.00	3,000.00	-3,000.00	0.00%
8105-01 Adult Fiction/Non-Fiction	1,113.87	17,725.83	26,000.00	-8,274.17	68.18%
8106-01 Children Fiction / Non-Fiction	563.55	11,907.27	17,000.00	-5,092.73	70.04%
8107-01 Teen Fiction/Non-Fiction	875.03	6,776.29	9,500.00	-2,723.71	71.33%
8108-01 eBooks	0.00	0.00	6,500.00	-6,500.00	0.00%
8120-01 Newspapers	0.00	3,723.12	3,600.00	123.12	103.42%
8130-01 Internet Databases	2,503.37	12,884.74	18,000.00	-5,115.26	71.58%
8140-01 Periodicals	0.00	848.08	1,600.00	-751.92	53.01%
Total Library Materials	\$ 6,244.84	\$ 64,009.82	\$ 103,300.00	-\$ 39,290.18	61.96%
Office Supplies & Software					
8202-01 Office Supplies	812.08	8,733.33	13,500.00	-4,766.67	64.69%
Total Office Supplies & Software	\$ 812.08	\$ 8,733.33	\$ 13,500.00	-\$ 4,766.67	64.69%
Programs & Strategic Initiatives					
8150-01 Children's Programs	773.81	5,869.83	6,300.00	-430.17	93.17%
8153-01 Teen Programs	41.12	2,788.27	2,900.00	-111.73	96.15%
8154-01 Makerspaces/library of things	321.95	3,821.92	5,200.00	-1,378.08	73.50%
8155-01 Adult Programs	590.13	9,551.20	6,000.00	3,551.20	159.19%
8156-01 Technology Programs	0.00	0.00	750.00	-750.00	0.00%
8158-01 Strategic Initiatives	378.41	619.21	2,000.00	-1,380.79	30.96%
Total Programs & Strategic Initiatives	\$ 2,105.42	\$ 22,650.43	\$ 23,150.00	-\$ 499.57	97.84%
Salaries					
7504-01 Circulation	9,756.44	101,067.70	85,500.00	15,567.70	118.21%
7505-01 Adult Services	4,752.79	51,254.49	77,500.00	-26,245.51	66.13%
7506-01 Youth Services	7,295.49	89,707.83	95,000.00	-5,292.17	94.43%
7507-01 Pages	863.39	9,520.36	11,000.00	-1,479.64	86.55%
7508-01 Administration	22,705.54	276,514.48	300,000.00	-23,485.52	92.17%
7509-01 Facilities	0.00	17,235.21	30,000.00	-12,764.79	57.45%
Total Salaries	\$ 45,373.65	\$ 545,300.07	\$ 599,000.00	-\$ 53,699.93	91.04%
Travel & Training					
7700-01 Educational Training Trustees	0.00	75.00	500.00	-425.00	15.00%
7800-01 Educational Staff Training	298.00	4,411.98	5,500.00	-1,088.02	80.22%
8342-01 Lodging, Meals, Mileage	213.33	2,555.58	2,200.00	355.58	116.16%
8355-01 Memberships	0.00	2,320.40	2,450.00	-129.60	94.71%
8390-01 Mileage Reimbursement	0.00	0.00	0.00	0.00	
Total Travel & Training	\$ 511.33	\$ 9,362.96	\$ 10,650.00	-\$ 1,287.04	87.92%
Utilities					
8301-07 Internet/Phone	-857.39	16,065.71	12,300.00	3,765.71	130.62%
8302-07 Electricity	-1,153.24	23,299.27	16,500.00	6,799.27	141.21%
8303-07 Gas	609.98	5,412.33	8,860.00	-3,447.67	61.09%
8304-07 Water/Garbage	0.00	2,687.56	5,000.00	-2,312.44	53.75%

Total Utilities	-\$ 1,400.65	\$ 47,464.87	\$ 42,660.00	\$ 4,804.87	111.26%
8395-01 Miscellaneous Expense	396.03	(2,077.98)	0.00	0.00	0%
Total Expenses	\$ 97,449.51	\$ 1,117,244.60	\$ 1,321,865.00	-\$ 204,620.40	84.52%
Net Operating Income	-\$ 53,348.63	\$ 143,641.26	\$ 35,300.00	\$ 106,263.28	406.92%
Net Income	-\$ 53,348.63	\$ 143,641.26	\$ 35,300.00	\$ 106,263.28	406.92%



North Riverside Public Library District

Balance Sheet As of May 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1500-01 First American MM (5015)	173,267.20
1500-04 Cash-Audit Fund	1,396.00
1500-05 Cash-Liability Insurance Fund	12,319.00
1500-06 Cash-Unemployment Ins Fund	0.00
1500-07 Cash-Building Fund	-0.27
1500-08 Cash-Social Security Fund	0.00
1500-09 Cash-Pension Fund	-23,608.79
1500-10 Cash-Debt Service Fund	-32,297.17
1500-11 Equipment Fund	0.00
1500-12 Cash - IMRF Fund	23,608.79
1500-13 Capital Projects	30,000.00
Total 1500-01 First American MM (5015)	184,684.76
1501-01 First American Checking (5001)	16,267.10
1509-07 Cash - IPTIP IL Funds	456,812.45
1512-02 Kadlec Annuity #71797	56,915.03
Total Bank Accounts	\$714,679.34
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
2400-07 Prepaid Expense	0.00
Total Other Current Assets	\$769,811.24
Total Current Assets	\$1,484,490.58
TOTAL ASSETS	\$1,484,490.58



North Riverside Public Library District

Balance Sheet As of May 31, 2024

	TOTAL
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	1,666.84
4003-01 Child Support	0.00
4200-01 Accrued Wages	17,961.93
4220-01 Federal Withholding	0.00
4230-01 ICMA Retirement	0.00
4240-01 State Withholding	0.00
4250-01 FICA Withholding	0.00
4265-01 Cafeteria Plan	0.00
4300-01 Deferred Tax Rev - Corp FD	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	\$19,628.77
Total Current Liabilities	\$19,628.77
Total Liabilities	\$19,628.77
Equity	
3200-00 Retained Earnings	-87,999.45
5600-01 General Fund Balance	1,703,307.00
5600-02 Debt Service Fund Balance	0.00
5600-03 Capital Projects Fund Balance	30,000.00
5600-04 Audit Fund	1,396.00
5600-05 Public Liability Fund Balance	11,900.00
5600-06 Unemployment Insurance Fund Balance	-3,383.00
5600-07 Building Fund Balance	-223,829.00
5600-08 Social Security Fund Balance	-18,304.00
5600-09 Pension Fund Balance	-91,867.00



North Riverside Public Library District

Balance Sheet
As of May 31, 2024

	TOTAL
Opening Balance Equity	0.00
Net Income	143,641.26
Total Equity	\$1,464,861.81
TOTAL LIABILITIES AND EQUITY	\$1,484,490.58



North Riverside Public Library District
Check Detail Report
May 2024

Date	Num	Name	Memo/Description	Amount
05/06/2024	16018	AT&T 1	ACCOUNT # 831-001-2131 606 INV. 5347458805	63.10
05/06/2024	16019	Black Stone	INV. 2150215	97.56
05/06/2024	16020	SAMANTHA BRENNEMAN	3D PRINTER FIX	100.00
05/06/2024	16021	CAPITAL ONE	ADULT/TEEN CHILDREN PROGRAM, SUPPLIES, STAFF REC, GRANTS	6,060.40
05/06/2024	16022	CENGAGE Learning	INV. 84187467, 84181220 - ADULT FICTION/NONFICTION	177.09
05/06/2024	16023	FIRST AMERICAN BANK .	INTERNET DATABASES/SOFTWARE	167.25
05/06/2024	16024	Franczek Radelet	INV 230795 - PROFESSIONAL SERVICES MAR 2023	154.77
05/06/2024	16025	Hinckley Springs	2429867 041724	29.98
05/06/2024	16026	Johnson Controls Security Solutions	customer # 01300113034337 INV 40054943 - 5/1/24-7/31/24	110.94
05/06/2024	16027	LEAF	INV 16428815	743.34
05/06/2024	16028	Lauterbach & Amen, LLP	INV 91051 - APRIL 2024	952.00
05/06/2024	16029	MANGO	SUBSCRIPTION	1,400.00
05/06/2024	16030	Outsource Solutions Group	INV 78791	1,865.79
05/06/2024	16031	SOAPY ROADS OF LOMBARD	DIY CANDLES	425.00
05/06/2024	16032	Roscoe	Acct#1889-07544 INV 1843306	275.17
05/06/2024	16033	SWAN	INV. 11021, 11102 - APRIL TO JUNE 2024	5,943.25
05/06/2024	16034	Terminix	Invoice 445786445	116.00
05/06/2024	16035	United States Alliance Fire Protection, Inc	Inv 1046-F127158 - ANNUAL SPRINKLER INSPECTION PANEL	430.00
05/06/2024	16036	WAREHOUSE DIRECT INC	5715127-0 - BUILDING SUPPLES	102.69
05/06/2024	16037	Midwest Tape	INV 505411941 - HOOPLA	406.01
05/06/2024	16038	FIRST AMERICAN BANK .	SPODIFY	10.99
05/20/2024	16039	AEP ENERGY	AEP ENERGY # 3014417557 Utility # 7582359915 - APRIL 2024	2,276.69
05/20/2024	16040	CLEAN NET OF OF ILLINOIS, INC	INV. CHI0061428 - 10 DAYS OF CLEANING	499.62
05/20/2024	16041	CENGAGE Learning	INV. 84285025, 84278384 - ADULT FICTION/NONFICTION	242.67
05/20/2024	16042	Comcast	Acct# 8771 20 134 0118334 - MAY 2024	208.74

05/20/2024	16043	HARLING INC	INV 2236- MASONRY REPAIRS	1,870.00
05/20/2024	16044	INGRAM LIBRARY SERVICES	81681861, 81681854 - TEEN FICTION/NONFICTION	50.12
05/20/2024	16045	LIMRICC	MONTHLY BILLING MAY 2024	3,920.18
05/20/2024	16046	LIMRiCC Unemployment Compensaton Group Account	1ST QUATER ENDING MARCH 31	372.18
05/20/2024	16047	Library Furniture International	Inv 9306 - BROWSING BINDS	1,515.00
05/20/2024	16048	Britney Musial	C2E2 PARKING	32.00
05/20/2024	16049	Mission Square - 304650	BATCH 6130371, 6738692	805.93
05/20/2024	16050	MPLC	MPLC UMBRELLA LICENSE COVERING 07/01/2024 to 06/30/20025	195.34
05/20/2024	16051	Martin Petersen Company, Inc.	INV # S39197, SM23103-4 - BUILDING REPAIRS/MAINTENANCE	2,984.00
05/20/2024	16052	Outsource Solutions Group	INV 79085 MONTHLY AGREEMENT	1,848.64
05/20/2024	16053	Karen Quinn	REIMBURSEMENT FOR 134 MILES 3 WORKSHOPS	89.78
05/20/2024	16054	Roscoe	Acct#1889-07544 INV 1846853	275.17
05/20/2024	16055	STUDIO GC ARCHITECTURE & INTERIORS	INV 23083.05	975.00
05/20/2024	16056	TBS	Inv# 041824-30	58.56
05/20/2024	16057	Trimline Landscaping	APRIL 2024 - FERTILIZING, CLEAN-UP, MOV&TRIM, MULCH	875.00
05/20/2024	16058	United States Alliance Fire Protection, Inc	Inv 1046-F128108 - REPACK , LEAKING REPAIR	1,271.50
05/20/2024	16059	WAREHOUSE DIRECT INC	5715127-1 - BUILDING SUPPLIES	39.14
05/20/2024	16060	ELIZABETH NGUYEN	REIMBURSEMENT C2E3 - MILEAGE AND PARKING	91.55
05/20/2024	16061	Jill Cannizzo	BOARD MINUTES MAY 20, 2024	100.00
05/20/2024	16062	CLEAN NET OF OF ILLINOIS, INC	INV. CHI0061429 - MAY 2024	1,299.00
05/20/2024	16063	INGRAM LIBRARY SERVICES	ADULT & TEEN FICTION/NONFICTION	804.22
05/20/2024	16064	ANNE NICHOLS	YOGA MAY 20, 2024	50.00
05/20/2024	16065	Martin Petersen Company, Inc.	INV # S39244 - LOW SUCTION TEMP LOCKOUT	147.00
05/20/2024	16066	INGRAM LIBRARY SERVICES	ADULT/TEEN/CHILDREN - FICTION/NONFICTION	747.27
05/20/2024	16067	Terminix	Invoice 446723286	124.00
05/20/2024	16068	FIRST AMERICAN BANK .	CHILDREN/TEEN/ADULT PROGRAMS, GARBAGE BAGS	118.30
05/20/2024	16069	FIRST AMERICAN BANK .	INTERNET DATABASES, BANK FEES, WEBSITE	127.31

05/20/2024	16070	FIRST AMERICAN BANK .	GRANTS	30.99
05/20/2024	16071	FIRST AMERICAN BANK .	CHILDREN PROGRAM	33.14
05/29/2024	16073	SANDRA DIVERSIONES INFLABLES	SUMMER READING KICKOFF 06/01/2024	450.00
05/29/2024	16074	Mission Square - 304650	BATCH 6011551,6738692	792.06
05/29/2024	16075	HR SOURCE	INV 20099 - TRAINING	150.00
05/29/2024	16076	Hinckley Springs	2429867 051524	161.87
05/29/2024	16077	Franczek Radelet	INV 231488 - APRIL 2024	83.47
05/29/2024	16078	Olsson Roofing Company, Inc	CUSTOMER # 2044 INV # 24001538 - SCHEDULED MAINTENANCE	750.00
05/29/2024	16079	Village of N. Riverside	MAYOR'S GOLF OUTING 3 LUNCHES	120.00
05/29/2024	16080	Trimline Landscaping	APRIL 2024 - FERTILIZING, CLEAN-UP, MOV & TRIM, MULCH	515.00
05/29/2024	16081	INGRAM LIBRARY SERVICES	CHILDREN FICTION / NON FICTION	485.93

Total \$ 47,217.70

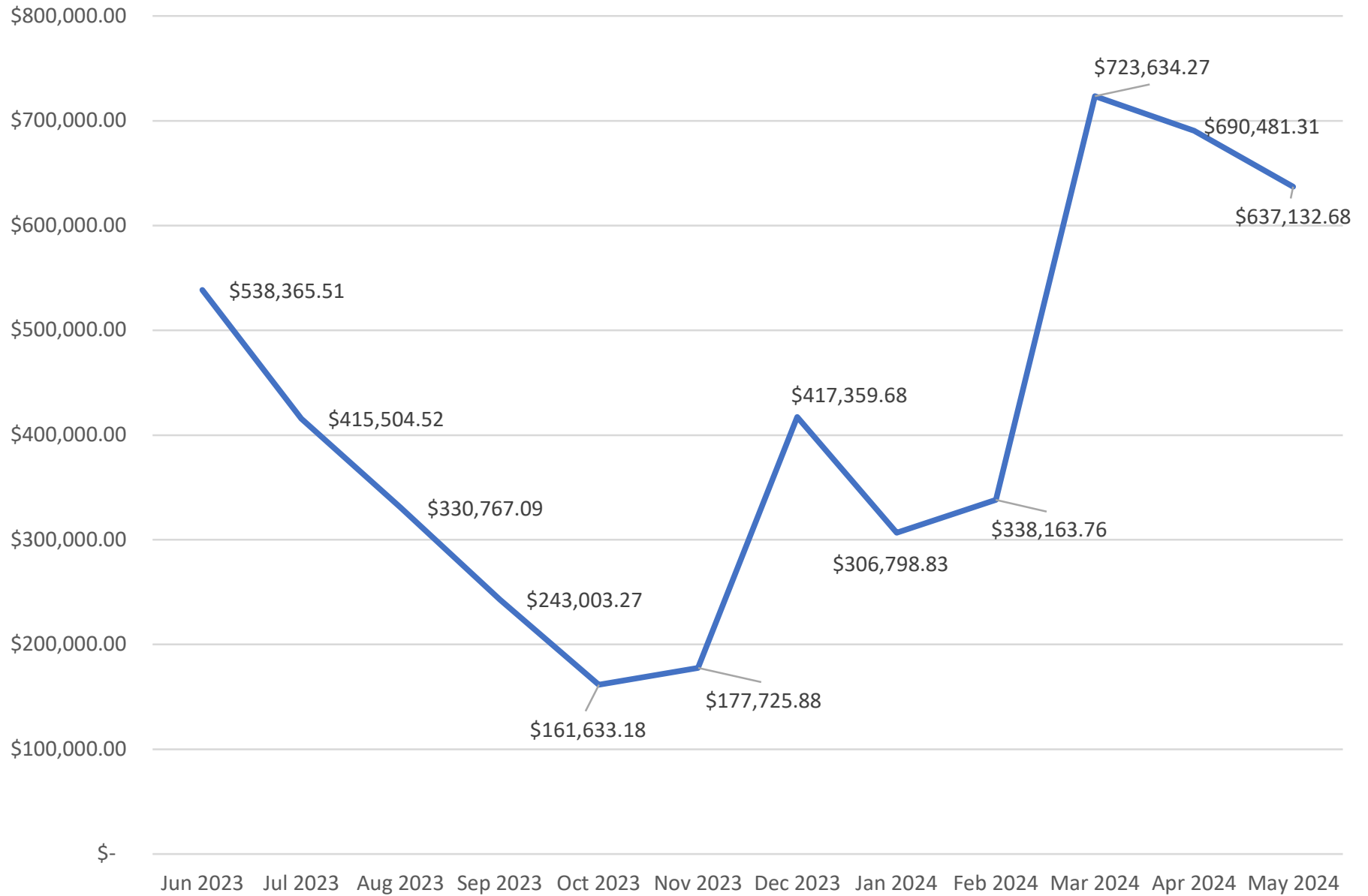
North Riverside Public Library District

Profit and Loss

June 2023 - May 2024

	Jun 23	Jul 23	Aug 23	Sept 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	April 24	May 24	Total
Beginning Cash	\$ 665,915.85	\$ 513,194.47	\$ 415,504.52	\$ 330,767.09	\$ 243,003.27	\$ 161,633.18	\$ 177,725.88	\$ 417,359.68	\$ 306,798.83	\$ 338,163.76	\$ 723,634.27	\$ 690,481.31	
Income													
6903-01 Fines & Fees	269.83	624.09	1,700.36	130.22	201.33	576.70	271.17	166.18	226.88	303.76	1,134.67	160.52	4,470.52
6904-01 Donations	1,323.05	1,270.66	4,839.53	329.63	532.04	1,212.76	771.79	452.77	645.72	831.07	3,229.46	456.87	12,209.02
6905-01 Grants	199.29	10,953.35	3,922.92			7,500.00	7,814.00				25,000.00		30,389.56
6915-07 Loan Proceeds													0.00
Interest	1,678.71	1,374.85	1,270.08	962.83	764.73	446.96	1,418.12	1,285.29	1,039.19	2,413.44	3,189.51	2,656.60	12,654.20
Property Taxes	3,000.15		10,777.97			124,516.56	366,331.31		155,468.96	471,231.89		41,222.92	1,131,326.84
Total Income	\$ 6,471.03	\$ 14,222.95	\$ 22,510.86	\$ 1,422.68	\$ 1,498.10	\$ 134,252.98	\$ 376,606.39	\$ 1,904.24	\$ 157,380.75	\$ 474,780.16	\$ 32,553.64	\$ 44,496.91	\$ 1,191,050.14
Gross Profit	\$ 6,471.03	\$ 14,222.95	\$ 22,510.86	\$ 1,422.68	\$ 1,498.10	\$ 134,252.98	\$ 376,606.39	\$ 1,904.24	\$ 157,380.75	\$ 474,780.16	\$ 32,553.64	\$ 44,496.91	\$ 1,191,050.14
Expenses													
8360-01 Grants	17,593.11	2,036.49	344.49	575.48	7,014.58	3,222.41	360.60	1,516.00	7,680.73	486.39	1,399.00	2,273.29	40,830.28
8360-01 Petty Cash													0.00
8380-01 Telephone													0.00
Advertising & Marketing	5,665.84	181.21	1,080.56	3,080.73	12.00	691.72	3,383.41	259.65	412.96	4,053.80		3,226.25	18,821.88
Bank Charges & Fees	31.27	31.27			144.00	34.91	420.91	61.39	467.46			33.48	1,191.21
Benefits	16,762.49	7,081.22	11,563.01	14,824.90	4,931.03	13,459.78	15,384.23	7,809.83	14,367.96	7,849.05	13,227.54	11,894.74	114,033.50
Building Expense	14,328.73	10,995.03	6,205.62	8,637.83	5,221.94	15,335.64	12,994.60	10,198.63	13,344.43	8,655.16	-2,892.18	14,186.47	105,917.61
Computers/Technology	4,164.19	29,485.91	5,623.63	-2,279.31	3,122.20	9,217.02	3,003.09	8,624.41	2,472.77	2,538.30	780.00	10,498.71	65,972.21
Insurance								20,344.00					20,344.00
Interest Paid	4,829.93						32,297.17						37,127.10
Legal & Professional Services	3,851.52	75.32	682.50	1,563.00	3,880.89	11,672.37	2,816.21	4,584.32	2,434.84	2,170.02	1,964.06	1,689.90	33,730.99
Library Materials	17,481.30	14,214.29	6,518.15	3,852.31	4,721.68	7,929.47	5,522.74	6,704.15	7,246.10	6,689.09	2,954.16	6,244.84	80,879.28
Office Supplies & Software	4,092.60		65.00	612.66	936.92	1,898.30	332.27	1,581.80	1,062.68	1,431.62		812.08	12,013.85
Programs & Strategic Initiatives	6,313.80	1,894.89	1,949.87	3,632.48	3,568.89	3,138.39	1,075.23	1,760.92	2,010.81	1,956.01		2,105.42	27,301.29
Salaries	55,843.45	41,069.69	67,701.10	44,498.01	45,362.30	45,761.50	53,711.01	43,859.98	67,148.34	46,035.65	44,778.84	45,373.65	510,991.03
Travel & Training	272.00	168.33		247.20	1,358.47		55.00	1,600.99	4,336.69	1,025.95	59.00	511.33	9,064.63
Utilities	7,962.18	4,679.25	5,514.36	9,941.21	2,593.29	5,798.77	5,616.12	3,559.02	3,030.05	6,418.61	5,910.19	-1,400.65	55,112.86
Misc Expense											-2,474.01	396.03	
Total Expenses	\$ 159,192.41	\$ 111,912.90	\$ 107,248.29	\$ 89,186.50	\$ 82,868.19	\$ 118,160.28	\$ 136,972.59	\$ 112,465.09	\$ 126,015.82	\$ 89,309.65	\$ 65,706.60	\$ 97,449.51	\$ 1,133,331.72
Net Operating Income	(152,721.38)	(97,689.95)	(84,737.43)	(87,763.82)	(81,370.09)	16,092.70	239,633.80	(110,560.85)	31,364.93	385,470.51	(33,152.96)	(53,348.63)	57,718.42
Net Income	(152,721.38)	(97,689.95)	(84,737.43)	(87,763.82)	(81,370.09)	16,092.70	239,633.80	(110,560.85)	31,364.93	385,470.51	(33,152.96)	(53,348.63)	57,718.42
Ending Cash	\$ 513,194.47	\$ 415,504.52	\$ 330,767.09	\$ 243,003.27	\$ 161,633.18	\$ 177,725.88	\$ 417,359.68	\$ 306,798.83	\$ 338,163.76	\$ 723,634.27	\$ 690,481.31	\$ 637,132.68	

June 2023 - May 2024



Payment Information		
Payment Due Date	For online and phone payments, the deadline is 8pm ET.	
Jun 13, 2024		
New Balance	Minimum Payment Due	
\$7,345.45	\$936.41	
<p>LATE PAYMENT WARNING: If we do not receive your minimum payment by your due date, you may have to pay a \$39.00 late fee and your APRs may be increased up to the Penalty APR of 34.65%.</p> <p>MINIMUM PAYMENT WARNING: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:</p>		
If you make no additional charges using this card and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Minimum Payment	8 Years	\$9,495
If you would like information about credit counseling services, call 1-888-326-8055.		

Account Summary	
Previous Balance	\$6,060.40
Payments	- \$6,060.40
Other Credits	- \$10.04
Transactions	+ \$7,092.08
Cash Advances	+ \$0.00
Fees Charged	+ \$39.00
Interest Charged	+ \$224.41
New Balance	= \$7,345.45
Revolving Credit Limit	\$17,000.00
Available Revolving Credit (as of May 19, 2024)	\$9,654.55
Cash Advance Credit Limit	\$7,500.00
Available Credit for Cash Advances	\$7,500.00

Rewards Summary		Rewards as of: 05/17/2024	
Rewards Balance	\$386.72	Track and redeem your rewards with our mobile app or on capitalone.com	
Previous Balance	Earned This Period	Redeemed this period	
\$821.43	\$142.79	-\$577.50	

Account Notifications

Please check page 5 of this statement for your Account Notifications.

Pay or manage your account at capitalone.com

Customer Service: 1-800-867-0904

See reverse for Important Information



NATALIE STAROSTA
 NORTH RIVERSIDE PUBLIC LIBRARY DISTR
 2400 DESPLAINES AVE
 RIVERSIDE, IL 60546-1520



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Payment Due Date: **Jun 13, 2024**

Account ending in 3899

New Balance	Minimum Payment Due	Amount Enclosed
\$7,345.45	\$936.41	\$ _____

Capital One
 P.O. Box 4069
 Carol Stream IL 60197-4069

Please send us this portion of your statement and only one check (or one money order) payable to Capital One to ensure your payment is processed promptly. Allow at least seven business days for delivery.



How can I Avoid Paying Interest Charges? If you pay your New Balance in full by the due date **each month**, we will not charge interest on new transactions that post to the purchase balance. If you have been paying in full **without** Interest Charges, but fail to pay your next New Balance in full, we will charge interest on the unpaid balance. Interest Charges on Cash Advances and Special Transfers start on the transaction date. Promotional offers may allow you to pay less than the total New Balance and avoid paying interest on new transactions that post to your purchase balance. See the front of your statement for additional information.

How is the Interest Charge Determined? Interest Charges accrue from the date of the transaction, date the transaction is processed or the first day of the Billing Cycle. Interest accrues daily on every unpaid amount until it is paid in full. Interest accrued during a Billing Cycle posts to your account at the end of the Billing cycle and appears on your next statement. You may owe Interest Charges even if you pay the entire New Balance one month, but did not do so the prior month. Once you start accruing Interest Charges, you generally must pay your New Balance in full two consecutive Billing Cycles before Interest Charges stop being posted to your Statement. Interest Charges are added to the corresponding segment of your account.

Do you assess a Minimum Interest Charge? We may assess a minimum Interest Charge of \$0.00 for each Billing Cycle if your account is subject to an Interest Charge.

How do you Calculate the Interest Charge? We use a method called Average Daily Balance (including new transactions).

1. First, for each segment we take the beginning balance each day and add in new transactions and the periodic Interest Charge on the previous day's balance. Then we subtract any payments and credits for that segment as of that day. The result is the daily balance for each segment. However, if your previous statement balance was zero or a credit amount, new transactions which post to your purchase segment are not added to the daily balance.

2. Next, for each segment, we add the daily balances together and divide the sum by the number of days in the Billing Cycle. The result is the Average Daily Balance for each segment.

3. At the end of each Billing Cycle, we multiply your Average Daily Balance for each segment by the daily periodic rate (APR divided by 365) for that segment, and then we multiply the result by the number of days in the Billing Cycle. We add the Interest Charges for all segments together. The result is your total Interest Charge for the Billing Cycle.

The Average Daily Balance is referred to as the Balance Subject to Interest Rate in the Interest Charge Calculation section of this Statement.

NOTE: Due to rounding or a minimum Interest Charge, this calculation may vary slightly from the Interest Charge actually assessed.

How can I Avoid Membership Fees? If a Renewal Notice is printed on this statement, you may avoid paying an annual membership Fee by contacting Customer Service fewer than 40 days after the annual membership Fee was assessed to request that we close your account. To avoid paying a monthly membership Fee, close your account and we will stop assessing your monthly membership Fee.

How can I Close My Account? You can contact Customer Service anytime to request that we close your account.

How do you Process Payments? When you make a payment, you authorize us to initiate an ACH or electronic payment that will be debited from your bank account or other related account. When you provide a check or check information to make a payment, you authorize us to use information from the check to make a one-time ACH or other electronic transfer from your bank account. We may also process it as a check transaction. Funds may be withdrawn from your bank account as soon as the same day we process your payment.

How do you Apply My Payment? We generally apply payments up to your Minimum Payment first to the balance with the lowest APR (including 0% APR), and then to balances with higher APRs. We apply any part of your payment exceeding your Minimum Payment to the balance with the highest APR, and then to balances with lower APRs.

Billing Rights Summary (Does not Apply to Small Business Accounts)

What To Do If You Think You Find A Mistake On Your Statement: If you think there is an error on your statement, write to us at:
P.O. Box 30285, Salt Lake City, UT 84130-0285.

In your letter, give us the following information:

- Account information: Your name and account number.
- Dollar amount: The dollar amount of the suspected error.
- Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake. You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us or notify us electronically, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question. We will notify you in writing within 30 days of our receipt of your letter. While we investigate whether or not there has been an error, the following are true:
 - We cannot try to collect the amount in question, or report you as delinquent on that amount. The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
 - While you do not have to pay the amount in question until we send you a notice about the outcome of our investigation, you are responsible for the remainder of your balance.
 - We can apply any unpaid amount against your credit limit. Within 90 days of our receipt of your letter, we will send you a written notice explaining either that we corrected the error (to appear on your next statement) or the reasons we believe the bill is correct.

Your Rights If You Are Dissatisfied With Your Purchase: If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase. To use this right, the following must be true:

- 1) You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify; and
- 2) You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: P.O. Box 30285, Salt Lake City, UT 84130-0285. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

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ETC-08 07/13/2023



Pay online at capitalone.com



Pay using the Capital One mobile app



Customer Service 1-800-867-0904

Changing your mailing address?

You can change your address by signing into your account online or by calling Customer Service.

Any written request on this form will not be honored.

How do I Make Payments? You may make your payment in several ways:

1. Online Banking by logging into your account;
2. Capital One Mobile Banking app for approved electronic devices;
3. Calling the telephone number listed on the front of this statement and providing the required payment information;
4. Sending mail payments to the address on the front of this statement with the payment coupon or your account information.

When will you Credit My Payment?

- ◆ For mobile, online or over the phone, as of the business day we receive it, as long as it is made **by 8 p.m. ET**.
- ◆ For mail, as of the business day we receive it, as long as it is received **by 5 p.m. local time** at our processing center. You must send the bottom portion of this statement and your check to the payment address on the front of this statement. Please allow at least seven (7) business days for mail delivery. Mailed payments received by us at any other location or payments in any other form may not be credited as of the day we receive them.

Transactions

Visit capitalone.com to see detailed transactions.

NATALIE STAROSTA #3899: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
May 16	May 16	Mailed Payment. Thank You!	-\$6,060.40

NATALIE STAROSTA #3899: Transactions

Trans Date	Post Date	Description	Amount
Apr 18	Apr 19	AMZN Mktp US*ZD5ZP0K03Amzn.com/billWA	\$670.91
Apr 18	Apr 19	MOBILE BEACON4019340500RI	\$1,320.00
Apr 19	Apr 20	INTUIT *CHECKS / FORMSCL.INTUIT.COMCA	\$375.94
Apr 22	Apr 23	AMZN Mktp US*XJ21771Y3Amzn.com/billWA	\$550.38
Apr 22	Apr 24	CH599 - GOVERNMENT CENCHICAGOIL	\$30.00
May 6	May 8	THE HOME DEPOT #1901BROADVIEWIL	\$39.58
May 7	May 8	TEMU.COM13024806118MA	\$145.42
May 9	May 9	PANERA BREAD #601019 0708-409-9910IL	\$73.90

NATALIE STAROSTA #3899: Total Transactions **\$3,206.13**

MIKE BRADLEY #3731: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Apr 24	Apr 25	AMAZON.COMSEATTLEWA	-\$8.04
May 6	May 6	Amazon.comAmzn.com/billWA	-\$2.00

MIKE BRADLEY #3731: Transactions

Trans Date	Post Date	Description	Amount
Apr 22	Apr 22	Amazon.com*NW9GG6V53Amzn.com/billWA	\$15.99
Apr 22	Apr 22	Amazon.com*RL8JG1372Amzn.com/billWA	\$12.97
Apr 22	Apr 23	Amazon.com*AA8T83DQ3Amzn.com/billWA	\$28.97
Apr 22	Apr 23	AMAZON.COM*838901XX3SEATTLEWA	\$53.94
Apr 24	Apr 26	JEWEL OSCO 3223RIVER FORESTIL	\$15.11
Apr 25	Apr 26	CHICAGO TRIB SUBSCRIPTCHICAGOIL	\$424.00
Apr 26	Apr 27	SOLDIER FIELD SOUTHCHICAGOIL	\$25.00
Apr 27	Apr 27	APPLE.COM/BILL866-712-7753CA	\$109.99
Apr 27	Apr 27	McCormick PlaceChicagoIL	\$20.68
Apr 29	Apr 30	AMAZON.COM*SD33Y2OP3SEATTLEWA	\$18.89
Apr 29	Apr 30	AMAZON.COM*ST2WK3RR3SEATTLEWA	\$54.90
May 6	May 6	Amazon.com*J11EV97C3Amzn.com/billWA	\$26.97
May 8	May 9	USPS PO 1657910304OAK PARKIL	\$11.30

Transactions (Continued)

Trans Date	Post Date	Description	Amount
May 10	May 11	BEST BUY 00003202NORTH RIVERSIIL	\$9.89
May 12	May 13	Amazon.com*YH8DE1N23Amzn.com/billWA	\$13.98
May 13	May 14	Amazon.com*D08MQ68J3Amzn.com/billWA	\$92.81
MIKE BRADLEY #3731: Total Transactions			\$935.39

VERONICA MARTINEZ #6021: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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VERONICA MARTINEZ #6021: Transactions

Trans Date	Post Date	Description	Amount
Apr 22	Apr 22	AMZN Mktp US*AA6P40W93Amzn.com/billWA	\$74.48
Apr 25	Apr 26	TARGET 00020818BROADVIEWIL	\$13.78
May 1	May 2	TARGET 00024901HILLSIDEIL	\$54.94
May 2	May 2	AMZN Mktp US*NK3004443Amzn.com/billWA	\$15.15
May 3	May 4	Amazon.com*NH9LC2R73Amzn.com/billWA	\$107.82
VERONICA MARTINEZ #6021: Total Transactions			\$266.17

BRITNEY MUSIAL #9066: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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BRITNEY MUSIAL #9066: Transactions

Trans Date	Post Date	Description	Amount
Apr 19	Apr 20	OVERDRIVE DIST21657368860H	\$19.71
Apr 19	Apr 20	AMZN Mktp US*SF52U2CA3Amzn.com/billWA	\$40.96
Apr 19	Apr 20	AMZN Mktp US*ZGORM37T3Amzn.com/billWA	\$15.09
Apr 19	Apr 20	AMZN Mktp US*4F8LB5WG3Amzn.com/billWA	\$7.52
Apr 21	Apr 22	AMZN Mktp US*XR8AX8DZ3Amzn.com/billWA	\$88.24
Apr 22	Apr 23	AMZN Mktp US*AA5J072P3Amzn.com/billWA	\$37.35
Apr 23	Apr 23	AMZN Mktp US*4X3G39D53Amzn.com/billWA	\$33.58
Apr 23	Apr 24	AMAZON.COM*UN2DC7HR3SEATTLEWA	\$22.95
Apr 23	Apr 24	AMZN Mktp US*9087N0X03Amzn.com/billWA	\$53.21
Apr 26	Apr 29	2708PEPSIVEN9147678600CHICAGOIL	\$4.10
Apr 26	Apr 29	2708PEPSIVEN9147678600CHICAGOIL	\$4.10
Apr 27	Apr 27	McCormick PlaceChicagoIL	\$10.62
Apr 27	Apr 27	McCormick PlaceChicagoIL	\$16.77
Apr 28	Apr 29	McCormick PlaceChicagoIL	\$46.94
Apr 28	Apr 29	AMAZON.COM*ZE0W89Y83SEATTLEWA	\$202.95
May 4	May 6	AMAZON.COM*1Q4961N43SEATTLEWA	\$99.83

Transactions (Continued)

Trans Date	Post Date	Description	Amount
May 9	May 10	AMZN Mktp US*8X5UU8RA3Amzn.com/billWA	\$93.12
May 10	May 11	BLT*COASTAL BUSINESSMARYLAND HEIGMO	\$304.45
May 12	May 13	AMERLIBASSOC ECOMMERCE866-746-7252IL	\$183.00
May 13	May 14	AMAZON.COM*T150T08P3SEATTLEWA	\$19.95
May 14	May 15	AMZN Mktp US*KO5777PM3Amzn.com/billWA	\$109.24
May 16	May 17	AMZN Mktp US*BS5MR8DW3Amzn.com/billWA	\$131.70
May 17	May 17	PARTYCITY.COM800-727-8924IL	\$65.98
BRITNEY MUSIAL #9066: Total Transactions			\$1,611.36

KAREN QUINN #6313: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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KAREN QUINN #6313: Transactions

Trans Date	Post Date	Description	Amount
May 6	May 7	eBay O*23-11524-71127San JoseCA	\$292.86
KAREN QUINN #6313: Total Transactions			\$292.86

NATALIE CASTILLO #6852: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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NATALIE CASTILLO #6852: Transactions

Trans Date	Post Date	Description	Amount
Apr 24	Apr 25	TARGET.COM *800-591-3869MN	\$219.54
Apr 24	Apr 25	TARGET.COM *800-591-3869MN	\$55.24
Apr 25	Apr 25	TARGET.COM *800-591-3869MN	\$52.91
Apr 25	Apr 25	TARGET.COM *800-591-3869MN	\$127.60
Apr 25	Apr 26	TARGET.COM *800-591-3869MN	\$25.29
Apr 25	Apr 26	WALMART.COM 8009666546BENTONVILLEAR	\$56.39
Apr 25	Apr 26	TARGET.COM *800-591-3869MN	\$28.29
Apr 29	Apr 30	PLAYAWAY PRODUCTS LLCSONOH	\$99.73
Apr 30	May 1	NATURESTORE4029357733WA	\$80.64
May 2	May 3	TONYS FRESH MRKT BERWYBERWYNIL	\$34.54
NATALIE CASTILLO #6852: Total Transactions			\$780.17

Total Transactions for This Period **\$7,092.08**

Fees

Trans Date	Post Date	Description	Amount
May 13	May 13	PAST DUE FEE	\$39.00

Transactions (Continued)

Total Fees for This Period	\$39.00
Interest Charged	
Interest Charge on Purchases	\$224.41
Interest Charge on Cash Advances	\$0.00
Interest Charge on Other Balances	\$0.00
Total Interest for This Period	\$224.41
Totals Year-to-Date	
Total Fees charged	\$173.00
Total Interest charged	\$557.87

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charged
Purchases	26.24% P	\$10,069.53	\$224.41
Cash Advances	32.24% P	\$0.00	\$0.00

Variable APRs: If you have a letter code displayed next to any of the above APRs, this means they are variable APRs. They may increase or decrease based on one of the following indices (reported in The Wall Street Journal) as described below.

Code next to your APR(s)	How do we calculate your APR(s)?	When your APR(s) will change
P	Prime Rate + margin	The first day of the Billing Cycles that end in Jan., April, July and Oct.
L	3 month LIBOR + margin	
D	Prime Rate + margin	The first day of each Billing Cycle
F	1 month LIBOR + margin	

Account Notifications

- i** Your minimum payment will be the greater of (1) \$15; or (2) 10% of the balance up to your credit limit plus 100% of the amount above the credit limit, plus new interest and late payment fees, plus any past due amounts. If your Account charges off, the entire balance is due immediately.
- i** You were assessed a past due fee because your minimum payment was not received by the due date. To avoid this fee in the future, we recommend that you allow at least 7 business days for your minimum payment to reach Capital One.
- i** You can find changes to your Rewards program by logging into your account and navigating to the Rewards FAQ section.
- i** You are enrolled in AutoPay. You've selected to pay the New Balance shown on this statement, which will be debited from your bank account on your scheduled payment date. If your payment is more than the current balance on your scheduled payment date, we will only debit the current balance.



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Scan this QR Code with your phone's camera to learn more or visit www.capitalone.com/stopscams

530486-EN



**NORTH RIVERSIDE
PUBLIC LIBRARY**

NORTH RIVERSIDE, IL

Director

Advocacy:

June 1st was our Summer Reading Kickoff party which, despite the rain, was well attended. We worked through May to finalize details and an alternate plan for poor weather/cicadas which was put into practice.

We received a number of compliments on our work with the schools to promote Summer Reading and the other programs and activities at the library.

I worked with Cook County Election Committee to do 2 things: 1. Request and receive a list of all registered voters in North Riverside for the Foundation's fund raising efforts per their recent fund raising plan and 2. Spoke with them about the upcoming April 2025 election. Documents will be available in October 2024.

Because of my vacation, we will begin the in library questions on Monday June 17th. Each question will be available for library visitors to vote on or comment on for 2 weeks.

Legal/Financial:

Work was completed on the FY25 draft budget including the various options for staff wage increases: 2% COLA, 3% COLA and 3% + merit, and the budget justification document explaining the differences between the FY24 budget and the 3% COLA increase budget.

Work continues on the following issue: Following notification from RAILS of the Digital Accessibility Investigation lawsuits filed against several Illinois libraries with the Office of Civil Rights for the U.S. Department of Education concerning possible violations to ADA, I have begun working with the other staff members who post on the website to update our Alternative text fields for screen readers. We will be looking to other updates that may be necessary such as creating greater contrast in some areas, reviewing all links for proper documentation for screen readers and more. Ancel Glink attorneys provided a memo detailing a number of actions libraries can take to identify and rectify any possible ADA issues including adoption of the new Web Content Accessibility Guidelines which will not go into effect until 2027. We are reviewing these guidelines.

Library Building:

Mario Vargas has begun work on the wall repair and painting and plans to continue work on one area at a time before the library opens, after the library closes and on Sundays. He has been issued a key and code for the alarm.



Work is mostly completed in the HVAC maintenance room and electrical room in our efforts to clean and organize the space.

Training:

Our 'intern' volunteer from SERCO began at the beginning of May and finished her work with us on May 30th. She assisted with preparing for numerous programs and creating decorations for the lower level for the summer

I attended the IMRF authorized agent training. I attended the LIMRICC preliminary health insurance discussion for 2025 which will include a switch from Aetna to BCBS. I attended the AI discussion at Glen Ellyn Public Library which focused on the ways that libraries and other institutions are able to use the various AI engines to help us in our marketing efforts, advocacy efforts, creating more dynamic materials for our patrons, etc. We also discussed the reality that results will be biased and will always need to be evaluated by a staff member. Many libraries talked about their use of AI to assist with newsletters, alt text, and more.

The Staff DEI Committee met and discussed reaching out the BEDS to see if we can do a collection for their residents through the year, the RAILS training Grey Areas: Setting Library Boundaries, working with Cook County Health and Legal Aid as well as Triton College to get brochures and information about ESL classes and programs.

Staff Special Events Committee met to discuss the Summer Reading Kickoff – what went well and what to change/update for next year.

Staff Outreach and Advertising Committee did not meet in May.

Planning is beginning for our August Staff in-service.



Adult and Teen/Tween Department

In May, we had a great celebration for Cinco de Mayo! The community loved the party and the various crafts to do to feature and learn about the Hispanic culture. Many people have said that they want to see it happen again next year, so we have that planned for the future. We likewise saw a surge in our Makerspace for the end of school year gifts with both students and teachers coming through to make graduation gifts for friends or themselves. The Finals Survival Kits were also requested every day, so we are always so thrilled to keep the community happy!

The Special Events Committee met to discuss the Summer Reading Kick Off Party. The plans that were made were: finding community partnerships and local businesses to set up a table and promote their services, connect with the community to get donations for Summer Reading, coordinate with businesses to have food and special guests. The goals for the future would be to now have a Haunted Library Week in October.

Adult Active Programs

Cinco de Mayo	5
Estate Planning Explained	17
Flower Mobile	9
Yoga	8
Tai Chi	4
Healing the Spirit Within	4
Club de Lectura	4
Geometric Painting	9
8 Total Active Programs	60 total participants

Teen/Tween Active Programs

Cinco de Mayo	3
DIY Buttons	10
Healing the Spirit Within	3
Shiny Pokémon Bookmark	12
Finals Survival Kits	14
5 Total Active Programs	42 total participants



Adult/Teen Passive Programs

Craft Exchange	24
Seed Exchange	89
Makerspace	426
Book Displays	44
Bookmarks/Buttons	23
Air Hockey Table	36
Doodle Board	109
Reference Questions	264
Mini Flower Pot	26
Mystery Quilt Project	4
Flower Felt Bookmark	25
Burger Seasoning	27
12 Total Passive Programs	1097 Total participants

Technology Department

In May, we had a total of 12 more one-on-one appointments here in the library for tech and digital preservation help. We also had two tech help sessions at Cantata Senior Living, which had 4 participants. Two staff members from Brookfield Library joined us this month to help out and assess whether or not they would be interested in taking over the tech help program at Cantata. Ultimately, they decided to leave the tech help to us, while they will do a separate visit to Cantata to loan materials from their "book bike." So, we will continue on, and Cantata has already asked us back for two more sessions in June.

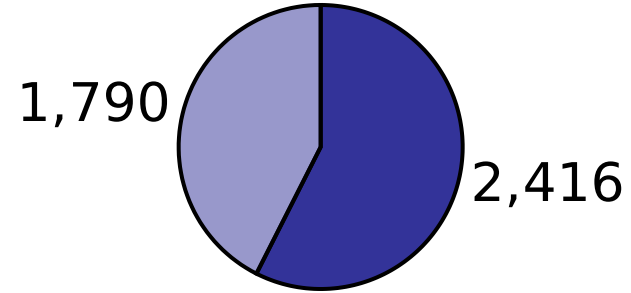
Youth Services Department

Item Library

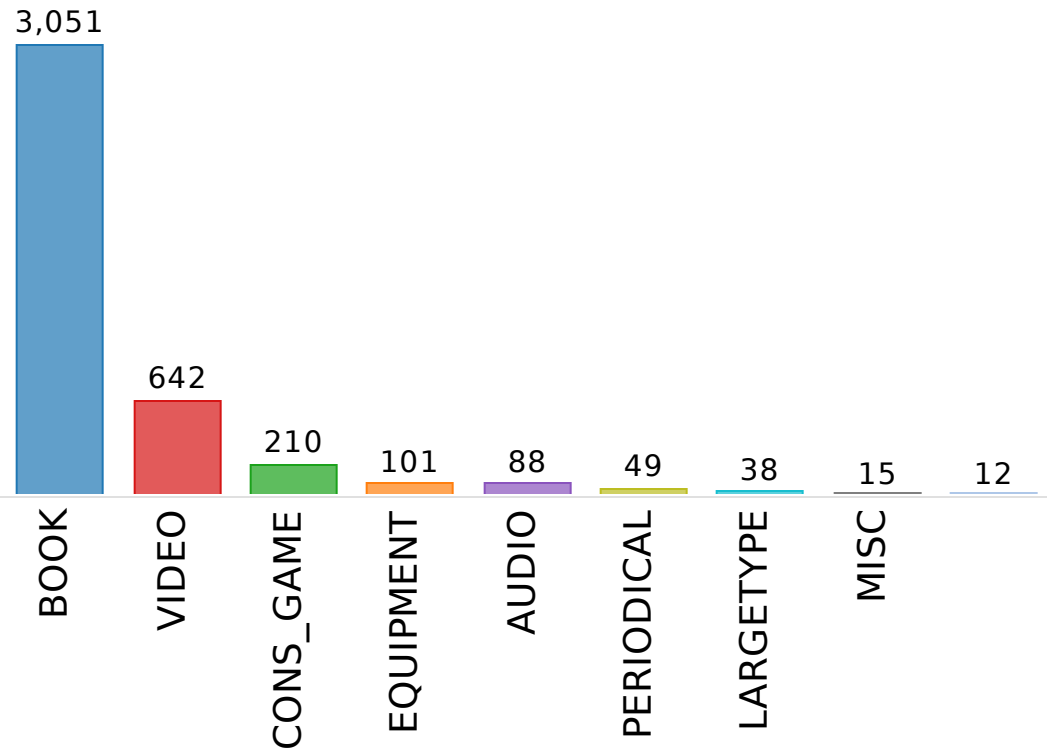
NRS ▼

Checkouts & Renewals of Your Items

Trans Stat Command Desc	Transactions	% of Total
Total	4,206	100.00%
Charge Item Part B	2,416	57.44%
Renew Item	1,790	42.56%



Item Cat1	Transactions	% of Total
Total	4,206	100.00%
BOOK	3,051	72.54%
VIDEO	642	15.26%
CONS_GAME	210	4.99%
EQUIPMENT	101	2.40%
AUDIO	88	2.09%
PERIODICAL	49	1.17%
LARGETYPE	38	0.90%
MISC	15	0.36%
	12	0.29%



Item Library

NRS ▼

Checkouts & Renewals of Your Items

Item Type	Transactions	% of Total
Total	4,206	100.00%
BOOK	2,632	62.58%
BOOK_NEW	432	10.27%
DVD_FEAT	333	7.92%
CONSOLEGAM	164	3.90%
DVD_NEWFEA	97	2.31%
DVD_BOXSET	83	1.97%
BLURAY_FEA	51	1.21%
DVD	50	1.19%
PERIODICAL	49	1.17%
CONSOLENEW	43	1.02%
EQUIPMENT	43	1.02%
TOY	39	0.93%
LARGETYPE	37	0.88%
BLURAY_NFE	28	0.67%
CD_AUDIO	28	0.67%
EQUIPMENTC	19	0.45%
CD_NEW	15	0.36%
REALIA	15	0.36%
CD_SPOKEN	13	0.31%
BOOK_J	9	0.21%
LARGETYPEN	6	0.14%
PAPERBACK	5	0.12%
DVD_BOXNEW	3	0.07%
NS_ILL_PRT	3	0.07%
CD_SPOKNEW	2	0.05%
GAME	2	0.05%
NS_ILL_VID	2	0.05%

Item Home Location	Transactions	% of Total
Total	4,206	100.00%
STACKS_JUV	1,903	45.24%
STACKS	1,362	32.38%
NEW_ADULT	352	8.37%
YOUNGADULT	309	7.35%
NEW_JUV	220	5.23%
NEW_YA	55	1.31%
ILL_IN	5	0.12%

Item Library

NRS ▼

Checkouts & Renewals of Your Items

User Library	Trans Stat User Profile Name	Transactions	% of Total
Total		4,206	100.00%
NRS	NRS_ADULT	1,950	46.36%
	NRS_JUV	383	9.11%
RSS	RSS_ADULT	357	8.49%
BYS	BYS_ADULT	131	3.11%
FPS	FPS_ADULT	110	2.62%
RSS	RSS_JUV	110	2.62%
OPS	OPS_PATRON	77	1.83%
BFS	BFS_PATRON	73	1.74%
MWS	MWS_ADULT	71	1.69%
WCS	WCS_PATRON	50	1.19%
CIS	CIS_ADULT	48	1.14%
LPS	LPS_PATRON	44	1.05%
BYS	BYS_JUV	37	0.88%
SCD	SCD_PATRON	35	0.83%
CIS	CIS_JUV	33	0.78%
GVD	GVD_PATRON	31	0.74%
DGS	DGS_PATRON	30	0.71%
INS	INS_PATRON	30	0.71%
GED	GED_PATRON	27	0.64%
ILL_LIBS	CHICAGO_P	25	0.59%
CSD	CSD_PATRON	22	0.52%
LGS	LGS_PATRON	21	0.50%
FRS	FRS_PATRON	20	0.48%
OZS	OPS_PATRON	20	0.48%
WCD	WCD_PATRON	20	0.48%
PHS	PHS_PATRON	19	0.45%
TPS	TPS_PATRON	19	0.45%

Item Library

NRS ▼

Checkouts & Renewals of Your Items

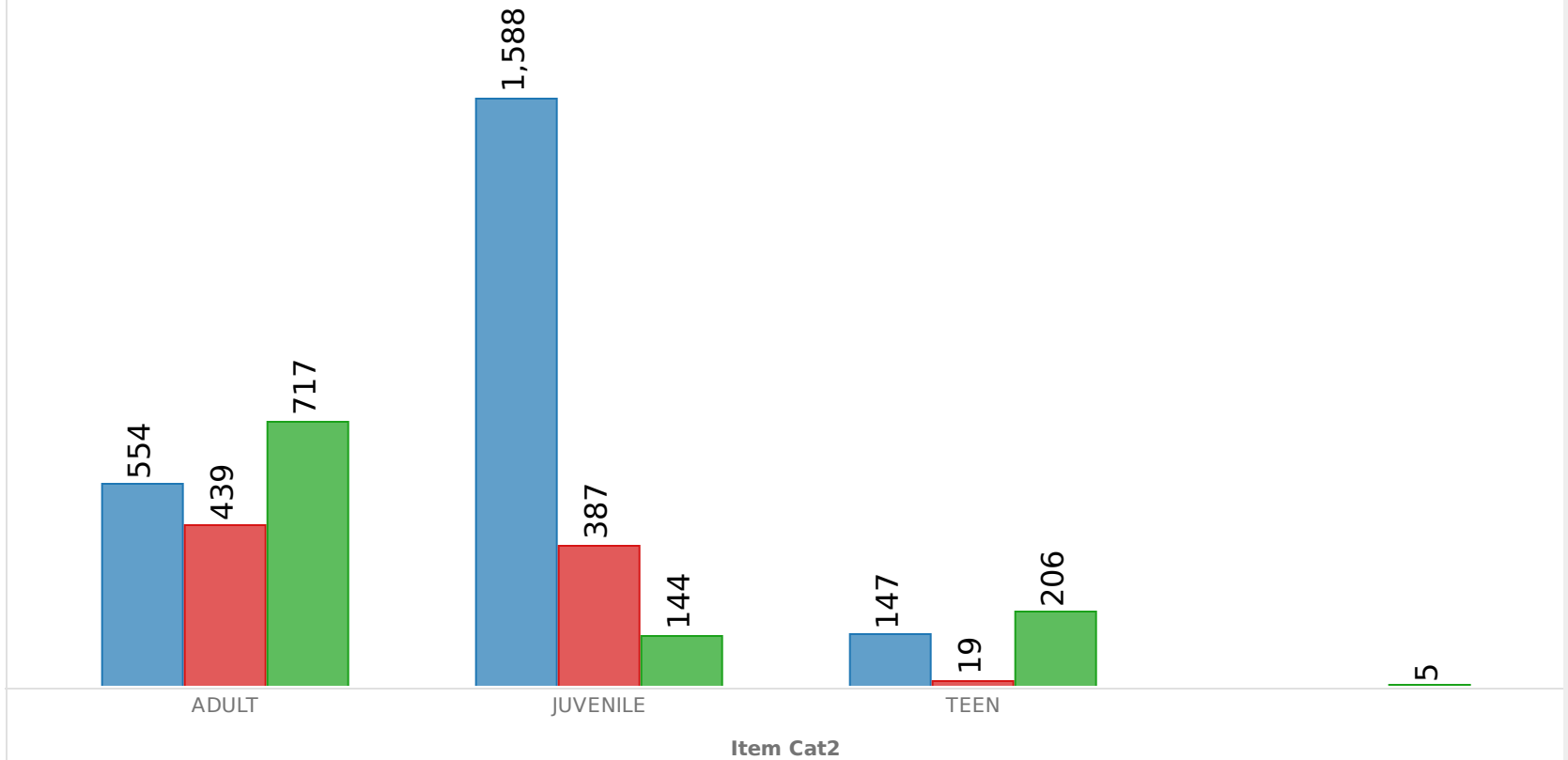
Item Cat2	Transactions	% of Total
ADULT	1,710	40.66%
JUVENILE	2,119	50.38%
TEEN	372	8.84%
	5	0.12%
Total	4,206	100.00%

Item Cat3	Transactions	% of Total
FICTION	2,289	54.42%
NONFICTION	845	20.09%
	1,072	25.49%
Total	4,206	100.00%

Circs by Cat2 & Cat3

Item Cat3

- FICTION
- NONFICTION
-

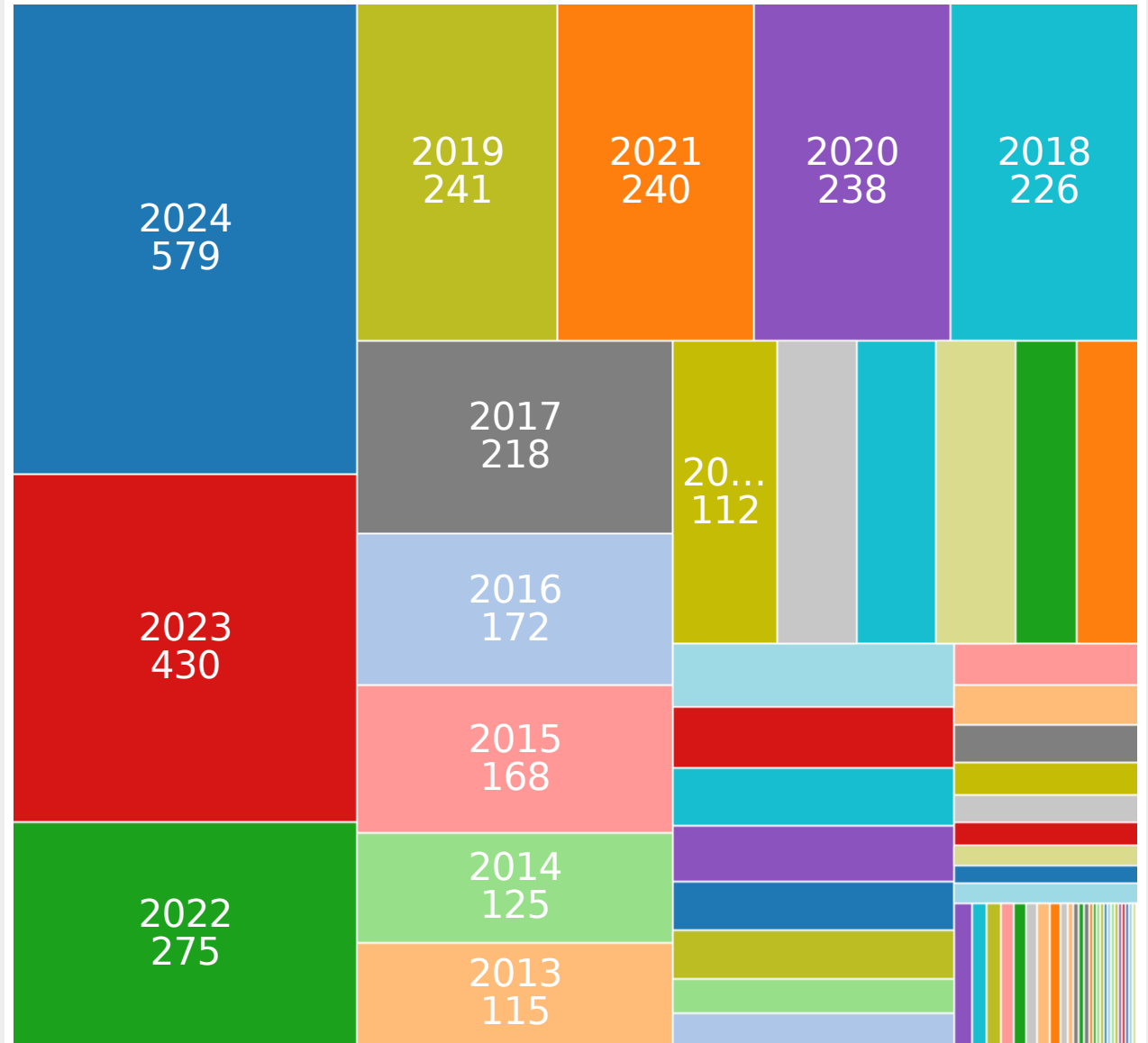


Item Library

NRS v

Checkouts & Renewals of Your Items

Publication Year	Transactions	% of Total
Total	4,206	100.00%
2024	579	13.77%
2023	430	10.22%
2022	275	6.54%
2019	241	5.73%
2021	240	5.71%
2020	238	5.66%
2018	226	5.37%
2017	218	5.18%
2016	172	4.09%
2015	168	3.99%
2014	125	2.97%
2013	115	2.73%
2012	112	2.66%
2009	87	2.07%
0	86	2.04%
2011	85	2.02%
2006	68	1.62%
2005	65	1.55%
2010	63	1.50%
2007	62	1.47%
2002	57	1.36%
2004	57	1.36%
2008	50	1.19%
2003	49	1.17%
1998	35	0.83%
2000	31	0.74%
1999	27	0.64%
1997	25	0.59%
2001	25	0.59%



Station Library

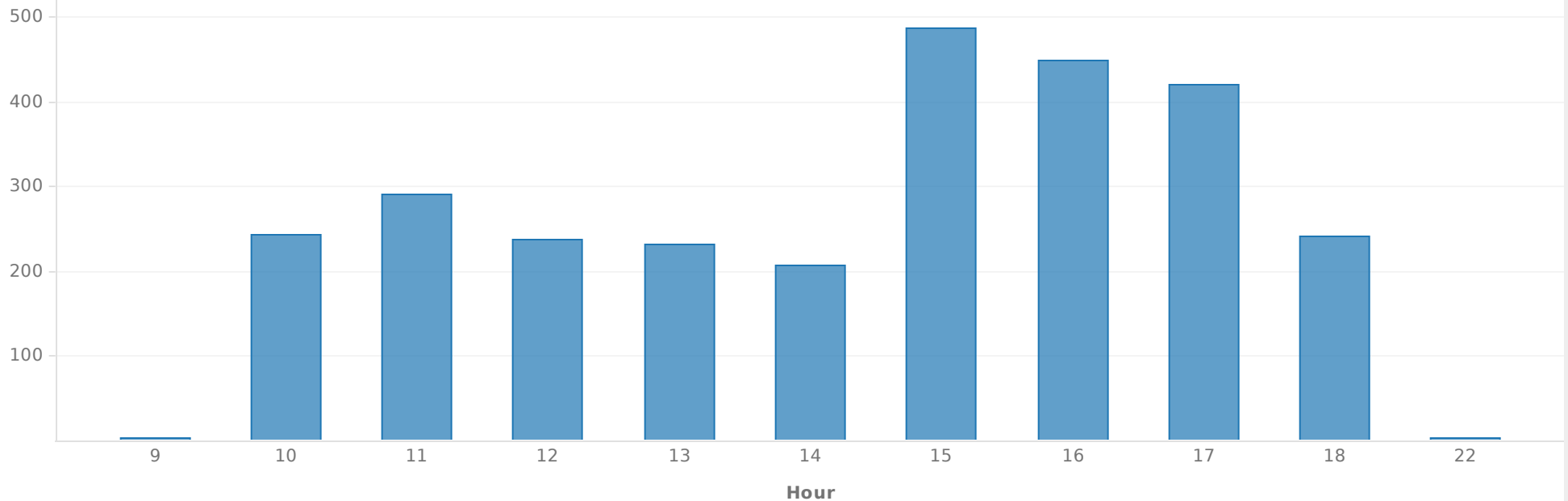
NRS ▼

Checkouts & Renewals at Your Library

Trans Stat Command Desc	Transactions	% of Total
Total	4,411	100.00%
Charge Item Part B	2,565	58.15%
Renew Item	1,846	41.85%

Trans Stat Station Login User Access	Transactions	% of Total
Total	4,411	100.00%
NRSCIRCSR	1,712	38.81%
AUTORENEW	1,599	36.25%
SIPCHK	854	19.36%
NRSTECHSR	219	4.96%
PUBLIC	21	0.48%
NRSTECHJR	6	0.14%

Average Transactions per Hour



Station Library

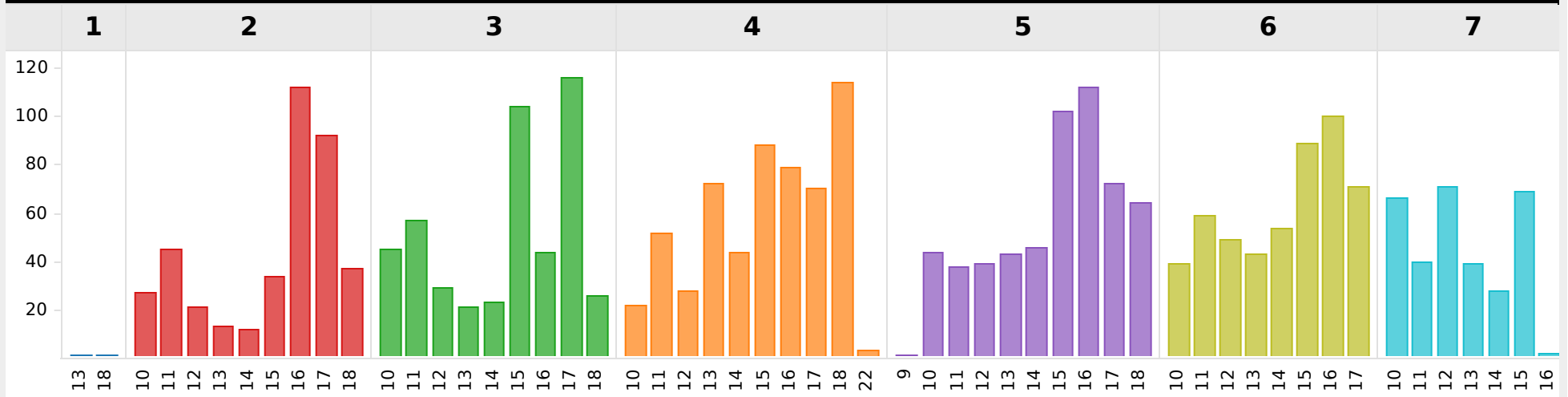
NRS ▼

Checkouts & Renewals at Your Library

Trans Stat Dow	Transactions	% of Total
Sunday	2	0.07%
Monday	393	13.98%
Tuesday	465	16.54%
Wednesday	572	20.34%
Thursday	561	19.95%
Friday	504	17.92%
Saturday	315	11.20%

Hour	Transactions	% of Total
9	1	0.04%
10	243	8.65%
11	291	10.36%
12	237	8.44%
13	232	8.26%
14	207	7.37%
15	486	17.30%
16	449	15.98%
17	421	14.99%
18	242	8.62%

Circs by Hour and Day



Station Library

NRS ▼

Checkouts & Renewals at Your Library

Library Users at Your Library

User Library	Transactions	% of Total
Total	2,812	100.00%
NRS	1,958	69.63%
RSS	371	13.19%
BYS	107	3.81%
FPS	81	2.88%
MWS	51	1.81%
BFS	48	1.71%
CIS	44	1.56%
WCS	43	1.53%
OPS	24	0.85%
LPS	17	0.60%
ILL_LIBS	16	0.57%
LGS	14	0.50%
BRS	7	0.25%
EPS	6	0.21%
SFS	6	0.21%
LYS	4	0.14%
OZS	4	0.14%
DGS	3	0.11%
OES	3	0.11%
OLS	3	0.11%
GHS	1	0.04%
HDS	1	0.04%

Library Items at Your Library

Item Library	Transactions	% of Total
Total	2,812	100.00%
NRS	2,190	77.88%
BLD	30	1.07%
BYS	22	0.78%
OPS	22	0.78%
ESS	20	0.71%
SCD	20	0.71%
WRS	18	0.64%
TPS	17	0.60%
GED	16	0.57%
HDS	16	0.57%
ROD	15	0.53%
ADD	14	0.50%
DGS	14	0.50%
GHS	14	0.50%
OLS	14	0.50%
TFS	14	0.50%
BDD	12	0.43%
BVD	12	0.43%
AMS	11	0.39%
BVS	11	0.39%
INS	11	0.39%
VPD	11	0.39%

Station Library

NRS v

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		2,812	100.00%
NRS	NRS_ADULT	1,724	61.31%
RSS	RSS_ADULT	300	10.67%
NRS	NRS_JUV	228	8.11%
FPS	FPS_ADULT	81	2.88%
BYS	BYS_ADULT	72	2.56%
RSS	RSS_JUV	71	2.52%
MWS	MWS_ADULT	51	1.81%
BFS	BFS_PATRON	46	1.64%
WCS	WCS_PATRON	43	1.53%
BYS	BYS_JUV	35	1.24%
CIS	CIS_ADULT	29	1.03%
OPS	OPS_PATRON	24	0.85%
LPS	LPS_PATRON	17	0.60%
CIS	CIS_JUV	15	0.53%
ILL_LIBS	CHICAGO_P	15	0.53%
LGS	LGS_PATRON	14	0.50%
BRS	BRS_ADULT	7	0.25%
EPS	EPS_PATRON	6	0.21%
SFS	SFS_ADULT	6	0.21%
LYS	LYS_ADULT	4	0.14%
NRS	CHICAGO_P	4	0.14%
OZS	OPS_PATRON	4	0.14%
DGS	DGS_PATRON	3	0.11%
OES	OPS_PATRON	3	0.11%
OLS	OLS_PATRON	3	0.11%
BFS	BFS_TEACH	2	0.07%
NRS	NRSCIRCJR	2	0.07%

Library Items/Profiles at Your Library

Item Library	Trans Stat User Profile Name	Transactions	% of Total
Total		2,812	100.00%
NRS	NRS_ADULT	1,245	44.27%
	RSS_ADULT	241	8.57%
	NRS_JUV	191	6.79%
	RSS_JUV	70	2.49%
	BYS_ADULT	67	2.38%
	FPS_ADULT	62	2.20%
	BFS_PATRON	45	1.60%
	WCS_PATRON	43	1.53%
	MWS_ADULT	42	1.49%
	BYS_JUV	31	1.10%
	OPS_PATRON	28	1.00%
	CIS_ADULT	25	0.89%
BLD	NRS_ADULT	24	0.85%
NRS	CHICAGO_P	19	0.68%
ESS	NRS_ADULT	17	0.60%
NRS	LPS_PATRON	17	0.60%
OPS	NRS_ADULT	17	0.60%
NRS	CIS_JUV	15	0.53%
HDS	NRS_ADULT	14	0.50%
WRS	NRS_ADULT	14	0.50%
BYS	NRS_ADULT	13	0.46%
GED	NRS_ADULT	13	0.46%
NRS	LGS_PATRON	13	0.46%
SCD	NRS_ADULT	13	0.46%
TFS	NRS_ADULT	13	0.46%
TPS	NRS_ADULT	13	0.46%
BVD	NRS_ADULT	12	0.43%
GHS	NRS ADULT	12	0.43%

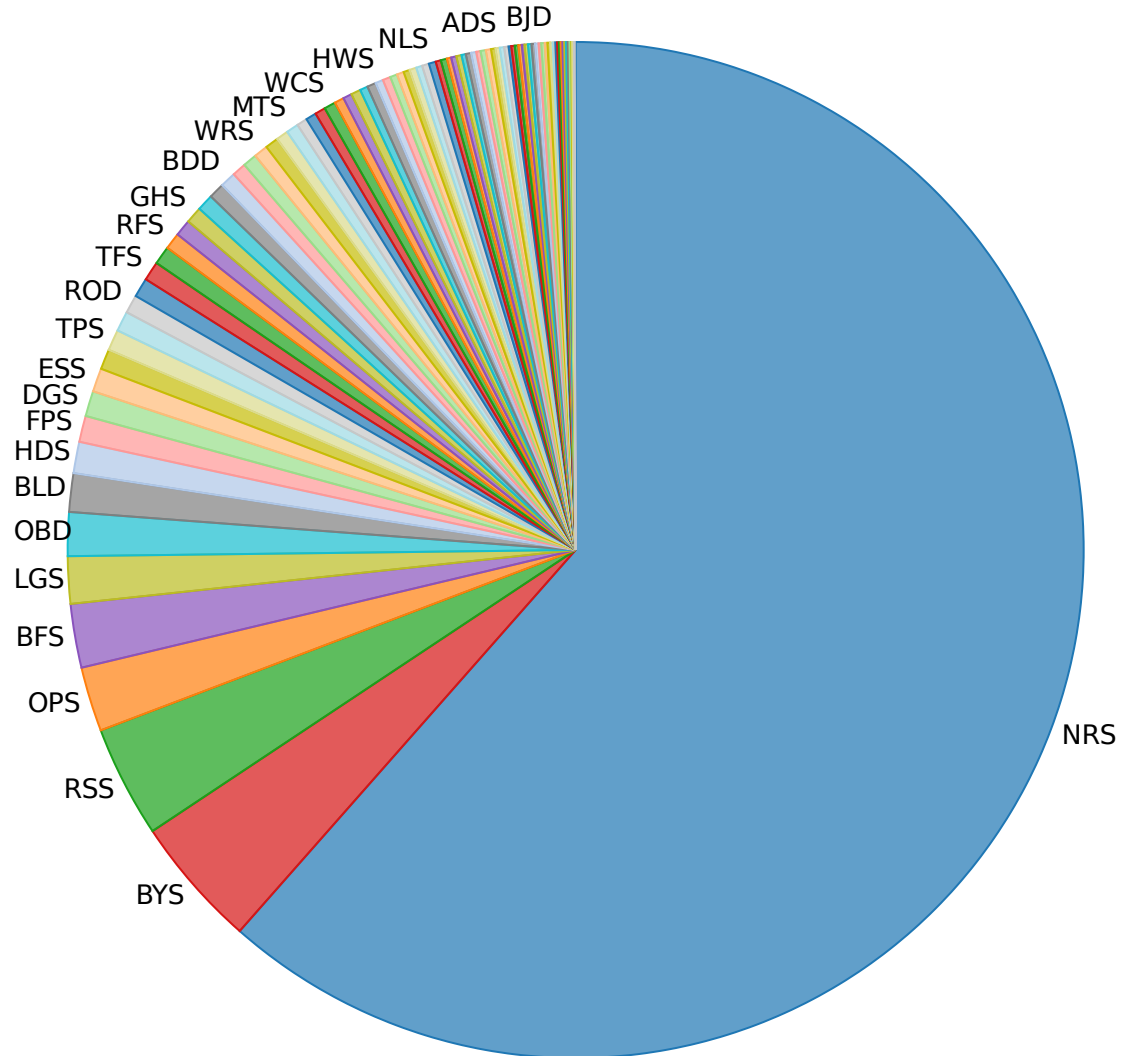
User Library

NRS v

Checkouts & Renewals from Your Patrons

Item Library	Transactions	% of Total
Total	3,812	100.00%
NRS	2,343	61.46%
BYS	159	4.17%
RSS	136	3.57%
OPS	78	2.05%
BFS	77	2.02%
LGS	57	1.50%
OBD	54	1.42%
BLD	46	1.21%
HDS	38	1.00%
FPS	32	0.84%
DGS	31	0.81%
ESS	28	0.73%
LPS	25	0.66%
TPS	25	0.66%
GED	24	0.63%
ROD	23	0.60%
SCD	23	0.60%
TFS	23	0.60%
BVS	22	0.58%
RFS	21	0.55%
BVD	20	0.52%
GHS	20	0.52%
INS	20	0.52%

Your Users Checkout Items from...



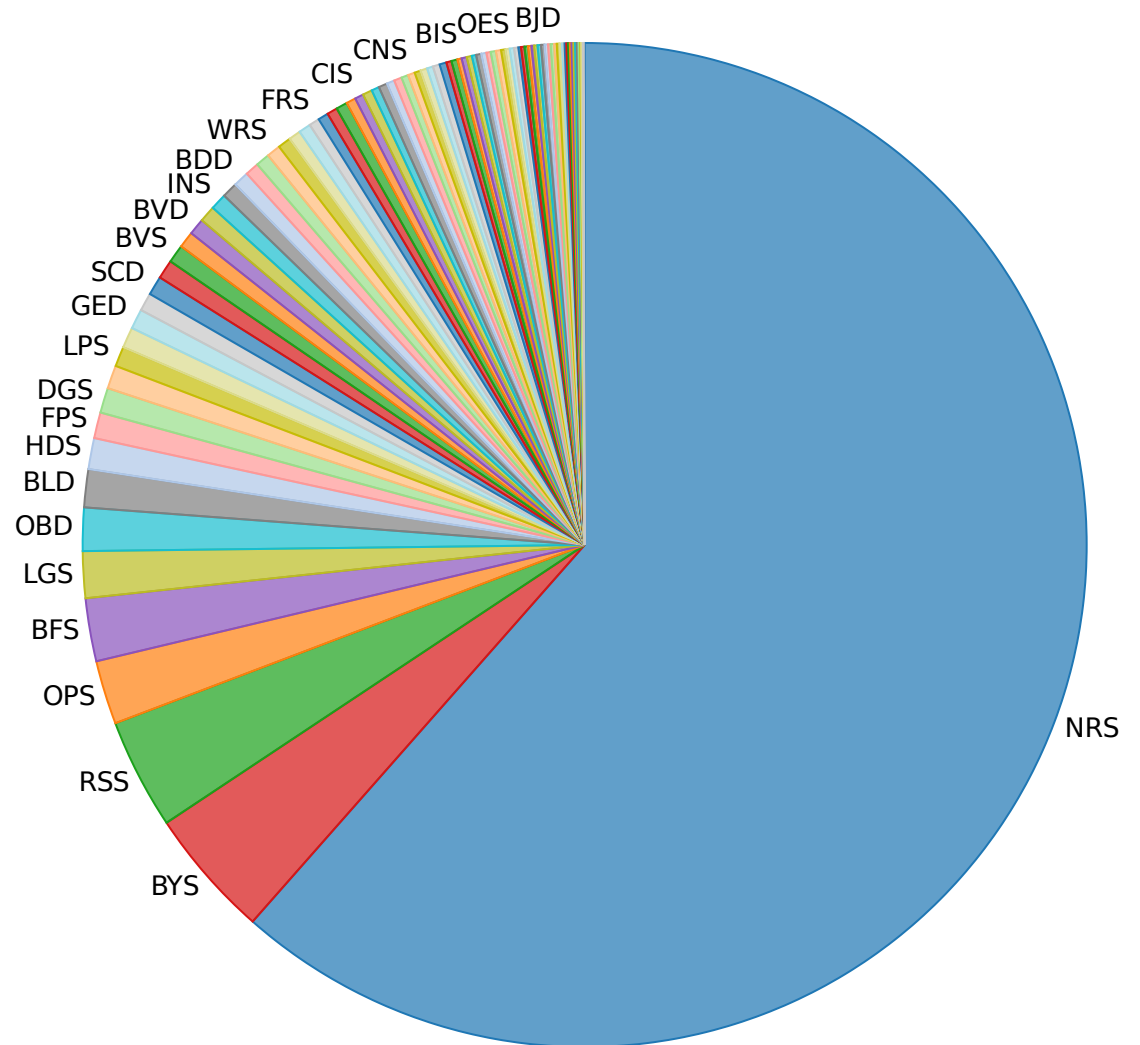
User Library

NRS ▼

Checkouts & Renewals from Your Patrons

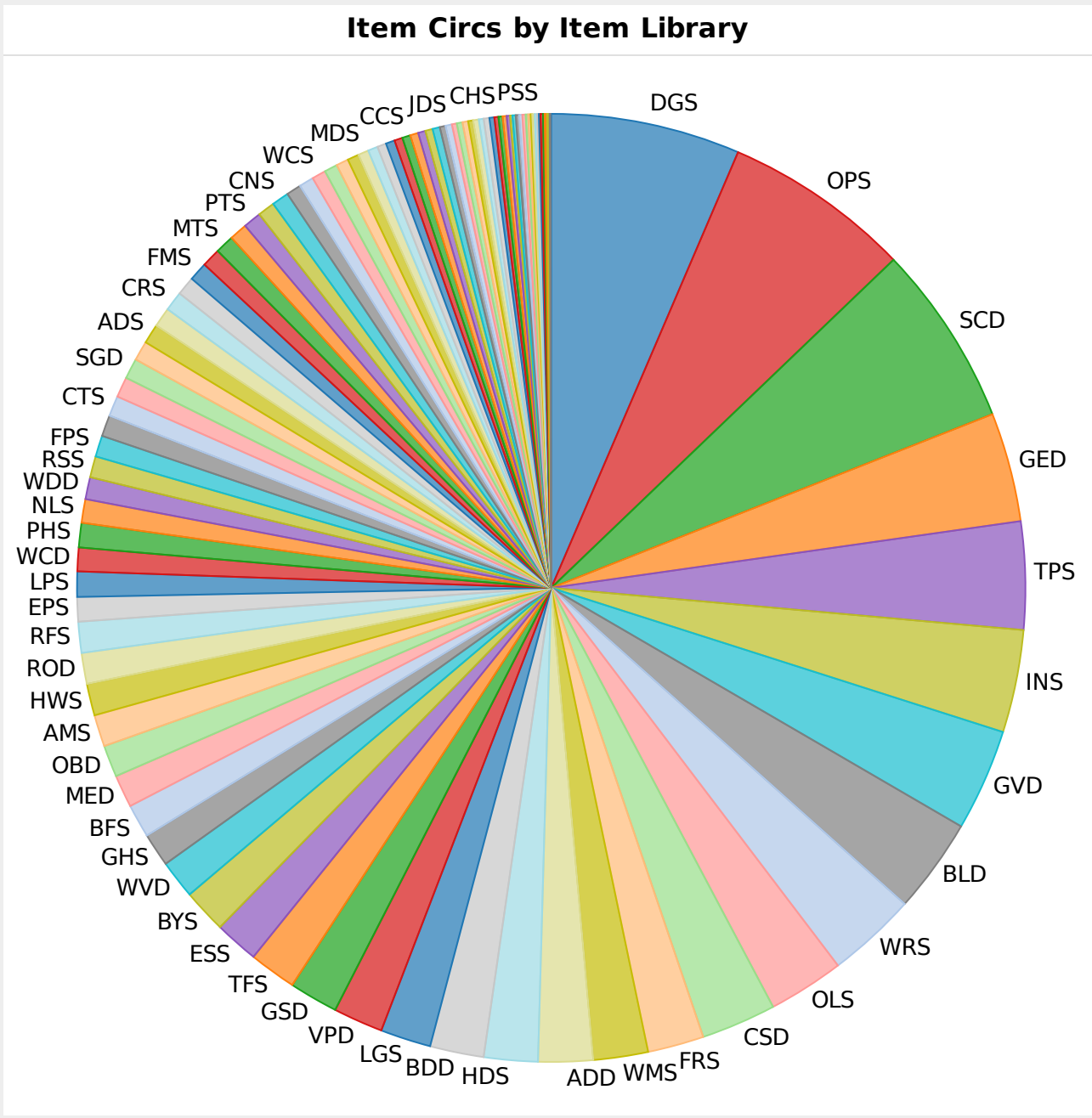
Station Library	Transactions	% of Total
Total	3,812	100.00%
NRS	3,133	82.19%
BYS	162	4.25%
RSS	141	3.70%
BFS	88	2.31%
LGS	48	1.26%
OPS	45	1.18%
OBD	41	1.08%
FPS	26	0.68%
LPS	23	0.60%
RFS	18	0.47%
BRS	16	0.42%
DGS	15	0.39%
HDS	13	0.34%
WCS	9	0.24%
TFS	7	0.18%
CIS	6	0.16%
BVS	5	0.13%
BVD	3	0.08%
GED	2	0.05%
INS	2	0.05%
MWS	2	0.05%
NLS	2	0.05%
BKS	1	0.03%

Your Users Checkout at...



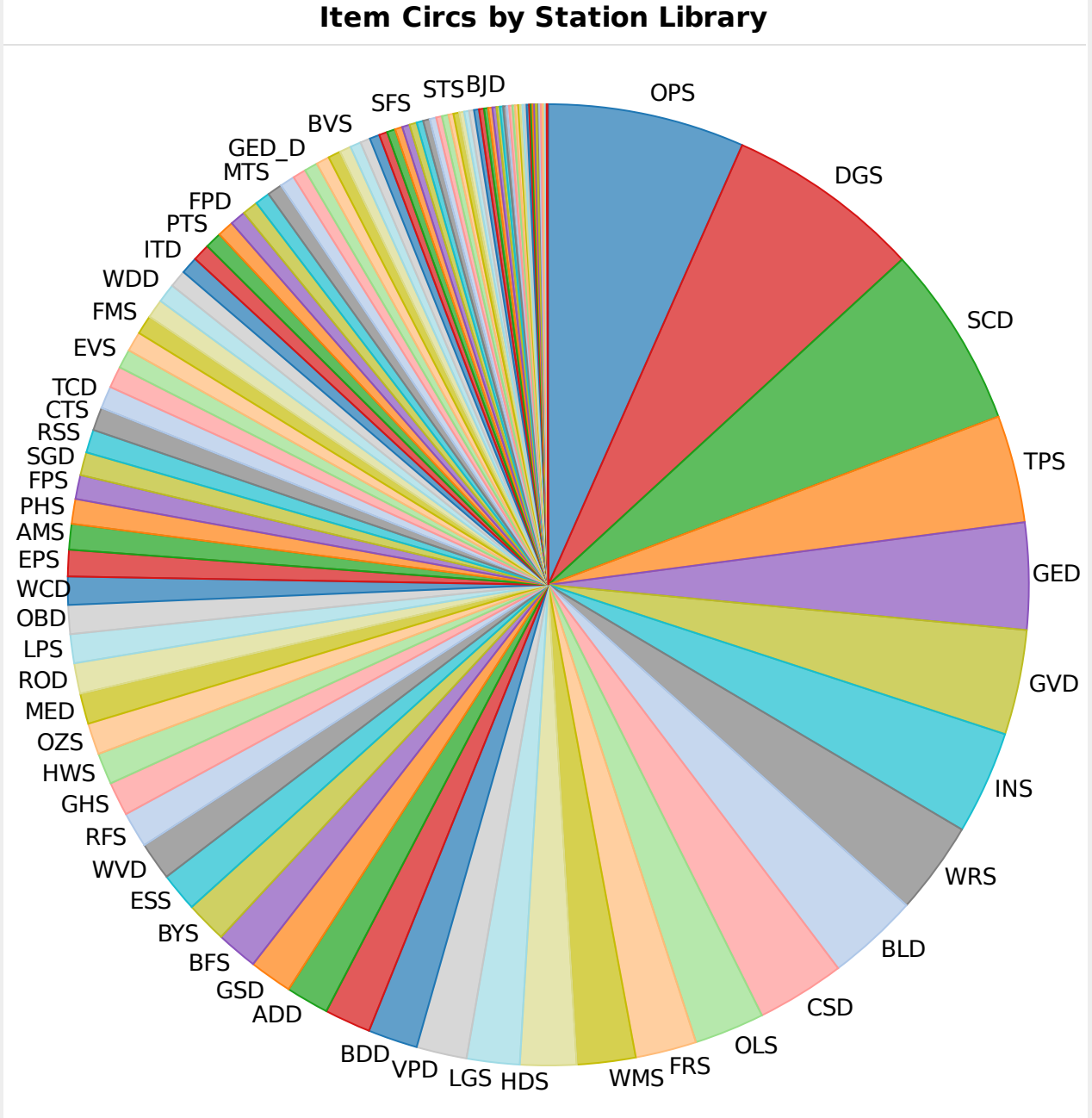
Checkouts & Renewals from all SWAN Libraries

Item Library	Transactions	% of Total
Total	1,013,796	100.00%
DGS	65,114	6.42%
OPS	64,793	6.39%
SCD	62,685	6.18%
GED	37,828	3.73%
TPS	37,105	3.66%
INS	35,532	3.50%
GVD	35,227	3.47%
BLD	32,643	3.22%
WRS	30,824	3.04%
OLS	26,356	2.60%
CSD	25,716	2.54%
FRS	19,622	1.94%
WMS	18,920	1.87%
ADD	18,738	1.85%
HDS	18,587	1.83%
BDD	18,483	1.82%
LGS	17,512	1.73%
VPD	17,353	1.71%
GSD	16,908	1.67%
TFS	16,199	1.60%
ESS	15,296	1.51%
BYS	15,127	1.49%
WVD	13,183	1.30%
GHS	11,700	1.15%
BFS	11,464	1.13%
MED	11,163	1.10%
OBD	11,122	1.10%
AMS	10,988	1.08%
HWS	10,964	1.08%
ROD	10,761	1.06%
RFS	10,561	1.04%
EPS	8,578	0.85%
IDS	8,505	0.84%



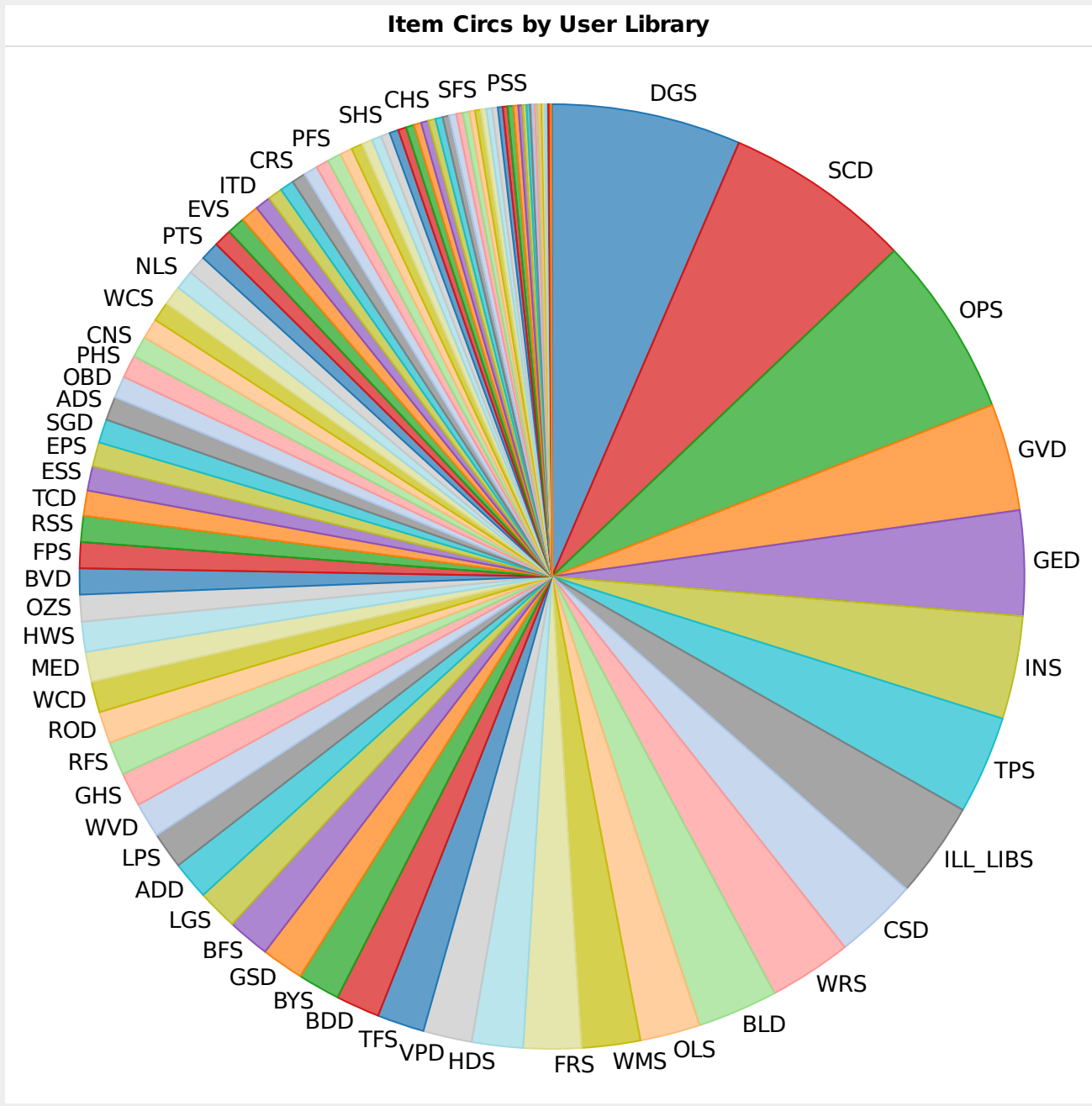
Checkouts & Renewals from all SWAN Libraries

Station Library	Transactions	% of Total
Total	1,013,796	100.00%
OPS	66,786	6.59%
DGS	66,540	6.56%
SCD	62,131	6.13%
TPS	36,564	3.61%
GED	36,373	3.59%
GVD	35,662	3.52%
INS	35,368	3.49%
WRS	31,430	3.10%
BLD	31,305	3.09%
CSD	30,089	2.97%
OLS	23,983	2.37%
FRS	20,804	2.05%
WMS	20,140	1.99%
HDS	19,018	1.88%
LGS	18,103	1.79%
VPD	17,106	1.69%
BDD	16,948	1.67%
TFS	15,767	1.56%
ADD	14,636	1.44%
GSD	14,592	1.44%
BFS	14,136	1.39%
BYS	13,926	1.37%
ESS	13,323	1.31%
WVD	13,057	1.29%
RFS	12,024	1.19%
GHS	11,405	1.12%
HWS	10,912	1.08%
OZS	10,716	1.06%
MED	10,468	1.03%
ROD	10,220	1.01%
LPS	9,907	0.98%
OBD	9,831	0.97%
WCD	9,405	0.94%



Checkouts & Renewals from all SWAN Libraries

User Library	Transactions	% of Total
Total	1,013,796	100.00%
DGS	65,291	6.44%
SCD	65,092	6.42%
OPS	62,707	6.19%
GVD	37,352	3.68%
GED	36,324	3.58%
INS	35,641	3.52%
TPS	34,113	3.36%
ILL_LIBS	33,369	3.29%
CSD	28,802	2.84%
WRS	28,727	2.83%
BLD	27,958	2.76%
OLS	20,773	2.05%
WMS	20,362	2.01%
FRS	20,100	1.98%
HDS	17,601	1.74%
VPD	16,789	1.66%
TFS	16,342	1.61%
BDD	15,402	1.52%
BYS	14,679	1.45%
GSD	14,625	1.44%
BFS	14,543	1.43%
LGS	14,003	1.38%
ADD	13,310	1.31%
LPS	12,545	1.24%
WVD	12,284	1.21%
GHS	11,791	1.16%
RFS	11,466	1.13%
ROD	10,908	1.08%
WCD	10,816	1.07%
MED	10,397	1.03%
HWS	10,367	1.02%
OZS	9,459	0.93%
BVD	9,064	0.89%



In the change column, the parentheses means less than last year.
 No parenthesis means more than last year. A dash means it's the same.

Account							
REVENUE	2023-2024	2%COLA	3%COLA	3%COLA & Merit	FY24 vs 3%		
	loan funds						
6901-01	property tax	\$ 1,174,665	\$ 1,175,000	\$ 1,175,000	\$ 1,175,000	\$ 335	
6903-01	fees and fr	\$ 7,500	\$ 6,000	\$ 6,000	\$ 6,000	\$ (1,500)	
6904-01	Donations	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	
6905-01	grants	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	
	Mary Kadlec estate					\$ -	
6906-01	interest	\$ 2,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 2,000	
6901-14	Estimated Loss Due to Property Assessment Appeals-Future Years	\$ (10,000)	\$ -	\$ -	\$ -	\$ 10,000	
6901-15	Estimated Loss Due to Property Assessment Appeals - Current Year	\$ -				\$ -	
	Credit Card income	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	
	Unrealized Income Annuities	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ (10,000)	
	total	\$ 1,332,665	\$ 1,333,500	\$ 1,333,500	\$ 1,333,500	\$ 835	
	Revenue minus grants,	\$ 1,188,500	\$ 1,188,500	\$ 1,188,500	\$ 1,188,500		
OPERAT	2023-2024	2%COLA	3%COLA	3%COLA & Merit	FY24 vs 3%		
SALARIES							
7504-01	Circulation	\$ 85,500	\$ 113,338	\$ 114,449	\$ 115,600	\$ 28,949	
						3% COLA #####	

7505-01	Adult Serv	\$ 77,500	\$ 66,300	\$ 66,992	\$ 67,290	\$ (10,508)	\$ 66,992
7506-01	Youth Ser	\$ 95,000	\$ 96,300	\$ 97,235	\$ 98,000	\$ 2,235	\$ 97,235
7507-01	Pages	\$ 11,000	\$ 14,945	\$ 15,087	\$ 15,300	\$ 4,087	\$ 15,087
7508-01	Administra	\$ 300,000	\$ 301,075	\$ 304,027	\$ 306,000	\$ 4,027	#####
7509-01	Facilities	\$ 30,000	\$ -			\$ (30,000)	\$ -
	total	\$ 599,000	\$ 591,958	\$ 597,790	\$ 602,190	\$ (1,210)	#####

BENEFITS

4230-01	ICMA						
7600-05	health insu	\$ 32,000	\$ 33,500	\$ 33,500	\$ 33,500	\$ 1,500	
7614-06	workers co	\$ -				\$ -	
7650-09	IMRF	\$ 49,250	\$ 48,375	\$ 48,854	\$ 48,854	\$ (396)	
7660-06	unemployr	\$ 1,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 3,000	
7670-08	social sec	\$ 38,655	\$ 46,486	\$ 46,945	\$ 46,945	\$ 8,290	
	total	\$ 120,905	\$ 132,361	\$ 133,299	\$ 133,299	\$ 12,394	

TRAINING

7700-01	education	\$ 500	\$ 250	\$ 250	\$ 250	\$ (250)	
7800-01	education	\$ 5,500	\$ 4,000	\$ 4,000	\$ 4,000	\$ (1,500)	
	total	\$ 6,000	\$ 4,250	\$ 4,250	\$ 4,250	\$ (1,750)	

OPERAT	2023-2024	2%COLA	3%COLA	Merit	3%COLA & Merit	FY24 vs 3%
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MATERIALS

8090-01	Adult A/V	\$ 9,200	\$ 8,200	\$ 8,200	\$ 8,000	\$ (1,000)	
8091-01	Children's	\$ 3,400	\$ 3,000	\$ 2,800	\$ 2,800	\$ (600)	
8096-01	Teen A/V	\$ 3,200	\$ 2,500	\$ 2,400	\$ 2,200	\$ (800)	
8103-01	Foreign La	\$ 3,000	\$ 1,700			\$ (3,000)	
8105-01	Adult fictio	\$ 26,000	\$ 24,000	\$ 23,750	\$ 23,000	\$ (2,250)	
8106-01	Children's	\$ 17,000	\$ 15,500	\$ 15,250	\$ 15,000	\$ (1,750)	
8107-01	Teen fictio	\$ 9,000	\$ 7,500	\$ 7,450	\$ 7,000	\$ (1,550)	
8108-01	eBooks	\$ 5,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ (500)	
8120-01	newspape	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	
8130-01	internet da	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ -	
8140-01	Periodicals	\$ 1,600	\$ 900	\$ 900	\$ 900	\$ (700)	
8154-01	Makerspac	\$ 5,000	\$ 4,000	\$ 3,500	\$ 3,500	\$ (1,500)	
	total	\$ 104,500	\$ 93,900	\$ 90,850	\$ 89,000	\$ (13,650)	

PROGRAMS

8150-01	Children's	\$ 7,000	\$ 7,000	\$ 7,000	\$ 6,500	\$ -	
8153-01	Teen Prog	\$ 3,000	\$ 3,000	\$ 3,000	\$ 2,800	\$ -	
8155-01	Adult Prog	\$ 6,000	\$ 6,000	\$ 6,000	\$ 5,500	\$ -	
8156-01	Technolog	\$ 1,000	\$ -	\$ -	\$ -	\$ (1,000)	
	total	\$ 17,000	\$ 16,000	\$ 16,000	\$ 14,800	\$ (1,000)	

STRATEGIC INITIATIVES

8158-01	Strategic I	\$ 2,000	\$ -	\$ -	\$ -	\$ (2,000)
	total	\$ 2,000	\$ -	\$ -	\$ -	\$ (2,000)

COMPUTERS

8171-01	Technolog	\$ 25,000	\$ 10,800	\$ 10,800	\$ 10,800	\$ (14,200)
8172-01	Computer	\$ 5,000	\$ 3,000	\$ 3,000	\$ 2,500	\$ (2,000)
8175-01	SWAN	\$ 24,500	\$ 22,500	\$ 22,500	\$ 22,500	\$ (2,000)
8180-01	Software	\$ 1,500	\$ 1,500	\$ 1,250	\$ 1,250	\$ (250)
8190-01	Website	\$ 3,500	\$ 1,200	\$ 1,200	\$ 1,200	\$ (2,300)
8195-01	Email	\$ 500	\$ 200	\$ -	\$ -	\$ (500)
	total	\$ 60,000	\$ 39,200	\$ 38,750	\$ 38,250	\$ (21,250)

OFFICE SUPPLIES

8202-01	Office Sup	\$ 13,500	\$ 11,500	\$ 11,000	\$ 10,500	\$ (2,500)
	total	\$ 13,500	\$ 11,500	\$ 11,000	\$ 10,500	\$ (2,500)

OPERAT	2023-2024	2%COLA	3%COLA	Merit	3%COLA &	FY24 vs 3%
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						\$ -
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UTILITIES- OPERATING EXPENSE

8301-07	Internet/ph	\$ 13,500	\$ 10,261	\$ 10,261	\$ 10,261	\$ (3,239)
8302-07	electricity	\$ 16,500	\$ 20,000	\$ 20,000	\$ 20,000	\$ 3,500
8303-07	gas	\$ 8,860	\$ 6,000	\$ 6,000	\$ 6,000	\$ (2,860)
8304-07	water/garb	\$ 3,250	\$ 3,500	\$ 3,500	\$ 3,500	\$ 250
	total	\$ 42,110	\$ 39,761	\$ 39,761	\$ 39,761	\$ (2,349)

						\$ -
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BUILDING EXPENSE

8306-07	building su	\$ 12,000	\$ 10,500	\$ 9,500	\$ 9,500	\$ (2,500)
8308-07	service co	\$ 30,500	\$ 46,500	\$ 46,500	\$ 46,500	\$ 16,000
8315-07	fees and p	\$ 1,950	\$ 2,200	\$ 2,200	\$ 2,200	\$ 250
8330-01	casual lab	\$ 900	\$ 1,000	\$ 1,000	\$ 1,000	\$ 100
8335-07	building re	\$ 34,000	\$ 94,000	\$ 94,000	\$ 94,000	\$ 60,000
	total	\$ 79,350	\$ 154,200	\$ 153,200	\$ 153,200	\$ 73,850

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TRAVEL

8342-01	lodging/me	\$ 2,200	\$ 1,500	\$ 1,000	\$ 1,000	\$ (1,200)
	total	\$ 2,200	\$ 1,500	\$ 1,000	\$ 1,000	\$ (1,200)

						\$ -
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OTHER EXPENSES

8355-01	membersh	\$ 2,450	\$ 2,000	\$ 2,000	\$ 2,000	\$ (450)
8360-01	grants	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
8361-01	donations	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ -
8365-01	library pro	\$ 5,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ (4,000)
8370-01	postage	\$ 3,200	\$ 2,000	\$ 2,000	\$ 2,000	\$ (1,200)
8375-01	advertising	\$ 4,500	\$ 1,250	\$ -	\$ -	\$ (4,500)

8385-01	memorials	\$ 500	\$ 250	\$ 250	\$ 200	\$ (250)
8396-01	bank charg	\$ 250	\$ 500	\$ 500	\$ 500	\$ 250
8399-01	ILL Loss/D	\$ 250	\$ 250	\$ 250	\$ 250	\$ -
	total	\$ 151,650	\$ 142,750	\$ 141,500	\$ 141,450	\$ (10,150)

OUTSIDE SERVICES

8400-01	accounting	\$ 17,000	\$ 13,500	\$ 13,500	\$ 13,500	\$ (3,500)
8401-01	audit	\$ 9,200	\$ 8,200	\$ 8,200	\$ 8,200	\$ (1,000)
8402-01	legal fees	\$ 6,000	\$ 5,500	\$ 5,500	\$ 5,500	\$ (500)
8404-01	staff recog	\$ 2,500	\$ 500	\$ 500	\$ 500	\$ (2,000)
8405-01	appraisal	\$ 1,500	\$ 550	\$ 550	\$ 450	\$ (950)
8305-01	architect/	\$ 3,000	\$ -	\$ -	\$ -	\$ (3,000)
8406-01	collection	\$ 400	\$ 350	\$ 350	\$ 150	\$ (50)
8408-01	strategic p	\$ -	\$ -	\$ -	\$ -	\$ -
8410-01	printing	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
8430-01	payroll exp	\$ 6,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 1,000
8435-01	backgroun	\$ 200	\$ 200	\$ 200	\$ 200	\$ -
	total	\$ 58,300	\$ 48,300	\$ 48,300	\$ 48,000	\$ (10,000)

OPERAT	2023-2024	2%COLA	3%COLA	3%COLA & Merit	FY24 vs 3%
INSURANCE					\$ -

8460-05	liability ins	\$ 24,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ (3,000)
8470-05	directors/officers insurance					\$ -
	total	\$ 24,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ (3,000)

OTHER EXPENSES

8600-01	Bond Interest					\$ -
8601-02	Debt Certif	\$ 16,500	\$ 9,000	\$ 9,000	\$ 9,000	\$ (7,500)
	total	\$ 16,500	\$ 9,000	\$ 9,000	\$ 9,000	\$ (7,500)

DEBT SERVICE

8700-02	Bond Principle					\$ -
8701-02	Debt Certif	\$ 28,000	\$ 27,800	\$ 27,800	\$ 27,800	\$ (200)
	total	\$ 28,000	\$ 27,800	\$ 27,800	\$ 27,800	\$ (200)

TOTAL OP	\$ 1,325,015	\$ 1,333,480	\$ 1,333,500	\$ 1,333,500	\$ 8,485
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NET INCO	\$ 7,650	\$ 20	\$ -	\$ -	\$ (7,650)
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% of expenses	7.89%	7.04%	6.81%
% of expenses	45.21%	44.39%	44.83%
% of pay with	54.26%	54.02%	54.52%
<hr/>			
% of expenses spent on collection minus grants & donations & annuities		7.90%	7.64%
% of expenses spent on staff pay minus grants and donations & annuities		49.81%	50.30%
% of pay with benefits minus grants and donations & annuities		60.94%	61.51%
<hr/>			

3% + merit	total merit	merit %	2% COLA	2% + merit	total merit	merit %
#####	\$ 9,551	8.35%	#####	#####	\$ 9,551	8.43%

\$ 67,500	\$ 508	0.76%	\$ 66,300	\$ 66,808	\$ 508	0.77%
\$ 99,750	\$ 2,515	2.59%	\$ 96,300	\$ 98,815	\$ 2,515	2.61%
16000	\$ 913	6.05%	\$ 14,945	\$ 15,858	\$ 913	6.11%
#####	\$ 4,473	1.47%	#####	#####	\$ 4,473	1.49%
\$ -	\$ -		\$ -	\$ -	\$ -	
#####	\$ 17,960	3.00%	#####	#####	\$ 17,960	3.03%

IMRF Tota \$ 48,854
Soc/Mcare \$ 46,945

IMRF Tota \$ 48,375
Soc/Mcare \$ 46,486



2024-2025 (FY25) Working Budget

Budget Justification

This document is intended to explain budgetary changes between the previous year and the proposed budget for the coming fiscal year. The goal for FY25 is to work with the levy capture amount from FY24 with the anticipated levy increase amount being designated for the capital reserve fund.

Revenue:

6901-01 Property Tax – The increase of \$335 is reflective of a conservative levy funding estimate.

6903-01 Fees and Fines – The budgeted \$6,000 is a conservative number based on the FY24 budget and a decrease of \$1,500 over the FY24 budgeted number. Funds in this line item vary depending on usage of paid services (printing, lost materials, etc.)

6904-01 Donations – The \$35,000 budget is anticipated from sales of the leaves on the Mary Kadlec donor wall tree, funds from the Foundation & Friends, and other donations and is reflected in the spending line 8361-01. No change over last year.

6905-01 Grants – The \$100,000 budget is based on ongoing grant applications and is reflected in the spending line 8360-01. No change over last year.

6906-01 Interest – The anticipated \$2,000 increase in funding is based on an actual revenue received in the FY24 budget year.

6901-14 Estimated loss due to property assessment appeals – This line item anticipates rebates to residents and has not been used in the past several years due to Public Act 102-0519 Levy Adjustment act.

Credit Card Income – The budgeted \$3,000 is used to purchase gift cards for giveaways.

Unrealized income (Annuities) – The \$10,000 is based on the resolution passed in 2023 authorizing the withdrawal of \$10,000 yearly to support the library.

Operating Expenses:

Salaries – You will again see each department represented below. Each proposed amount includes a cost-of-living increase (up to 3% for all employees based on the CPI of 3.1%) with no merit raises described below. Standards for Illinois Public Libraries: Serving our Public 4.0 (chapter 3) expects libraries to spend between up to 60% of their overall budget on salaries for staff. Proposed salaries will account for 44.83% of NRPL's budget.



7504-01 Circulation – We have budgeted for 133.75 hours per week at a cost of \$114,449 for the year which includes a 3% cost of living increase for all positions however no merit raises which would be awarded to employees at the discretion of the manager.

7505-01 Adult Services – We budgeted 78 hours per week at a cost of \$66,992 for the year which includes a 3% cost of living increase for all positions as well as an additional 14 hour per week marketing position however no merit raises which would be awarded to employees at the discretion of the manager.

7506-01 Youth Services - We budgeted 89 hours per week at a cost of \$97,235 for the year which includes a 3% cost of living increase for all positions, however no merit raises which would be awarded to employees at the discretion of the manager.

7507-01 Pages - We budgeted 19.5 hours per week at a cost of \$15,087 for the year which includes a minimum wage increase for the position however no merit raises which would be awarded to employees at the discretion of the manager.

7508-01 Administration - We budgeted 215 hours per week at a cost of \$304,027 for the year, which includes a 3% cost of living increase for all positions, however no merit raises which would be awarded to employees at the discretion of the director. *Note, the increase of 15 hours is reflective of moving the administrative assistant from Youth Services to Administration.

7509-01 Facilities – Janitorial and minor facilities work has been moved to 8308-07 Service Contracts.

Benefits – Minimal changes have been made to this section to reflect actual spending. This section reflects the budget for employee health insurance, our IMRF pension plans (currently 12 employees – director, 4 managers, 3 Circ staff, 2 AS staff, 2 YS staff, unemployment insurance and employer’s share of social security and Medicare for all employees. Standards for Illinois Public Libraries: Serving our Public 4.0 (chapter 3) expects libraries to spend between up to 70% of their overall budget on a combination of salaries, health insurance, IMRF and social security/Medicare. The proposed total compensation packages described above will account for 54.52% of NRPL’s budget.

7600-05 Health Insurance – Limricc health insurance has an estimated \$1,500 increase for this coming year for the library’s current plans.

7650-09 IMRF – With the changes to staffing increases in wages but a decrease in our percentage lead to the anticipated \$396 decrease over last year due to the wages paid to the participants.

7660-06 Unemployment insurance – The \$3,000 increase reflects anticipated increases in premiums as well as logging items differently in the system (formerly all under 8460-05 Insurance).

7670-08 Social Security/Medicare – The \$8,290 increase is reflective of staff pay.



Training

Overall, you will see a \$1,750 decrease from last year's budget which reflects that work toward a more conservative spending goal.

7700-01 Educational training Trustees – Line item decreased by \$250 from FY24 budget to reflect anticipated spending.

7800-01 Educational training Staff - Line item decreased by \$1,500 from FY24 budget to reflect anticipated spending.

Materials

Overall, you will see a \$13,650 decrease over last year's budget. Total spending for our materials budget line items is \$90,850 which is 6.81% of our total budget. Standards for Illinois Public Libraries: Serving our Public 4.0 expects libraries to spend between 8% and 12% of their overall budget on materials for patrons.

8100-01 Replacement Materials – This line item is new this year and will help to track the actual costs spent replacing lost/damaged materials that have been charged to patrons. We have budgeted \$2,000 as an estimate.

Programs

These line items reflect our NRPL budgeted spending for programming. These line items do not reflect spending on programs in these areas that are grant or donation funded. There is no change in budgeting in Children's, Teen's, and Adult's program spending.

8156-01 Technology Programs – This line will not be directly funded in FY25.

Strategic Initiatives

8158-01 Strategic Initiatives – This line item will not be directly funded in FY25.

Computers

This section reflects NRPL's spending on technology as well as our SWAN fees which primarily pay for our cataloging system.

8171-01 Technology Service – The \$14,200 anticipated decrease reflects the application to the Federal Government's E-rate program for managed IT services (Category 2) which will pay for 60% of our IT services. This application will be approved or denied by the end of June 2024.

8172-01 Computer Equipment – The \$2,000 decrease reflects anticipated replacement of several fewer units the previously anticipated.



**NORTH RIVERSIDE
PUBLIC LIBRARY**

NORTH RIVERSIDE, IL

8175-01 SWAN— This fund pays for our SWAN fees which include our cooperative library catalog. The \$2,000 decrease reflects an anticipated decrease in coop fees from SWAN.

8180-01 Software – \$250 decrease reflects no new software purchase planned.

8190-01 Website – \$2,300 decrease reflects the cost of website maintenance and occasional updates rather than new website addition.

8195-01 Email – No funding for this line item as the spam filter is covered in 8171-01 Technology Service.

Utilities

8301-07 Internet/phone – \$3,239 decrease based on the grant to fund 60% of internet services for the library through the Federal Government E-rate grant program.

8302-07 Electricity – The \$3,500 budgeted increase is based on the past several bills. Investigation is underway to identify the reason for the increased usage.

8303-07 Gas – The \$2,860 decrease is reflective of this past year's usage.

8304-07 Water/Garbage – Anticipated spending \$3,500 for Village provided services.

Building Expense

The following line items reflect the maintenance and upgrades to the facility.

8306-07 Building Supplies – The budgeted \$2,500 decrease from last year's budget is reflective of planned spending.

8308-07 Service Contracts – The \$16,000 increase is reflected of increases in service contract prices and the addition of the cleaning company.

8335-07 Building Repairs – The budgeted \$94,000 is reflective of anticipated repairs (\$34,000 – ADA complaint railing update, fence panel replacement, heat map of the library) and fully funding the lower-level renovation project (\$60,000). Overages in this line item will be moved to IL Fund for planned facility upgrades as detailed in our Capital Improvement Plan.

Other Expenses

8355-01 Memberships – The \$250 decrease reflects less staff professional memberships.

8360-01 Grants – No change. Reminder: Grant expenditures are directly linked to 6905-01 Grants in revenue.



8361-01 Donations – No change. Reminder: Donations expenditures are directly linked to 6904-01 Donations in revenue.

8365-01 Library Promotion – The decrease of \$4,000 to reflect a more conservative fiscal approach. This will continue to pay for tables at outreach events, participation in the museum pass program, IL Libraries presents program.

8370-01 Postage – Decrease of \$1,200 based on actual spending in FY24.

8375-01 Advertising – No funding for FY25.

8385-01 Memorials and tributes – Decrease of \$250.

8396-01 Bank charges and fees – Increase of \$250.

8399-01 ILL Loss/damage – No change

Outside Services

8330-01 Casual Labor – Increase of \$100 to reflect increased pay for recording secretary for 11 months (no anticipated December Board meeting).

8400-01 Accounting – Decrease of \$3,500 based on FY24 spending to date.

8401-01 Audit – Decrease of \$1,000 is reflective of actual costs with GW&A in FY24.

8402-01 Legal Fees – The \$500 decrease reflects less anticipated legal questions.

8404-01 Staff recognition – Decrease of \$2,000. Staff recognition will include holiday gift cards and one 5-year recognition. Other recognitions have been canceled for the upcoming year.

8405-01 Appraisal – The \$950 decrease is reflective of the fact we will not need a new full appraisal.

8305-01 Architect/Building Consultant – No funding.

8406-01 Collection Agency – A \$50 decrease in funding is reflective of less usage over FY24.

8408-01 Strategic Plan – No funding.

8410-01 Printing – No change.

8430-01 Payroll Expenses – The \$1,000 increase is reflective of anticipated spending. We will be exploring new payroll companies to compare costs.

Insurance



**NORTH RIVERSIDE
PUBLIC LIBRARY**

NORTH RIVERSIDE, IL

8460-05 Liability Insurance Package – The \$3,000 decrease is reflective of a budgeting change with an increase in 7660-06 Unemployment insurance.

Debt Services

8601-02 Debt Certificate Interest – The \$7,500 decrease is based on the actual interest paid in FY24.

8701-02 Debt Certificate Principle – The \$200 decrease is based on the actual payment required in FY25.

ORDINANCE 24-06-02
2024 ANNUAL ORDINANCE AUTHORIZING
PUBLIC LIBRARY NON-RESIDENT CARDS

WHEREAS, the North Riverside Public Library is a tax-supported public library; and

WHEREAS, people residing within the jurisdictional boundaries of the North Riverside Public Library District pay taxes to support the library, and so need pay no additional fee to be eligible to receive a library card; and

WHEREAS PA 92-0166 stipulates that “A person residing outside of a public library service area must apply for a non-resident card at the public library located closest to the person's principal address”; and

WHEREAS the Office of the Illinois Secretary of State has issued regulations defining “closest public library” and also providing three formulae which public libraries can use to determine the non-resident fee; and

WHEREAS the Board of Trustees of the North Riverside Public Library District has determined for its 2024-25 fiscal year, commencing July 1, 2024, and ending June 30, 2025, to participate in the non-resident reciprocal borrowing program of its regional library system and to issue non-resident library cards;

NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE BOARD OF TRUSTEES OF THE NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT as follows:

Section 1: Individuals residing beyond the jurisdictional boundaries of the North Riverside Public Library District whose closest library is the North Riverside Public Library, and not residing within the boundaries of another public library, and owning no taxable property within the jurisdictional boundaries of the North Riverside Public Library District, may purchase a non-resident fee card for the price calculated according to the Tax Bill Method (23 Ad. Code 3050.60(b)).

Section 2: Individuals residing beyond the jurisdictional boundaries of the North Riverside Public Library District but owning (as an individual, a partner, the principal stockholder or other joint owner) taxable property within the jurisdictional boundaries of the North Riverside Public Library District, or serving as a Senior Administrative Officer of a firm, business or other corporation owning taxable property within the jurisdictional boundaries of the North Riverside Public Library District, notwithstanding anything to the contrary in this Ordinance, may obtain one (1) non-resident library card without payment of the non-resident fee upon presentation of the most recent tax bill upon that taxable property; provided however that in no event shall the privileges and use of the Library be extended to more than one (1) individual non-resident for each parcel of taxable property. Each non-resident library card issued pursuant to this Section is limited to the exclusive use of the individual whose name appears on its face.

Section 3: The President of the Board of Library Trustees shall notify the regional library system in writing within 30 days of the adoption of this Ordinance, stating (a) the effective date of the

Ordinance, (b) the beginning and ending dates of the 12-month period of validity for non-resident library cards issued pursuant to this Ordinance; and (c) the fee formula as set forth herein.

Section 4: The North Riverside Public Library shall continue to honor all non-resident library cards heretofore issued by the Library, for the full term of purchase.

Section 5: The North Riverside Public Library shall cooperate with other participating area public libraries and the regional library system and adjacent regional library systems to determined the appropriate non-resident service areas, as stated in 23 Ad. Code 3050.25.

Section 6: The Policy of the North Riverside Public Library for service to non-residents, including a description of the Library's service areas and the methods of calculating fees, shall be available for public inspection at the Library.

Section 7: A valid non-resident library card issued by the North Riverside Public Library pursuant to this Ordinance shall accord a non-resident library cardholder all the services which this Library provides to its residents, including reciprocal borrowing privileges.

Section 8: No non-resident is eligible to receive a "local use" library card from the North Riverside Public Library.

ADOPTED this 17th day of June, 2024, by a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by the President and Board of Library Trustees of the North Riverside Public Library District.

Annette Corgiat, President, Board of Library Trustees

ATTEST:

Kyle Johnson, Secretary, Board of Library Trustees

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

ORDINANCE 2024-06-01

Ordinance setting forth the dates of Regular Meetings and closures of the North Riverside Public Library District Board of Trustees.

Meetings are held in the Meeting Room of the North Riverside Library, 2400 S. Des Plaines Ave, North Riverside, Illinois 60546, generally on the third Monday of the month, starting at 6:00 p.m.

July 15 th , 2024	January 20 th , 2025
August 19 th , 2024	February 17 th , 2025
September 16 th , 2024	March 14 th , 2025
October 21 st , 2024	April 21 st , 2025
November 18 th , 2024	May 19 th , 2025
December 16 th , 2024	June 16 th , 2025

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

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

July 1 st , 2024	January 6 th , 2025
August 5 th , 2024	February 3 rd , 2025
September 2nd, 2024	March 3 rd , 2025
October 7 th , 2024	April 7 th , 2025
November 4 th , 2024	May 5 th , 2025
December 2 nd , 2024	June 2 nd , 2025

Individual committee meeting will be announced as needed but generally held on the same day as the Committee of the Whole meetings.

The North Riverside Public Library will be closed on the following 8 holidays:

July 4th, 2024 – Independence Day

September 2nd, 2024 – Labor Day

November 28th, 2024 – Thanksgiving

December 24th-25th, 2024 – Christmas

December 31st 2024 – January 1st, 2025 – New Year's

May 26th, 2025 – Memorial Day

The North Riverside Public Library will be closed on the following staff in-service days:

August 9, 2024

January 10, 2025

October 11, 2024

April 11, 2025

Passed by the Board of Trustees of the North Riverside Public Library District this 17

th day of June, 2024.

Approved:

Annette Corgiat, President
North Riverside Public Library District

Attest:

Kyle Johnson, Secretary
North Riverside Public Library District