

April 13, 2010 Library Board Packet

agenda

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8 Old Business		
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Attachments		

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, April 13, 2010 at 7 p.m.
Lake Bluff Public Library, 123 Scranton Avenue
Lake Bluff, Illinois
(enter through main entrance)

1. **Call to Order & Roll Call**
2. **Additions & Corrections to the Agenda**
3. **Approval of checks** (Green Pages)
 - a. Manual checks numbers 9388 - 9395
 - b. Monthly check numbers 9396 through 9436
4. **Consent Agenda** – any item on the consent agenda may be removed for discussion, if desired. The items on the Consent Agenda will be approved by roll call vote without further discussion.
 - a. Approval of minutes of the March 9 , 2010 regular meeting **(action)**
 - b. Treasurer's report (if any)
5. **February 2010 Financial Report** – Detailed Balance and Revenue/Expense -2 versions (yellow pages)
 - a. Detailed Balance Sheet **(action)**
 - b. Detailed Revenue & Expense Report **(action)**
 - c. Detailed Revenue & Expense Report with Percentages **(action)**
6. **Director's Report**
 - a. Director's Narrative Report
 - b. Statistical Report
 - c. Updated Yearend Financial Projections
 - d. Friends next meeting on April 17th **Trustee attendee to be selected**
7. **Opportunity for Public to Address the Board** (limit 5 minutes per person per meeting)
8. **Old Business**
 - a. Trash pickup contract with Waste Management
 - b. Snow removal bids
 - c. Vliet intergovernmental agreement **(possible action)**
9. **Executive session**
10. **Committee Reports**
 - a. Finance Committee (Carole Stroh, John Marozsan, Stanley Hickory)
 - b. Human Resources Committee (Julie Gottshall, Karen Bush)
 - c. Building and Grounds Committee (Carole Stroh, Bill Raymoure)
 - d. Technology Committee (John Marozsan, Bill Raymoure)
 - e. Public Relations/Advocacy/Fundraising
 - f. North Suburban Library System (Julie Gottshall)
 - g. Friends Liaison (Karen Bush, Bill Raymoure)
 - h. Vliet Liaison (Judy Nickels, Karen Bush)
 - i. Long Range Planning Committee

11. New Business

- a. Bequest from Laurence R. Lee trust (**action**)

12. Announcements and Correspondence

13. Programs of Interest to Library Trustees

- a. Small Public Library Management Institute

14. Any and all other business which may properly come before the Board

15. Adjournment

Attachments:

Upcoming Board Meetings: May 11th* , June 8th , July 13

*Please note that the May 11th meeting will take place at the Parks & Recreation Building in conjunction with the award ceremony for young writers and the bookmark design competition. The meeting will take place at 6:00 prior to the ceremony, which begins at 7:00PM.

Lake Bluff Public Library

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-- VILLAGE OF LAKE BLUFF --
 MANUAL CHECK REGISTER

3A PAGE: 1

CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
9388	9ELAAREA 22067000008568	ELA AREA PUBLIC LIBRARY 02/10/10	01	REIMB ELA LIBRARY LOST VIDEO	03/04/10	80-60-001-45200	19.95
						INVOICE TOTAL:	19.95 *
						CHECK TOTAL:	19.95
9389	9VANTAGE 101092719	VANTAGEPOINT TRANSFER AGENTS 03/05/10	01	3/15/10 PAYROLL DATE	03/08/10	80-20-102-45000	900.00
						INVOICE TOTAL:	900.00 *
						CHECK TOTAL:	900.00
9391	9FIFTHTH 22710CAROL	FIFTH THIRD BANK 02/27/10	01	E-NEWSLETTER	03/08/10	80-60-001-43550	15.00
						INVOICE TOTAL:	15.00 *
						CHECK TOTAL:	15.00
9392	9DELAGE 5105592	DE LAGE LANDEN FINANCIAL SRVC 03/06/10	01	COPIER MAINT 3/1-3/31/10	03/18/10	80-60-001-41200	137.06
						INVOICE TOTAL:	137.06 *
						CHECK TOTAL:	137.06
9393	9LIBRCOR 50550	THE LIBRARY CORPORATION 03/17/10	01	SIP AUTHEN. SETUP MYMEDIA MALL	03/19/10	80-60-001-41350	2,500.00
						INVOICE TOTAL:	2,500.00 *
						CHECK TOTAL:	2,500.00
9394	9VANTAGE 101092720	VANTAGEPOINT TRANSFER AGENTS 03/22/10	01	3/31/10 PAYROLL DATE	03/23/10	80-20-102-45000	900.00
						INVOICE TOTAL:	900.00 *
						CHECK TOTAL:	900.00
9395	9FIFTHTH 31210DONNA	FIFTH THIRD BANK 03/12/10	01	FISH FOOD	03/24/10	80-60-001-43550	36.98
			02	AWARD COVERS-PHYLLIS FOX		80-60-001-43550	47.46
			03	CLEAR LAMINATION POUCHES		80-60-001-43550	56.00

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM # DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
9395	9FIFTHTH 31210DONNA	FIFTH THIRD BANK 03/12/10	04 AMAZON 05 AMAZON	03/24/10	80-60-001-45400 80-60-001-45400	307.89 -2.00
					INVOICE TOTAL:	446.33 *
					CHECK TOTAL:	446.33
					TOTAL AMOUNT PAID:	4,918.34

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
9396	9AMAZONA	VOIDED---LEADER CHECK						
		024871617755	02/25/10	01	ADULT NON-FICTION	80-60-001-45000	77.48	
						INVOICE TOTAL:	77.48 *	
		024872921150	02/25/10	01	ADULT NON-FICTION	80-60-001-45000	76.65	
						INVOICE TOTAL:	76.65 *	
		024874780415	02/27/10	01	ADULT NON-FICTION	80-60-001-45000	44.91	
						INVOICE TOTAL:	44.91 *	
		024875688104	02/25/10	01	ADULT NON-FICTION	80-60-001-45000	21.99	
						INVOICE TOTAL:	21.99 *	
		031440122586	02/11/10	01	ADULT NON-FICTION	80-60-001-45000	125.46	
						INVOICE TOTAL:	125.46 *	
		031440902156	02/15/10	01	ADULT NON-FICTION	80-60-001-45000	110.71	
						INVOICE TOTAL:	110.71 *	
		031441629255	02/12/10	01	ADULT NON-FICTION	80-60-001-45000	148.22	
						INVOICE TOTAL:	148.22 *	
		031443064172	02/17/10	01	ADULT NON-FICTION	80-60-001-45000	139.38	
						INVOICE TOTAL:	139.38 *	
		031445650793	02/17/10	01	ADULT NON-FICTION	80-60-001-45000	113.88	
						INVOICE TOTAL:	113.88 *	
		031449028847	02/24/10	01	ADULT NON-FICTION	80-60-001-45000	23.10	
						INVOICE TOTAL:	23.10 *	
		064152776228	02/10/10	01	ADULT NON-FICTION	80-60-001-45000	-2.98	
						INVOICE TOTAL:	-2.98 *	
		076266238865	02/06/10	01	ADULT NON-FICTION	80-60-001-45000	225.01	
						INVOICE TOTAL:	225.01 *	

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
9396	9AMAZONA	VOIDED---LEADER CHECK						
	076268435550		01/30/10	01	ADULT NON-FICTION	80-60-001-45000	-32.75	
						INVOICE TOTAL:	-32.75 *	
	087415527710		02/16/10	01	ADULT NON-FICTION	80-60-001-45000	29.95	
						INVOICE TOTAL:	29.95 *	
	087418041342		02/16/10	01	ADULT NON-FICTION	80-60-001-45000	162.51	
						INVOICE TOTAL:	162.51 *	
	087418814419		02/16/10	01	ADULT NON-FICTION	80-60-001-45000	79.59	
						INVOICE TOTAL:	79.59 *	
	088086450381		02/26/10	01	ADULT AUDIO VISUAL	80-60-001-45200	38.95	
						INVOICE TOTAL:	38.95 *	
	088089133076		02/26/10	01	ADULT AUDIO VISUAL	80-60-001-45200	194.37	
						INVOICE TOTAL:	194.37 *	
	123804982555		02/10/10	01	ADULT NON-FICTION	80-60-001-45000	11.01	
						INVOICE TOTAL:	11.01 *	
9397	9AMAZONA	AMAZON						
	123809626816		02/13/10	01	ADULT NON-FICTION	80-60-001-45000	26.96	
						INVOICE TOTAL:	26.96 *	
	182136005652		03/06/10	01	ADULT AUDIO VISUAL	80-60-001-45200	26.99	
						INVOICE TOTAL:	26.99 *	
	182137571523		03/08/10	01	ADULT AUDIO VISUAL	80-60-001-45200	184.03	
						INVOICE TOTAL:	184.03 *	
	241528633948		02/19/10	01	ADULT AUDIO VISUAL	80-60-001-45200	14.99	
						INVOICE TOTAL:	14.99 *	

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
9397	9AMAZONA	AMAZON					
		241529082932	02/19/10	01	ADULT AUDIO VISUAL	80-60-001-45200	242.36
						INVOICE TOTAL:	242.36 *
		270146915027	02/13/10	01	ADULT NON-FICTION	80-60-001-45000	16.49
						INVOICE TOTAL:	16.49 *
		287111360947	02/16/10	01	ADULT AUDIO VISUAL	80-60-001-45200	22.49
						INVOICE TOTAL:	22.49 *
		287117806612	02/10/10	01	ADULT NON-FICTION	80-60-001-45000	24.00
						INVOICE TOTAL:	24.00 *
		287119934225	02/13/10	01	ADULT AUDIO VISUAL	80-60-001-45200	93.45
						INVOICE TOTAL:	93.45 *
		295742867278	02/17/10	01	ADULT AUDIO VISUAL	80-60-001-45200	23.98
						INVOICE TOTAL:	23.98 *
		295743513070	02/18/10	01	ADULT AUDIO VISUAL	80-60-001-45200	56.96
						INVOICE TOTAL:	56.96 *
		295748586289	02/18/10	01	ADULT AUDIO VISUAL	80-60-001-45200	30.98
						INVOICE TOTAL:	30.98 *
						CHECK TOTAL:	2,351.12
9398	9AUDIOED	AUDIO EDITIONS					
		1265755	02/18/10	01	ADULT AUDIO VIDEO	80-60-001-45200	8.00
						INVOICE TOTAL:	8.00 *
		1273311	03/31/10	01	RPL TO KILL A MOCKINGBIRD	80-60-001-45200	8.00
						INVOICE TOTAL:	8.00 *
						CHECK TOTAL:	16.00
9399	9BKTLENT	VOIDED---LEADER CHECK					

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
	0001990548		03/18/10	01	ADULT NONFICTION	80-60-001-45000	-28.26
						INVOICE TOTAL:	-28.26 *
	2024344866		02/24/10	01	JUVENILE MEDIA	80-60-001-45400	21.71
						INVOICE TOTAL:	21.71 *
	2024347297		02/24/10	01	JUVENILE MEDIA	80-60-001-45400	178.25
						INVOICE TOTAL:	178.25 *
	2024351764		02/25/10	01	ADULT NONFICTION	80-60-001-45000	509.49
						INVOICE TOTAL:	509.49 *
	2024354007		02/25/10	01	ADULT FICTION	80-60-001-45100	87.34
						INVOICE TOTAL:	87.34 *
	2024357661		02/26/10	01	ADULT FICTION	80-60-001-45100	44.79
						INVOICE TOTAL:	44.79 *
	2024368813		03/02/10	01	JUVENILE MEDIA	80-60-001-45400	295.65
						INVOICE TOTAL:	295.65 *
	2024374877		03/03/10	01	ADULT FICTION	80-60-001-45100	717.91
						INVOICE TOTAL:	717.91 *
	2024377944		03/04/10	01	ADULT NONFICTION	80-60-001-45000	426.25
						INVOICE TOTAL:	426.25 *
	2024378863		03/05/10	01	ADULT NONFICTION	80-60-001-45000	301.09
						INVOICE TOTAL:	301.09 *
	2024381393		03/04/10	01	ADULT FICTION	80-60-001-45100	45.40
						INVOICE TOTAL:	45.40 *
	2024385054		03/07/10	01	ADULT FICTION	80-60-001-45100	89.03
						INVOICE TOTAL:	89.03 *
	2024400503		03/10/10	01	ADULT NONFICTION	80-60-001-45000	216.14
						INVOICE TOTAL:	216.14 *

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
9399	9BKTLENT	VOIDED---LEADER CHECK						
	2024407493		03/12/10	01	JUVENILE MEDIA	80-60-001-45400	65.73	
						INVOICE TOTAL:	65.73 *	
	2024416220		03/17/10	01	ADULT NONFICTION	80-60-001-45000	728.47	
						INVOICE TOTAL:	728.47 *	
	2024416509		03/15/10	01	ADULT FICTION	80-60-001-45100	218.22	
						INVOICE TOTAL:	218.22 *	
	2024418241		03/15/10	01	ADULT FICTION	80-60-001-45100	72.10	
						INVOICE TOTAL:	72.10 *	
	2024422088		03/16/10	01	JUVENILE MEDIA	80-60-001-45400	322.42	
						INVOICE TOTAL:	322.42 *	
	2024440014		03/19/10	01	ADULT FICTION	80-60-001-45100	145.18	
						INVOICE TOTAL:	145.18 *	
9400	9BKTLENT	BAKER & TAYLOR ENTERTAINMENT						
	2024445698		03/23/10	01	ADULT NONFICTION	80-60-001-45000	419.72	
						INVOICE TOTAL:	419.72 *	
	2024449594		03/23/10	01	ADULT NONFICTION	80-60-001-45000	665.32	
						INVOICE TOTAL:	665.32 *	
	2024456740		03/24/10	01	ADULT FICTION	80-60-001-45100	115.74	
						INVOICE TOTAL:	115.74 *	
	2024457144		03/24/10	01	ADULT FICTION	80-60-001-45100	144.10	
						INVOICE TOTAL:	144.10 *	
	2024458681		03/24/10	01	JUVENILE MEDIA	80-60-001-45400	432.12	
						INVOICE TOTAL:	432.12 *	
						CHECK TOTAL:	6,233.91	

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
9401	9BESTQUA	BEST QUALITY CLEANING, INC.						
	37087		03/01/10	01	CLEANING SERVICE, MAR 2010	80-60-001-43550	645.00	
						INVOICE TOTAL:	645.00 *	
	37398		04/01/10	01	CLEANING SERVICE APIRL 2010	80-60-001-43550	645.00	
						INVOICE TOTAL:	645.00 *	
						CHECK TOTAL:	1,290.00	
9402	9CHILDWO	THE CHILD'S WORLD						
	NA106960		03/29/10	01	JUVENILE MEDIA	80-60-001-45400	685.90	
						INVOICE TOTAL:	685.90 *	
						CHECK TOTAL:	685.90	
9403	9COMPVIE	COMPUTER VIEW, INC.						
	24188		03/05/10	01	KVM SWITCH/CABLE/INSTALLATION	80-60-001-49350	1,155.00	
						INVOICE TOTAL:	1,155.00 *	
						CHECK TOTAL:	1,155.00	
9404	9DBPCHIC	DBP CHICAGO						
	D62745		03/12/10	01	BOOK CHAT NEWSLETTER SPRING-10	80-60-001-43550	1,595.00	
						INVOICE TOTAL:	1,595.00 *	
						CHECK TOTAL:	1,595.00	
9405	9DEMCO	DEMCO, INC						
	3811925		03/04/10	01	JEWEL CASES/2-RING CD ALBUMS	80-60-001-43550	76.50	
						INVOICE TOTAL:	76.50 *	
	3814884		03/08/10	01	VERSAPAK/THINPAK DVD CASES	80-60-001-43550	151.58	
						INVOICE TOTAL:	151.58 *	

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
9405	9DEMCO	DEMCO, INC					
	3825076		03/18/10	01	PAPERFOLD BOOK JACKETS, MAG	80-60-001-43550	106.62
						INVOICE TOTAL:	106.62 *
						CHECK TOTAL:	334.70
9406	9FIFTHTH	FIFTH THIRD BANK					
	32710CAROL		03/27/10	01	E-NEWSLETTER	80-60-001-43550	15.00
				02	FOOD FOR PROGRAMS	80-60-001-44870	27.92
						INVOICE TOTAL:	42.92 *
						CHECK TOTAL:	42.92
9407	9GALE	GALE					
	16659704		02/10/10	01	LARGE PRINT BOOKS	80-60-001-45000	49.23
						INVOICE TOTAL:	49.23 *
						CHECK TOTAL:	49.23
9408	9GLENCPL	GLENCOE PUBLIC LIBRARY					
	2.2067E+12		03/03/10	01	LOST ILL BOOK	80-60-001-45100	15.00
						INVOICE TOTAL:	15.00 *
						CHECK TOTAL:	15.00
9409	9GOODMAN	GOODMAN ELECTRIC SUPPLY					
	0573044-00		03/26/10	01	BULBS	80-60-001-41000	9.12
						INVOICE TOTAL:	9.12 *
	0573073-00		03/10/10	01	LIGHT BASE	80-60-001-41000	19.30
						INVOICE TOTAL:	19.30 *
						CHECK TOTAL:	28.42

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
9410	9GRAMARK	GRAND MARKETING SOLUTIONS						
	7136		03/05/10	01	BUSINESS CARDS, 4 EMPLOYEES	80-60-001-43550	180.00	
						INVOICE TOTAL:	180.00 *	
						CHECK TOTAL:	180.00	
9411	9HELANDE	HELANDERS, INC						
	991244		03/10/10	01	BOOK TAPE, POST-ITS,BINDERS	80-60-001-43550	265.59	
						INVOICE TOTAL:	265.59 *	
	992180		03/18/10	01	LETTER MOISTNER, ROLEDEX CARDS	80-60-001-43550	4.15	
						INVOICE TOTAL:	4.15 *	
						CHECK TOTAL:	269.74	
9412	9HOMEDEP	HOME DEPOT CREDIT SERVICES						
	HOM2173		03/29/10	01	PLUMBING & BATTERIES	80-60-001-41000	8.94	
						INVOICE TOTAL:	8.94 *	
						CHECK TOTAL:	8.94	
9413	9IMAGESY	IMAGE SYSTEMS & BUSINESS						
	143142		03/25/10	01	COPIER, TONER CHARGE	80-60-001-43550	158.00	
						INVOICE TOTAL:	158.00 *	
	143287		03/30/10	01	COPIER TONER CHARGE	80-60-001-43550	164.99	
						INVOICE TOTAL:	164.99 *	
						CHECK TOTAL:	322.99	
9414	9INGRAM	INGRAM LIBRARY SERVICES						
	49993129		03/04/10	01	ADULT FICTION	80-60-001-45100	14.68	
						INVOICE TOTAL:	14.68 *	

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
9414	9INGRAM	INGRAM LIBRARY SERVICES						
	50063965		03/08/10	01	ADULT FICTION	80-60-001-45100	14.12	
						INVOICE TOTAL:	14.12 *	
						CHECK TOTAL:	28.80	
9415	9LB VILL	VILLAGE OF LAKE BLUFF						
	VIL0310		03/31/10	01	MED INS FOR EMPLOYEES MAR-10	80-10-301-37100	2,234.16	
				02	MED INS H.S.A FEES MARCH 2010	80-10-301-37100	22.00	
				03	DEN INS FOR EMPLOYEES MAR-10	80-10-301-37100	248.88	
				04	LIFE INS FOR EMPLOYEES MAR-10	80-10-301-37100	54.78	
				05	IMRF EMPLOYEE CONTRIB MAR-10	80-10-301-37100	959.03	
				06	IMRF EMPLOYER CONTRIB MAR-10	80-10-301-37100	2,425.27	
						INVOICE TOTAL:	5,944.12 *	
						CHECK TOTAL:	5,944.12	
9416	9MALICHM	MARY ANNA MALICH						
	MAL0310		03/29/10	01	NATURE 3 DIMENSIONS 4/26 ADULT	80-60-001-44870	150.00	
						INVOICE TOTAL:	150.00 *	
						CHECK TOTAL:	150.00	
9417	9MALTERA	AMY MALTER						
	MAL031810		03/18/10	01	PROGRAM EXPENSES	80-60-001-44870	150.00	
						INVOICE TOTAL:	150.00 *	
						CHECK TOTAL:	150.00	
9418	9MARCAV	MARSHALL CAVENDISH CORPORATION						
	R843382		03/25/10	01	JUVENILE MEDIA	80-60-001-45400	100.83	
						INVOICE TOTAL:	100.83 *	
						CHECK TOTAL:	100.83	

Lake Bluff Public Library

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 CHECK REGISTER

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
9419	9MASONCR	MASON CREST PUBLISHERS						
	1070285		03/29/10	01	JUVENILE MEDIA	80-60-001-45400	395.10	
						INVOICE TOTAL:	395.10 *	
						CHECK TOTAL:	395.10	
9420	9NAHARVI	VIDYULLATA NAHAR						
	31110NAH		03/11/10	01	PROGRAM EXPENSES	80-60-001-44870	150.00	
						INVOICE TOTAL:	150.00 *	
						CHECK TOTAL:	150.00	
9421	9USPSNAT	NATIONAL CUSTOMER SUPPORT CNTR						
	USPS0310		03/29/10	01	DELIVERY STATISTIC RETRIEVAL	80-60-001-43550	75.00	
						INVOICE TOTAL:	75.00 *	
						CHECK TOTAL:	75.00	
9422	9NSSD	NORTH SHORE SANITARY DISTRICT						
	1657074		04/03/10	01	WASTEWATER TREATMENT10/09-2/10	80-60-001-43230	16.24	
						INVOICE TOTAL:	16.24 *	
						CHECK TOTAL:	16.24	
9423	9NSLS	NORTH SUBURBAN LIBRARY SYSTEM						
	1270352		03/05/10	01	DEALING WITH DIFFICULT PEOPLE	80-60-001-42400	60.00	
						INVOICE TOTAL:	60.00 *	
						CHECK TOTAL:	60.00	
9424	9PAETEC	PAETEC						

Lake Bluff Public Library

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
9424	9PAETEC	PAETEC					
	554128		03/25/10	01	TELEPHONE BILL 2/23-3/22/10	80-60-001-43230	558.77
						INVOICE TOTAL:	558.77 *
						CHECK TOTAL:	558.77
9425	9PCASH	PETTY CASH					
	4/6/2010		04/06/10	01	MARKERS, FOOD, GLUE STICKS	80-60-001-44870	33.57
				02	POSTAGE FOR RETURNED BOOKS	80-60-001-43550	40.63
				03	BATTERIES	80-60-001-41000	16.19
						INVOICE TOTAL:	90.39 *
						CHECK TOTAL:	90.39
9426	9PIONEER	PIONEER PRESS					
	PIO022510		02/25/10	01	PIONEER PRESS/LAKE FORESTER	80-60-001-45500	52.00
						INVOICE TOTAL:	52.00 *
						CHECK TOTAL:	52.00
9427	9RAINBOW	RAINBOW BOOK COMPANY					
	00841		02/27/10	01	JUVENILE MEDIA	80-60-001-45400	2,767.14
						INVOICE TOTAL:	2,767.14 *
	0088242		02/27/10	01	JUVENILE MEDIA	80-60-001-45400	985.40
						INVOICE TOTAL:	985.40 *
						CHECK TOTAL:	3,752.54
9428	9ROSENPU	ROSEN PUBLISHING &					
	497776		03/25/10	01	JUVENILE MEDIA	80-60-001-45400	401.45
						INVOICE TOTAL:	401.45 *
						CHECK TOTAL:	401.45

Lake Bluff Public Library

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
9429	9SENSOUR	SENSOURCE					
	13651		03/23/10	01	BATTERIES FOR PEOPLE COUNTER	80-60-001-49100	43.55
						INVOICE TOTAL:	43.55 *
						CHECK TOTAL:	43.55
9430	9STAPLES	STAPLES BUSINESS ADVANTAGE					
	3132647953		02/27/10	01	VARIOUS	80-60-001-43550	215.50
				02	BACK ORDER MANILA FOLDERS CANC	80-60-001-43550	-45.55
						INVOICE TOTAL:	169.95 *
	3133241733		03/06/10	01	1 BOX OF MANILA FOLDERS	80-60-001-43550	12.99
						INVOICE TOTAL:	12.99 *
						CHECK TOTAL:	182.94
9431	9THYSSEN	THYSSENKRUPP ELEVATOR CORP.					
	473363		04/01/10	01	4/1-4/30 ELEVATOR MAINTENANCE	80-60-001-41000	94.50
						INVOICE TOTAL:	94.50 *
						CHECK TOTAL:	94.50
9432	9USPOSTA	UNITED STATES POSTAL SERVICE					
	USP31810		03/18/10	01	FOREVER STAMPS	80-60-001-43550	88.00
						INVOICE TOTAL:	88.00 *
						CHECK TOTAL:	88.00
9433	9VANTAGE	VANTAGEPOINT TRANSFER AGENTS					
	101112040		04/05/10	01	4/15/10 PAYROLL DATE	80-20-102-45000	900.00
						INVOICE TOTAL:	900.00 *
						CHECK TOTAL:	900.00

Lake Bluff Public Library

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-- VILLAGE OF LAKE BLUFF --
 CHECK REGISTER

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CHECK DATE: 04/13/10

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
9434	9WASTEM	WASTE MANAGEMENT					
	4848521-2013-4		04/01/10	01	GARBAGE BILL	80-60-001-43230	67.07
						INVOICE TOTAL:	67.07 *
						CHECK TOTAL:	67.07
9435	9BETSYWI	BETSY MEANS WILLS					
	MEA31810		03/18/10	01	PROGRAMMING EXPENSES	80-60-001-44870	290.00
						INVOICE TOTAL:	290.00 *
						CHECK TOTAL:	290.00
9436	9WBKDIRM	WORLD BOOK DIRECT MARKETING					
	1019		02/26/10	01	JUVENILE MEDIA	80-60-001-45400	42.40
						INVOICE TOTAL:	42.40 *
						CHECK TOTAL:	42.40
						TOTAL AMOUNT PAID:	28,212.57

LAKE BLUFF PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
Tuesday March 9, 2010

1. Call to Order: The meeting was called to order at 7:04 p.m. by Board Vice President John Morozsan. Roll was called and a quorum was established.

Present: Stan Hickory, Cal Stroh, John Marozsan, Julie Gottshall, Bill Raymoure, Karen Bush
Absent: Judy Nickels
Library Staff Present: Director Matthew Womack, Regina Ruocco, Lyndy Jensen, Carol Ann Carter

2. Additions and Corrections to the Agenda: none

3. Approval of checks: Bush moved and Stroh seconded the motion to approve manual checks numbered 9358-9362 totaling \$32,189.93 and Monthly checks numbered 9363 through 9391 totalling \$2879.71

AYES: Stroh, Hickory, Marozsan, Raymoure, Gottshall, Bush
NAYES: none
ABSENT: Nickels

4. Consent Agenda:

Gottshall moved and Stroh seconded the motion to approve the consent agenda and release stated minutes which include:

- a. Approve revised minutes from the Feb. 16, 2010 regular meeting.
- b. Treasurer's Report (Stroh): no report.

AYES: Stroh, Hickory, Gottshall, Marozsan, Raymoure, Bush
NAYES: none
ABSENT: Nickels

5. February 2010 Financial Report:

Raymoure moved and Marozsan seconded the motion to approve the financial reports (Detailed Balance Sheet, Detailed Revenue & Expense Report, and the Detailed Revenue and Expense Report with Percentages).

AYES: Stroh, Hickory, Gottshall, Marozsan, Raymoure, Bush
NAYES: none
ABSENT: Nickels

6. Director's Report:

- a. Director's Report was presented.
- b. The Statistical report was presented and reviewed.
- c. Updated Yearend Financial Projections were presented.
- d. Next Friends meeting is on Mar. 20th. Cal Stroh will attend.

7. Opportunity for the Public to address the Board: There were no members of the public present that were not affiliated with the library in some way.

8. Old Business:

- a. Fiscal Year 2010 – 2011 Budget
 Bush moved and Stroh seconded the motion to approve the Fiscal Year 2010 – 2011 Budget
 AYES: Stroh, Hickory, Gottshall, Marozsan, Raymoure, Bush
 NAYES: none
 ABSENT Nickels

9. Executive Session:

- a. Discussion of the minutes of meetings lawfully closed under the Open Meetings Act 5 ILCS 120/2 (c) (21).
 b. To discuss the appointment, compensation, discipline, performance, or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120 (c) (1)

The board did go into executive session – this was documented in separate minutes.

10. Committee Reports

- a. Finance Committee (Carole Stroh, John Marozsan, Stanley Hickory) - no report
 b. Human Resource Committee (Julie Gottshall, Karen Bush) - no report
 c. Building and Grounds Committee (Carole Stroh, Bill Raymoure) – no report.
 d. Technology Committee (John Marozsan, Bill Raymoure) – no report.
 e. Public Relations/Advocacy/Fundraising – no report.
 f. North Suburban Library System (Julie Gottschall) -no report
 g. Friends Liaison (Karen Bush, Bill Raymoure): The next Friends meeting is on Mar. 20th 2010 and Cal Stroh will attend.
 h. Vliet Liaison (Judy Nichols, Karen Bush) – no report.
 i. Long Range Planning Committee – no report.
 j. Librarian Search Committee – no longer active

11. New Business:

- a. Cal Stroh brought up an article in Forest and Bluff about a man in Libertyville that donates used books to children to promote literacy. Proposed looking into having the library donating discarded books to him.

12. Announcements and Correspondence:

- a. Donation from Mary Ann Mahoney in memory of John Sheppard – Thank you letter.

13. Programs of interest to Library Trustees - none

14. Any and all other business which may properly come before the Board - none

Lake Bluff Public Library

DATE: 04/08/2010
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-- VILLAGE OF LAKE BLUFF --
 DETAILED BALANCE SHEET

6A

PAGE: 1
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FUND: LAKE BLUFF PUBLIC LIBRARY
 FOR 11 PERIODS ENDING MARCH 31, 2010

ACCOUNT #	DESCRIPTION	BALANCE 05/01/09	NET DEBITS	NET CREDITS	BALANCE 03/31/10
ASSETS					
DUE TO/FROM ACCOUNTS					
80-00-100-10000	DUE TO/FROM OTHER FUNDS	0.00	0.00	0.00	0.00
80-00-100-20000	LIB GR FND DUE TO/FROM DETAIL	0.00	0.00	0.00	0.00
TOTAL DUE TO/FROM ACCOUNTS		0.00	0.00	0.00	0.00
CASH & INVESTMENTS					
80-10-101-10000	CHECKING ACCOUNT	15,269.25	951,022.79	914,632.65	51,659.39
80-10-101-10001	CASH BOX OVER/SHORT	0.00	137.38	200.17	(62.79)
80-10-101-11000	MONEY MARKET ACCOUNT	266,637.46	367,286.59	244,358.81	389,565.24
80-10-101-12000	SAVINGS ACCOUNT	0.00	2.01	2.01	0.00
80-10-101-12100	N TR WEED & FEED CHECKING ACCT	0.00	0.00	0.00	0.00
80-10-101-13000	PETTY CASH	150.00	0.00	0.00	150.00
80-10-101-15000	INVESTMENTS	0.00	0.00	0.00	0.00
80-10-101-15010	US GOVERNMENT OBLIGATIONS	0.00	0.00	0.00	0.00
80-10-101-15020	CERTIFICATES OF DEPOSIT	45,045.61	345.85	45,391.46	0.00
80-10-101-15110	ILLINOIS FUND	125,984.25	785,958.60	744,000.00	167,942.85
80-10-101-15111	ILLINOIS FUNDS - GRANTS	1.80	0.00	0.00	1.80
TOTAL CASH & INVESTMENTS		453,088.37	2,104,753.22	1,948,585.10	609,256.49
RECEIVABLES					
80-10-201-15000	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
80-10-201-15200	PROPERTY TAX RECEIVABLE	777,289.18	0.00	0.00	777,289.18
80-10-201-35000	INTEREST RECEIVABLE	0.00	0.00	0.00	0.00
80-10-201-37000	OTHER RECEIVABLE	(22.42)	0.00	0.35	(22.77)
TOTAL RECEIVABLES		777,266.76	0.00	0.35	777,266.41
OTHER ASSETS					
80-10-301-37100	DUE FROM THE VILLAGE	(2,145.59)	846,558.10	844,412.51	0.00
80-10-301-55000	PREPAID EXPENSES	0.00	5,875.00	5,875.00	0.00
TOTAL OTHER ASSETS		(2,145.59)	852,433.10	850,287.51	0.00
TOTAL ASSETS		1,228,209.54	2,957,186.32	2,798,872.96	1,386,522.90
LIABILITIES AND FUND EQUITY					
LIABILITIES					
PAYABLES					
80-20-102-20000	ACCOUNTS PAYABLE	14,816.34	376,070.96	394,385.53	33,130.91
80-20-102-41000	SOCIAL SECURITY TAX PAYABLE	0.00	45,930.03	45,930.03	0.00

Lake Bluff Public Library

-- VILLAGE OF LAKE BLUFF --
DETAILED BALANCE SHEET

6B

PAGE: 2
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DATE: 04/08/2010
TIME: 10:08:01
ID: GL450000.WOW

FUND: LAKE BLUFF PUBLIC LIBRARY
FOR 11 PERIODS ENDING MARCH 31, 2010

ACCOUNT #	DESCRIPTION	BALANCE 05/01/09	NET DEBITS	NET CREDITS	BALANCE 03/31/10
LIABILITIES					
PAYABLES					
80-20-102-42000	FEDERAL INCOME TAX PAYABLE	0.00	26,813.40	26,813.40	0.00
80-20-102-43000	STATE INCOME TAX PAYABLE	0.00	7,614.21	7,614.21	0.00
80-20-102-44000	IMRF PAYABLE	0.00	34,191.61	34,191.61	0.00
80-20-102-45000	ICMA 457 PLAN PAYABLE	1,450.00	27,250.00	24,900.00	(900.00)
80-20-102-46000	MEDICAL INSURANCE PAYABLE	0.00	0.00	0.00	0.00
80-20-102-65000	LIBRARY FLEXIBLE BENEFIT PAYAB	0.00	2,192.04	2,192.04	0.00
80-20-102-70000	OTHER SHORT TERM LIABILITIES	0.00	0.00	0.00	0.00
TOTAL PAYABLES		16,266.34	520,062.25	536,026.82	32,230.91
OTHER LIABILITIES					
80-20-202-16000	ACCRUED PAYROLL	14,092.58	0.00	0.00	14,092.58
80-20-202-22000	DEFERRED PROPERTY TAX	777,289.18	0.00	0.00	777,289.18
80-20-202-22100	OTHER DEFERRED REVENUE	0.00	0.00	0.00	0.00
80-20-202-22200	DUE TO THE VILLAGE MEDICAL FND	0.00	0.00	0.00	0.00
80-20-202-22300	RESTRICTED GIFTS	0.00	5,568.32	5,568.32	0.00
80-20-202-22301	TECH 2 FOR YOU DONATIONS	0.00	0.00	0.00	0.00
80-20-202-23500	NOTES PAYABLE	0.00	0.00	0.00	0.00
TOTAL OTHER LIABILITIES		791,381.76	5,568.32	5,568.32	791,381.76
ESCROWS & DEPOSITS					
80-20-302-24000	MISCELLANEOUS RESERVE	0.00	0.00	0.00	0.00
TOTAL ESCROWS & DEPOSITS		0.00	0.00	0.00	0.00
LONG TERM LIABILITIES					
80-20-402-39000	OTHER LONG TERM LIABILITIES	0.00	0.00	0.00	0.00
TOTAL LONG TERM LIABILITIES		0.00	0.00	0.00	0.00
TOTAL LIABILITIES		807,648.10	525,630.57	541,595.14	823,612.67
FUND EQUITY					
EQUITY SECTION					
80-30-100-53000	UNRESERVED FUND BALANCE	270,561.44	0.00	0.00	270,561.44
80-30-100-53100	RESERVED FOR AUTOMATION	0.00	0.00	0.00	0.00
80-30-100-53200	DESIGNATED FOR CAPITAL MAINT	75,000.00	0.00	0.00	75,000.00
80-30-100-53300	DESIGNATED FOR CAP BLDG IMPR	75,000.00	0.00	0.00	75,000.00
TOTAL EQUITY SECTION		420,561.44	0.00	0.00	420,561.44
FUND SURPLUS (DEFICIT)		0.00	0.00	142,348.79	142,348.79
TOTAL FUND EQUITY		420,561.44	0.00	142,348.79	562,910.23

Lake Bluff Public Library

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-- VILLAGE OF LAKE BLUFF --
DETAILED BALANCE SHEET

6C

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FUND: LAKE BLUFF PUBLIC LIBRARY
FOR 11 PERIODS ENDING MARCH 31, 2010

ACCOUNT #	DESCRIPTION	BALANCE 05/01/09	NET DEBITS	NET CREDITS	BALANCE 03/31/10
TOTAL LIABILITIES AND FUND EQUITY		1,228,209.54	525,630.57	683,943.93	1,386,522.90

Lake Bluff Public Library

DATE: 04/08/2010
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-- VILLAGE OF LAKE BLÜFF --
 DETAILED BALANCE SHEET

6D

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FUND: LIBRARY BIRD MEMORIAL FUND
 FOR 11 PERIODS ENDING MARCH 31, 2010

ACCOUNT #	DESCRIPTION	BALANCE 05/01/09	NET DEBITS	NET CREDITS	BALANCE 03/31/10
ASSETS					
INTERFUND CLEARING ACCOUNT					
82-00-100-10000	DUE TO/FROM LIBRARY FUND	0.00	0.00	0.00	0.00
TOTAL INTERFUND CLEARING ACCOUNT		0.00	0.00	0.00	0.00
CASH & INVESTMENTS					
82-10-101-12000	LIBRARY BIRD MEMORIAL SAVINGS	3,010.36	6.43	0.00	3,016.79
TOTAL CASH & INVESTMENTS		3,010.36	6.43	0.00	3,016.79
TOTAL ASSETS		3,010.36	6.43	0.00	3,016.79
LIABILITIES AND FUND EQUITY					
LIABILITIES					
PAYABLES					
82-20-102-20000	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00
TOTAL PAYABLES		0.00	0.00	0.00	0.00
TOTAL LIABILITIES		0.00	0.00	0.00	0.00
FUND EQUITY					
EQUITY SECTION					
82-30-100-53000	UNRESERVED FUND BALANCE	3,010.36	0.00	0.00	3,010.36
TOTAL EQUITY SECTION		3,010.36	0.00	0.00	3,010.36
	FUND SURPLUS (DEFICIT)	0.00	0.00	6.43	6.43
TOTAL FUND EQUITY		3,010.36	0.00	6.43	3,016.79
TOTAL LIABILITIES AND FUND EQUITY		3,010.36	0.00	6.43	3,016.79

Lake Bluff Public Library

7A

DATE: 04/08/2010
 TIME: 10:13:29
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-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET
 FOR 11 PERIODS ENDING MARCH 31, 2010

PAGE: 1
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FUND: LAKE BLUFF PUBLIC LIBRARY
 DEPT: REVENUES

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
PROPERTY TAXES							
80-40-103-10000	LIBRARY PROPERTY TAX	0.00	388.20	771,463.67	732,163.39	771,210.00	100.0%
TOTAL REVENUES: PROPERTY TAXES		0.00	388.20	771,463.67	732,163.39	771,210.00	100.0%
OTHER TAXES							
80-40-203-20100	PERSONAL PROPERTY REPLACE TAX	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL REVENUES: OTHER TAXES		0.00	0.00	0.00	0.00	0.00	0.0%
SERVICES & FEES							
80-40-403-48300	PHOTO-COPY CHARGES	96.10	166.70	1,358.20	1,423.00	1,500.00	90.5%
80-40-403-48500	NON-RESIDENT FEES	726.00	460.77	5,317.73	5,986.13	4,500.00	118.1%
TOTAL REVENUES: SERVICES & FEES		822.10	627.47	6,675.93	7,409.13	6,000.00	111.2%
FINES							
80-40-503-65000	RENTAL FINES	1,051.02	1,452.09	12,591.77	10,936.26	8,000.00	157.3%
TOTAL REVENUES: FINES		1,051.02	1,452.09	12,591.77	10,936.26	8,000.00	157.3%
MISCELLANEOUS							
80-40-603-73000	PER CAPITA GRANTS	0.00	0.00	7,326.55	0.00	5,000.00	146.5%
80-40-603-73100	"WEED AND FEED" GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73400	MISCELLANEOUS GRANTS RECEIVED	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73500	HVAC GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73600	SHAKESPEARE GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73700	VILLAGE CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73800	VLIET OPERATING COST CONTRIB	0.00	0.00	0.00	0.00	6,500.00	0.0%
80-40-603-75000	INTEREST EARNINGS	251.14	803.38	1,745.38	6,455.22	10,000.00	17.4%
80-40-603-78000	DONATIONS/CONTRIBUTIONS	1,000.97	52.63	4,607.05	1,960.62	5,000.00	92.1%
80-40-603-78001	RESTRICTED DONATIONS	0.00	653.65	4,404.16	19,439.91	10,000.00	44.0%
80-40-603-78002	VCLA EQUITY DONATION	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-78200	TECH-4-U DONATIONS	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-78500	NAPERVILLE (IMPACT) FEE	0.00	0.00	0.00	0.00	14,000.00	0.0%
80-40-603-89000	MISCELLANEOUS INCOME	73.80	167.08	1,443.85	3,436.37	2,500.00	57.7%
TOTAL REVENUES: MISCELLANEOUS		1,325.91	1,676.74	19,526.99	31,292.12	55,500.00	35.1%
TOTAL REVENUES: REVENUES		3,199.03	4,144.50	810,258.36	781,800.90	840,710.00	96.3%
TOTAL FUND REVENUES		3,199.03	4,144.50	810,258.36	781,800.90	840,710.00	96.3%

Lake Bluff Public Library

7B

DATE: 04/08/2010
 TIME: 10:13:29
 ID: GL470006.WOW

-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET
 FOR 11 PERIODS ENDING MARCH 31, 2010

PAGE: 2
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FUND: LAKE BLUFF PUBLIC LIBRARY
 DEPT: LIBRARY ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
LIBRARY SERVICES							
80-60-001-40000	LIBRARIAN SALARIES	17,781.39	17,625.62	201,130.80	190,561.64	260,341.00	77.2%
80-60-001-40050	STAFF SALARIES	7,856.90	11,139.40	101,173.35	125,625.29	109,937.00	92.0%
80-60-001-40060	SALARY SURVEY ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-40400	MEDICAL INSURANCE	2,321.14	26,155.10	29,622.22	26,155.10	56,178.00	52.7%
80-60-001-40750	PROFESSIONAL INSURANCE & BONDS	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-40900	OTHER EMPLOYEE BENEFITS	0.00	(968.05)	415.56	792.26	5,000.00	8.3%
80-60-001-40950	EMPLOYER IMRF	2,425.27	1,852.33	23,364.44	23,824.35	32,371.00	72.1%
80-60-001-40951	EMPLOYER FICA TAX	1,943.07	2,174.79	22,958.58	24,353.78	30,338.00	75.6%
80-60-001-41000	BUILDING MAINTENANCE	148.05	5,931.37	22,637.87	29,658.29	30,000.00	75.4%
80-60-001-41050	GROUNDS MAINTENANCE	0.00	360.00	5,072.75	6,351.50	0.00	-100.0%
80-60-001-41200	EQUIPMENT MAINTENANCE	137.06	407.00	2,628.14	2,001.18	0.00	-100.0%
80-60-001-41300	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-41304	OTHER PROFESSIONAL SERVICES	0.00	173.65	43,709.51	13,226.44	5,000.00	874.1%
80-60-001-41305	COMPUTER SERVICES	0.00	0.00	600.00	0.00	8,000.00	7.5%
80-60-001-41350	LEGAL SERVICES	2,500.00	0.00	3,180.00	0.00	3,000.00	106.0%
80-60-001-42400	PROFESSIONAL DEVELOPMENT	60.00	186.38	1,763.75	3,792.06	10,000.00	17.6%
80-60-001-42440	DUES	0.00	0.00	1,553.00	2,148.00	0.00	-100.0%
80-60-001-43230	UTILITIES	642.08	627.33	6,983.93	7,494.18	9,500.00	73.5%
80-60-001-43550	OFFICE SUPPLIES	4,676.34	4,279.00	25,125.61	25,855.00	27,000.00	93.0%
80-60-001-43570	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-44800	PER CAPITA GRANT	0.00	(4,764.31)	2,259.90	3,121.00	5,000.00	45.1%
80-60-001-44850	ROSSI GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-44870	PROGRAM EXPENSES	801.49	(1,147.03)	14,039.87	7,748.57	14,000.00	100.2%
80-60-001-44900	"WEED AND FEED" GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-44901	PATTI MANNELLY MEMORIAL GRANT	0.00	0.00	0.00	257.44	0.00	0.0%
80-60-001-45000	ADULT NON-FICTION BOOKS	4,709.02	7,358.63	20,668.11	23,919.22	22,000.00	93.9%
80-60-001-45100	ADULT FICTION BOOKS	1,723.61	1,912.20	15,463.94	15,667.98	17,000.00	90.9%
80-60-001-45200	ADULT AUDIO VISUAL MATERIAL	965.50	2,774.73	11,833.43	13,852.93	15,000.00	78.8%
80-60-001-45300	ADULT REFERENCE MATERIAL	0.00	90.20	7,604.25	10,393.10	10,000.00	76.0%
80-60-001-45400	JUVENILE MEDIA	6,999.99	2,128.80	24,552.07	28,652.01	28,000.00	87.6%
80-60-001-45500	PERIODICALS	52.00	1,019.37	8,429.23	4,301.61	7,800.00	108.0%
80-60-001-45600	COMPUTER SOFTWARE	0.00	125.00	125.00	125.00	2,045.00	6.1%
80-60-001-45700	BRANCH MATERIALS	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-45900	MINOR EQUIPMENT	0.00	0.00	0.00	25.98	2,000.00	0.0%
80-60-001-46000	MISCELLANEOUS EXPENSES	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-48000	EXPENSES FR DONATIONS/CONTRIB	0.00	0.00	105.51	0.00	0.00	-100.0%
80-60-001-48001	EXPENSES FR RESTRICTED DONATIO	0.00	0.00	4,678.53	0.00	0.00	-100.0%
80-60-001-48200	EXPENSES FR TECH-4-U DONATIONS	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-49000	CAPITAL EXPENDITURE	0.00	0.00	8,611.00	0.00	15,000.00	57.4%
80-60-001-49100	BUILDING IMPROVEMENTS	43.55	153.65	8,366.11	28,189.97	0.00	-100.0%
80-60-001-49120	EXT BUILDING IMPROVEMENTS	0.00	172.50	0.00	272.50	50,000.00	0.0%
80-60-001-49350	COMPUTER EQUIPMENT	1,155.00	367.00	48,821.27	40,232.61	25,000.00	195.2%
80-60-001-49351	TECH-4-U AUTOMATION	0.00	0.00	0.00	0.00	14,000.00	0.0%
80-60-001-49400	OTHER EQUIPMENT	0.00	0.00	431.84	2,606.00	7,000.00	6.1%

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-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET
 FOR 11 PERIODS ENDING MARCH 31, 2010

PAGE: 3
 F-YR: 10

FUND: LAKE BLUFF PUBLIC LIBRARY
 DEPT: LIBRARY ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED

LIBRARY SERVICES							
80-60-001-50000	CONTINGENCY	0.00	0.00	0.00	0.00	20,000.00	0.0%

TOTAL EXPENSES: LIBRARY SERVICES		56,941.46	80,134.66	667,909.57	661,204.99	840,510.00	79.4%
TOTAL EXPENSES: LIBRARY ADMINISTRATION		56,941.46	80,134.66	667,909.57	661,204.99	840,510.00	79.4%
TOTAL FUND EXPENSES		56,941.46	80,134.66	667,909.57	661,204.99	840,510.00	79.4%

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-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET
 FOR 11 PERIODS ENDING MARCH 31, 2010

FUND: LIBRARY BIRD MEMORIAL FUND
 DEPT: BIR MEMORIAL FUND REVENUES

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED

MISCELLANEOUS							
82-40-603-75000	INTEREST EARNINGS	1.45	0.00	6.43	11.31	0.00	100.0%
82-40-603-78000	DONATIONS/CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.0%

TOTAL REVENUES: MISCELLANEOUS		1.45	0.00	6.43	11.31	0.00	100.0%
TOTAL REVENUES: BIR MEMORIAL FUND REVENUES		1.45	0.00	6.43	11.31	0.00	100.0%
TOTAL FUND REVENUES		3,200.48	4,144.50	810,264.79	781,812.21	840,710.00	96.3%

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-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET
 FOR 11 PERIODS ENDING MARCH 31, 2010

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FUND: LIBRARY BIRD MEMORIAL FUND
 DEPT: BIRD MEMORIAL EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<hr/>							
CONTRACTUAL & COMMODITIES							
82-60-002-43570	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.0%
82-60-002-45000	BIRD MEMORIAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.0%
<hr/>							
TOTAL EXPENSES: CONTRACTUAL & COMMODITIES		0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL EXPENSES: BIRD MEMORIAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL FUND EXPENSES		56,941.46	80,134.66	667,909.57	661,204.99	840,510.00	79.4%

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-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET
 FOR 11 PERIODS ENDING MARCH 31, 2010

FUND: LAKE BLUFF LIBRARY GRANT FUND
 DEPT: LIBRARY GRANT FUND REVENUES

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED

MISCELLANEOUS							
83-40-603-73000	IL FIRST GRANT/BLDG EXPANSION	0.00	0.00	0.00	0.00	0.00	0.0%
83-40-603-75000	INTEREST EARNINGS	0.00	0.00	0.00	0.00	0.00	0.0%

TOTAL REVENUES: MISCELLANEOUS		0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL REVENUES: LIBRARY GRANT FUND REVENUES		0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL FUND REVENUES		3,200.48	4,144.50	810,264.79	781,812.21	840,710.00	96.3%

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-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET
 FOR 11 PERIODS ENDING MARCH 31, 2010

PAGE: 7
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FUND: LAKE BLUFF LIBRARY GRANT FUND
 DEPT: LIBRARY ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<hr/>							
EXPENDITURES							
83-60-001-49100	IL FIRST GRANT/BLDG EXPANSION	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL EXPENSES: EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL EXPENSES: LIBRARY ADMINISTRATION		0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL FUND EXPENSES		56,941.46	80,134.66	667,909.57	661,204.99	840,510.00	79.4%

Lake Bluff Public Library

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-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE
 FOR 11 PERIODS ENDING MARCH 31, 2010

PAGE: 1
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FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
REVENUES							
PROPERTY TAXES							
80-40-103-10000	LIBRARY PROPERTY TAX	0.00	0.00	0.0	771,210.00	771,463.67	0.0
TOTAL PROPERTY TAXES		0.00	0.00	0.0	771,210.00	771,463.67	0.0
OTHER TAXES							
80-40-203-20100	PERSONAL PROPERTY REPLACE TAX	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL OTHER TAXES		0.00	0.00	0.0	0.00	0.00	0.0
SERVICES & FEES							
80-40-403-48300	PHOTO-COPY CHARGES	125.00	96.10	(23.1)	1,500.00	1,358.20	(9.4)
80-40-403-48500	NON-RESIDENT FEES	375.00	726.00	93.6	4,500.00	5,317.73	18.1
TOTAL SERVICES & FEES		500.00	822.10	64.4	6,000.00	6,675.93	11.2
FINES							
80-40-503-65000	RENTAL FINES	666.66	1,051.02	57.6	8,000.00	12,591.77	57.4
TOTAL FINES		666.66	1,051.02	57.6	8,000.00	12,591.77	57.4
MISCELLANEOUS							
80-40-603-73000	PER CAPITA GRANTS	0.00	0.00	0.0	5,000.00	7,326.55	46.5
80-40-603-73100	"WEED AND FEED" GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73400	MISCELLANEOUS GRANTS RECEIVED	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73500	HVAC GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73600	SHAKESPEARE GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73700	VILLAGE CONTRIBUTION	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73800	VLIET OPERATING COST CONTRIB	125.00	0.00	100.0	6,500.00	0.00	100.0
80-40-603-75000	INTEREST EARNINGS	833.33	251.14	(69.8)	1,500.00	0.00	100.0
80-40-603-78000	DONATIONS/CONTRIBUTIONS	416.66	1,000.97	140.2	10,000.00	1,745.38	(82.5)
80-40-603-78001	RESTRICTED DONATIONS	833.33	0.00	100.0	5,000.00	4,607.05	(7.8)
80-40-603-78002	VCLA EQUITY DONATION	0.00	0.00	0.0	10,000.00	4,404.16	(55.9)
80-40-603-78200	TECH-4-U DONATIONS	1,166.66	0.00	100.0	0.00	0.00	0.0
80-40-603-78500	NAPERVILLE (IMPACT) FEE	83.33	0.00	100.0	14,000.00	0.00	100.0
80-40-603-89000	MISCELLANEOUS INCOME	208.33	73.80	(64.5)	1,000.00	0.00	100.0
TOTAL MISCELLANEOUS		3,666.64	1,325.91	(63.8)	55,500.00	19,526.99	(64.8)
TOTAL REVENUES: REVENUES		4,833.30	3,199.03	(33.8)	840,710.00	810,258.36	(3.6)

LIBRARY ADMINISTRATION
 EXPENSES

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-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE
 FOR 11 PERIODS ENDING MARCH 31, 2010

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PAGE: 2
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FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
LIBRARY ADMINISTRATION EXPENSES							
LIBRARY SERVICES							
80-60-001-40000	LIBRARIAN SALARIES	21,695.08	17,781.39	18.0	260,341.00	201,130.80	22.7
80-60-001-40050	STAFF SALARIES	9,161.41	7,856.90	14.2	109,937.00	101,173.35	7.9
80-60-001-40060	SALARY SURVEY ADJUSTMENTS	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-40400	MEDICAL INSURANCE	4,681.50	2,321.14	50.4	56,178.00	29,622.22	47.2
80-60-001-40750	PROFESSIONAL INSURANCE & BONDS	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-40900	OTHER EMPLOYEE BENEFITS	416.66	0.00	100.0	5,000.00	415.56	91.6
80-60-001-40950	EMPLOYER IMRF	2,697.58	2,425.27	10.0	32,371.00	23,364.44	27.8
80-60-001-40951	EMPLOYER FICA TAX	2,528.16	1,943.07	23.1	30,338.00	22,958.58	24.3
80-60-001-41000	BUILDING MAINTENANCE	2,500.00	148.05	94.0	30,000.00	22,637.87	24.5
80-60-001-41050	GROUNDS MAINTENANCE	0.00	0.00	0.0	0.00	5,072.75	100.0
80-60-001-41200	EQUIPMENT MAINTENANCE	0.00	137.06	100.0	0.00	2,628.14	100.0
80-60-001-41300	COMPUTER SERVICES	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-41304	OTHER PROFESSIONAL SERVICES	416.66	0.00	100.0	5,000.00	43,709.51	(774.1)
80-60-001-41305	COMPUTER SERVICES	0.00	0.00	0.0	8,000.00	600.00	92.5
80-60-001-41350	LEGAL SERVICES	250.00	2,500.00	(900.0)	3,000.00	3,180.00	(6.0)
80-60-001-42400	PROFESSIONAL DEVELOPMENT	833.33	60.00	92.8	10,000.00	1,763.75	82.3
80-60-001-42440	DUES	0.00	0.00	0.0	0.00	1,553.00	100.0
80-60-001-43230	UTILITIES	791.66	642.08	18.8	9,500.00	6,983.93	26.4
80-60-001-43550	OFFICE SUPPLIES	2,250.00	4,676.34	(107.8)	27,000.00	25,125.61	6.9
80-60-001-43570	OPERATING SUPPLIES	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-44800	PER CAPITA GRANT	416.66	0.00	100.0	5,000.00	2,259.90	54.8
80-60-001-44850	ROSSI GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-44870	PROGRAM EXPENSES	250.00	801.49	(220.6)	14,000.00	14,039.87	(0.2)
80-60-001-44900	"WEED AND FEED" GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-44901	PATTI MANNELLY MEMORIAL GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-45000	ADULT NON-FICTION BOOKS	1,833.33	4,709.02	(156.8)	22,000.00	20,668.11	6.0
80-60-001-45100	ADULT FICTION BOOKS	1,416.66	1,723.61	(21.6)	17,000.00	15,463.94	9.0
80-60-001-45200	ADULT AUDIO VISUAL MATERIAL	1,250.00	965.50	22.7	15,000.00	11,833.43	21.1
80-60-001-45300	ADULT REFERENCE MATERIAL	833.33	0.00	100.0	10,000.00	7,604.25	23.9
80-60-001-45400	JUVENILE MEDIA	2,333.33	6,999.99	(200.0)	28,000.00	24,552.07	12.3
80-60-001-45500	PERIODICALS	0.00	52.00	100.0	7,800.00	8,429.23	(8.0)
80-60-001-45600	COMPUTER SOFTWARE	170.41	0.00	100.0	2,045.00	125.00	93.8
80-60-001-45700	BRANCH MATERIALS	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-45900	MINOR EQUIPMENT	166.66	0.00	100.0	2,000.00	0.00	100.0
80-60-001-46000	MISCELLANEOUS EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-48000	EXPENSES FR DONATIONS/CONTRIB	0.00	0.00	0.0	0.00	105.51	100.0
80-60-001-48001	EXPENSES FR RESTRICTED DONATIO	0.00	0.00	0.0	0.00	4,678.53	100.0
80-60-001-48200	EXPENSES FR TECH-4-U DONATIONS	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-49000	CAPITAL EXPENDITURE	0.00	0.00	0.0	15,000.00	8,611.00	42.5
80-60-001-49100	BUILDING IMPROVEMENTS	0.00	43.55	100.0	0.00	8,366.11	100.0
80-60-001-49120	EXT BUILDING IMPROVEMENTS	4,166.66	0.00	100.0	50,000.00	0.00	100.0
80-60-001-49350	COMPUTER EQUIPMENT	0.00	1,155.00	100.0	25,000.00	48,821.27	(95.2)

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-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE
 FOR 11 PERIODS ENDING MARCH 31, 2010

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FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
LIBRARY ADMINISTRATION							
EXPENSES							
LIBRARY SERVICES							
80-60-001-49351	TECH-4-U AUTOMATION	1,166.66	0.00	100.0	14,000.00	0.00	100.0
80-60-001-49400	OTHER EQUIPMENT	583.33	0.00	100.0	7,000.00	431.84	93.8
80-60-001-50000	CONTINGENCY	1,666.66	0.00	100.0	20,000.00	0.00	100.0
TOTAL LIBRARY SERVICES		64,475.73	56,941.46	11.6	840,510.00	667,909.57	20.5
TOTAL EXPENSES: LIBRARY ADMINISTRATION		64,475.73	56,941.46	11.6	840,510.00	667,909.57	20.5
TOTAL FUND REVENUES		4,833.30	3,199.03	(33.8)	840,710.00	810,258.36	(3.6)
TOTAL FUND EXPENSES		64,475.73	56,941.46	11.6	840,510.00	667,909.57	20.5
FUND SURPLUS (DEFICIT)		(59,642.43)	(53,742.43)	(9.8)	200.00	142,348.79	1074.4

Lake Bluff Public Library

DATE: 04/08/2010
 TIME: 10:12:29
 ID: GL470001.WOW

-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE
 FOR 11 PERIODS ENDING MARCH 31, 2010

8D

PAGE: 4
 F-YR: 10

FUND: LIBRARY BIRD MEMORIAL FUND

ACCOUNT NUMBER	DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE

BIR MEMORIAL FUND REVENUES							
REVENUES							
MISCELLANEOUS							
82-40-603-75000	INTEREST EARNINGS	0.00	1.45	100.0	0.00	6.43	100.0
82-40-603-78000	DONATIONS/CONTRIBUTIONS	0.00	0.00	0.0	0.00	0.00	0.0

TOTAL MISCELLANEOUS		0.00	1.45	100.0	0.00	6.43	100.0
TOTAL REVENUES: BIR MEMORIAL FUND REVENUES		0.00	1.45	100.0	0.00	6.43	100.0
BIRD MEMORIAL EXPENDITURES							
EXPENSES							
CONTRACTUAL & COMMODITIES							
82-60-002-43570	OPERATING SUPPLIES	0.00	0.00	0.0	0.00	0.00	0.0
82-60-002-45000	BIRD MEMORIAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0

TOTAL CONTRACTUAL & COMMODITIES		0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES: BIRD MEMORIAL EXPENDITURES		0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND REVENUES		0.00	1.45	100.0	0.00	6.43	100.0
TOTAL FUND EXPENSES		0.00	0.00	0.0	0.00	0.00	0.0
FUND SURPLUS (DEFICIT)		0.00	1.45	100.0	0.00	6.43	100.0

Lake Bluff Public Library

DATE: 04/08/2010
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-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE
 FOR 11 PERIODS ENDING MARCH 31, 2010

8E

FUND: LAKE BLUFF LIBRARY GRANT FUND

ACCOUNT NUMBER	DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
LIBRARY GRANT FUND REVENUES							
REVENUES							
MISCELLANEOUS							
83-40-603-73000	IL FIRST GRANT/BLDG EXPANSION	0.00	0.00	0.0	0.00	0.00	0.0
83-40-603-75000	INTEREST EARNINGS	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL MISCELLANEOUS		0.00	0.00	0.0	0.00	0.00	0.0
TOTAL REVENUES: LIBRARY GRANT FUND REVENUES		0.00	0.00	0.0	0.00	0.00	0.0
LIBRARY ADMINISTRATION EXPENSES							
EXPENDITURES							
83-60-001-49100	IL FIRST GRANT/BLDG EXPANSION	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENDITURES		0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES: LIBRARY ADMINISTRATION		0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND REVENUES		0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND EXPENSES		0.00	0.00	0.0	0.00	0.00	0.0
FUND SURPLUS (DEFICIT)		0.00	0.00	0.0	0.00	0.00	0.0

Director's Report

9A

March 2010

We're approaching 100,000 checkouts for the year, which would be a first for our library. We'll likely be within 1,000 checkouts of that mark, so it will be close. We'll try to promote the milestone over the next few weeks, and if we reach it, we will certainly publicize the feat over the next several months.

Accomplishments and completed projects

The adult programs in March - Irish Music, Irish Dance, Introduction to Photoshop, The Rise and Fall of the Berlin Wall, and Pink Brain, Blue Brain - all had over 15 attendees. That's consistently higher than turnouts in previous months. The program on Irish Dance presented by Kelly Lilja was reported in the March 18th TribLocal section of the *Chicago Tribune*.

We have streamlined some procedures for handling a variety of circulation functions, including lost and missing items, overdue notices, and system policies. These incremental changes should have a positive affect on the efficiency of our operations, and will ultimately help us better serve the public.

The library received 41 entries for the Phyllis Fox Memorial Writing Contest and 24 entries to the Bookmark Design Contest. Donna sent copies of each entry to 3 anonymous judges, and the winners have been selected. The awards ceremony will be held immediately following our May Board meeting. The location for the ceremony -and the May Board meeting - will be the Lake Bluff Recreation Center on Green Bay Rd. The Board meeting will be at 6:00PM and the awards ceremony at 7:00PM. My understanding is that this schedule has been in place for some time. If the schedule is problematic, let me know.

The Children's department celebrated Dr. Seuss' birthday the first week in March. Regina held a special story time for the preschoolers dressed as the Cat in the Hat, and one lucky patron won a drawing for a stuffed Cat in the Hat and a copy of the book.

Elisabeth Penne will be retiring at the end of April. Elisabeth joined the library in November 1999, and has served the library and the community well in her tenure. We wish her a most enjoyable retirement.

In the works

In reviewing the budget and financial reports over the past few weeks, I discovered that we hadn't spent some of the funds (about \$5,000) from our Per Capita grant from the State Library. When we applied for the grant, the monies were allocated for library materials, specifically video games, audiobooks in various formats, and several adult non-fiction subject areas. We are obligated to spend the full \$7,326.55. We've purchased non-fiction books, video games, and audiobooks with most of the remaining \$5,000, but about \$1500 will go towards our new digital book collection, MyMediaMall, which offers a new audiobook format for our patrons.

The MyMediaMall project is well underway. Coordinating the efforts of several organizations - Overdrive (the ebook vendor), NSLS, and TLC (our Library Management System) - has taken a lot of time. Lyndy has been excellent in her approach to implementing this great new service. Our test website is now up and running. A formal staff training date has been set for April 27th, and the first public demo has been set to coincide with *It Happens Every Spring...in Lake Bluff*, a community-wide event set for May 8th. I'll write a press release for the demo and for the launch of the new project.

I've been accepted into the Small Public Library Management Institute for this summer. The dates of the week-long program, hosted by the University of Illinois at Springfield, are June 6-11. The program will bring about 30 library directors together to meet with specialists in the fields of library law, public relations, policy development, and financial planning. It only costs \$50 to attend – a great bargain. The project is funded by the Illinois State Library.

Since this program will conflict with the June Board Meeting, the Board may wish to consider rescheduling, perhaps to Tuesday, June 15. I'll leave that decision to you.

The Intergovernmental Agreement among the Library, the Vliet Museum, and the Village formally expired this past January. We need to renew this agreement soon. The next meeting of the Intergovernmental committee is May 4th, and the Vliet Museum Board has asked to meet with representatives from the library before that meeting. They'd like to have our two parties agree on terms before the May 4th meeting that includes the village.

We've had some disruptive computer issues over the past couple of weeks that we hope to have resolved soon. ComputerView, our primary technical support vendor, will be making some modifications to our systems on Friday, April 9th. On that day, we will not have Internet access for the staff or the public while we upgrade our firewall server. We'll report on the success of the work at Tuesday's Board meeting.

The sprinkler system was tested and a leaky pipe was replaced. After a chemical analysis of the water in the sprinklers, we've been told that there's microbial-based corrosion and rust that is affecting the pipes. Aside from the leaky pipe that has been fixed, the hardware is still in good shape. The inspectors recommend that we treat the water to address the corrosion issues, at a cost of \$1400.

Estimates for the snow removal and lawn maintenance are still coming in. We should have something for the Board meeting on Tuesday. The trash pickup issue has also been investigated, and we still have 1 year remaining on our contract with Waste Management. The Village has a new contract with Groot that includes pickup of the Library's trash and recycling, so our best option looks to be an early exit from the Waste Management contract. We'd have to pay for six months of service up front, but would then be released from the contract. Otherwise, we're stuck for another year.

Finally, the windows above the main entry are leaking. The first estimate to re-caulk the front windows is \$1340.

Community Relations

We were notified by Northern Trust that the library has been named as a beneficiary to the estate of Laurence R. Lee, who passed away earlier this year. His bequest is an unrestricted donation of \$10,000. The Board will need to adopt a resolution stating its acceptance of the donation. Northern Trust furnished us with a simple resolution that will satisfy the stipulation. The resolution and letter from Northern Trust will be in this month's packet, and will be an agenda item.

The Friends of the Library will again purchase an ad in the 4th of July Parade Book. Library staff and friends will be marching in the parade as well. Our children's summer reading theme is "Escape to Book Island," so we're thinking of a Treasure Island/Pirates of the Caribbean theme.

Our outreach efforts at the train station have been highly successful. It's an informal book exchange that we stock with publishers' advance reading copies and a few donations. We filled the shelves 3 times in March, and

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other people brought used romance and thriller titles in exchange. The cost to us is just a little bit of time taking the books to the train station. We think it creates visibility for the library and encourages people to read.

It Happens Every Spring ... in Lake Bluff! - Saturday, May 8th

On May 8th, Lake Bluff will host a day-long celebration of spring. The Lake Bluff Garden Club's annual plant sale, the Distinguished Home award at the Vliet Museum, and Mother's Day specials at all the downtown shops will highlight the day. There will also be food, live music, games, an art sale, and a trunk show, so we'll have something for everyone.

During the big event, the library will demo a new downloadable ebook and audiobook collection, and the Friends of the Library will hold a used book sale. It's going to be a fun day in Lake Bluff, so plan to spend May 8th celebrating spring downtown. Events like these help make Lake Bluff one of Chicago magazine's top 20 towns and neighborhoods. If you haven't seen the article in the April edition, stop by the library to read it.

[from our April eNewsletter]

Monthly Statistics Summary

March, 2010

Circulation

March

Year	Circulations per Hour	Total
2009-10	36.7	9,222
2008-9	36.7	9,076
2007-8	27.1	6,308

Fiscal Year to Date

Total	Percent Change	Adult	Juvenile	Adult Fiction	Adult Non-Fiction	Audio Visual	ILL	
							Borrowed	Lent
91,659	13.28%	51,283	38,124	15,516	8,484	34,740	1,447	709
80,914	19.27%	40,458	37,915	12,655	7,164	25,753	1,253	584
67,841	N/A	34,773	30,334	11,332	6,595	20,311	906	397

March Visits

Year	Per Hour	Total
2009-10	21.5	5,396

Materials Aquired and Withdrawn

March

Year	Total	
	Aquired	Withdrawn
2009-10	783	770
2008-9	577	118
2007-8	419	638

Fiscal Year to Date

Total		Adult		Juvenile		Audio Visual	
Aquired	Withdrawn	Aquired	Withdrawn	Aquired	Withdrawn	Aquired	Withdrawn
5,314	9,465	3,618	4,426	1,696	5,039	1,031	738
6,195	13,320	3,615	8,769	2,580	4,551	1,005	1,282
5,039	6,399	3,164	4,317	1,875	2,082	934	455

Circulation for Fiscal Year 2009/2010

IDB

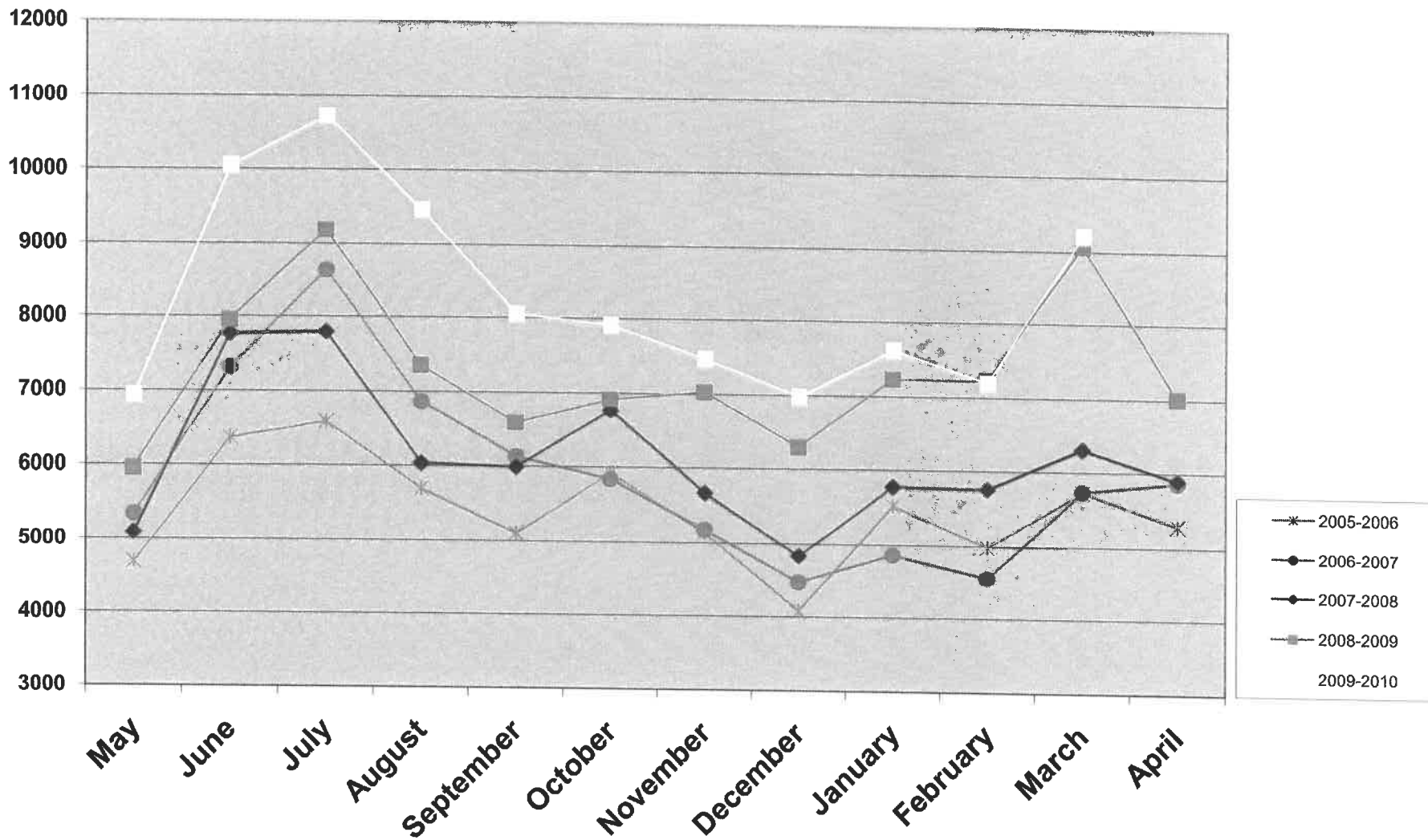
	(Mar.09)	May.09	Jun.09	Jul.09	Aug.09	Sep.09	Oct.09	Nov.09	Dec.09	Jan.10	Feb.10	Mar.10	Apr.10	Totals
Days Open	31	28	26	26	26	28	31	28	29	30	26	31		309
Circulation	9,076	6,941	10,053	10,717	9,468	8,052	7,915	7,480	6,985	7,624	7,202	9,222		91,659
Avg. Daily Circulation	293	248	387	412	364	288	255	267	241	254	277	297		299
Hours Open	247	223	227	229	225	225	249	220	224	230	209	251		2,512
Circulation per hour open	36.7	31.1	44.3	46.8	42.1	35.8	31.8	34.0	31.2	33.1	34.5	36.7		36.5
User Visits	6,081	4,974	6,998	7,015	6,331	5,706	5,443	4,843	4,694	4,694	4,560	5,396		35,334
User Visits per hour open	24.6	22.3	30.8	30.6	28.1	25.4	21.9	22.0	21.0	20.4	21.8	21.5		153.9
Adult														
Fiction	1,305	1,273	1,451	1,533	1,620	1,418	1,308	1,410	1,370	1,313	1,209	1,611		15,516
Non-Fiction	782	671	777	883	797	711	699	739	632	757	765	1,053		8,484
Reference	0	0	0	0	0	0	0	0	0	1	0	0		1
Video	1,672	1,381	1,607	1,793	1,774	1,514	1,725	1,543	1,713	1,809	1,473	1,645		17,977
Audio Book	272	260	303	294	278	254	269	239	237	229	187	272		2,822
Music	330	288	373	352	334	279	326	298	318	346	374	420		3,708
Large Print	24	19	23	19	28	18	6	5	1	10	24	25		178
Paperbacks	30	21	33	21	13	12	20	7	10	16	22	24		199
Teen	136	164	261	258	200	184	133	164	189	167	115	169		2,004
Video Games	NA.	0	44	63	58	42	38	25	24	36	25	39		394
Other (Readjusted Jan. 07)	0	0	0	0	0	0	0	0	0	0	0	0		0
Total	4,551	4,077	4,872	5,216	5,102	4,432	4,524	4,430	4,494	4,684	4,194	5,258	0	51,283
Juvenile														
Fiction	2,772	1,580	3,233	3,601	2,595	2,230	1,934	1,647	1,353	1,643	1,539	2,093		23,448
Non-Fiction	523	384	669	575	373	420	409	382	217	320	393	500		4,642
Reference	0	0	0	0	0	0	0	0	0	0	0	0		0
Video	894	615	972	947	999	762	755	748	715	706	811	999		9,029
Audio Books	94	39	81	121	86	51	53	44	43	29	30	55		632
Audio	26	32	35	44	38	22	19	15	53	33	33	48		372
Puzzles	0	0	1	0	0	0	0	0	0	0	0	0		1
Total	4,309	2,650	4,991	5,288	4,091	3,485	3,170	2,836	2,381	2,731	2,806	3,695	0	38,124
Periodicals	171	175	167	197	265	115	168	187	95	178	183	223		1,953
Total Materials Circulated	9,031	6,902	10,030	10,701	9,458	8,032	7,862	7,453	6,970	7,593	7,183	9,176	0	91,360
Branch Circulation	45	24	10	0	0	7	29	7	0	6	0	26		109
NetLibrary	NA.	15	13	16	10	13	24	20	15	25	19	20		190
Total Materials incl.Branch	9,076	6,941	10,053	10,717	9,468	8,052	7,915	7,480	6,985	7,624	7,202	9,222	0	91,659
Reciprocal Borrowing	1,992	1,279	1,688	2,724	2,561	1,952	2,466	2,371	2,379	2,148	2,480	2,829		24,877
Inter Library Borrowed	137	104	153	139	165	119	122	124	105	127	137	152		1,447
Inter Library Lent	59	54	63	48	74	101	77	36	53	88	50	65		709
Non Res Fees	8	3	6	7	5	13	3	2	0	6	4	7		56

Materi. added	(Mar.09)	May.09	Jun.09	Jul.09	Aug.09	Sep.09	Oct.09	Nov.09	Dec.09	Jan.10	Feb.10	Mar.10	Apr.10	Totals
A Fiction	111	141	84	102	118	133	95	101	47	108	111	154	10C	1,194
A Non-Fiction	105	98	84	94	65	155	124	104	54	120	184	204		1,286
Reference	5	0	2	3	2	0	1	2	3	4	0	0		17
A Videos	48	31	35	37	43	44	33	54	44	66	51	44		482
A Audio Books	10	15	3	20	1	1	2	26	21	1	16	3		109
A Music	25	12	20	19	26	6	26	27	12	10	23	23		204
Large Print	0	0	2	9	0	0	0	0	0	10	4	6		31
Teen	38	20	25	27	37	21	18	36	27	26	12	21		270
Video Games	NA.	0	17	6	0	0	0	0	0	0	2	0		25
Other (Readjusted Jan. 07)	0	0	0	0	0	0	0	0	0	0	0	0		0
Adult Total	342	317	272	317	292	360	299	350	208	345	403	455	0	3,618
J Fiction	83	72	188	70	81	112	61	76	34	35	89	95		913
J Non-Fiction	121	41	118	6	55	11	26	24	9	10	16	229		545
J Reference	1	0	0	0	0	0	0	0	3	0	0	0		3
J Video	29	28	3	21	22	35	27	9	8	11	12	4		180
J Audio Books	1	10	0	0	0	10	1	1	0	1	8	0		31
J Audio	0	0	13	3	1	0	0	0	6	0	1	0		24
Juvenile Total	235	151	322	100	159	168	115	110	60	57	126	328	0	1,696
Total Materials added	577	468	594	417	451	528	414	460	268	402	529	783	0	5,314
Materials withdrawn														
A Fiction	64	119	1	256	218	102	133	1	60	65	17	202		1,174
A Non-Fiction	1	807	125	15	9	564	214	77	6	42	238	230		2,327
A Reference	3	8	0	1	0	0	0	0	5	4	0	0		18
A Videos	23	14	18	21	14	26	5	8	20	117	15	3		261
A Audio Books	1	159	4	66	12	0	0	6	0	0	1	2		250
A Music	2	0	2	2	123	1	1	0	0	0	2	1		132
Large Print	0	0	165	0	0	0	0	0	0	0	0	0		165
Teen	0	1	0	0	6	3	0	0	0	0	2	87		99
Video Games	NA.	0	0	0	0	0	0	0	0	0	0	0		0
Other (Readjusted Jan. 07)	0	0	0	0	0	0	0	0	0	0	0	0		0
Adult Total	94	1,108	315	361	382	696	353	92	91	228	275	525	0	4,426
J Fiction	16	116	935	0	3	13	13	18	1,027	790	12	12		2,939
J Non-Fiction	3	906	1	0	5	3	34	143	132	464	82	229		1,999
J Reference	0	0	0	0	0	0	0	0	1	0	0	0		1
J Video	5	3	8	3	7	2	3	0	2	4	0	4		36
J Audio Books	0	10	2	0	2	0	0	0	44	0	1	0		59
J Audio	0	0	1	0	1	0	1	0	1	1	0	0		5
Juvenile Total	24	1,035	947	3	18	18	51	161	1,207	1,259	95	245	0	5,039
Total Materials withdrawn	118	2,143	1,262	364	400	714	404	253	1,298	1,487	370	770	0	9,465

	(Mar.09)	May.09	Jun.09	Jul.09	Aug.09	Sep.09	Oct.09	Nov.09	Dec.09	Jan.10	Feb.10	Mar.10	Apr.10	Totals
Magazines Added	115	107	112	98	91	98	105	96	80	94	79	108		1,068
Magazines Withdrawn	82	189	0	270	5	0	0	212	114	120	10	2		922
Branch Material added	0	0	0	0	0	0	0	0	0	0	0	0		0
Branch Material withdrawn	0	0	0	0	0	0	0	0	0	0	0	0		0

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Total Circulation '05-'10



LAKE BLUFF PUBLIC LIBRARY
FY 2010-2011 operating budget expenses
March 2010 Projections

<u>LIBRARY SERVICES</u>		Projected expenses FY2009-2010	Budget FY2010-2011
40000	Librarian Salaries	\$ 250,186.49	\$ 269,000.00
40050	Staff Salaries	\$ 117,578.73	\$ 102,500.00
new line	Seasonal Staff	\$ -	\$ 8,000.00
40400	Medical Insurance	\$ 34,808.88	\$ 65,000.00
40900	Other Employee Benefits	\$ 529.84	\$ 3,000.00
40950	Employer IMRF	\$ 26,697.44	\$ 37,000.00
40951	Employer FICA Tax	\$ 26,794.78	\$ 30,000.00
41000	Building Maintenance	\$ 28,674.52	\$ 15,000.00
41050	Grounds Maintenance & snow removal	\$ 6,467.76	\$ 13,000.00
41200	Equipment Maintenance	\$ 3,176.13	\$ -
new line	Elevator Repairs & prev. Maintenance	\$ -	\$ 5,000.00
new line	Photocopier toner, service & repairs	\$ -	\$ 6,500.00
41304	Other Professional Services	\$ 55,729.63	\$ 6,500.00
41305	Computer Services (contracted services)	\$ 6,600.00	\$ 30,000.00
41350	Legal Services	\$ 867.00	\$ 2,500.00
42400	Professional Development	\$ 2,172.28	\$ 8,000.00
42440	Dues	\$ 1,980.08	\$ 3,500.00
43230	Utilities	\$ 8,085.86	\$ 12,000.00
43550	Office Supplies	\$ 26,072.82	\$ 8,000.00
new line	Postage	\$ -	\$ 4,000.00
new line	Printing and e-publications	\$ -	\$ 7,500.00
new line	technical services supplies	\$ -	\$ 5,000.00
new line	Hospitality	\$ -	\$ 1,000.00
new line	Cleaning supplies & Grounds Supplies	\$ -	\$ 4,500.00
44800	Per Capita Grant	\$ 2,881.37	\$ -
44870	Program Expenses	\$ 16,878.93	\$ -
new line	Adult Program Supplies & Expenses		\$ 5,000.00
new line	Children & Teen Program Supplies & Expenses		\$ 8,000.00
45000	Adult Non-Fiction Books	\$ 20,347.84	\$ 20,000.00
45100	Adult Fiction Books	\$ 17,518.92	\$ 15,000.00
new line	Large Print Books		\$ 1,000.00
45200	Adult Audio Visual Material	\$ 13,856.61	\$ 13,000.00
new line	Video games		\$ 1,000.00
45300	Adult Reference & electronic Ref. Materials	\$ 9,695.42	\$ 12,000.00
45400	Juvenile Media	\$ 22,378.90	\$ -
	Juvenile Non-Fiction		\$ 6,500.00

	Juvenile Fiction, pbks & series		\$	6,500.00
	Picture Books, Readers, holiday books		\$	4,600.00
	Juvenile Audio Visual Material		\$	5,000.00
	Juvenile Reference, professional & parenting		\$	1,000.00
new line	Teen books		\$	2,400.00
45500	Periodicals	\$	10,680.97	\$ 8,500.00
45600	Computer Software	\$	159.38	\$ -
	Public & Staff Computer Software		\$	3,500.00
	Library Automation Software		\$	15,000.00
45900	Minor Equipment	\$	2,000.00	\$ 2,000.00
46000	Miscellaneous Expenses	\$	-	\$ 2,000.00
48000	Expenses fr Donations/Contributions	\$	134.53	\$ -
48001	Expenses fr Restricted Donations	\$	5,965.13	\$ -
49000	Capital Expenditure (change to Lib. Furnishgs)	\$	10,979.03	\$ 10,000.00
49100	Building Improvements	\$	10,611.26	\$ -
49120	Exterior Building Improvements	\$	2,500.00	-
49350	Computer Equipment	\$	60,774.49	\$ 5,000.00
49400	Other Equipment	\$	3,181.84	\$ 4,500.00
50000	Contingency	\$	-	\$ 15,309.00
	totals	\$	806,966.83	\$ 813,309.00

The Northern Trust Company
50 South La Salle Street
Chicago, Illinois 60603
(312) 630-6000



Northern Trust

12A

March 11, 2010

Direct (312) 444-3756
Fax (312) 444-7541
E-mail: whd1@ntrs.com

Lake Bluff Public Library
Attn: Ms. Judith Nickels, President of the Board of Trustees
123 East Scranton Avenue
Lake Bluff, IL 60044

Dear Ms. Nickels:

Re: Laurence R. Lee Trust

The Northern Trust Company is Trustee of the Laurence R. Lee Trust. Article Fourth, Section 2 of the Trust Agreement provides for a bequest to the Lake Bluff Public Library in the amount of \$10,000 for its unrestricted use.

In order to proceed with payment of this bequest, we need for our files a resolution of your Board of Directors, or other governing body, indicating acceptance of this bequest and the name of the person authorized to receipt for this bequest. We are enclosing a resolution to be executed and returned to us, or, if you prefer, the Library may execute a similar resolution of its own. It is important to note that the individual authorized to receive payment cannot be the person executing the resolution. Please also forward to us a copy of the IRS letter indicating the Library's tax-exempt status.

Please advise me if you have any questions.

Very truly yours,

Winifred H. Date
Vice President

cc: Mr. David R. Lee
Mr. Justin L. Lee

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**RESOLUTION
ACCEPTING GIFT FROM THE
LAURENCE R. LEE TRUST dated June 18, 1997**

Laurence R. Lee, a resident of Lake Bluff, Illinois, died on January 7, 2010, leaving a Trust known as the Laurence R. Lee Trust dated June 18, 1997, under which The Northern Trust Company is fiduciary, and which provides for a gift to the Lake Bluff Public Library in Article FOURTH, SECTION 2 as follows:

Upon my death, the trustee shall distribute the sum of Ten Thousand (\$10,000.00) Dollars to the Lake Bluff Public Library for its unrestricted use.

Therefore, it is resolved that this gift is hereby accepted by the Lake Bluff Public Library. It is further resolved that _____ (name or names), acting as the _____ (office or title) of this organization is authorized, on behalf of this organization, to: (1) accept payment, (2) execute receipts and other documents, and (3) receive notices, make and communicate decisions as necessary to facilitate administration of the Trust.

CERTIFICATION

(TO BE EXECUTED BY THE PERSON IN CHARGE OF THE ORGANIZATION RECORDS. IT MUST ALWAYS BE EXECUTED BY SOMEONE OTHER THAN THE OFFICER NAMED ABOVE.)

I, _____ (name), certify that I am the _____ (office or title) of the Lake Bluff Public Library, a corporation under the laws of the State of _____, and that I am responsible for keeping the organization records. I further certify that the above is a correct and complete copy of a resolution properly adopted by the governing body of this organization on _____, 20____, and that this resolution appears in the organization records.

I further certify that gifts to this organization qualify for treatment as charitable gifts for income and estate tax purposes under the United States Internal Revenue Code, and that the correct tax identification number is shown below.

Certified, under the penalties of perjury, _____, 20____.

TAX I.D. NUMBER _____

Corporate Seal

Signature
Address:

**"SERVING YOUR PUBLIC"
The Illinois State Library's
17th Annual Small Public Library Management Institute
June 6-11, 2010**

"Serving Your Public" The 17th annual Small Public Library Management Institute, sponsored by the Illinois State Library and hosted by the University of Illinois at Springfield will be held June 6-11, 2010. Highly endorsed by previous participants and public library boards across the state, this week-long Institute is intended for directors of smaller public libraries and directors new to the Illinois library community. Previous SPLMI attendees are **not** eligible to attend. The Institute will assist public library administrators by enhancing their administrative skills and further developing their leadership skills. A key goal of the Institute is to assist public library administrators in providing better service to the constituents they serve. In addition, during the week opportunities for networking, teambuilding, and informal discussions are considered vital components of the schedule.

Participants will be housed in individual rooms on campus during the week and will make extensive use of the campus facilities. Topics for the week will include library law, policies, budgeting, safety, board/director relations, grantwriting, library automation, technology, The Freedom of Information Act and Open Meetings Act, leadership and community involvement. The registration fee for the week has been held again to only \$50, and participants will be responsible for their own travel expenses. The State Library provides all program materials, lodging, and meals.

Fifty participants will be selected to attend with the intent of maintaining both geographic distribution and some variation in library size. Applications should be sent no later than **Monday, March 1, 2010** by fax or mail to:

**Ms. Mary Ellen McElligott,
Conference Services - SPLMI
University of Illinois-Springfield
One University Plaza, MS PAC 165
Springfield, IL 62703
FAX: 217-206-6440**

PLEASE ONLY SUBMIT YOUR APPLICATION ONCE. IF FAXED, DO NOT MAIL.

Attendees will be notified of their selection in early April.

Contact the Illinois State Library, Library Development Group at 217-782-7848 or 1-800-665-5576 for information. Information is also available from your regional library system.

Sponsored by the Illinois State Library and hosted by the University of Illinois at Springfield
Funding provided by the Illinois State Library, a Division of the Office of Jesse White, Secretary of
State and State Librarian



CDARS: The Smart, Easy Way to Manage Public Funds

With CDARS, you get:

One Bank

Get multi-million-dollar FDIC insurance by working directly with just one bank – any local bank that offers CDARS – and avoid the burden of tracking changing collateral values.

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Negotiate one rate for each CD maturity and enjoy the option of reinvesting them through a simple process.

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Receive one easy-to-read statement summarizing all your CD holdings.

Now, through the CDARS® service, you can access multi-million-dollar FDIC coverage on CD investments made through a single bank. This means that you can enjoy peace of mind knowing your funds are secure while avoiding the hassles associated with tracking collateral, requiring surety bonds, or working with multiple banks – and you can strengthen the community in the process.

How does CDARS work?

Through the CDARS® service, a member bank can provide your public unit with easy access to multi-million-dollar FDIC protection on its CD investments.

Banks that offer CDARS are members of a special network. When you place a large amount with a network member, that bank places your funds into CDs issued by other banks in the network – in increments of less than the standard FDIC insurance maximum – so that both principal and interest are eligible for complete FDIC protection. As a result, your organization can access full FDIC insurance coverage from many banks while working with just one.

By providing access to full FDIC insurance, CDARS can help your public unit comply with investment policy mandates. And, with access to full insurance, you can say “goodbye” to surety bonds and collateralization requirements (including tracking changing collateral values). All of this means you can devote more time to other activities in support of your public unit’s mission.

What else should I know?

The CDARS benefits of *One Bank*, *One Rate*, and *One Statement*™ help to reduce your administrative burden, especially during tax and financial reporting seasons. Also, your organization’s confidential information remains protected.

The CDARS program is something every county, city, and town should investigate. With CDARS, our deposits are eligible for multi-million-dollar FDIC insurance, so we don't have to track those constantly changing collateral values, and they earn a decent rate. This is a good deal for the county and its constituents; our investment dollars work harder while being backed by the 'full faith and credit' of the federal government and our time is freed up to work on other important matters.

– Bonita Stadler, Treasurer – Payne County, OK

Want to learn more?

Please contact one of your representatives:

Business Development Advisors

Bobbie Baker, (866) 776-6426 ext. 3374, bbaker@promnetwork.com

Cameron Mizell, (866) 776-6426 ext. 3352, cmizell@promnetwork.com

Regional Director

Sue Kling, (866) 776-6426 ext. 3423, skling@promnetwork.com

If a depositor is subject to restrictions with respect to the placement of funds in depository institutions, it is the responsibility of the depositor to determine whether the placement of the depositor's funds through CDARS or a particular CDARS transaction satisfies those restrictions. Funds may be submitted for placement only after a depositor has signed a CDARS Deposit Placement Agreement with a member bank. When funds are exchanged on a dollar-for-dollar basis with other banks in the network, we can use the full amount of a deposit placed through CDARS for local lending, satisfying some depositors' local investment goals/mandates. Alternatively, with your consent, our bank may choose to receive fee income instead of deposits from other banks. CDARS is a registered service mark of Promontory Interfinancial Network, LLC.



Using CDARS® for Public Funds In the State of Illinois

Summary: Signed into law by the Governor, Illinois House Bill 4495 (2004) allows Illinois public agencies to invest their funds through banks or thrifts offering the CDARS service, but only if the investment is initially made at or through a bank or thrift located in Illinois.¹

For any investment through CDARS, this amendment to the Illinois Public Funds Investment Act makes it clear that Illinois banks or thrifts through which a public funds investment would be made would not have to pledge securities for the amount of the investment in excess of \$100,000. In addition, only that bank or thrift (and not the other banks or thrifts that issue CDs to the public agency through CDARS) would be required to furnish the public agency with copies of its two most recent call reports.

The amendment, which took effect on July 16, 2004, follows²:

(30 ILCS 235/6.5 new)

Sec. 6.5. Federally insured deposits at Illinois financial institutions.

- (a) Notwithstanding any other provision of this Act or any other statute, whenever a public agency invests public funds in an interest-bearing savings account, interest-bearing certificate of deposit, or interest-bearing time deposit under Section 2 of this Act, the provisions of Section 6 of this Act and any other statutory requirements pertaining to the eligibility of a bank to receive or hold public deposits or to the pledging of collateral by a bank to secure public deposits do not apply to any bank receiving or holding all or part of the invested public funds if (i) the public agency initiates the investment at or through a bank located in Illinois and (ii) the invested public funds are at all times fully insured by an agency or instrumentality of the federal government.
- (b) Nothing in this Section is intended to:
 - (1) prohibit a public agency from requiring the bank at or through which the investment of public funds is initiated to provide the public agency with the information otherwise required by subsections (a), (b), or (c) of Section 6 of this Act as a condition of investing the public funds at or through that bank; or
 - (2) permit a bank to receive or hold public deposits if that bank is prohibited from doing so by any rule, sanction, or order issued by a regulatory agency or by a court.
- (c) For purposes of this Section, the term "bank" includes any person doing a banking business whether subject to the laws of this or any other jurisdiction.

¹ "Public agency", as used in the Illinois Public Funds Investment Act, means the State of Illinois, the various counties, townships, cities, towns, villages, school districts, educational service regions, special road districts, public water supply districts, fire protection districts, drainage districts, levee districts, sewer districts, housing authorities, the Illinois Bank Examiners' Education Foundation, the Chicago Park District, and all other political corporations or subdivisions of the State of Illinois, now or hereafter created, whether herein specifically mentioned or not. This Act does not apply to the Illinois Prepaid Tuition Trust Fund, private funds collected by the Illinois Conservation Foundation, or pension funds or retirement systems established under the Illinois Pension Code, except as otherwise provided in that Code. (30 ILCS 235/1).

² Source: <http://www.ilga.gov/legislation/publicacts/fulltext.asp?name=093-0756&GA=093>.

CDARS satisfies the FDIC's requirements for agency pass-through deposit insurance coverage.

If a depositor is subject to restrictions with respect to the placement of funds in depository institutions, it is the responsibility of the depositor to determine whether the placement of the depositor's funds through CDARS or a particular CDARS transaction satisfies those restrictions. Public fund deposits must be placed through a CDARS ReciprocalSM transaction to ensure that the total dollar amount is maintained by the financial institution that offers CDARS.

CDARS is a registered service mark of Promontory Interfinancial Network, LLC.

7/09