



# **EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES**

**BOARD MEETING PACKET**

**WEDNESDAY, SEPTEMBER 13, 2017**

**6:30 P.M.**

**COMMUNITY MEETING ROOM**



**EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES**

**Tuesday, September 13, 2017**

6:30 P.M.

Evanston Public Library, 1703 Orrington Avenue, Main Community Room

**AGENDA**

**1. CALL TO ORDER / DECLARATION OF QUORUM**

**2. CITIZEN COMMENT**

Not to exceed 15 minutes

**3. CONSENT AGENDA**

A. Approval of Minutes of August 16, 2017 Regular Meeting

B. Approval of Bills and Payroll

**4. PUBLIC HEARING:** Public Hearing on the FY2018 Proposed Budget

**5. INFORMATION/COMMUNICATIONS**

A. Honoring Book Sale Volunteers

**6. LIBRARY DIRECTOR'S REPORT**

A. Director's Report

B. Evanston Public Library and Equity of Access, Diversity and Inclusion

**(Discussion)**

**7. STAFF REPORTS**

A. Administrative Services Report

B. Summer Reading Program (Renee Neumeier and Laura Antolin)

**8. BOARD REPORTS**

A. Development Committee (Margaret Lurie and Shawn Iles)

**9. UNFINISHED BUSINESS**

A. Facilities Committee – Main Library Renovation Update (UPDATE)

B. Confirmation of Board Committee Assignments (UPDATE)

**10. NEW BUSINESS**

A. Talk with Trustees (ACTION)

**11. ADJOURNMENT**

**Next Meeting: October 18, 2017 at 6:30 pm**

The City of Evanston and the Evanston Public Library are committed to ensuring accessibility for all citizens. If an accommodation is needed to participate in this meeting, please contact the Library at 847-448-8650 48 hours in advance of the meeting so that arrangements can be made for the accommodation if possible.



**MEETING MINUTES**  
**EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Wednesday, August 16, 2017**

6:30 P.M.

Evanston Public Library, 1703 Orrington Avenue, Community Meeting Room

**Members Present:** Tori Foreman, Adam Goodman, Shawn Iles, Benjamin Schapiro, Sandra Smith

**Members Absent:** Socorro Clarke, Vaishali Patel, Michael Tannen

**Participating by Phone:** Margaret Lurie

**Staff:** Teri Campbell, John Devaney, Karen Danczak Lyons, Jill Schacter, Wynn Shawver, Jessica Ticus

**Special Guest:** Andy Tinucci, Woodhouse Tinucci Architects

**Citizens Present:** Carolyn Laughlin, Linda Slavik, Ted Smukler, Alyce Berry, Liliana Fargo, Lonnie Wilson, Bobby Burns, Bennett Johnson, Atina (did not sign in w last name)

**Presiding Member:** Benjamin Schapiro, President

**CALL TO ORDER/DECLARATION OF QUORUM** - A quorum was present and President Schapiro called the meeting to order at 6:32 pm.

**CITIZEN COMMENT-** Carolyn Laughlin suggested that before hiring an equity consultant the Board clarify the Library's mission and purpose, define 'equity,' and gather and analyze data to see where the Library is in terms of that mission. Linda Slavik, a member of the Evanston Collective, advocated for reaching out to community groups and people of color to get multiple perspectives on equity and inclusion. Ted Smukler encouraged the Board that equity is not about promoting "all the good works" being done. Alyce Barry asked if recommendations from 1999 Himmel & Wilson study, "An Assessment of Library Service to Low and Moderate Income Residents of Evanston" were implemented and questioned the need for a branch library that would potentially deplete resources from the Main Library. Liliana Fargo from Open Communities Evanston encouraged the Board to be open to ideas from the community. Bobby Burns and Lonnie Wilson, co-presidents of the recently founded Evanston Collective, said the Library should have engaged the community in conversation before deciding on an

equity consultant. Mr. Wilson cautioning there is a class stratification in the black community and we do not do a good job communicating with the “non-elites.” Bennett Johnson advocated for a branch library on the west side and sees libraries as a “symbol of learning.”

## **CONSENT AGENDA**

- A. Approval of the June Bills and Payroll and Minutes of June 21 and July 19, 2017 Regular Meetings** –Adam Goodman motioned to approve the July Bills and Payroll and regular meeting minutes from June and July. Tori Foreman seconded and it was approved on a voice vote.

## **INFORMATION/COMMUNICATIONS**

- A. .Robert Crown Branch Library Update** –Andy Tinucci showed the latest architectural plans for the activity spaces, lobby, ice rinks, gymnasium, branch library, parking lot, playing fields and park space.

## **LIBRARY DIRECTOR’S REPORT**

- A. Director’s Report-** Director Danczak Lyons. eported the Libray has planned a series of free events for the public during the solar eclipse, funded through a *NASA @ My Library* grant. The “lending machine” at the RCCC has been well received, providing patrons with a library card the ability to check-out popular fiction and DVDs. The Summer Reading Program was extended to run through the end of August providing 8 weeks of reading this year.
- B. Evanston Public Library and Equity of Access, Diversity and Inclusion –** Director Danczak Lyons met with seven prospective consultants, both individuals and firms. She asked the Board to authorize her to enter into negotiations with DJA Consulting of Buffalo Grove. DeEtta Jones, founder of DJA Consulting, served for 10 years as Director of Diversity and then Director of the Office of Leadership and Management Services at the Association of Research Libraries, an international not-for-profit representing the largest research institutions in North America. Prior to this, she was Director of Multicultural Education at Colorado State University and Director of Human Rights Advocacy and Education for the City of Fort Collins, Colo. Members of the team at DJA consulting have professional backgrounds in marketing, technology, human resources, diversity and inclusion, organizational development, and instructional design. Ms. Jones will be available by Skype at the September meeting to answer any questions from the Board. Ms. Danczak Lyons will ask the Board’s approval of a contract at that meeting.

## STAFF REPORT

### Administrative Services Report –

- A. The Library is moving forward to fill vacancies. North Branch library construction is well underway. Main Library weatherproofing phase 2 work is at 50%. Wight Construction Company is on schedule to produce 100% construction and bidding documents and plans this month. The construction at Lush is scheduled to start 9/5/2017.

## BOARD REPORTS

- A. **Development Committee** – Shawn Iles reported that the efforts for the 2017 Fund for Excellence campaign are underway and the committee will have a kick-off meeting on September 7<sup>th</sup>. The recent donor stewardship event with author Jeffrey Gettleman was well received and is an important step in cultivating donors. The Development Committee is seeking members and he encouraged people to provide recommendations.

## BOARD DEVELOPMENT

- A. **Vacancy on RAILS Board-** Ben Schapiro encouraged Board members to apply for vacant seat on this Board. Nominations are due August 18<sup>th</sup>.

## NEW BUSINESS

- A. **Consultant – Equity of Access, Diversity and Inclusion-** Adam Goodman motioned to authorize Director Danczak Lyons to conduct negotiations with DJA Consulting. Sandra Smith seconded the motion and it was approved by voice vote.
- B. **Facilities Committee- Main Library Renovation Update** – Shawn Iles motioned to provide approval for EPL staff to request funding for the renovation of the Main Library from the City Council by the September 13 Board meeting. Seconded by Tori Foreman and approved by voice vote.
- C. **Renewal of the National Able Worknet Lease-** Shawn Iles moved to approve the lease renewal with the National Able Network. The motion was seconded by Sandra Smith and approved by voice vote.
- D. **Appointment of Committee Members:** Ben Schapiro recommended the following appointments subject to input from missing members. Tori Foreman motioned to approve, seconded by Sandra Smith and approved by voice vote.
  - Executive Committee:** Ben Schapiro, President; Tori Foreman, Vice-President; Vaishali Patel, Secretary; Shawn Iles, Treasurer
  - Finance Committee:** Shawn Iles, Chair; Sandra Smith; Ben Shapiro, Ex-Officio
  - Management Committee:** Tori Foreman, Chair; Adam Goodman
  - Facilities Committee:** Benjamin Schapiro, Shawn Iles

**Development Committee:** Margaret Lurie, Shawn Iles

**Fund for Excellence Committee:** Margaret Lurie, Chair, all Board members

**Endowment Investment Committee:** Shawn Iles, Michael Tannen

**Liaison to Evanston Nursery and Pre-K Schools:** Socorro Clarke

**Liaison to D65:** Vaishali Patel

**Liason to D202:** Michael Tannen

**Board Nominating Committee:** appointed in April

**Director Evaluation:** Adam Goodman

**ADJOURNMENT** – Tori Foreman motioned to adjourn the meeting at 8:30 pm, seconded by Sandra Smith and approved by voice vote.

Respectfully Submitted,

Shawn Iles, for Vaishali Patel

**Next Meeting: Wednesday, September 13, 2017 at 6:30 pm Evanston Public Library, Community Meeting Room.**

## Library Director's Report August 16, 2017

### Updates:

- On August 21st our eclipse event will last from 11-3 with the most exciting viewing happening between 1:15-1:30! Plan to meet us outside the main library on the ramp, but if the weather does not cooperate, we will live stream the feed from another location in our Community Meeting Room. There will be different stations to explore the connections between the earth, sun and moon as well as crafts.
- Our proceeds from the \$1 Book Sale on August 12th-13th are \$9,095. Thank you Book Sale Volunteers and EPL staff for another great sale. For the remainder on August, books can be purchased for \$1 - please take your selections to the Circulation Desk and pay the staff.
- On July 18th we set up the Robert Crown lending machine. Future reports will include circulation statistics.

### Summer Reading:

- Currently there are 3,828 people registered for summer reading and 1,103 completions.
- The majority of registrants are under the age of 11
- An email blast went out to everyone signed up at the end of July to remind people to come in and do their final check ins before August 20

### Outcomes:

- Teen Services completed Inputs and Outputs summer camp in partnership with D65 as part of their summer learning initiative. This program exposed the students who took part to a variety of STEM learning opportunities. Students took a hands on approach to learning and used the engineering design process throughout the camp. Students learned how simple circuits work and how circuits can be made more complex. Students gained an understanding of how different inputs into a device, program or circuit can change the type of output, such as learning to program a Ozobot robot using different combinations of colors on paper. This program addressed the access, learning and innovation pieces of the strategic plan. EPL and D65 worked to recruit students who needed additional support or did not have access to these STEM learning opportunities. Black, Latino and female students, who are underrepresented in STEM fields were also recruited to take part in this camp. 13 students participated, 12 were from underrepresented groups. Students who could not get to the library were picked up and dropped off by a taxi each morning. Students engaged in all different types of learning from doing hands on activities, to discussions, to creating diagrams in their science notebooks. The approaches and tools used in this camp were innovative and many of the students had limited or no exposure to the technology used before participating in this Summer Camp at the Evanston Public Library.

### Assessments, Metrics and initiative results:

Computer/Internet Use													
	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	FYTD
Main	4,023	4,090	4,057	4,083	4,015	4,505	4,472						29,245
North Branch	201	227	265	244	252	260	250	245					1,944
CAMS	473	453	465	477	527	527	524						3,446
Computer Lab	242	197	220	181	197	205							1,242
<b>Overall Computer/Internet Use</b>	<b>4,939</b>	<b>4,967</b>	<b>5,007</b>	<b>4,985</b>	<b>4,991</b>	<b>5,292</b>	<b>5,246</b>	<b>245</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,877</b>
Website Visits													
All Location	55,468	48,541	52,269	44,632	43,173	43,187	42,205						329,475
Wifi Users													
All Location	25,449	25,114	26,969	25,171	26,957	27,358	25,848						182,866
Library Visits													
Main	27,390	26,711	34,402	41,249	40,502	46,245	44,373						260,872
North Branch	3,790	4,005	4,109	4,058	3,815	4,785	4,453						29,015
CAMS	3,164	3,426	3,515	3,440	3,638	4,156	4,072						25,411
<b>Overall Library Visits</b>	<b>34,344</b>	<b>34,142</b>	<b>42,026</b>	<b>48,747</b>	<b>47,955</b>	<b>55,186</b>	<b>52,898</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>315,298</b>

#### Partnerships and collaborations:

- Our partner Center for Economic Progress reports that the 2016 Tax Return Program resulted in 761 returns completed with a total value of Federal & State refunds: **\$1,114,622**.
- Big Read: Initial plans are underway for the 2017-2018 Big Read of *Citizen* by Claudia Rankine. We have reached out to ETHS to confirm the number of copies of the books will be needed and when they want EPL to deliver them.
- Celebrate the summer's accomplishments by sharing what you've read, created and discovered through your participation in Read by Design! Pick up prizes, free books, or complete a hands-on activity. You may even have a chance to read to the crowd from your favorite book! All Ages. Drop In.
- The community picnic is held at Ingraham Park, 2100 Ridge Ave

#### Children's Services Highlights from Jan Bojda and team include:

Kim Kaufmann presented a number of eclipse related events. As a result of the promotion we have done of our NASA grant and her programming she was interviewed for an on camera piece on ABC News and a print piece for American Libraries.

Martha Meyer organized weekly *Read with Me* sessions in order to keep the children's room volunteers that have been recruited engaged over the summer. In addition to this objective Martha hoped it might support parents and children that were English language learners to have additional exposure to the language and provide opportunities for some children who are still learning to read to practice with an interested adult. This program ran once per week in July for two hours and will continue to run until the end of summer reading. This was also a topic of discussion with Beacon Academy's service co-ordinator. The teens there are interested in volunteering with children.



*Outcome:* We did engage our existing volunteers and added a couple of new ones. We did observe some of our children and families with need of language support taking advantage of this program. There were some times when some volunteers did not have children to read to. Martha's cadre of volunteers will not be as available once the school year begins, though may have interest in having monthly, rather than weekly sessions. Discussions have included the possibility of using the school monthly half days to have a time when we can count on many children being here. We are considering having the time follow more of an event program as another way to attract more children.

**Infant Rhymetime**, our lapsit storytime led by Martha Meyer for parents and children ages 12 months and younger continues to thrive.

*Outcome:* The moms from the April 2017 Infant Rhymetime are using our space still to get together in the main Library to share books and stories! Many of them have told Meyer how valuable the friendships(engagement) they've made are and the support of singing and reading together (literacy).

### **Children's Outreach Highlights from Laura Antolin include:**

**Communityworks Grant** was renewed for 2017-2018, providing \$2000 to curate Home DayCare Provider Book Bags and \$2000 to provide a total of approximately 280 board books to families in the Home Visiting Programs at Infant Welfare Society of Evanston (IWSE), the Family Center at D65 and Family Focus. Additional focus of this grant are targeted programs I provide for home visiting families at the Family Center (9 monthly PACT storytime and craft programs) 6 monthly LEAP and STEM programs for children in the Family Center's Doorway to Learning classrooms and participation in IWSE Family Nights.

*Communityworks Impact:* All children are supported in their early literacy development and ready for kindergarten through their family's access to books, information, and resources.

*Home Daycare Provider Delivery Book Bag Impact:* Resources and quality of the early literacy activities provided by Home providers and centers are significantly increased.

*Board Book and Youth Outreach Librarian programs Impact:* Early literacy resources and experiences for families in Home Visiting programs and centers will be significantly increased during the 2017-2018 school year. Children and staff in Doorway to Learning classrooms will be exposed to LEAP early literacy and STEM programs during the 2017-2018 school year.

*Outcomes:* **19 Book bags delivered (15 Book Bags delivered to home providers; 4 Book Bags delivered to IWSE)**

### **ABC Boosters:**

Under the direction of D65 teachers and Site Coordinators, Frances Collins and Lara Galicia, teen Boosters worked with rising kindergartners at JEH's JumpStart summer program and at Learning Bridge Early Learning Center and Fleetwood. Approximately half of the teen Boosters were returning students to the program. EPL supported this program by providing weekly alphabet and thematic books as well as participating in the teens' initial training and curating Family Literacy kits.

*Impact:* Rising kindergartners' skills were increased making them better ready to enter school in the fall. Teens were provided important job skill training and application.

*Outcome:* Growth was seen in alphabet recognition as well as classroom skills for all 73 children in the program. All 20 teen Boosters received training in ABC Boosters curriculum and strategies as well as job skills. All children in the program brought home Family Literacy kits

containing materials used during the 5 weeks of ABC Boosters to enhance learning during the rest of the summer.

Excerpts from the teens include:

*“So far I've enjoyed working with the kids; they are adorable and awesome! I also enjoy reading the picture books aloud to the kids. “ ABC Booster at JEH*

*“People often ask me if I want to become an English teacher with a my Creative Writing major and I say, “Maybe”, but to be honest I didn't think that was wanted to do for my career. This program has made me start to consider a career path in education probably with a focus on English. “ ABC Booster at JEH*

*“This work is making me think in a new way about having kids in the future. I have always wanted to have children, but this work shows me some of what it might to like to have children and helps me learn strategies in child care. It also is making me think in new way about teaching because this is my first time doing any real kind of tutoring or teaching.” ABC Booster at JEH*

*“Working at the learning bridge and Fleetwood has been a great experience so far because everything is hands on the children are so excited and eager to play with you when you come inside the classrooms everyday and that is something to look forward to.*

*Yes, this has job has made me want to work harder to become a pediatric nurse and the earlier I get to understand the different behaviors of each kid i'm with the better because I now know I have some experience to make an easier pathway for me and my future career.*

*It makes me keep an open mind always.” ABC Booster at Learning Bridge & Fleetwood*

#### **MakerKids in the Parks programs:**

Intern Jasmine Abron and I provided MakerKids programming for 8 weeks over the summer - 5 of which were in July and early August. We engaged families and campers in drop-in STEAM and craft programs during free lunchtimes (11:30am-1:30pm) Monday-Thursday at Robert Crown, Fleetwood, Mason Park and James Park. Additionally, I brought two crates of books for kids to take and read.

*Impact:* Children and families were engaged in creative, educational and fun activities by Library staff outside of the library's walls. Families counted on our presence and we saw many returning and appreciative participants. We interacted with many of the lunch staff at the parks and they saw the library's consistency in programming.

*Outcome:* Over the 8 weeks, we interacted with **867** children and **110** adults, gave away **160** books, registered **9** kids in the SRP and received **15** library books to return.

#### **SRP in the camps:**

I engaged approximately 860 children this summer in the SRP across many camps: Ridgeville camps (5-7 Day Camp, Preschool Day Camp, Time Traveler's Camp, Creative Arts Camp), Robert Crown Camps (Back to Basics, Fun Factory, Kid City, Tween Scene, Take Two and Creative Play Preschool), Fleetwood's Summer Diversified Camp; Family Focus, YMCA camps (Y-Readers at Washington School, Y-Readers at Foster Reading Center, Power Scholars at Oakton School and Power Scholars at Kingsley School), Y.O.U. Elementary Schools program at Lincoln School. For most of these camps, I made 3-4 visits: to introduce the SRP, bring 2 incentive prizes and book prizes. Jasmine Abron accompanied me on many of the incentive and book prize visits to the larger camp groups. Take Two, Creative Play and Ridgeville visits included storytimes. Changing patterns of camp attendance and camp sessions meant that not all campers were seen at all visits.

*Impact:* The importance of reading throughout the summer to help deter summer slide was supported by the SRP.

*Outcome:* SRP was embedded even more in the camp programs this year. City camps at Robert Crown and Fleetwood supported SRP by fitting reading into the camp schedules.

### **D65 Summer Library Learning Program:**

I worked with D65 to welcome targeted families to the library during 4 weeks of programming in June and July. We introduced a family game night July 11, 12 and 13 and had a culminating program and raffle on July 25, 26 and 27. Families were encouraged to participate in the SRP and to become comfortable with the library's resources and staff.

*Impact:* Disengaged families of rising 3<sup>rd</sup> grade students with academic need and low SES are identified by D65 and connected to EPL resources, including the Summer Reading Program, to help the children become enthusiastic readers.

*Outcome:* **30** families attended the July programs. D65 is committed to this program again next summer and we will continue to make changes to increase participation. Surveys given to parents the last week were uniformly positive - many families remarked that they hadn't realized the scope of the Children's collection and had become familiar with locations of books. I noted **15** families that religiously attended all sessions. Of those, there were **8** families that had not come to the library before this program.

### **Teen Services Highlights from Renee Neumeier include:**

Gender and Sexuality Alliance:

- The first two meetings of the GSA happened in July and were very successful. At the first meeting 6 teens attended at the second meeting all 6 of the original teens came and 10 more! At the first meeting Kevin Kelley worked on finding out how the teens want to run the GSA. They're interested in getting involved in the Evanston community and possibly doing a few LGBTQai+ events. They also really enjoy discussing and getting to know each other and often hang out after the meetings. At the second meeting Kevin presented the idea of having a Northwestern University group who presents Gender Bent Shakespeare productions. The GSA are really enthusiastic about having the group come to EPL to possibly present pieces from their plays and to discuss what they do.

*Outcome:* EPL provides a safe space for LGBTQai+ teens and their allies, where they can discuss topics of interest, learn about community resources and be active citizens. LGBTQai+ teens from all over Evanston have one meeting to come to and can meet other Evanston teens.

D65 Summer Learning Camp (Inputs and Outputs):

- This five week camp wrapped up in July. This camp was facilitated by Renee Neumeier and Kelly Rooney the D65 math coach. Kelly and Renee spent several months laying out the curriculum for this camp, but after the first few days of camp they realized they were going to have to take a different approach. Students weren't staying engaged or on task and activities weren't running how they were intended to be produced. Kelly and Renee talked to the students about what types of activities they would be most interested in and about expectations for the program. The students recommended robotics, Legos and music and laid out their own set of guidelines for appropriate behavior during camp. Kelly and Renee tweaked the curriculum each day based on what had been successful the day before. The most popular activities were Lego

engineering challenges. Students had to create a variety of projects out of Legos (examples include: a car that would go down the ramp the fastest or furthest; a boat that would hold the most weight and a structure that could withstand the highest drop). These challenges caused the students to continually go through the engineering design process from prototyping and testing to going back to the drawing board and trying again to make the best design.

- Reflecting back on the success and failures of the camp Kelly and Renee would have run a 4 week camp instead and also started out with simpler activities. In the future they would include a parent orientation meeting with the students in order to make sure everyone is on the same page with behavior and attendance expectations. They would also try to reach out to the students ahead of time to see what they're most interested in learning about so that activities can be tailored to their interests from the beginning of the camp. Finally, they would try to do a weekly parent newsletter to keep parents and caregivers more in tune with the activities and learning happening each week at the camp. Overall this experience allowed us to create a great series of projects that can be used and improved upon for future programming at Y.O.U. or with our homeschool group or other outside groups.

*Outcome:* EPL completed another partnership with D65 as part of the summer learning initiative. We met our goal of recruiting students who were underrepresented in STEM field (African American, Latino, women) and also students who need more support in science and math. Students who took part were exposed to many hands on STEM activities that helped them learn about electricity, how circuits work, coding and more. Many of the students who came to the camp had not been to the Loft before and now are coming in on a regular basis.

Y.O.U. :

- A group of middle school students from Y.O.U.'s summer program continued to visit the Loft for enrichment programming on Wednesdays. The group worked creating their own beats with littleBits synth kits, made bubble blowers out of littleBits and completed a Lego building challenge to build the fastest car. The students were most engaged with the Lego building challenges and the Synth kits. The group was really interested in making something that they could take home so for the final session we're planning on



having the group make Artbots.

- Teen Services staff member, Kevin Kelley, did the second and final check ins at Y.O.U. for the summer reading program. Overall things ran smoothly. In the future we'll work with Y.O.U. to embed the program and reading deeper into their summer program.
- Kevin Kelley attended the Y.O.U. Summer Showcase. He brought littleBits kits and two of the Lego cars that the students made during their sessions at EPL. Kevin talked to

many parents, kids and teens about what happened over the summer at EPL. It was a great opportunity for outreach and we will definitely participate in the future.

*Outcomes:* Completed another enrichment cycle with Y.O.U. Y.O.U. is able to provide more options for their students. EPL brings middle school students to the Loft and exposed them to the littleBits and simple engineering challenges. 150 middle school students took part in the teen summer reading program. They talked to Teen Services staff about what they're reading and also got to pick out their own books for completing the program. EPL was able to reach students and families that may not use the library and let them know about our teen space and services.

**PLA:**

- Renee Neumeier and her colleagues from Schaumburg, Wilmette and Indian Prairie had their program proposal accepted for PLA 2018 in Philadelphia. The presentation, *Level Up: New Approaches to STEM Programming*, will focus on aligning STEM programming with NGSS and how to make programming inquiry based.

**Teen Services Staff:**

- Currently two positions are available in Teen Services. Both positions had been posted and closed at the end of July. The positions were shared on a variety of Teen Services websites and discussion boards. They were also shared with REFORMA and the ALA Black Caucus.

**Makerspace Committee:**

- Recently a new makerspace committee was formed in order to coordinate the existing programs and spaces in Evanston. Right now the Committee is working on vision statements to help members identify what the space will focus on and the strengths of each space.
- The group has also discussed collaborating on a maker conference that would be hosted at EPL for teachers and library staff.

**EvanSTEM:**

- Renee Neumeier will be one of the EvanSTEM members attending the STEM Ecosystem Conference in Kansas City .

**Community Engagement Highlights from Jill Skwerski include:**

Through our Community Engagement team, EPL participates in a variety of outdoor summer events beyond our regular monthly visits to farmers markets, food pantries, residential facilities and free lunch in the parks sites at Mason, James, Fleetwood Jourdain and Crown. During July/early August, we brought mobile library services to places/events including:

- National Night Out at EPL
- National Night Out at Twiggs Park
- World Arts and Music Festival
- Connections annual picnic

Through these mobile connections with our patrons, we issued 22 new library cards and checked out 181 items.



The RAILS Community Engagement Networking Group, co-chaired by Jill Skwerski and a colleague from the Schaumburg Library, continues to thrive. Our July meeting was held at the LaGrange Public Library. The presentation featured staff from Arlington Heights Library, Gail Borden Library and LaGrange Library and how they structure their CE efforts. We had 54 in attendance. Our next meeting will be a joint venture of the CE group and the Harwood Community of Users group. The meeting is scheduled here at EPL on Wednesday, October 25, at 9:30am. Cynthia Fesemeyer, Director at Columbus, WI Library, will present information about Columbus library's implementation of the Harwood model, along with how the library uses the public knowledge gained through community conversations to form partnerships and begin to address community needs that were identified. There will also be an opportunity for questions from attendees as well as sharing how libraries are using Harwood here in the Chicago area. EPL staff and Board are welcome to attend.

Along with staff from Adult Services, we welcomed the July meeting of the Evanston Women in Business lunch group. Kathleen Lanigan presented information about available business resources to a group of 26 women over a light lunch.

### **Latino Engagement Highlights From Miguel Ruiz:**

Read Aloud: Garrett-Evanston Freedom School:

Pat Efiom from the City of Evanston invited the Latino Engagement Librarian to participate in the Garrett-Evanston Freedom School Read Aloud as a special guest. During the visit I interacted with the 25 students in a diverse student body, as well as read a story written by a diverse author and about a diverse character.

*Outcome:* The chosen reading topic engaged students on the immigrant experience, resulting in a better understanding of others' experiences. More importantly, there was a clear excitement with the Latino students when I indicated that I was an immigrant from Mexico. It was clear to me that they felt a sense of connection and inclusion when hearing the story and learning more about my lived experiences.

Books and Breakfast:

Met with a coordinator for the D65 affiliated Books and Breakfast program to formally discuss the library and our Latino engagement efforts as partners to work with, and potentially volunteer for, the Books and Breakfast initiative

*Outcome:* Established support for a program serving students and families in need.

ILA Diversity Committee

I was officially approved as a member of the ILA Diversity Committee and attended the Committee Orientation in Normal, Illinois. This committee works closely to increase efforts on equity and inclusion both within the association and externally to library and librarians.

*Outcome:* The Evanston Public Library has another outlet to learn about, as well as share our work, with colleagues and the association regarding equity and inclusion.

### **Tech Training Highlights from Eduardo Gomez:**

## Housing Visits: Veteran Center, Blake, and Primm

### Veteran Center

- **Total Attendance:** 0 patrons
  - No participation for the month of July for the Vet Center
  - It is in the best interest of the Library to allocate our resources to another facility, if possible starting September.

### Blake

- **Total Attendance:** 3 patrons per week
- **Topics: Typing and Google Chrome**
  - During the month of July I decided to have a more structured class. Focusing primarily on improving the patrons typing skills.
  - Patrons have expressed their concerns of not being able to improve on their typing skills because they do not own a laptop and we only visit once a week in order for them to practice
  - We saw 1 fewer student during the month of July. The student had left on vacation and will be rejoining our group during the month of August.

### Primm

- **Total Attendance:** 20 students (5 per week)
- **Topics: Email, Internet, Smartphone, Computer Basics, File Management**
  - The month of July marked the biggest participation of the year at Primm Towers.
  - Every week we saw new students participating that had never attended before, as well as the return of some residents who stopped attending months prior.

## Neighborhood Services Highlights from Connie Heneghan include:

### Fourth of July

Several Neighborhood Services staff members marched with the library board, director and other staff and our famed book carts in the parade. Mischa, one of our summer youth employees, folded origami stars to decorate the carts. As always those lining the parade were very enthusiastic in the support of the library.



### Summer Reading

We are in a fun part of summer reading when patrons come in to report the activities they have participated in as part of the reading program. After a check in like this I received the following email:

*Hi Connie,*

*Thanks for checking Lizzie in the other day for the reading program. As a follow up from our conversation, here are photos of a few of her creations including her fairy town out of blocks, sock puppet, and dog house out of styrofoam. Thanks again,  
Laura*



Other programs to support summer reading included making musical instruments:





And the best part of summer reading is seeing adults and children reading or working together.



Besides the North Branch and CAMS Branch book groups, this month Connie led the AAL Book Group at Gibbs-Morrison with 14 in attendance.

North Branch is cleared, and we look forward to reopening September 5. We have replaced our two departed branch clerks and will be interviewing for a new branch assistant.

**Adult Services Highlights from Heather Norborg include:**

In addition to six book discussion sessions and ongoing work answering reference, reader's advisory and technology questions, Adult Services staff hosted the following

**Special Events in July:**

*Watergate & the Press* Reading (7/11)

*Outcomes:* Continued to foster relationships with the NU community and presented a very timely program filled with in-depth discussion.

Law At The Library session on “Adoption” (7/13)

*Outcomes:* The purpose of the Law At the Library program is to provide a monthly forum to learn about and discuss various areas of our legal system. Some patrons attend out of an interest in learning more about how our legal system operates, and some to learn more about a specific area of law that is applicable to their lives at the moment. The resources provided at each meeting (in the form of EPL books and other resources on the month’s topic, as well as information on how to proceed with a legal claim in that area of law) help our patrons to take active steps in pursuing their legal rights and interests.

Tabletop Game Night (7/17)

*Outcomes:* Ben Remsen established a connection with an employee at Barnes & Noble who lent several games to us for 7/17 and they discussed the idea that he would come and teach a new game at the 8/21 game night.

Mission Impossible: Don Quixote Film Screening (7/18) - Showed a 1957 Russian movie adaptation of DQ widely considered to be the best ever filmed. Welcomed MI participant and retired LSU professor Anna Nardo to introduce the film and put it in context.

*Outcomes:* An example of quality supplementary MI programming that gives a richer experience and helps keep readers engaged over the year.

Ask a Master Gardener (7/21)

Starting in May of 2017, we have arranged for two Illinois Extension Master Gardeners to staff an Ask a Master Gardener table once a month in the lobby of the Main Library. They are there from 1-3pm on certain Saturdays to answer garden-related questions from walk-in patrons at the library.

*Outcomes:* This program expands library services to include hands-on, garden-related ready reference. It provides expert gardening advice at no cost to the patron.

Jeffrey Gettleman Reading (7/25)

*Outcomes:* An incredibly successful event in terms of attendance and engagement. Continued efforts to support and celebrate Evanston authors. A good example of how Adult Services and Development can work together to deliver satisfying events to a wide range of patrons.

Evanston Women in Business group meeting (7/26)

*Outcomes:* 26 people attended this meeting at which Kathleen Lanigan gave a brief introduction to the library's website and some of the services and e-resources available to entrepreneurs. She was also invited at that time to speak at the Small Office Home Office meeting in September. She has since received emails and/or phone calls from people wanting to learn more about our resources.

*Three Days in Damascus Reading (7/31)*

*Outcomes:* Continued our support of local authors from small publishing houses while providing a forum to discuss important, timely topics like immigration and foreign policy.

Book Reports for Grown-Ups (7/31) The latest installment of this popular quarterly program, hosted by Ben Remsen at the Celtic Knot.

**Recurring Programs & Projects:**

The Free Book Distribution program distributed 800 books to FBD sites throughout town in July.

*Outcomes:* This program makes library materials available to patrons at a variety of locations, including parks, barber shops, train stations and social service agencies, where Evanston residents can find books and promotional materials about library events and services. This helps make the library more visible in the community and reaches patrons where they gather in their daily lives.

Books on Wheels added two new patrons this month.

*Outcomes:* This program makes library materials such as books, music, audiobooks and DVDs available to patrons who are unable to come into the library due to illness, age, disability, etc. Volunteers in the Evanston community deliver and pick up materials from homebound patrons. This program helps make the library more visible in the community and serves patrons whom we would not normally reach because they are not mobile. It also enriches the lives of people who are often cut off from the outside world.

**Free Legal Consultations:**

Chokshi Filippone continues to provide free legal consultations on the 2nd and 4th Wednesday evening of each month. Appointments have been fully booked in advance, and we are now booking into September.

*Outcomes:* The free legal consultations provided are intended as a legal “help desk,” to provide one-on-one legal advice (by a qualified lawyer) to individuals who have a specific legal claim they are pursuing (or interested in pursuing). Each individual patron who takes advantage of this service leaves with advice on specific issues pertaining to their individual case, as well as contact information for more legal help tailored to their individual interests and ability to pay.

**Pilot of book group for adults with developmental delays:**

Adult services staff members Deb Winarski and Jeny Wasilewski have been piloting a new book group with staff from the Center for Independent Futures. This group is for adults with developmental delays. It meets weekly in the library and has a unique format: a library staff member reads aloud from a book selected by the group and then leads the group in a discussion of that week’s section. They spend about 3 months on one book.

*Outcomes:* Expands the library’s services to a traditionally underserved population. Provides opportunity for literacy, learning and friendship. Establishes a partnership with local social service organization the Center for Independent Futures.

**Thursday Technology Classes:**

Super volunteer George Lowman finished his latest series of Thursday Tech Tutorials in July. The series consists of two sessions every week on technology topics of interest to older adults such as online safety and security, how to use an iPhone or iPad’s camera and photo editing, and how to use GPS. The sessions are open to all library patrons and are always very popular.

*Outcomes:* Expands the library's digital literacy offerings to include targeted, intermediate-level topics. Continues an established partnership with local social service organizations North Shore Village and SASI.

"Book the Trainer" one-on-one technology help:

Eduardo provided 36 one-on-one sessions in July. The topics ranged from computer basics to help with mobile devices and tablets. Many students booked their second or third session this month, to continue the learning they began last month.

Basic Digital Literacy series:

We had 8 new students attend our basic digital literacy series in July.

*Outcomes:* Students learn basic digital literacy skills such as typing, familiarity with websites and internet searching basics, establishing an email address and comfort using it, and the fundamentals of Microsoft Word. This series gives students a fundamental understanding of computers and basic familiarity with the internet. It is a building block for continued learning.

SCORE Small Business Counseling:

Retired executives from SCORE host twice weekly appointments at EPL. The appointments are made directly with SCORE. EPL provides the room and advertises this program. On average, 4 entrepreneurs are mentored each week. They will also meet each week in August.

*Outcomes:* This program continues a valuable partnership between EPL and SCORE, with whom we also plan special programs throughout the year. It provides clients with individualized, expert advice, at no cost.

Career Counseling:

Our volunteer career counselor met with 3 individuals this month to help them with resumes and job search tips. Career counseling will not be available in August.

### **Feedback from patrons:**

From Daniela Torsh (Sydney, Australia) to Russ Johnson, who worked on a reference question for her: "I am most grateful to you for your rapid reply. I have been searching for Joan for at least six months. Thanks to you I shall be able to write to her and ask if she wishes to take part in the National Library's oral history project."

From a patron in reply to a pretty large reference question answered by Ben Remsen: "Thank you for your tremendous research. I sincerely appreciate you time and effort to my request. Again, Thank you!"

From a Books on Wheel volunteer who had delivered materials to a new BOW patron to Julie Rand: "Mission accomplished about noon on Friday. (Patron) came outside in her wheelchair and was waving as I turned in to the building driveway. She asked if I was the man from the library? I said yes and she brightened up. I got her inside her lobby and loaded the big books into a bag on her wheelchair. She kept saying "thank you sooo much". It makes one feel good to bring happiness to these patrons."

From Samuel Brinson in a note to the Library Director: Russell Johnson has went beyond the call of duty. He has greatly assisted me - very professional, friendly, knowledgeable, and gentlemanly. Your organization is very lucky to have such an outstanding individual.

NOTE: I called Mr. Brinson to thank him for his note. He continued to praise Russell and shared that he has encouraged other EPL patrons to seek assistance from Russ.



**Technical Services Highlights from Tim Longo include:**

*Items Added July 2017*

Adult at Main=1474  
Adult at North=39  
Adult at CAMS=18

Total adult items=1531  
Juvenile at Main=1100  
Juvenile at North=78  
Juvenile at CAMS=44  
Total juv items=1222  
YA at Main=156  
YA at North=12  
YA at CAMS=12

Total YA items=180

*Total items added to collection in July 2017=2933*

July 2017

Carts Ordered:

Evanston RW Adult Fiction: 959.31  
Evanston RW Adult Nonfiction: 1800.97  
Evanston PL Fiction- Mystery & Detective: 396.55  
Travel: 512.62  
Fantasy: 699.28  
Romance: 258.52 + 306.97  
Poetry: 154.97  
Urban: 120.09  
Parenting (JUV): 73.97  
Main AY Nonfiction: 64.81  
Non-CLS Purchases: 1658.95  
Non-CLS Most Wanted: 368.83  
Most Wanted: 53.10  
Poly: 891.51  
North: 355.08  
BB ADULT REORDER- JUNE(1): 267.76  
Replacements: 1458.26  
Unreviewed: 242.86  
Misc: 539.31  
Rotary: 61.14  
Amazon: 330.41  
Audiobooks: 2161.29

Patron Requests:

Received 39 patron book requests for the month of July. Will purchase 26 of the titles suggested.  
Received 2 patron ebook requests for the month of July. Will purchase 2 of the titles suggested.

Weeding:

Books Sent to Repair: 16  
Most Wanted Titles Weeded: 36  
Most Wanted Titles Added to the Circ Collection: 5  
Grubby Books Weeded and Replaced by Gift Books: 57  
Grubby CDs Replaced by Gift CDs: 3  
Grubby Audiobooks Replaced by Gift Audiobooks: 3

Grubby Transfer Titles Weeded: 33  
Damaged Books Weeded: 133  
CDs Weeded: 3  
Audiobooks Weeded: 8  
Old Editions of New Books on Standing Orders Pulled: 9  
Additional Old Travel & Test Books Pulled: 6  
Books Sent to be Relabeled, Cataloged, etc. : 16

Books from the "Lost" report replaced: 12  
Audiobooks from the "Lost" report replaced: 2

Weeding Plan for Nonfiction (600s)

Missing: 158

Weeded: 1776

Weeding Plan for Nonfiction (700s)

Missing: 67

Weeded: 1311

Displays

First Floor – Beach

7/1 – 2<sup>nd</sup> Floor Front – Adoption

7/21 – 2<sup>nd</sup> Floor Front - While You Wait for [Hot Title] Try [3+ Picks]

7/1 – 2<sup>nd</sup> Floor Back – Weird Science

7/21 – 2<sup>nd</sup> Floor Back – Words, Words, Words

Staff: Katherine

### **Volunteer Highlights from Mary Kling include:**

Activity for July, 2017

Mary Kling, Volunteer Coordinator

- Interviewed 5 new volunteers
- Received requests for additional volunteers from Staff (Children's, Books on Wheels, Communications, Administration, and Computer Instructor)
- Placed new volunteers in Community Service (1), Children's (1), Administration (4)
- Monitored Volunteer Evanston website for referrals and verification of hours logged by volunteers
- Updated volunteer information in Raiser's Edge
- Attended CALVAN (Chicago Area Volunteer Administrator's Network) meeting
- Met with Jennifer Lin (COE HR) to discuss updating background check process for volunteers
- Facilitated background checks for 4 volunteers
- Met with Jan Bojda, Renee Neumeier and Jori Witt, Beacon Academy Service Learning Sponsor, to discuss volunteering opportunities for Beacon students
- Attended Storytelling Festival Steering Committee meeting
- Invited volunteers to march with EPL in 4<sup>th</sup> of July Parade

### **Upcoming events of Note:**

From Heather Norborg and Adult Services:

Russ Johnson is planning many author events for the fall, including two on H.H. Holmes and one on Vietnam.

Lorena Neal has been working with Danny Postel at MENA to schedule our next series of lectures. So far, we have two confirmed dates/program. On October 2, Wendy Pearlman (MENA Program, Northwestern University) will do a presentation on her book, *We Crossed a*

*Bridge and it Trembled: Voices from Syria*. Copies of the book will be available for sale through Bookends & Beginnings. On November 13, Neve Gordon (Department of Politics and Government, Ben-Gurion University of the Negev, Israel) will present a talk called "Israel's Occupation at 50: What are the Prospects for a Future Solution?"

Planning for the next installment of Mission Impossible is going strong. Participants from past years were invited to vote on the next author and the results will be announced by Russ Johnson at the 8/9 Don Quixote Wrap-Up event (spoiler alert: it's Dostoevsky!).

### **100th Anniversary of the 8th Infantry's WWI Service**

8/26/2017

3:00 PM - 4:00 PM

Main Library

**Saturday, August 26, 3 pm, Community Meeting Room, Main Library**

Join the Evanston VFW for a presentation honoring the 8th Illinois - an Illinois National Guard unit that became the 370th Infantry Regiment during WWI. Come hear guest speaker Colonel Nick Johnson, Psy.D of the Illinois Army National Guard and learn how the untested American soldiers of the 8th Illinois helped bring WWI to a close.

On August 28, Kathleen Lanigan will host the SCORE event "Federal Income Taxes for your Business."

Teen Services:

*First Look Book Club*

8/24/2017

5:30 PM - 6:30 PM

Main Library

The Loft (Third Floor)

Book lovers: your editorial opinion is requested! Come to First Look and read the latest YA books before they even get published. Every month, choose a First Look Book of your choice, read it, then we'll all get together in an "editorial meeting" of sorts to give our honest literary opinions and decide whether or not we would recommend the First Look books to other teens. Remember to pick up your book at the Loft a month before the discussion. Grades 6-12. Sign up for a reminder or drop in.

Children's Services:

### **Caldecott Club for Grades 1 to 5**

9/14/2017

7:00 PM - 8:00 PM

3 occurrences [View All](#)

09/14/2017 10/12/2017 11/09/2017

Main Library

Children's Public Conference Room (First Floor)

**Registration begins 8/28/2017 at 9:00 AM**

We have Caldecott Fever! Registration begins August 28! The club will meet on the following Thursdays at 7pm: September 14, October 12, and November 9 (you do not need

to attend all three). Participants in grades 1 to 5 will learn about the Caldecott Award, which goes to the illustrator of the year's most distinguished picture book. We will look at contenders for the 2018 award, discuss them, and vote for our favorites. Those who attend at least one meeting will be automatically invited to a super fun Voting Party on December 14 where we will choose an ultimate winner! Join former Caldecott judge Mr. Brian to discuss some of the greatest picture books of the year. Register online, in person, or by calling 847-448-8610.

**Excerpts from patron feedback:**

From Gonzales: A woman came in looking for information on how to treat her daughter's Juvenile Arthritis. Ms. Jessica was helping her look information up on the chromebooks. I recognized the patron from the district 65 program that had brought in a group of Latino families to tour the library. I approached the Patron and introduced myself. She began telling me about her daughter's condition and how she would like to know what foods she should have her daughter eat to help with the symptoms. I offered to look up the information in Spanish and print it out for her. She was really grateful and I had so much fun talking with her and her daughter. I also invited her to participate in our programs/storytimes and Summer Reading.

*Outcomes:* Improved access to library resources, Improved knowledge and skills, Increased awareness and understanding of the community and its resources, A positive experience with the library, Increased awareness of library services.





# Memorandum

To: Evanston Public Library Board of Trustees

From: Finance Committee  
Karen Danczak Lyons, Library Director  
Lea Hernandez-Solis, Bookkeeper

Subject: Library Fund Payroll and Bills

Date: September 8, 2017

## **Recommended Action**

Staff and the Finance Committee recommend Library Board approval of the Library Payroll and Fund bills list.

## **Summary**

Payroll

August 7, 2017 through August 20, 2017

\$ 138,853.17



# Memorandum

To: Evanston Public Library Board of Trustees  
From: Karen Danczak Lyons, Library Director  
Subject: Administrative Services Update  
Date: August 08, 2017

This memo provides an update on significant administrative activities.

## **Human Resources**

We welcome Matthew Jankiewicz in Circulation as a part-time Library Clerk.

Mallory Cline has been offered a position in Shelving as a part-time Library Aide II.

## **Financial Resources**

The Library Fund financial report for the period ending August 31<sup>st</sup> is attached. Expenses are within budget.

## **Facilities Management**

The North Branch of the Evanston Public Library reopened on Tuesday, September 5, at 10 am with new carpeting, new shelving and repairs to the stucco facade on the front of the library. Stop by and see the changes!

# Budget Performance Report

Fiscal Year to Date 08/31/17

Include Rollup Account and Rollup to Object Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund <b>185 - LIBRARY FUND</b>										
REVENUE										
Department <b>48 - LIBRARY</b>										
Business Unit <b>4820 - LIBRARY CIRCULATION</b>										
52610	LIBRARY FINES & FEES	164,000.00	.00	164,000.00	10,457.23	.00	85,835.10	78,164.90	52	152,536.90
57515	LIBRARY MATERIAL REPLACEMENT CHARGES	12,000.00	.00	12,000.00	1,041.47	.00	5,741.08	6,258.92	48	13,123.88
Business Unit <b>4820 - LIBRARY CIRCULATION</b> Totals		\$176,000.00	\$0.00	\$176,000.00	\$11,498.70	\$0.00	\$91,576.18	\$84,423.82	52%	\$165,660.78
Business Unit <b>4845 - LIBRARY ADMINISTRATION</b>										
51015	PROPERTY TAXES	6,284,358.00	.00	6,284,358.00	1,666,844.34	.00	5,909,902.44	374,455.56	94	6,090,597.50
51025	PRIOR YEAR'S TAXES	92,000.00	.00	92,000.00	(12,493.62)	.00	60,702.66	31,297.34	66	45,650.50
51605	PERSONAL PROPERTY REPLACEMENT TAX	.00	.00	.00	.00	.00	.00	.00	+++	4,140.70
51616	PERS PROP REPL TAX LIBRARY	46,100.00	.00	46,100.00	.00	.00	.00	46,100.00	0	.00
55245	LIBRARY STATE PER CAPITA GRANT	57,418.00	.00	57,418.00	.00	.00	.00	57,418.00	0	57,417.53
56011	DONATIONS	24,849.00	.00	24,849.00	5,928.57	.00	48,778.57	(23,929.57)	196	67,942.69
56140	FEES AND MERCHANDISE SALE	.00	.00	.00	1.53	.00	(81.90)	81.90	+++	.00
56501	INVESTMENT INCOME	5,400.00	.00	5,400.00	205.74	.00	2,514.45	2,885.55	47	4,717.24
57002	TRANSFER FROM ENDOWMENT	190,200.00	.00	190,200.00	.00	.00	.00	190,200.00	0	235,800.00
57526	LIBRARY BOOK SALE	66,000.00	.00	66,000.00	1,145.07	.00	35,995.97	30,004.03	55	61,726.98
57527	LIBRARY FUND FOR EXCELLENCE	203,500.00	.00	203,500.00	3,365.00	.00	45,588.29	157,911.71	22	199,187.64
57535	LIBRARY COPY MACH. CHG	18,000.00	.00	18,000.00	1,787.74	.00	8,610.02	9,389.98	48	16,321.00
57540	LIBRARY MEETING RM RENTAL	11,400.00	.00	11,400.00	555.00	.00	6,884.97	4,515.03	60	11,971.46
57545	NORTH BRANCH RENTAL INCOME	25,120.00	.00	25,120.00	2,123.33	.00	14,198.21	10,921.79	57	22,446.30
57551	LIBRARY GRANTS	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	1,500.00
Business Unit <b>4845 - LIBRARY ADMINISTRATION</b> Totals		\$7,074,345.00	\$0.00	\$7,074,345.00	\$1,669,462.70	\$0.00	\$6,133,093.68	\$941,251.32	87%	\$6,819,419.54
Business Unit <b>4850 - LIBRARY GRANTS</b>										
55146	STATE, COUNTY AND OTHER GRANTS	.00	.00	.00	.00	.00	2,820.00	(2,820.00)	+++	.00
55201	Federal Grants	.00	.00	.00	17,172.17	.00	19,272.17	(19,272.17)	+++	18,000.00
57551	LIBRARY GRANTS	.00	.00	.00	.00	.00	.00	.00	+++	12,750.00
Business Unit <b>4850 - LIBRARY GRANTS</b> Totals		\$0.00	\$0.00	\$0.00	\$17,172.17	\$0.00	\$22,092.17	(\$22,092.17)	+++	\$30,750.00
Department <b>48 - LIBRARY</b> Totals		\$7,250,345.00	\$0.00	\$7,250,345.00	\$1,698,133.57	\$0.00	\$6,246,762.03	\$1,003,582.97	86%	\$7,015,830.32
<b>REVENUE TOTALS</b>		\$7,250,345.00	\$0.00	\$7,250,345.00	\$1,698,133.57	\$0.00	\$6,246,762.03	\$1,003,582.97	86%	\$7,015,830.32

## EXPENSE

Department **48 - LIBRARY**

# Budget Performance Report

Fiscal Year to Date 08/31/17

Include Rollup Account and Rollup to Object Account

Business Unit **4805 - LIBRARY YOUTH SERVICES**

61010	REGULAR PAY	479,016.00	.00	479,016.00	30,317.12	.00	263,066.22	215,949.78	55	437,453.37
61012	LIBRARY SUBSTITUES	8,000.00	.00	8,000.00	.00	.00	.00	8,000.00	0	.00
61050	PERMANENT PART-TIME	228,226.00	.00	228,226.00	13,808.11	.00	128,745.23	99,480.77	56	188,845.00
61055	TEMPORARY EMPLOYEES	10,600.00	.00	10,600.00	.00	.00	.00	10,600.00	0	.00
61060	SEASONAL EMPLOYEES	.00	.00	.00	5,983.88	.00	13,370.52	(13,370.52)	+++	9,298.60
61110	OVERTIME PAY	.00	.00	.00	.00	.00	.00	.00	+++	407.68
61415	TERMINATION PAYOUTS	12,750.00	.00	12,750.00	672.59	.00	65,794.33	(53,044.33)	516	2,178.81
61420	ANNUAL SICK LEAVE PAYOUT	.00	.00	.00	.00	.00	3,189.08	(3,189.08)	+++	2,010.83
61510	HEALTH INSURANCE	90,725.00	.00	90,725.00	7,139.76	.00	57,048.58	33,676.42	63	71,790.45
61615	LIFE INSURANCE	18.00	.00	18.00	25.75	.00	29.99	(11.99)	167	18.55
61710	IMRF	70,198.00	.00	70,198.00	4,263.80	.00	37,880.45	32,317.55	54	63,517.24
61725	SOCIAL SECURITY	43,690.00	.00	43,690.00	3,054.67	.00	24,676.32	19,013.68	56	38,847.75
61730	MEDICARE	10,219.00	.00	10,219.00	714.40	.00	5,771.06	4,447.94	56	9,085.36
62185	CONSULTING SERVICES	13,700.00	.00	13,700.00	.00	.00	.00	13,700.00	0	.00
62295	TRAINING & TRAVEL	.00	.00	.00	.00	.00	.00	.00	+++	15.00
62315	POSTAGE	.00	.00	.00	.00	.00	414.00	(414.00)	+++	.00
62341	INTERNET SOLUTION PROVIDERS	.00	.00	.00	.00	4,034.00	4,139.52	(8,173.52)	+++	785.37
62506	WORK- STUDY	900.00	.00	900.00	162.51	.00	753.13	146.87	84	393.21
65100	LIBRARY SUPPLIES	48,700.00	.00	48,700.00	2,210.45	.00	19,614.62	29,085.38	40	39,177.22
65503	FURNITURE / FIXTURES / EQUIPMENT	400.00	.00	400.00	.00	.00	.00	400.00	0	.00
65555	PERSONAL COMPUTER EQUIPMENT	4,100.00	.00	4,100.00	.00	.00	.00	4,100.00	0	.00
65630	LIBRARY BOOKS	171,400.00	.00	171,400.00	6,477.29	181.14	95,251.16	75,967.70	56	144,515.05
65635	PERIODICALS	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
65641	AUDIO VISUAL COLLECTIONS	33,200.00	.00	33,200.00	794.23	.00	14,146.39	19,053.61	43	29,956.47
66025	TRANSFER TO DEBT SERVICE - ERI	15,786.00	.00	15,786.00	1,315.50	.00	10,524.00	5,262.00	67	.00
Business Unit <b>4805 - LIBRARY YOUTH SERVICES Totals</b>		<b>\$1,242,128.00</b>	<b>\$0.00</b>	<b>\$1,242,128.00</b>	<b>\$76,940.06</b>	<b>\$4,215.14</b>	<b>\$744,414.60</b>	<b>\$493,498.26</b>	<b>60%</b>	<b>\$1,038,295.96</b>

Business Unit **4806 - LIBRARY ADULT SERVICES**

61010	REGULAR PAY	561,745.00	.00	561,745.00	35,623.41	.00	333,699.02	228,045.98	59	534,551.16
61012	LIBRARY SUBSTITUES	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	.00
61050	PERMANENT PART-TIME	244,209.00	.00	244,209.00	17,010.16	.00	148,453.25	95,755.75	61	214,160.35
61060	SEASONAL EMPLOYEES	.00	.00	.00	1,828.20	.00	13,477.41	(13,477.41)	+++	22,842.65
61415	TERMINATION PAYOUTS	14,750.00	.00	14,750.00	2,122.80	.00	8,402.93	6,347.07	57	23,286.31
61420	ANNUAL SICK LEAVE PAYOUT	.00	.00	.00	.00	.00	1,916.98	(1,916.98)	+++	4,382.89
61430	VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	.00	.00	.00	.00	.00	.00	.00	+++	2,311.51

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61510	HEALTH INSURANCE	74,778.00	.00	74,778.00	6,411.42	.00	49,892.30	24,885.70	67	61,472.02
61615	LIFE INSURANCE	29.00	.00	29.00	19.11	.00	31.78	(2.78)	110	33.38
61710	IMRF	76,937.00	.00	76,937.00	5,099.54	.00	45,561.06	31,375.94	59	72,888.50
61725	SOCIAL SECURITY	48,238.00	.00	48,238.00	3,431.08	.00	30,779.18	17,458.82	64	49,127.48
61730	MEDICARE	11,282.00	.00	11,282.00	802.41	.00	7,198.35	4,083.65	64	11,489.57
62340	COMPTER LICENSE & SUPP	.00	.00	.00	.00	17,292.00	19,160.33	(36,452.33)	+++	34,543.37
62341	INTERNET SOLUTION PROVIDERS	209,400.00	.00	209,400.00	8,875.00	17,876.00	100,712.30	90,811.70	57	140,380.90
62506	WORK- STUDY	900.00	.00	900.00	.00	.00	389.06	510.94	43	136.13
65100	LIBRARY SUPPLIES	25,550.00	.00	25,550.00	1,278.45	.00	7,019.67	18,530.33	27	18,832.33
65630	LIBRARY BOOKS	316,900.00	.00	316,900.00	13,990.71	.00	174,653.62	142,246.38	55	263,729.74
65635	PERIODICALS	15,700.00	.00	15,700.00	162.34	15,458.89	2,535.76	(2,294.65)	115	26,688.15
65641	AUDIO VISUAL COLLECTIONS	91,400.00	.00	91,400.00	3,371.37	.00	39,073.57	52,326.43	43	67,360.10
66025	TRANSFER TO DEBT SERVICE - ERI	21,554.00	.00	21,554.00	1,796.16	.00	14,369.28	7,184.72	67	.00
66059	HEALTH INSURANCE OPT OUT EXPENSE	.00	.00	.00	.00	.00	.00	.00	+++	1,500.00
Business Unit <b>4806 - LIBRARY ADULT SERVICES</b> Totals		\$1,717,372.00	\$0.00	\$1,717,372.00	\$101,822.16	\$50,626.89	\$997,325.85	\$669,419.26	61%	\$1,549,716.54
Business Unit <b>4820 - LIBRARY CIRCULATION</b>										
61010	REGULAR PAY	173,862.00	.00	173,862.00	11,765.86	.00	112,747.92	61,114.08	65	217,275.96
61012	LIBRARY SUBSTITUES	3,200.00	.00	3,200.00	.00	.00	.00	3,200.00	0	.00
61050	PERMANENT PART-TIME	321,478.00	.00	321,478.00	24,424.21	.00	200,513.84	120,964.16	62	294,849.50
61060	SEASONAL EMPLOYEES	.00	.00	.00	.00	.00	1,980.33	(1,980.33)	+++	7,796.64
61415	TERMINATION PAYOUTS	.00	.00	.00	51.28	.00	830.48	(830.48)	+++	525.05
61430	VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	.00	.00	.00	.00	.00	.00	.00	+++	1,638.17
61510	HEALTH INSURANCE	37,997.00	.00	37,997.00	2,978.82	.00	22,929.93	15,067.07	60	33,380.33
61615	LIFE INSURANCE	6.00	.00	6.00	6.50	.00	8.62	(2.62)	144	6.36
61710	IMRF	38,590.00	.00	38,590.00	2,690.29	.00	23,774.48	14,815.52	62	39,934.37
61725	SOCIAL SECURITY	30,505.00	.00	30,505.00	2,204.92	.00	19,271.78	11,233.22	63	31,109.49
61730	MEDICARE	7,134.00	.00	7,134.00	515.71	.00	4,507.16	2,626.84	63	7,275.61
62506	WORK- STUDY	5,400.00	.00	5,400.00	1,439.11	.00	4,729.80	670.20	88	1,687.52
65100	LIBRARY SUPPLIES	4,200.00	.00	4,200.00	54.72	.00	2,115.64	2,084.36	50	7,662.87
66025	TRANSFER TO DEBT SERVICE - ERI	13,905.00	.00	13,905.00	1,158.75	.00	9,270.00	4,635.00	67	.00
66059	HEALTH INSURANCE OPT OUT EXPENSE	.00	.00	.00	.00	.00	.00	.00	+++	750.00
Business Unit <b>4820 - LIBRARY CIRCULATION</b> Totals		\$636,277.00	\$0.00	\$636,277.00	\$47,290.17	\$0.00	\$402,679.98	\$233,597.02	63%	\$643,891.87
Business Unit <b>4825 - LIBRARY NEIGHBORHOOD SERVICES</b>										
61010	REGULAR PAY	126,301.00	.00	126,301.00	9,600.11	.00	86,123.80	40,177.20	68	126,763.06
61012	LIBRARY SUBSTITUES	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	.00

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61050	PERMANENT PART-TIME	154,623.00	.00	154,623.00	10,607.03	.00	100,144.31	54,478.69	65	154,874.97
61060	SEASONAL EMPLOYEES	.00	.00	.00	338.84	.00	1,942.59	(1,942.59)	+++	2,597.87
61415	TERMINATION PAYOUTS	11,350.00	.00	11,350.00	.00	.00	577.19	10,772.81	5	167.19
61420	ANNUAL SICK LEAVE PAYOUT	.00	.00	.00	.00	.00	.00	.00	+++	1,351.87
61510	HEALTH INSURANCE	36,748.00	.00	36,748.00	3,964.94	.00	27,655.18	9,092.82	75	25,948.25
61615	LIFE INSURANCE	1.00	.00	1.00	10.83	.00	12.95	(11.95)	1295	1.07
61710	IMRF	26,470.00	.00	26,470.00	1,783.17	.00	16,609.82	9,860.18	63	26,641.72
61725	SOCIAL SECURITY	17,631.00	.00	17,631.00	1,229.16	.00	11,335.12	6,295.88	64	17,382.32
61730	MEDICARE	4,124.00	.00	4,124.00	287.42	.00	2,650.92	1,473.08	64	4,065.12
62225	BLDG MAINTENANCE SERVICES	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	5,805.00
62341	INTERNET SOLUTION PROVIDERS	6,400.00	.00	6,400.00	276.86	.00	3,056.05	3,343.95	48	3,680.24
62375	RENTALS	46,238.00	.00	46,238.00	4,332.00	.00	35,378.37	10,859.63	77	43,712.37
62770	MISCELLANEOUS	.00	.00	.00	.00	.00	21.93	(21.93)	+++	.00
64015	NATURAL GAS	2,900.00	.00	2,900.00	.00	.00	1,145.06	1,754.94	39	2,140.37
65040	JANITORIAL SUPPLIES	.00	.00	.00	.00	.00	.00	.00	+++	52.16
65050	BLDG MAINTENANCE MATERIAL	.00	.00	.00	.00	.00	239.75	(239.75)	+++	.00
65100	LIBRARY SUPPLIES	5,400.00	.00	5,400.00	84.34	.00	626.41	4,773.59	12	2,782.64
65503	FURNITURE / FIXTURES / EQUIPMENT	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
65630	LIBRARY BOOKS	29,900.00	.00	29,900.00	578.66	.00	14,333.12	15,566.88	48	19,068.45
65635	PERIODICALS	1,500.00	.00	1,500.00	.00	.00	875.96	624.04	58	1,842.09
65641	AUDIO VISUAL COLLECTIONS	2,200.00	.00	2,200.00	.00	.00	.00	2,200.00	0	3,302.10
66025	TRANSFER TO DEBT SERVICE - ERI	3,217.00	.00	3,217.00	268.08	.00	2,144.64	1,072.36	67	.00
	Business Unit <b>4825 - LIBRARY NEIGHBORHOOD SERVICES</b>	<b>\$486,003.00</b>	<b>\$0.00</b>	<b>\$486,003.00</b>	<b>\$33,361.44</b>	<b>\$0.00</b>	<b>\$304,873.17</b>	<b>\$181,129.83</b>	<b>63%</b>	<b>\$442,178.86</b>
	Business Unit <b>4835 - LIBRARY TECHNICAL SERVICES</b>									
61010	REGULAR PAY	282,067.00	.00	282,067.00	21,418.04	.00	177,124.92	104,942.08	63	283,197.92
61050	PERMANENT PART-TIME	110,480.00	.00	110,480.00	4,257.03	.00	45,335.28	65,144.72	41	74,471.53
61415	TERMINATION PAYOUTS	5,000.00	.00	5,000.00	904.49	.00	904.49	4,095.51	18	1,628.54
61510	HEALTH INSURANCE	40,687.00	.00	40,687.00	3,042.80	.00	23,581.70	17,105.30	58	36,283.76
61615	LIFE INSURANCE	6.00	.00	6.00	21.48	.00	23.55	(17.55)	392	6.36
61710	IMRF	41,015.00	.00	41,015.00	2,620.72	.00	22,112.42	18,902.58	54	37,000.75
61725	SOCIAL SECURITY	24,546.00	.00	24,546.00	1,613.25	.00	13,619.29	10,926.71	55	22,092.04
61730	MEDICARE	5,741.00	.00	5,741.00	377.32	.00	3,185.18	2,555.82	55	5,166.69
62340	COMPTER LICENSE & SUPP	46,300.00	.00	46,300.00	2,402.00	10,550.00	25,980.26	9,769.74	79	24,625.10
62341	INTERNET SOLUTION PROVIDERS	135,800.00	.00	135,800.00	3,938.00	2,589.30	90,277.22	42,933.48	68	137,807.21
65100	LIBRARY SUPPLIES	10,000.00	.00	10,000.00	921.85	.00	6,165.26	3,834.74	62	6,733.46

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65555	PERSONAL COMPUTER EQUIPMENT	51,870.00	.00	51,870.00	.00	.00	1,466.91	50,403.09	3	10,417.09
66025	TRANSFER TO DEBT SERVICE - ERI	8,966.00	.00	8,966.00	747.17	.00	5,977.36	2,988.64	67	.00
66059	HEALTH INSURANCE OPT OUT EXPENSE	.00	.00	.00	.00	.00	.00	.00	+++	1,500.00
	Business Unit <b>4835 - LIBRARY TECHNICAL SERVICES</b> Totals	\$762,478.00	\$0.00	\$762,478.00	\$42,264.15	\$13,139.30	\$415,753.84	\$333,584.86	56%	\$640,930.45
	Business Unit <b>4840 - LIBRARY MAINTENANCE</b>									
61010	REGULAR PAY	254,331.00	.00	254,331.00	20,272.36	.00	158,408.15	95,922.85	62	193,588.26
61050	PERMANENT PART-TIME	96,557.00	.00	96,557.00	8,211.14	.00	72,087.14	24,469.86	75	148,521.16
61110	OVERTIME PAY	7,000.00	.00	7,000.00	.00	.00	1,682.21	5,317.79	24	15,265.13
61415	TERMINATION PAYOUTS	7,550.00	.00	7,550.00	.00	.00	.00	7,550.00	0	101.91
61420	ANNUAL SICK LEAVE PAYOUT	.00	.00	.00	.00	.00	.00	.00	+++	987.15
61510	HEALTH INSURANCE	80,980.00	.00	80,980.00	7,219.78	.00	55,953.29	25,026.71	69	62,045.85
61615	LIFE INSURANCE	.00	.00	.00	20.27	.00	20.27	(20.27)	+++	.00
61626	CELL PHONE ALLOWANCE	1,100.00	.00	1,100.00	100.00	.00	1,525.56	(425.56)	139	2,915.04
61630	SHOE ALLOWANCE	620.00	.00	620.00	.00	.00	465.00	155.00	75	620.00
61710	IMRF	35,260.00	.00	35,260.00	2,808.49	.00	22,892.76	12,367.24	65	37,080.66
61725	SOCIAL SECURITY	21,209.00	.00	21,209.00	1,713.77	.00	13,998.65	7,210.35	66	21,826.10
61730	MEDICARE	4,960.00	.00	4,960.00	400.81	.00	3,273.88	1,686.12	66	5,104.51
62225	BLDG MAINTENANCE SERVICES	208,700.00	.00	208,700.00	19,588.90	67,675.37	111,670.33	29,354.30	86	208,034.46
62235	OFFICE EQUIPMENT MAINT	12,000.00	.00	12,000.00	7,062.30	.00	7,062.30	4,937.70	59	6,741.24
62240	AUTOMOTIVE EQMP MAINT	.00	.00	.00	.00	.00	194.74	(194.74)	+++	14.85
62245	OTHER EQMT MAINTENANCE	1,300.00	.00	1,300.00	70.95	.00	75.94	1,224.06	6	33.59
62305	RENTAL OF AUTO-FLEET MAINTENANCE	5,440.00	.00	5,440.00	453.33	.00	3,626.64	1,813.36	67	5,439.96
62309	RENTAL OF AUTO REPLACEMENT	4,885.00	.00	4,885.00	407.08	.00	3,256.64	1,628.36	67	4,743.00
62315	POSTAGE	.00	.00	.00	.00	.00	392.00	(392.00)	+++	.00
62341	INTERNET SOLUTION PROVIDERS	2,200.00	.00	2,200.00	.00	.00	.00	2,200.00	0	.00
64015	NATURAL GAS	27,000.00	.00	27,000.00	837.11	.00	14,496.74	12,503.26	54	20,852.32
64505	TELECOMMUNICATIONS	.00	.00	.00	248.84	.00	1,723.67	(1,723.67)	+++	3,197.00
65040	JANITORIAL SUPPLIES	12,000.00	.00	12,000.00	1,906.17	.00	7,006.20	4,993.80	58	12,304.13
65050	BLDG MAINTENANCE MATERIAL	32,000.00	.00	32,000.00	1,529.09	.00	12,731.00	19,269.00	40	29,392.10
65503	FURNITURE / FIXTURES / EQUIPMENT	.00	.00	.00	.00	.00	313.74	(313.74)	+++	963.26
66025	TRANSFER TO DEBT SERVICE - ERI	5,658.00	.00	5,658.00	471.50	.00	3,772.00	1,886.00	67	.00
	Business Unit <b>4840 - LIBRARY MAINTENANCE</b> Totals	\$820,750.00	\$0.00	\$820,750.00	\$73,321.89	\$67,675.37	\$496,628.85	\$256,445.78	69%	\$779,771.68
	Business Unit <b>4845 - LIBRARY ADMINISTRATION</b>									
61010	REGULAR PAY	581,803.00	.00	581,803.00	51,871.78	.00	357,585.24	224,217.76	61	573,742.11
61050	PERMANENT PART-TIME	101,087.00	.00	101,087.00	7,412.81	.00	58,854.73	42,232.27	58	88,084.57

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61415	TERMINATION PAYOUTS	16,150.00	.00	16,150.00	.00	.00	.00	16,150.00	0	28,237.82
61420	ANNUAL SICK LEAVE PAYOUT	.00	.00	.00	.00	.00	1,149.41	(1,149.41)	+++	1,836.93
61510	HEALTH INSURANCE	138,518.00	.00	138,518.00	11,202.60	.00	84,763.78	53,754.22	61	112,037.64
61615	LIFE INSURANCE	.00	.00	.00	54.69	.00	58.40	(58.40)	+++	.00
61625	AUTO ALLOWANCE	7,200.00	.00	7,200.00	1,100.00	.00	5,200.00	2,000.00	72	7,200.00
61626	CELL PHONE ALLOWANCE	1,200.00	.00	1,200.00	100.00	.00	700.00	500.00	58	1,200.00
61710	IMRF	67,316.00	.00	67,316.00	5,845.45	.00	39,904.33	27,411.67	59	69,672.04
61725	SOCIAL SECURITY	37,906.00	.00	37,906.00	3,586.66	.00	25,024.83	12,881.17	66	38,966.14
61730	MEDICARE	9,550.00	.00	9,550.00	838.82	.00	5,852.57	3,697.43	61	9,685.87
62185	CONSULTING SERVICES	118,000.00	.00	118,000.00	3,205.00	.00	45,764.53	72,235.47	39	188,784.12
62205	ADVERTISING	8,000.00	.00	8,000.00	.00	.00	2,495.99	5,504.01	31	9,339.08
62210	PRINTING	8,000.00	.00	8,000.00	178.37	.00	1,450.13	6,549.87	18	7,744.63
62275	POSTAGE CHARGEBACKS	2,600.00	.00	2,600.00	.00	.00	.00	2,600.00	0	1,554.24
62290	TUITION	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
62295	TRAINING & TRAVEL	42,000.00	.00	42,000.00	1,210.02	.00	20,228.99	21,771.01	48	31,876.72
62315	POSTAGE	4,500.00	.00	4,500.00	490.00	.00	1,382.89	3,117.11	31	5,369.15
62341	INTERNET SOLUTION PROVIDERS	.00	.00	.00	.00	.00	329.00	(329.00)	+++	.00
62360	MEMBERSHIP DUES	2,100.00	.00	2,100.00	99.00	.00	1,978.74	121.26	94	5,625.37
62380	COPY MACHINE CHARGES	12,900.00	.00	12,900.00	283.69	.00	1,861.45	11,038.55	14	24,475.91
62506	WORK- STUDY	1,500.00	.00	1,500.00	671.89	.00	2,054.72	(554.72)	137	940.52
62705	BANK SERVICE CHARGES	5,700.00	.00	5,700.00	292.21	.00	3,517.28	2,182.72	62	5,500.03
64015	NATURAL GAS	.00	.00	.00	.00	.00	84.00	(84.00)	+++	.00
64540	TELECOMMUNICATIONS - WIRELESS	2,000.00	.00	2,000.00	.00	.00	872.75	1,127.25	44	2,568.38
65050	BLDG MAINTENANCE MATERIAL	.00	.00	.00	.00	.00	.00	.00	+++	75.00
65095	OFFICE SUPPLIES	98,100.00	.00	98,100.00	4,070.72	7,369.87	48,847.35	41,882.78	57	63,787.81
65100	LIBRARY SUPPLIES	.00	.00	.00	.00	.00	1,344.94	(1,344.94)	+++	.00
65635	PERIODICALS	.00	.00	.00	.00	.00	358.80	(358.80)	+++	298.14
66025	TRANSFER TO DEBT SERVICE - ERI	14,207.00	.00	14,207.00	1,183.92	.00	9,471.36	4,735.64	67	.00
66131	TRANSFER TO GENERAL FUND	250,000.00	.00	250,000.00	20,833.33	.00	166,666.63	83,333.37	67	.00
Business Unit <b>4845 - LIBRARY ADMINISTRATION Totals</b>		<b>\$1,535,337.00</b>	<b>\$0.00</b>	<b>\$1,535,337.00</b>	<b>\$114,530.96</b>	<b>\$7,369.87</b>	<b>\$887,802.84</b>	<b>\$640,164.29</b>	<b>58%</b>	<b>\$1,278,602.22</b>
Business Unit <b>4850 - LIBRARY GRANTS</b>										
62185	CONSULTING SERVICES	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
62225	BLDG MAINTENANCE SERVICES	.00	.00	.00	.00	.00	.00	.00	+++	241.24
65100	LIBRARY SUPPLIES	10,000.00	.00	10,000.00	1,052.56	.00	2,693.59	7,306.41	27	23,378.96
65125	OTHER COMMODITIES	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	.00



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65630	LIBRARY BOOKS	.00	.00	.00	.00	.00	993.46	(993.46)	+++	1,228.56
	Business Unit 4850 - LIBRARY GRANTS Totals	\$50,000.00	\$0.00	\$50,000.00	\$1,052.56	\$0.00	\$3,687.05	\$46,312.95	7%	\$24,848.76
	Business Unit 4870 - MAIN LIBRARY MECHANICAL SYSTEMS									
62911	ESSENTIAL REPAIRS	.00	.00	.00	.00	.00	.00	.00	+++	19,370.00
	Business Unit 4870 - MAIN LIBRARY MECHANICAL SYSTEMS Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$19,370.00
	Business Unit 4871 - NORTH BRANCH MECHANICAL SYSTEMS									
62911	ESSENTIAL REPAIRS	.00	.00	.00	.00	.00	.00	.00	+++	37,509.02
	Business Unit 4871 - NORTH BRANCH MECHANICAL SYSTEMS Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$37,509.02
	Department 48 - LIBRARY Totals	\$7,250,345.00	\$0.00	\$7,250,345.00	\$490,583.39	\$143,026.57	\$4,253,166.18	\$2,854,152.25	61%	\$6,455,115.36
	EXPENSE TOTALS	\$7,250,345.00	\$0.00	\$7,250,345.00	\$490,583.39	\$143,026.57	\$4,253,166.18	\$2,854,152.25	61%	\$6,455,115.36
	Fund 185 - LIBRARY FUND Totals									
	REVENUE TOTALS	7,250,345.00	.00	7,250,345.00	1,698,133.57	.00	6,246,762.03	1,003,582.97	86%	7,015,830.32
	EXPENSE TOTALS	7,250,345.00	.00	7,250,345.00	490,583.39	143,026.57	4,253,166.18	2,854,152.25	61%	6,455,115.36
	Fund 185 - LIBRARY FUND Totals	\$0.00	\$0.00	\$0.00	\$1,207,550.18	(\$143,026.57)	\$1,993,595.85	(\$1,850,569.28)		\$560,714.96
	Fund 186 - LIBRARY DEBT SERVICE FUND									
	REVENUE									
	Department 48 - LIBRARY									
	Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN									
51015	PROPERTY TAXES	345,955.00	.00	345,955.00	91,430.28	.00	324,172.28	21,782.72	94	364,827.06
56060	BOND PROCEEDS	.00	.00	.00	.00	.00	.00	.00	+++	650,000.00
56061	BOND PREMIUM	.00	.00	.00	.00	.00	.00	.00	+++	26,149.95
56501	INVESTMENT INCOME	.00	.00	.00	7.24	.00	7.24	(7.24)	+++	1.20
	Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN Totals	\$345,955.00	\$0.00	\$345,955.00	\$91,437.52	\$0.00	\$324,179.52	\$21,775.48	94%	\$1,040,978.21
	Department 48 - LIBRARY Totals	\$345,955.00	\$0.00	\$345,955.00	\$91,437.52	\$0.00	\$324,179.52	\$21,775.48	94%	\$1,040,978.21
	REVENUE TOTALS	\$345,955.00	\$0.00	\$345,955.00	\$91,437.52	\$0.00	\$324,179.52	\$21,775.48	94%	\$1,040,978.21
	EXPENSE									
	Department 48 - LIBRARY									
	Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN									
62716	BOND ISSUANCE COSTS	.00	.00	.00	.00	.00	.00	.00	+++	12,348.52
68305	DEBT SERVICE- PRINCIPAL	330,955.00	.00	330,955.00	.00	.00	.00	330,955.00	0	323,241.00
68315	DEBT SERVICE- INTEREST	15,000.00	.00	15,000.00	.00	.00	38,227.16	(23,227.16)	255	62,454.95
	Business Unit 4861 - LIBRARY DEBT SERVICE ADMIN Totals	\$345,955.00	\$0.00	\$345,955.00	\$0.00	\$0.00	\$38,227.16	\$307,727.84	11%	\$398,044.47
	Department 48 - LIBRARY Totals	\$345,955.00	\$0.00	\$345,955.00	\$0.00	\$0.00	\$38,227.16	\$307,727.84	11%	\$398,044.47
	EXPENSE TOTALS	\$345,955.00	\$0.00	\$345,955.00	\$0.00	\$0.00	\$38,227.16	\$307,727.84	11%	\$398,044.47

# Budget Performance Report

Fiscal Year to Date 08/31/17

Include Rollup Account and Rollup to Object Account

Fund <b>186 - LIBRARY DEBT SERVICE FUND</b> Totals									
REVENUE TOTALS	345,955.00	.00	345,955.00	91,437.52	.00	324,179.52	21,775.48	94%	1,040,978.21
EXPENSE TOTALS	345,955.00	.00	345,955.00	.00	.00	38,227.16	307,727.84	11%	398,044.47
Fund <b>186 - LIBRARY DEBT SERVICE FUND</b> Totals	\$0.00	\$0.00	\$0.00	\$91,437.52	\$0.00	\$285,952.36	(\$285,952.36)		\$642,933.74
Grand Totals									
REVENUE TOTALS	7,596,300.00	.00	7,596,300.00	1,789,571.09	.00	6,570,941.55	1,025,358.45	87%	8,056,808.53
EXPENSE TOTALS	7,596,300.00	.00	7,596,300.00	490,583.39	143,026.57	4,291,393.34	3,161,880.09	58%	6,853,159.83
Grand Totals	\$0.00	\$0.00	\$0.00	\$1,298,987.70	(\$143,026.57)	\$2,279,548.21	(\$2,136,521.64)		\$1,203,648.70

Evanston Public Library  
Board of Trustees  
Committee Membership 2017-2018

**Executive Committee**

Ben Schapiro (Chair as President)  
Tori Foreman (Vice President)  
Vaishali Patel (Secretary)  
Shawn Iles (Treasurer)

**Finance Committee**

Shawn Iles (Chair as Treasurer)  
Benjamin Schapiro (Ex-Officio)  
Sandra Smith  
Socorro Castro

**Management Committee**

Adam Goodman (Chair)  
Tori Foreman  
Margaret Lurie

**Facilities Committee**

Benjamin Schapiro  
Shawn Iles  
Michael Tannen

**Development Committee**

Margaret Lurie (Chair)  
Shawn Iles

**Endowment Investment Committee**

Shawn Iles (Chair as Treasurer)  
Michael Tannen  
Karen Young  
Peter Hemwall

**Liaison to Evanston Nursery and Pre-K Schools**

Socorro Castro

**Liaison to School District 65**

Vaishali Patel

**Liaison to Evanston Twp. High School District 202**

Michael Tannen

**Liaison to Northwestern University**

Adam Goodman

**Board Nominating Committee**

Appointed each April

**Director Evaluation Committee**

**Adam Goodman (Chair)**

To be appointed