

June 12, 2012 Library Board Packet

agenda

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Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, June 12, 2012 at 7:00 PM
 123 E. Scranton Ave, Lake Bluff, IL 60044
 Enter through Library main entrance

1. **Call to Order**
2. **Additions & Corrections to the Agenda**
 - *Long Range Strategic Plan*
 - *Use of Digital Resources*
 - *Committee Assignments*
3. **Approval of Minutes**
 - a. Approval of Minutes of 5/8/2012 Regular Board Meeting **(action)**
4. **May 2012 Financial Reports** – Detailed Balance and Revenue/Expense (Yellow Pages)
 - a. Detailed Balance Sheet **(action)**
 - b. Detailed Revenue & Expense Report **(action)**
 - c. Detailed Revenue & Expense Report with Percentages **(action)**
5. **Approval of checks** (Green Pages)
 - a. Manual Checks (10569-10586) **(action)**
 - b. Monthly Checks (10587-10625) **(action)**
6. **Opportunity for Public to Address the Board** (limit 5 minutes per person per meeting)
7. **Old Business**
 - a. Discussion of Landscape Project **(action)**
8. **Director's Report**
 - a. Director's Narrative Report
 - b. Elvis in Lake Bluff
 - c. Statistical Report
 - d. Announcements and Correspondence
 - e. Friends Meeting Attendee for January
 - f. Programs of Interest to Library Trustees
9. **New Business**
 - a. Resolution for Updating Policy on Color Printing and Color Copying **(action)**
 - b. Discussion of Northern Trust Money Market, Savings, and Checking Accounts **(action)**
 - c. Prevailing Wage Resolution **(action)**

10. Executive Session

- a. 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 120/2 (c) (1)

11. Committee Reports

- a. Finance Committee (Bush, Stroh, Marozsan)
- b. Human Resources Committee (Gottshall, Bush)
- c. Building and Grounds Committee (Stroh, Meierhoff)
- d. Technology Committee (Marozsan, Wojda)
- e. Public Relations/Advocacy/Fundraising (Nickels, Wojda)
- f. Friends Liaison (Bush, Nickels)
- g. Historical Museum Liaison (Nickels, Bush)
- h. Long Range Planning Committee (Board as a whole when needed)

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

13. Adjournment

Attachments:

Elvis in Lake Bluff – Excerpt from Lake Forester
Resolution for Updating Policy on Color Printing and Color Copying
Money Market and Savings Account Information from Lake Forest Bank and Trust

Upcoming Board Meetings: July 10, August 14, and September 11 2012

LAKE BLUFF PUBLIC LIBRARY
BOARD OF TRUSTEES
 Regular Meeting
 Tuesday, May 8, 2012

1. **Call to Order:** The meeting was called to order at 7:03 p.m. by Board President John Marozsan. Roll was called and a quorum was established.

Present: Julie Gottshall, John Marozsan, Cal Stroh, Romain Wojda, Kathy Meierhoff
 (joined 7:47pm)

Absent: Karen Bush, Judy Nickels, Kathy Meierhoff (until 7:47pm)

Library Staff Present: Director Eric Bailey

Members of the Public: Martha Cordeniz, Carlen DeThorne

2. **Additions and Corrections to the Agenda:** Add to New Business that Library received a FOIA request.

3. **Election of Secretary Pro Tempore:** Gottshall moved and Wojda seconded a motion to elect Gottshall as Secretary Pro Tempore.

AYES: all present

NAYES: none

ABSENT: Bush, Meierhoff, Nickels

4. **Election of Board Members, Committee Members:** Wodja moved and Stroh seconded a motion to elect the following slate:

President – Marozsan

Vice President – Gottshall

Secretary – Meierhoff

Treasurer – Bush

AYES: Gottshall, Marozsan, Stroh, Wodja

NAYES: none

ABSENT: Bush, Meierhoff, Nickels

Gottshall moved and Marozsan seconded a motion to appoint the Committee memberships as set forth in Section 13 below.

AYES: Gottshall, Marozsan, Stroh, Wodja

NAYES: none

ABSENT: Bush, Meierhoff, Nickels

5. **Approval of Minutes:** Stroh moved and Marozsan seconded a motion to approve the following minutes: 4/9/12 Building and Grounds Committee Meeting; Gottshall moved and Wodja seconded a motion to approve the following minutes: 4/10/12 Regular Board Meeting; Stroh moved and Marozsan seconded a motion to approve the following minutes: 4/13/12 Finance Committee Meeting; Gottshall moved and Marozsan seconded a motion to approve the following minutes: 4/24/12 Human Resources Committee Meeting.

AYES: all present
NAYES: none
ABSENT: Bush, Meierhoff, Nickels

6. Approval of April 2012 Financial Report (for 12 periods ending 4/30/12):

- a. Detailed Balance Sheet
- b. Detailed Revenue & Expense Report
- c. Detailed Revenue & Expense Report with percentage variances

Marozsan moved and Stroh seconded a motion to approve Financial Reports.

AYES: Gottshall, Marozsan, Stroh, Wojda
NAYES: none
ABSENT: Bush, Meierhoff, Nickels

7. Approval of checks: Marozsan moved and Gottshall seconded a motion to approve manual check numbers 10489 – 10506 and monthly check numbers 10538 – 10568. Director to determine reason for skipped check numbers 10507-10537.

AYES: Gottshall, Marozsan, Stroh, Wojda
NAYES: none
ABSENT: Bush, Meierhoff, Nickels

8. Opportunity for the Public to address the Board: none

9. Old Business:

- a. Discussion of programming expenditures. Resolved: Report to be generated annually to the Board. Director and programmers to review the programs periodically to determine the cost/benefit of various offerings.
- b. Discussion of gifts to the Library in 2012. Resolved: Report of gifts (amount, donor, etc.) to be generated annually and presented to Board.
- c. Discussion of landscaping project. Resolved: Lyndy Jensen to follow up with landscape architects for bids.

10. Director's Report:

- a. Director's Narrative Report
- b. Statistical Report
- c. Announcements and correspondence:
- d. Friends meeting attendee for May 12, 2012 at 10am – Meierhoff to attend.
- e. Programs of interest to Library Trustees – none

11. New Business:

- a. Need to update signature cards for Library's bank accounts to reflect new officers. Resolved: Completed at conclusion of meeting (Bush to complete later).
- b. Lake Forest Bank and Trust Savings Account. Resolved: Close account, which has no balance.

- c. Discussion of color copies. Resolved: Cost of color copies to be \$1/page.
- d. Freedom of Information Act (FOIA) request. Resolved: Responded to per Library procedure.

12. Executive Session:

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 120/2(c)(1).

The Board did not go into Executive Session.

13. Committee Reports:

- a. Finance Committee (Bush, Stroh, Marozsan) - no report
- b. Human Resource Committee (Gottshall, Bush) - no report
- c. Building and Grounds Committee (Stroh, Meierhoff) – no report
- d. Technology Committee (Marozsan, Wodja) – no report
- e. Public Relations/Advocacy/Fundraising (Nickels, Wojda) – no report
- f. Friends Liaison (~~Bush, Nickels~~) – no report
- g. Historical Museum Liaison (Nickels, ~~Bush~~) – no report
- h. Long Range Planning Committee (Board as whole when needed) – no report

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

15. Adjournment: Gottshall moved and Marozsan seconded a motion to adjourn the meeting at 8:37 p.m.

AYES: all present
 NAYES: none
 ABSENT: Bush, Nickels

Gottshall
Notary

Respectfully submitted,

Julie L. Gottshall
Board Secretary Pro Tempore

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, June 12, 2012 at 7:00 PM
123 E. Scranton Ave, Lake Bluff, IL 60044
Enter through Library main entrance

1. Call to Order

The meeting was called to order at 7:02 p.m by President John Marozsan. Roll was called and a quorum was established

Present: John Marozsan, Julie Gottshall, Cal Stroh, Kathy Meierhoff, Judy Nickels, Karen Bush

Absent: Romain Wojda

Library Staff present: Director Eric Bailey, Carlen DeThorne

2. Additions & Corrections to the Agenda: add long range strategic plan discussion.

3. Approval of Minutes

a. Approval of Minutes of 5/8/2012 Regular Board Meeting

Gottshall motioned to approve and Marozsan seconded the motion.

Ayes: John Marozsan, Julie Gottshall, Cal Stroh, Kathy Meierhoff, Judy Nickels, Karen Bush

Nayes: none

Absent: Romain Wojda

4. May 2012 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages)

a. Detailed Balance Sheet

b. Detailed Revenue & Expense Report

c. Detailed Revenue & Expense Report with Percentages

Bush moved to approve all the reports and Nickols seconded the motion.

Ayes: John Marozsan, Julie Gottshall, Cal Stroh, Kathy Meierhoff, Judy Nickels, Karen Bush

Nayes: none

Absent: Romain Wojda

5. Approval of checks (Green Pages)

a. Manual Checks (10569-10586)

b. Monthly Checks (10587-10625)

Gottshall moved to approve all the checks and Marozsan seconded the motion.

Ayes: John Marozsan, Julie Gottshall, Cal Stroh Jhn, Kathy Meierhoff, Judy Nickels, Karen Bush

Nayes: none

Absent: Romain Wojda

6. Opportunity for Public to Address the Board None

7. Old Business

- c. Discussion of Landscape Project - several landscape firms have been consulted and plans are in the process. Resolved: Updated and or final plans and drawings will be available with recommendations from the Buildings and Grounds Committee.

Committee membership discussion – remove Bush from Friends and Historical Museum , add Gottshall to Historical Museum.

Bush motioned to approve the committee change and Nickels seconded

Ayes: John Marozsan, Julie Gottshall, Cal Stroh, Kathy Meierhoff, Judy Nickels, Karen Bush

Nayes: none

Absent: Romain Wojda

8. Director's Report

- d. Director's Narrative Report
- e. Elvis in Lake Bluff
- f. Statistical Report
- g. Announcements and Correspondence
- h. Friends Meeting Attendee for January
- i. Programs of Interest to Library Trustees – none

9. New Business

- a. Resolution for Updating Policy on Color Printing and Color Copying : approved.
- b. Discussion of Northern Trust Money Market, Savings, and Checking Accounts : accounts will be closed and transferred to Lake Forest Bank and Trust.
- c. Prevailing Wage Resolution : Resolved: to approve

Bush motioned and Nickels seconded to approve the Prevailing Wage Resolution.

Ayes: John Marozsan, Julie Gottshall, Cal Stroh, Kathy Meierhoff, Judy Nickels, Karen Bush

Nayes: none

Absent: Romain Wojda

10. Executive Session

- d. 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 120/2 (c) (1)
- e. The Board did not go into executive Session.

11. Committee Reports

- a. Finance Committee (Bush, Stroh, Marozsan)

- b. Human Resources Committee (Gottshall, Bush)
- c. Building and Grounds Committee (Stroh, Meierhoff)
- d. Technology Committee (Marozsan, Wojda)
- e. Public Relations/Advocacy/Fundraising (Nickels, Wojda)
- f. Friends Liaison (Bush, Nickels)
- g. Historical Museum Liaison (Nickels, Bush)
- h. Long Range Planning Committee (Board as a whole when needed)

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

- a. **Strategic Planning Committee – the Board will review the 2008 Long Range Plan and will reflect on future planning.**

13. Adjournment: Gottshall moved and Marozson seconded a motion to adjourn the meeting at 8:09.

Upcoming Board Meetings: July 10, August 14, and September 11 2012

Lake Bluff Public Library

DATE: 06/08/2012
 TIME: 00:57:33
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --
 DETAILED BALANCE SHEET

4A

PAGE: 1
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY
 FOR 1 PERIODS ENDING MAY 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 05/31/12
ASSETS					
DUE TO/FROM ACCOUNTS					
80-00-100-10000	DUE TO/FROM OTHER FUNDS	292,257.83			
80-00-100-20000	LIB GR FND. DUE TO/FROM DETAIL	0.00	2,876.00	0.00	295,133.83
			0.00	0.00	0.00
TOTAL DUE TO/FROM ACCOUNTS		292,257.83	2,876.00	0.00	295,133.83
CASH & INVESTMENTS					
80-10-101-10000	CHECKING ACCOUNT	43,116.02	32,000.00	29,374.23	45,741.79
80-10-101-10001	CASH BOX OVER/SHORT	0.00	0.00	23.74	(23.74)
80-10-101-11000	MONEY MARKET ACCOUNT	145,908.90	60,119.21	37,880.90	168,147.21
80-10-101-12000	SAVINGS ACCOUNT	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00
80-10-101-15110	ILLINOIS FUND	278,417.82	33,430.86	90,000.00	221,848.68
80-10-101-15111	ILLINOIS FUNDS - GRANTS	1.80	0.00	0.00	1.80
TOTAL CASH & INVESTMENTS		467,594.54	125,550.07	157,278.87	435,865.74
RECEIVABLES					
80-10-201-15000	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
80-10-201-15200	PROPERTY TAX RECEIVABLE	785,105.78	0.00	0.00	785,105.78
80-10-201-35000	INTEREST RECEIVABLE	0.00	0.00	0.00	0.00
80-10-201-37000	OTHER RECEIVABLE	0.00	0.00	0.00	0.00
TOTAL RECEIVABLES		785,105.78	0.00	0.00	785,105.78
OTHER ASSETS					
80-10-301-37100	DUE FROM THE VILLAGE	(7,714.58)	41,131.17	39,121.49	(5,704.90)
80-10-301-55000	PREPAID EXPENSES	0.00	0.00	0.00	0.00
TOTAL OTHER ASSETS		(7,714.58)	41,131.17	39,121.49	(5,704.90)
TOTAL ASSETS		1,537,243.57	169,557.24	196,400.36	1,510,400.45
LIABILITIES AND FUND EQUITY					
LIABILITIES					
PAYABLES					
80-20-102-20000	ACCOUNTS PAYABLE	17,392.23	37,519.06	49,838.47	29,711.64
80-20-102-41000	SOCIAL SECURITY TAX PAYABLE	0.00	3,948.48	3,948.48	0.00

Lake Bluff Public Library

-- VILLAGE OF LAKE BLUFF --
DETAILED BALANCE SHEET

4B
PAGE: 2
F-YR: 13

DATE: 06/ 2012
TIME: 00:57:33
ID: GL450000.WOW

FUND: LAKE BLUFF PUBLIC LIBRARY
FOR 1 PERIODS ENDING MAY 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 05/31/12
LIABILITIES					
PAYABLES					
80-20-102-42000	FEDERAL INCOME TAX PAYABLE	0.00	2,601.02	2,601.02	0.00
80-20-102-43000	STATE INCOME TAX PAYABLE	0.00	1,251.11	1,251.11	0.00
80-20-102-44000	IMRF PAYABLE	0.00	4,133.14	4,133.14	0.00
80-20-102-45000	ICMA 457 PLAN PAYABLE	0.00	2,000.00	2,000.00	0.00
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	243.96	243.96	0.00
80-20-102-66000	LIBRARY HSA PAYABLE	0.00	400.00	400.00	0.00
80-20-102-70000	OTHER SHORT TERM LIABILITIES	0.00	0.00	0.00	0.00
TOTAL PAYABLES		17,392.23	52,096.77	64,416.18	29,711.64
OTHER LIABILITIES					
80-20-202-16000	ACCRUED PAYROLL	14,737.45	0.00	0.00	14,737.45
80-20-202-22000	DEFERRED PROPERTY TAX	785,105.78	0.00	0.00	785,105.78
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	0.00	0.00	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		799,843.23	0.00	0.00	799,843.23
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		817,235.46	52,096.77	64,416.18	829,554.87
FUND EQUITY					
EQUITY SECTION					
80-30-100-53000	UNRESERVED FUND BALANCE	570,008.11	0.00	0.00	570,008.11
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		720,008.11	0.00	0.00	720,008.11
FUND SURPLUS (DEFICIT)		0.00	39,162.53	0.00	(39,162.53)

Lake Bluff Public Library

DATE: 06/05, 2012
TIME: 00:57:33
ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAILED BALANCE SHEET

4C PAGE: 3
F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY
FOR 1 PERIODS ENDING MAY 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 05/31/12
TOTAL FUND EQUITY		720,008.11	39,162.53	0.00	680,845.58
TOTAL LIABILITIES AND FUND EQUITY		1,537,243.57	91,259.30	64,416.18	1,510,400.45

Lake Bluff Public Library

DATE: 06/01/2012
 TIME: 00:57:33
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --
 DETAILED BALANCE SHEET

40 PAGE: 4
 F-YR: 13

FUND: LIBRARY BLG RENOVATION FUND
 FOR 1 PERIODS ENDING MAY 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 05/31/12
ASSETS					
TOTAL ASSETS		0.00	0.00	0.00	0.00
LIABILITIES AND FUND EQUITY					
LIABILITIES					
---	UNDEFINED CODE ---				
81-00-100-10000	INTERFUND ACCT	287,618.85	0.00	0.00	287,618.85
TOTAL --- UNDEFINED CODE ---		287,618.85	0.00	0.00	287,618.85
---	UNDEFINED CODE ---				
81-20-102-20000	ACCOUNTS PAYABLE	0.00	0.00	2,800.00	2,800.00
TOTAL --- UNDEFINED CODE ---		0.00	0.00	2,800.00	2,800.00
TOTAL LIABILITIES		287,618.85	0.00	2,800.00	290,418.85
FUND EQUITY					
---	UNDEFINED CODE ---				
81-30-100-53100	RESERVED FOR CAPITAL	(287,618.85)	0.00	0.00	(287,618.85)
TOTAL --- UNDEFINED CODE ---		(287,618.85)	0.00	0.00	(287,618.85)
	FUND SURPLUS (DEFICIT)	0.00	2,800.00	0.00	(2,800.00)
TOTAL FUND EQUITY		(287,618.85)	2,800.00	0.00	(290,418.85)
TOTAL LIABILITIES AND FUND EQUITY		0.00	2,800.00	2,800.00	0.00

Lake Bluff Public Library

DATE: 06/ 2012
 TIME: 00:57:33
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --
 DETAILED BALANCE SHEET

4E PAGE: 5
 F-YR: 13

FUND: LIBRARY BIRD MEMORIAL FUND
 FOR 1 PERIODS ENDING MAY 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 05/31/12
ASSETS					
CASH & INVESTMENTS					
82-10-101-12000	LIBRARY BIRD MEMORIAL SAVINGS	3,024.53	0.11	0.00	3,024.64
TOTAL CASH & INVESTMENTS		3,024.53	0.11	0.00	3,024.64
TOTAL ASSETS		3,024.53	0.11	0.00	3,024.64
LIABILITIES AND FUND EQUITY					
LIABILITIES					
INTERFUND CLEARING ACCOUNT					
82-00-100-10000	DUE TO/FROM LIBRARY FUND	10,822.76	0.00	2,876.00	13,698.76
TOTAL INTERFUND CLEARING ACCOUNT		10,822.76	0.00	2,876.00	13,698.76
PAYABLES					
82-20-102-20000	ACCOUNTS PAYABLE	2,876.00	2,876.00	0.00	0.00
TOTAL PAYABLES		2,876.00	2,876.00	0.00	0.00
TOTAL LIABILITIES		13,698.76	2,876.00	2,876.00	13,698.76
FUND EQUITY					
EQUITY SECTION					
82-30-100-53000	UNRESERVED FUND BALANCE	(10,674.23)	0.00	0.00	(10,674.23)
TOTAL EQUITY SECTION		(10,674.23)	0.00	0.00	(10,674.23)
	FUND SURPLUS (DEFICIT)	0.00	0.00	0.11	0.11
TOTAL FUND EQUITY		(10,674.23)	0.00	0.11	(10,674.12)
TOTAL LIABILITIES AND FUND EQUITY		3,024.53	2,876.00	2,876.11	3,024.64

DATE: 06/08/2012
 TIME: 14:27:12
 ID: GL470006.WOW

Lake Bluff Public Library

-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET
 FOR 1 PERIODS ENDING MAY 31, 2012

5A

PAGE: 1
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY
 DEPT: REVENUES

ACCOUNT NUMBER	DESCRIPTION	MAY 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	33,416.59	12,118.94	33,416.59	12,118.94	800,255.00	4.1%
TOTAL REVENUES: PROPERTY TAXES		33,416.59	12,118.94	33,416.59	12,118.94	800,255.00	4.1%
SERVICES & FEES							
80-40-403-48300	PHOTO-COPY CHARGES	189.07	169.25	189.07	169.25	1,700.00	11.1%
80-40-403-48500	NON-RESIDENT FEES	569.07	320.84	569.07	320.84	4,500.00	12.6%
TOTAL REVENUES: SERVICES & FEES		758.14	490.09	758.14	490.09	6,200.00	12.2%
FINES							
80-40-503-65000	RENTAL FINES	967.78	892.37	967.78	892.37	11,500.00	8.4%
TOTAL REVENUES: FINES		967.78	892.37	967.78	892.37	11,500.00	8.4%
MISCELLANEOUS							
80-40-603-73000	PER CAPITA GRANTS	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73100	"WEED AND FEED" GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73200	ILLINOIS FIRST 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	7,750.00	0.0%
80-40-603-75000	INTEREST EARNINGS	48.50	64.48	48.50	64.48	0.00	0.0%
80-40-603-78000	DONATIONS/CONTRIBUTIONS	1.51	2.10	1.51	2.10	450.00	10.7%
80-40-603-78001	RESTRICTED DONATIONS	0.00	0.00	0.00	0.00	0.00	100.0%
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	0.00	0.0%
80-40-603-89000	MISCELLANEOUS INCOME	333.81	540.67	333.81	540.67	0.00	0.0%
TOTAL REVENUES: MISCELLANEOUS		383.82	607.25	383.82	607.25	1,500.00	22.2%
TOTAL REVENUES: REVENUES		35,526.33	14,108.65	35,526.33	14,108.65	9,700.00	3.9%
TOTAL FUND REVENUES		35,526.33	14,108.65	35,526.33	14,108.65	827,655.00	4.2%

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Lake Bluff Public Library

-- VILLAGE OF LAKE BLUFF --

DETAILED REVENUE & EXPENSE REPORT

ACTUAL VS. PRIOR VS. BUDGET

FOR 1 PERIODS ENDING MAY 31, 2012

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FUND: LAKE BLUFF PUBLIC LIBRARY

DEPT: LIBRARY ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	MAY 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	16,959.25	21,424.12	16,959.25	21,424.12	260,000.00	6.5%
80-60-001-40050	STAFF SALARIES	13,372.63	8,626.52	13,372.63	8,626.52	134,889.00	9.9%
80-60-001-40060	SALARY SURVEY ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-40200	SEASONAL STAFF SALARIES	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-40400	MEDICAL INSURANCE	1,327.80	3,052.85	1,327.80	3,052.85	50,000.00	2.6%
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	0.00	0.00	0.00	2,000.00	0.0%
80-60-001-40950	EMPLOYER IMRF	3,005.23	2,798.42	3,005.23	2,798.42	39,500.00	7.6%
80-60-001-40951	EMPLOYER FICA TAX	2,271.12	2,249.78	2,271.12	2,249.78	30,500.00	7.4%
80-60-001-41000	BUILDING MAINTENANCE	5,332.49	1,486.51	5,332.49	1,486.51	20,000.00	26.6%
80-60-001-41020	ELEVATOR MAINTENANCE	208.38	99.23	208.38	99.23	2,500.00	8.3%
80-60-001-41050	GROUNDS MAINTENANCE	619.50	1,149.50	619.50	1,149.50	10,500.00	5.9%
80-60-001-41200	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-41300	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-41303	COPIER MAINTENANCE/SUPPLIES	436.02	338.81	436.02	338.81	4,500.00	9.6%
80-60-001-41304	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	6,500.00	0.0%
80-60-001-41305	COMPUTER SERVICES	4,710.00	9,159.65	4,710.00	9,159.65	28,000.00	16.8%
80-60-001-41350	LEGAL SERVICES	0.00	0.00	0.00	0.00	2,500.00	0.0%
80-60-001-42400	PROFESSIONAL DEVELOPMENT	0.00	137.50	0.00	137.50	6,000.00	0.0%
80-60-001-42440	DUES	0.00	155.00	0.00	155.00	3,000.00	0.0%
80-60-001-43230	UTILITIES	315.50	471.58	315.50	471.58	8,000.00	3.9%
80-60-001-43300	POSTAGE	621.98	117.77	621.98	117.77	3,000.00	20.7%
80-60-001-43400	PRINTING/E-NEWSLETTER	1,656.97	1,584.49	1,656.97	1,584.49	8,500.00	19.4%
80-60-001-43550	OFFICE SUPPLIES	232.01	407.51	232.01	407.51	6,000.00	3.8%
80-60-001-43570	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-43660	BUILDING & GROUNDS SUPPLIES	153.72	87.65	153.72	87.65	2,500.00	6.1%
80-60-001-43670	TECHNICAL SERVICES SUPPLIES	346.25	175.84	346.25	175.84	4,500.00	7.6%
80-60-001-43700	HOSPITALITY PROGRAM SUPPLIES	9.00	0.00	9.00	0.00	1,000.00	0.9%
80-60-001-43710	ADULT PROGRAM SUPPLIES	425.00	110.60	425.00	110.60	4,000.00	10.6%
80-60-001-43720	JUVENILE PROGRAM SUPPLIES	2,355.55	379.25	2,355.55	379.25	7,000.00	33.6%
80-60-001-44800	PER CAPITA GRANT	0.00	21.60	0.00	21.60	0.00	0.0%
80-60-001-44850	ROSSI GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-44870	PROGRAM EXPENSES	0.00	0.00	0.00	0.00	0.00	0.0%
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	0.00	0.00	0.0%
80-60-001-45000	ADULT NON-FICTION BOOKS	1,466.71	3,617.98	1,466.71	3,617.98	18,000.00	8.1%
80-60-001-45100	ADULT FICTION BOOKS	1,230.60	744.29	1,230.60	744.29	16,000.00	7.6%
80-60-001-45110	ADULT LARGE PRINT MATERIAL	81.85	0.00	81.85	0.00	1,000.00	8.1%
80-60-001-45200	ADULT AUDIO VISUAL MATERIAL	1,054.46	449.11	1,054.46	449.11	14,000.00	7.5%
80-60-001-45220	ADULT REFERENCE/E-REFER	1,702.50	0.00	1,702.50	0.00	15,000.00	11.3%
80-60-001-45300	ADULT REFERENCE MATERIAL	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-45400	JUVENILE NON-FICTION	477.07	723.38	477.07	723.38	7,000.00	6.8%
80-60-001-45410	PICTURE BOOKS, READERS	805.39	589.18	805.39	589.18	6,000.00	13.4%
80-60-001-45420	JUVENILE FICTION	1,143.29	762.72	1,143.29	762.72	7,800.00	14.6%

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Lake Bluff Public Library

-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET

FOR 1 PERIODS ENDING MAY 31, 2012

FUND: LAKE BLUFF PUBLIC LIBRARY
 DEPT: LIBRARY ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	MAY ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
LIBRARY SERVICES							
80-60-001-45430	JUVENILE AUDIO-VISUAL	0.00	270.08	0.00	270.08	4,000.00	0.0%
80-60-001-45440	JUVENILE REFERENCE	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-45450	TEEN BOOKS	176.61	305.67	176.61	305.67	3,000.00	5.8%
80-60-001-45460	E-BOOKS	0.00	0.00	0.00	0.00	5,000.00	0.0%
80-60-001-45470	GRAPHIC NOVELS	0.00	0.00	0.00	0.00	500.00	0.0%
80-60-001-45500	PERIODICALS	4,339.09	3,904.30	4,339.09	3,904.30	8,500.00	51.0%
80-60-001-45510	VIDEO GAMES	0.00	339.60	0.00	339.60	2,300.00	0.0%
80-60-001-45600	PATRON & STAFF SOFTWARE	125.00	2,322.00	125.00	2,322.00	4,000.00	3.1%
80-60-001-45610	LIBRARY AUTOMATION SOFTWARE	6,131.17	11,521.00	6,131.17	11,521.00	14,000.00	43.7%
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	0.00	0.00	0.0%
80-60-001-46000	MISCELLANEOUS EXPENSES	345.72	249.71	345.72	249.71	2,000.00	17.2%
80-60-001-48001	EXPENSES FR RESTRICTED DONATIO	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-49000	LIBRARY FURNISHINGS	0.00	0.00	0.00	0.00	5,000.00	0.0%
80-60-001-49100	BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-49120	EXT BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	5,000.00	0.0%
80-60-001-49350	COMPUTER EQUIPMENT	0.00	78.14	0.00	78.14	13,000.00	0.0%
80-60-001-49351	TECH-4-U AUTOMATION	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-49400	OTHER EQUIPMENT	1,251.00	0.00	1,251.00	0.00	4,500.00	27.8%
80-60-001-50000	CONTINGENCY	0.00	0.00	0.00	0.00	25,916.00	0.0%
TOTAL EXPENSES: LIBRARY SERVICES		74,688.86	79,911.34	74,688.86	79,911.34	826,405.00	9.0%
TOTAL EXPENSES: LIBRARY ADMINISTRATION		74,688.86	79,911.34	74,688.86	79,911.34	826,405.00	9.0%
TOTAL FUND EXPENSES		74,688.86	79,911.34	74,688.86	79,911.34	826,405.00	9.0%

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= VILLAGE OF LAKE BLUFF =
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET

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FOR 1 PERIODS ENDING MAY 31, 2012

FUND: LIBRARY BLG RENOVATION FUND
 DEPT: --- UNDEFINED CODE ---

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

---	UNDEFINED CODE	---	---	---	---	---	---
81-60-001-49000	LIBRARY FURNISHINGS	2,800.00	28,982.00	2,800.00	28,982.00	0.00	-100.0%
81-60-001-49100	BUILDING IMPROVEMENTS	0.00	33,555.57	0.00	33,555.57	0.00	0.0%

TOTAL EXPENSES: --- UNDEFINED CODE ---		2,800.00	62,537.57	2,800.00	62,537.57	0.00	-100.0%
TOTAL EXPENSES: --- UNDEFINED CODE ---		2,800.00	62,537.57	2,800.00	62,537.57	0.00	-100.0%
TOTAL FUND EXPENSES		77,488.86	142,448.91	77,488.86	142,448.91	826,405.00	9.3%

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-- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET

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FOR 1 PERIODS ENDING MAY 31, 2012

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

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

MISCELLANEOUS							
82-40-603-53000	BIRD MEMORIAL RESERVE	0.00	0.00	0.00	0.00	0.00	0.0%
82-40-603-73000	STATE PER CAPITA GRANT	0.00	0.00	0.00	0.00	6,197.00	0.0%
82-40-603-73400	MISCELLANEOUS GRANT	0.00	0.00	0.00	0.00	15,000.00	0.0%
82-40-603-75000	INTEREST EARNINGS	0.11	0.00	0.11	0.00	0.00	100.0%
82-40-603-78000	UNRESTRICTED DONATIONS/CONTRIB	0.00	0.00	0.00	0.00	5,000.00	0.0%
82-40-603-78100	RESTRICTED DONATIONS/CONTRIB	0.00	0.00	0.00	0.00	15,000.00	0.0%
82-40-603-78200	TECH-4-U DONATIONS	0.00	0.00	0.00	0.00	0.00	0.0%

TOTAL REVENUES: MISCELLANEOUS		0.11	0.00	0.11	0.00	41,197.00	0.0%
TOTAL REVENUES: BIR MEMORIAL FUND REVENUES		0.11	0.00	0.11	0.00	41,197.00	0.0%
TOTAL FUND REVENUES		35,526.44	14,108.65	35,526.44	14,108.65	868,852.00	4.0%

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 -- VILLAGE OF LAKE BLUFF --
 DETAILED REVENUE & EXPENSE REPORT
 ACTUAL VS. PRIOR VS. BUDGET
 FOR 1 PERIODS ENDING MAY 31, 2012

FUND: LIBRARY BIRD MEMORIAL FUND
 DEPT: BIRD MEMORIAL EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	MAY ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
--- UNDEFINED CODE ---							
82-60-001-44800	PER CAPITAL GRANT EXPENDITURES	0.00	1,557.61	0.00	1,557.61	6,197.00	0.0%
82-60-001-44825	MISC. GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.0%
82-60-001-44901	PATTI MANNELLY MEMORIAL EXPEND	0.00	0.00	0.00	0.00	0.00	0.0%
82-60-001-49000	BIRD MEMORIAL - CHILDRENS LIBR	0.00	0.00	0.00	0.00	3,000.00	0.0%
82-60-001-49350	TECH-4-U AUTOMATION EXPENDITUR	0.00	0.00	0.00	0.00	0.00	0.0%
82-60-001-49600	HVAC SYSTEM	0.00	0.00	0.00	0.00	0.00	0.0%
82-60-001-99999	USE OF DONATIONS/TEMPORARY EXP	0.00	0.00	0.00	0.00	20,000.00	0.0%
TOTAL EXPENSES: --- UNDEFINED CODE ---		0.00	1,557.61	0.00	1,557.61	29,197.00	0.0%
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%
TOTAL EXPENSES: CONTRACTUAL & COMMODITIES		0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL EXPENSES: BIRD MEMORIAL EXPENDITURES		0.00	1,557.61	0.00	1,557.61	29,197.00	0.0%
TOTAL FUND EXPENSES		77,488.86	144,006.52	77,488.86	144,006.52	855,602.00	9.0%

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Lake Bluff Public Library

- VILLAGE OF LAKE BLUFF -
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 BUDGET VS. ACTUAL WITH PERCENT VARIANCE
 FOR 1 PERIODS ENDING MAY 31, 2012

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FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY BUDGET	MAY ACTUAL	% VARIANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARIANCE
REVENUES							
REVENUES							
PROPERTY TAXES							
80-40-103-10000	LIBRARY PROPERTY TAX	33,500.00	33,416.59	(0.2)	800,255.00	33,416.59	(95.8)
TOTAL PROPERTY TAXES		33,500.00	33,416.59	(0.2)	800,255.00	33,416.59	(95.8)
SERVICES & FEES							
80-40-403-48300	PHOTO-COPY CHARGES	141.67	189.07	33.4	1,700.00	189.07	(88.8)
80-40-403-48500	NON-RESIDENT FEES	375.00	569.07	51.7	4,500.00	569.07	(87.3)
TOTAL SERVICES & FEES		516.67	758.14	46.7	6,200.00	758.14	(87.7)
FINES							
80-40-503-65000	RENTAL FINES	958.34	967.78	0.9	11,500.00	967.78	(91.5)
TOTAL FINES		958.34	967.78	0.9	11,500.00	967.78	(91.5)
MISCELLANEOUS							
80-40-603-73000	PER CAPITA GRANTS	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73100	"WEED AND FEED" GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73200	ILLINOIS FIRST 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	0.00	0.00	0.0	7,750.00	0.00	100.0
80-40-603-75000	INTEREST EARNINGS	37.50	48.50	29.3	0.00	0.00	0.0
80-40-603-78000	DONATIONS/CONTRIBUTIONS	0.00	1.51	100.0	450.00	48.50	(89.2)
80-40-603-78001	RESTRICTED DONATIONS	0.00	0.00	0.0	0.00	1.51	100.0
80-40-603-78002	VCLA EQUITY DONATION	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-78200	TECH-4-U DONATIONS	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-78500	NAPERVILLE (IMPACT) FEE	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-89000	MISCELLANEOUS INCOME	125.00	333.81	167.0	0.00	0.00	0.0
TOTAL MISCELLANEOUS		162.50	383.82	136.2	9,700.00	383.82	(96.0)
TOTAL REVENUES: REVENUES		35,137.51	35,526.33	1.1	827,655.00	35,526.33	(95.7)
LIBRARY ADMINISTRATION EXPENSES							
LIBRARY SERVICES							
80-60-001-40000	LIBRARIAN SALARIES	21,666.67	16,959.25	21.7	260,000.00	16,959.25	93.4
80-60-001-40050	STAFF SALARIES	11,240.75	13,372.63	(18.9)	134,889.00	13,372.63	90.0
80-60-001-40060	SALARY SURVEY ADJUSTMENTS	0.00	0.00	0.0	0.00	0.00	0.0

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 BUDGET VS. ACTUAL WITH PERCENT VARIANCE
 FOR 1 PERIODS ENDING MAY 31, 2012

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FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY BUDGET	MAY ACTUAL	% VARI-ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
LIBRARY ADMINISTRATION							
EXPENSES							
LIBRARY SERVICES							
80-60-001-40200	SEASONAL STAFF SALARIES	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-40400	MEDICAL INSURANCE	4,166.67	1,327.80	68.1	50,000.00	1,327.80	97.3
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	166.67	0.00	100.0	2,000.00	0.00	100.0
80-60-001-40950	EMPLOYER IMRF	3,291.67	3,005.23	8.7	39,500.00	3,005.23	92.3
80-60-001-40951	EMPLOYER FICA TAX	2,541.67	2,271.12	10.6	30,500.00	2,271.12	92.5
80-60-001-41000	BUILDING MAINTENANCE	1,666.67	5,332.49	(219.9)	20,000.00	5,332.49	73.3
80-60-001-41020	ELEVATOR MAINTENANCE	208.34	208.38	0.0	2,500.00	208.38	91.6
80-60-001-41050	GROUNDS MAINTENANCE	875.00	619.50	29.2	10,500.00	619.50	94.1
80-60-001-41200	EQUIPMENT MAINTENANCE	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-41300	COMPUTER SERVICES	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-41303	COPIER MAINTENANCE/SUPPLIES	375.00	436.02	(16.2)	4,500.00	436.02	90.3
80-60-001-41304	OTHER PROFESSIONAL SERVICES	541.67	0.00	100.0	6,500.00	0.00	100.0
80-60-001-41305	COMPUTER SERVICES	2,333.34	4,710.00	(101.8)	28,000.00	4,710.00	83.1
80-60-001-41350	LEGAL SERVICES	208.34	0.00	100.0	2,500.00	0.00	100.0
80-60-001-42400	PROFESSIONAL DEVELOPMENT	500.00	0.00	100.0	6,000.00	0.00	100.0
80-60-001-42440	DUES	250.00	0.00	100.0	3,000.00	0.00	100.0
80-60-001-43230	UTILITIES	666.67	315.50	52.6	8,000.00	315.50	96.0
80-60-001-43300	POSTAGE	250.00	621.98	(148.7)	3,000.00	621.98	79.2
80-60-001-43400	PRINTING/E-NEWSLETTER	708.34	1,656.97	(133.9)	8,500.00	1,656.97	80.5
80-60-001-43550	OFFICE SUPPLIES	500.00	232.01	53.6	6,000.00	232.01	96.1
80-60-001-43570	OPERATING SUPPLIES	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-43660	BUILDING & GROUNDS SUPPLIES	208.34	153.72	26.2	2,500.00	153.72	93.8
80-60-001-43670	TECHNICAL SERVICES SUPPLIES	375.00	346.25	7.6	4,500.00	346.25	92.3
80-60-001-43700	HOSPITALITY PROGRAM SUPPLIES	83.34	9.00	89.2	1,000.00	9.00	99.1
80-60-001-43710	ADULT PROGRAM SUPPLIES	333.34	425.00	(27.5)	4,000.00	425.00	89.3
80-60-001-43720	JUVENILE PROGRAM SUPPLIES	583.34	2,355.55	(303.8)	7,000.00	2,355.55	66.3
80-60-001-44800	PER CAPITA GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-44850	ROSSI GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-44870	PROGRAM EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
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	1,500.00	1,466.71	2.2	18,000.00	1,466.71	91.8
80-60-001-45100	ADULT FICTION BOOKS	1,333.34	1,230.60	7.7	16,000.00	1,230.60	92.3
80-60-001-45110	ADULT LARGE PRINT MATERIAL	83.34	81.85	1.7	1,000.00	81.85	91.8
80-60-001-45200	ADULT AUDIO VISUAL MATERIAL	1,166.67	1,054.46	9.6	14,000.00	1,054.46	92.4
80-60-001-45220	ADULT REFERENCE/E-REFER	1,250.00	1,702.50	(36.2)	15,000.00	1,702.50	88.6
80-60-001-45300	ADULT REFERENCE MATERIAL	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-45400	JUVENILE NON-FICTION	583.34	477.07	18.2	7,000.00	477.07	93.1
80-60-001-45410	PICTURE BOOKS, READERS	500.00	805.39	(61.0)	6,000.00	805.39	86.5
80-60-001-45420	JUVENILE FICTION	650.00	1,143.29	(75.8)	7,800.00	1,143.29	85.3
80-60-001-45430	JUVENILE AUDIO-VISUAL	333.34	0.00	100.0	4,000.00	0.00	100.0

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Lake Bluff Public Library
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 FOR 1 PERIODS ENDING MAY 31, 2012

GC PAGE: 3
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FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY BUDGET	MAY ACTUAL	% VARIANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARIANCE
LIBRARY ADMINISTRATION							
EXPENSES							
LIBRARY SERVICES							
80-60-001-45440	JUVENILE REFERENCE	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-45450	TEEN BOOKS	250.00	176.61	29.3	3,000.00	176.61	94.1
80-60-001-45460	E-BOOKS	416.67	0.00	100.0	5,000.00	0.00	100.0
80-60-001-45470	GRAPHIC NOVELS	41.67	0.00	100.0	500.00	0.00	100.0
80-60-001-45500	PERIODICALS	708.34	4,339.09	(512.5)	8,500.00	4,339.09	48.9
80-60-001-45510	VIDEO GAMES	191.67	0.00	100.0	2,300.00	0.00	100.0
80-60-001-45600	PATRON & STAFF SOFTWARE	333.34	125.00	62.5	4,000.00	125.00	96.8
80-60-001-45610	LIBRARY AUTOMATION SOFTWARE	1,166.67	6,131.17	(425.5)	14,000.00	6,131.17	56.2
80-60-001-45700	BRANCH MATERIALS	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-45900	MINOR EQUIPMENT	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-46000	MISCELLANEOUS EXPENSES	166.67	345.72	(107.4)	2,000.00	345.72	82.7
80-60-001-48001	EXPENSES FR RESTRICTED DONATIO	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-49000	LIBRARY FURNISHINGS	416.67	0.00	100.0	5,000.00	0.00	100.0
80-60-001-49100	BUILDING IMPROVEMENTS	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-49120	EXT BUILDING IMPROVEMENTS	416.67	0.00	100.0	5,000.00	0.00	100.0
80-60-001-49350	COMPUTER EQUIPMENT	1,083.34	0.00	100.0	13,000.00	0.00	100.0
80-60-001-49351	TECH-4-U AUTOMATION	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-49400	OTHER EQUIPMENT	375.00	1,251.00	(233.6)	4,500.00	1,251.00	72.2
80-60-001-50000	CONTINGENCY	2,159.67	0.00	100.0	25,916.00	0.00	100.0
TOTAL LIBRARY SERVICES		68,867.24	74,688.86	(8.4)	826,405.00	74,688.86	90.9
TOTAL EXPENSES: LIBRARY ADMINISTRATION		68,867.24	74,688.86	(8.4)	826,405.00	74,688.86	90.9
TOTAL FUND REVENUES		35,137.51	35,526.33	1.1	827,655.00	35,526.33	(95.7)
TOTAL FUND EXPENSES		68,867.24	74,688.86	(8.4)	826,405.00	74,688.86	90.9
FUND SURPLUS (DEFICIT)		(33,729.73)	(39,162.53)	16.1	1,250.00	(39,162.53)	(3233.0)

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Lake Bluff Public Library
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6D P. 4
 F-YR: 13

FUND: LIBRARY BLG RENOVATION FUND

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

---	UNDEFINED CODE	---					
EXPENSES							
---	UNDEFINED CODE	---					
81-60-001-49000	LIBRARY FURNISHINGS	0.00	2,800.00	100.0	0.00	2,800.00	100.0
81-60-001-49100	BUILDING IMPROVEMENTS	0.00	0.00	0.0	0.00	0.00	0.0

TOTAL	--- UNDEFINED CODE ---	0.00	2,800.00	100.0	0.00	2,800.00	100.0
TOTAL EXPENSES:	--- UNDEFINED CODE ---	0.00	2,800.00	100.0	0.00	2,800.00	100.0
TOTAL FUND REVENUES		0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND EXPENSES		0.00	2,800.00	100.0	0.00	2,800.00	100.0
FUND SURPLUS (DEFICIT)		0.00	(2,800.00)	100.0	0.00	(2,800.00)	100.0

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GE PAGE: 5
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FUND: LIBRARY BIRD MEMORIAL FUND

ACCOUNT NUMBER	DESCRIPTION	MAY BUDGET	MAY ACTUAL	% VARIANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARIANCE
BIR MEMORIAL FUND REVENUES							
REVENUES							
MISCELLANEOUS							
82-40-603-53000	BIRD MEMORIAL RESERVE	0.00	0.00	0.0	0.00	0.00	0.0
82-40-603-73000	STATE PER CAPITA GRANT	0.00	0.00	0.0	6,197.00	0.00	100.0
82-40-603-73400	MISCELLANEOUS GRANT	1,250.00	0.00	100.0	15,000.00	0.00	100.0
82-40-603-75000	INTEREST EARNINGS	0.00	0.11	100.0	0.00	0.11	100.0
82-40-603-78000	UNRESTRICTED DONATIONS/CONTRIB	416.67	0.00	100.0	5,000.00	0.00	100.0
82-40-603-78100	RESTRICTED DONATIONS/CONTRIB	1,250.00	0.00	100.0	15,000.00	0.00	100.0
82-40-603-78200	TECH-4-U DONATIONS	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL MISCELLANEOUS		2,916.67	0.11	(100.0)	41,197.00	0.11	(100.0)
TOTAL REVENUES: BIR MEMORIAL FUND REVENUES		2,916.67	0.11	(100.0)	41,197.00	0.11	(100.0)
BIRD MEMORIAL EXPENDITURES							
EXPENSES							
--- UNDEFINED CODE ---							
82-60-001-44800	PER CAPITAL GRANT EXPENDITURES	516.42	0.00	100.0	6,197.00	0.00	100.0
82-60-001-44825	MISC. GRANT EXPENDITURES	0.00	0.00	0.0	0.00	0.00	0.0
82-60-001-44901	PATTI MANNELLY MEMORIAL EXPEND	0.00	0.00	0.0	0.00	0.00	0.0
82-60-001-49000	BIRD MEMORIAL - CHILDRENS LIBR	250.00	0.00	100.0	3,000.00	0.00	100.0
82-60-001-49350	TECH-4-U AUTOMATION EXPENDITUR	0.00	0.00	0.0	0.00	0.00	0.0
82-60-001-49600	HVAC SYSTEM	0.00	0.00	0.0	0.00	0.00	0.0
82-60-001-99999	USE OF DONATIONS/TEMPORARY EXP	1,666.67	0.00	100.0	20,000.00	0.00	100.0
TOTAL --- UNDEFINED CODE ---		2,433.09	0.00	100.0	29,197.00	0.00	100.0
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		2,433.09	0.00	100.0	29,197.00	0.00	100.0
TOTAL FUND REVENUES		2,916.67	0.11	(100.0)	41,197.00	0.11	(100.0)
TOTAL FUND EXPENSES		2,433.09	0.00	100.0	29,197.00	0.00	100.0
FUND SURPLUS (DEFICIT)		483.58	0.11	(99.9)	12,000.00	0.11	(100.0)

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM # DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10569	9VANTAGE 101450387	VANTAGEPOINT TRANSFER AGENTS 05/04/12	01 SEE ICMA CONTRIBUTION: 5/15/12	05/15/12	80-20-102-45000	1,000.00 INVOICE TOTAL: 1,000.00 *
					CHECK TOTAL:	1,000.00
10570	9AT&T 84723425405	AT & T 05/07/12	01 LCL PH SRVC: 4/8-5/7/12	05/25/12	80-20-102-20000	273.16 INVOICE TOTAL: 273.16 *
					CHECK TOTAL:	273.16
10571	9COMCAST COM051212	COMCAST CABLE 05/12/12	01 INTERNET SRVC: 5/19-6/18/12	05/25/12	80-60-001-43230	141.90 INVOICE TOTAL: 141.90 *
					CHECK TOTAL:	141.90
10572	9DELAGE 13576003	DE LAGE LANDEN FINANCIAL SRVC 05/06/12	01 COPIER MAINT: MAY 2012	05/25/12	80-60-001-41303	137.06 INVOICE TOTAL: 137.06 *
					CHECK TOTAL:	137.06
10573	9FIRSTBA CAR05032012	FIRST BANKCARD 05/03/12	01 ADULT PROGRAM SUPPLIES	05/25/12	01-20-102-20000	215.00 INVOICE TOTAL: 215.00 *
					CHECK TOTAL:	215.00
10574	9FIRSTBA ERI05032012	FIRST BANKCARD 05/03/12	01 MISC EXPENSES 02 MISC EXEPNSES	05/25/12	80-60-001-46000 80-60-001-46000	20.00 185.59 INVOICE TOTAL: 205.59 *
					CHECK TOTAL:	205.59
10575	9FIRSTBA CDT05032012	FIRST BANKCARD 05/03/12	01 POSTAGE 02 BOOK CLUB SNACKS	05/25/12	80-60-001-43300 80-60-001-43700	21.14 9.00 INVOICE TOTAL: 30.14 *
					CHECK TOTAL:	30.14

Lake Bluff Public Library

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM # DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10576	9FIRSTBA DON05032012	FIRST BANKCARD 05/03/12		05/25/12		
			01 JUVENILE AUDIO VISUAL MATERIAL		80-20-102-20000	275.85
			02 CHILDREN/TEEN PROGRAM SUPPLIES		80-20-102-20000	69.21
			03 PICTURE BKS, READERS		80-20-102-20000	16.63
			04 JUVENILE AUDIO VISUAL MATERIAL		80-20-102-20000	-3.00
			05 PROFESSIONAL DEVELOPMENT		80-20-102-20000	20.00
			06 CHILDREN/TEEN PROGRAM SUPPLIES		80-20-102-20000	369.44
					INVOICE TOTAL:	748.13 *
					CHECK TOTAL:	748.13
10577	9HOMEDP 210893	HOME DEPOT CREDIT SERVICES 04/17/12		05/25/12		
			01 BUILDING MAINT SUPPLIES		80-60-001-41000	47.82
					INVOICE TOTAL:	47.82 *
			01 CREDIT-RETURN		80-60-001-41000	-50.94
					INVOICE TOTAL:	-50.94 *
			01 BUILDING MAINT SUPPLIES		80-60-001-41000	83.63
					INVOICE TOTAL:	83.63 *
					CHECK TOTAL:	80.51
10578	9INGRAM 04655758	INGRAM LIBRARY SERVICES 05/02/12		05/25/12		
			01 ADULT FICTION		80-60-001-45100	445.63
					INVOICE TOTAL:	445.63 *
			01 ADULT FICTION		80-60-001-45100	14.13
					INVOICE TOTAL:	14.13 *
			01 ADULT FICTION		80-60-001-45100	22.52
					INVOICE TOTAL:	22.52 *
			01 ADULT FICTION		80-60-001-45100	73.21
					INVOICE TOTAL:	73.21 *
			01 ADULT FICTION		80-60-001-45100	14.12
					INVOICE TOTAL:	14.12 *
			01 ADULT FICTION		80-60-001-45100	28.71
					INVOICE TOTAL:	28.71 *
			01 ADULT FICTION		80-60-001-45100	38.36
					INVOICE TOTAL:	38.36 *

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM # DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10578	9INGRAM	INGRAM LIBRARY SERVICES		05/25/12		
	04827423	05/15/12	01 ADULT FICTION		80-60-001-45100	14.69
					INVOICE TOTAL:	14.69 *
					CHECK TOTAL:	651.37
10579	9INNOVTE	INNOVATIVE TECHNOLOGIES		05/25/12		
	2855	05/16/12	01 PROJECTOR SCREEN		80-60-001-49400	755.00
					INVOICE TOTAL:	755.00 *
					CHECK TOTAL:	755.00
10580	9NYTIMES	NEW YORK TIMES		05/25/12		
	NYT042912	04/29/12	01 NEW YORK TIMES:4/1-9/30/12		80-60-001-45500	200.20
					INVOICE TOTAL:	200.20 *
					CHECK TOTAL:	200.20
10581	9OSADACL	CLAIRE OSADA		05/25/12		
	OSA051612	05/16/12	01 MISC EXPENSES		80-60-001-46000	18.51
			02 MISC EXPENSES		80-60-001-46000	13.00
			03 MISC EXPENSES		80-60-001-46000	30.69
					INVOICE TOTAL:	62.20 *
					CHECK TOTAL:	62.20
10582	9ECOHAND	ECONOMY HANDICRAFTS		05/25/12		
	271209A	05/04/12	01 CHILDREN/TEEN PROGRAM SUPPLIES		80-60-001-43720	211.51
					INVOICE TOTAL:	211.51 *
					CHECK TOTAL:	211.51
10583	9VALUELI	VALUE LINE		05/25/12		
	VAL5512	05/05/12	01 ADULT E-REFERNCE		80-60-001-45220	269.00
					INVOICE TOTAL:	269.00 *
	VAL5612	05/05/12	01 ADULT E-REFERNCE		80-60-001-45220	898.00
					INVOICE TOTAL:	898.00 *
					CHECK TOTAL:	1,167.00
10584	9USPOSTA	UNITED STATES POSTAL SERVICE		05/25/12		

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM # DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10584	9USPOSTA	UNITED STATES POSTAL SERVICE		05/25/12		
	USP050912	05/09/12	01 POSTAGE STAMPS		80-60-001-43300	90.00
					INVOICE TOTAL:	90.00 *
					CHECK TOTAL:	90.00
10585	9VANTAGE	VANTAGEPOINT TRANSFER AGENTS		05/25/12		
	101456414	05/18/12	01 'EE ICMA CONTRIBUTION: 5/31/12		80-20-102-45000	1,000.00
					INVOICE TOTAL:	1,000.00 *
					CHECK TOTAL:	1,000.00
10586	9WENDTM	WENDT MAINTENANCE INC.		05/25/12		
	WEN05012012	05/01/12	01 MATERIALS FOR TURF REPAIR		80-20-102-20000	105.96
			02 MONTHLY LANDSCAPE MAINT-MAY 12		80-60-001-41050	480.00
					INVOICE TOTAL:	585.96 *
					CHECK TOTAL:	585.96
					TOTAL AMOUNT PAID:	7,554.73

June Director's Report

I am happy to report that breaking records continues to be the routine. The numbers this month were particularly impressive, however. We had 900 more checkouts and 1,700 more visits this May than we had in our previous best. I think the most telling number as to how far the library has come is that total circulation for May of 2005 was only 4,244; less than half of the 8,781 checkouts that we logged this year.

The raffle for the \$50 gift certificate to Activator Cycles of Lake Bluff was a huge success, with over 120 entrants. Lake Forest Bank and Trust, who sponsored the Kid's Race, arranged for us to draw the winner on stage while the children were getting ready to race. Big thanks to Judy, who joined me on stage to draw and announce the winner, and to John, who took some fabulous pictures of the event. Danette Soukup, a community member and regular library user was the winner. She picked the gift card up Monday morning, and was absolutely thrilled. The village's plan seems to be to continue this event in future years, and I look forward to finding more ways to participate next year.

One of our new staff members, Valerie Cepa, assembled a display for the children's department for the week leading up to the race. It provided a hands on opportunity for children to learn about the mechanics of how a bicycle works.

All three of our Summer Reading Clubs (for Children, Teens, and Adults) kicked off on Saturday, June 9th. The Children's Department looks impressive, and I recommend taking a walkthrough if you have the chance.

Technology

We have contracted with Today's Business Solutions (TBS) for PC Reservation software. The integration process should begin over the next month.

We replaced the receipt printers at the circulation desk, as they had become more duct tape and angry warning lights than functional printers. Carlen has done a fine job overseeing the integration of the new printers.

Building and Landscape

The exterior light has been installed over the old entrance, in accordance with village ordinance. It should help with the lighting situation on that corner of the building, as well.

Lyndy, Kathy, and I met with Jerry from Breezy Hill Nursery. Jerry sent us an estimate that included a CAD drawing. His plans don't exactly match what we had discussed, but contain some interesting elements that Lyndy and I think are worth considering. We hope to set up another meeting with him to discuss his proposal and suggestions. Mariani provided some additional information on their proposal but no further drawings. Other landscape groups that have not provided drawings are officially out of the running. Lyndy has contacted Greg from Kinnucan Landscaping regarding our goals, and he has promised to provide plans and an estimate. I did not include the plans we presently have as part of the board packet for this meeting, as I do not feel that the information gathered so far is sufficient to be voted on or easily compared. I will have copies of all information received from vendors available at the board meeting in case the board disagrees with my assessment, or in case anyone wants to take a look.

One request that we often receive is for an increase in the number of comfortable armchairs. Carol has obtained a quote from Library Furniture International (LFI) for two more of the same armchairs that occupy the old entrance to the library. The chairs would replace the old wooden table next to the window on the second floor, and would provide a comfortable seating area in a beautifully lit corner of the library with tall windows overlooking a portion of downtown Lake Bluff. I plan to approach the Friends of the Library at their June 9th meeting to see if

they have any interest in assisting with all or a portion of this project. I will let you know what they thought of the idea at the meeting.

We installed an extension to our New DVD and Blu-ray shelving unit this past month. It has provided us with much more space and looks much sharper than the temporary fixtures we had been using to provide the needed extra space.

As I mentioned last month, the quote for the wall mounted projector screen for the Spruth Room came in much lower than expected. Given the large number of programs this summer that involve audio visual in some way, I opted to approve its purchase and get the screen installed quickly. It has been purchased and installed, and the effect (combined with the black out shades) is very impressive. I strongly encourage all members of the Board to stop by for one of the library's movie nights.

After comparing brands and prices, Lyndy purchased an air conditioning unit from Home Depot for the library's server room. It arrived this Thursday, June 7th, and by the time the Board meets on Tuesday there is a good chance it will be in operation.

Children's Department

Donna's book discussion group for 2nd to 4th graders continues to be a huge success, with 17 attendees at the last meeting.

The Phyllis Fox Writing Contest and Bookmark Contest Awards Ceremony went off without a hitch, and with much enthusiasm. The Board was well represented by Kathy, Julie, and Cal.

The first Storytime on the Green was a HUGE success! Eliza did a great job and we had 24 attendees! We learned a lot from our first effort, and hope to add, improve, and continue to entertain at the Farmer's Market throughout the summer.

Financial

Marlene Scheibl, the Village employee who met with the Financial Committee in April, notified me in May that she has begun the process of switching the library's payroll from Northern Trust to Lake Forest Bank and Trust.

Assuming this transition is completed, this opens the way for the Board's 2009 decision to switch accounts to Lake Forest Bank and Trust (LFBT) to be completed. The changeover is supposed to take 6-8 weeks, which would be mid-to-late July. Besides a checking account, the library still possesses a Money Market account with Northern Trust containing approximately \$85,000. I have included information from LFBT on their Savings and Money Market plans.

UP IN LAKE FOREST AND LAKE BLUFF

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**Elvis is not working at the 7eleven.
He's reading books at the Lake Bluff Library!**

**Reading Rocks at the Lake Bluff Library for children and teens
this summer from June 9-July 30 with prizes, performers,
crafts and mysteries to solve.**

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Day, 4th of July and Veterans
Day in Lake Bluff, Legion
Boy's State and Girl's State,
Americanism Contest, Voca-
tional Awards and support
for the Veteran's Assistance
Program and VA Hospital.
Contact Commander David
Cimarrusti at (847) 234-5261.

Lake Bluff Garden Club
members meet at 11:45 a.m.
on the fourth Wednesday
of each month either in a
member's home or a nearby
public facility. Call Member-
ship Chairman Nan Patterson
at (847) 295-5058.

Lake Bluff Women's Club
is a philanthropic organiza-
tion: Meetings are held the
second Tuesday of each month
at Grace United Method-
ist Church, 244 East Center
Ave., Lake Bluff, from October
through May. For membership,
call Mary Gustafson at (847)
731-3585.

**Lake Forest American
Legion** welcomes all veter-
ans. Dinner/social meeting
is 6:30 p.m. on the second
Monday each month. Business
meetings are 7:30 p.m. on the
fourth Monday each month.
Call (847) 234-9870.

**Lake Forest International
Club** is a non-profit, non-
political organization whose
purpose through its monthly
events is to foster the social,
cultural, educational and
philanthropic enjoyment of its
members and the community.
It is open to residents who
were either born in another
country or have lived abroad

organization that promotes
appreciation of art for its
members. The Art Associates
provides art tours, day trips
and lectures throughout the
year. Call membership chair
Grace Roebel at (847) 735-
9932.

**Lake Forest-Lake Bluff
Junior Women's Club** invite
all local women to join the
Lake Forest-Lake Bluff Junior
Women's Club. We're an open
social and philanthropic
organization which promotes
friendship and community
support through meetings and
events.

**Lake Forest/Lake Bluff Lions
Club** meets at 6:30 p.m. on
the second Wednesday of the
month at the Lake Bluff Golf
Course Clubhouse. Contact
Membership Chairman Jim
Gregory at (847) 234-0216
or Mike Hazen at (847) 223-
7500.

**Lake Forest-Lake Bluff
Running Club** meets at 8 a.m.
on Saturdays at the Lake
Forest East Train Station, rain
or shine. Various distances.
Call Jenny Spangler, (847)
249-1725, or e-mail: jandMFit-
ness@aol.com.

Lake Forest Symphony Guild
is a social and fund-raising
organization of the Lake Forest
Symphony. New members are
always welcome. Call Betty
Benton at (847) 234-5279.

Lake Forest Woman's Club
is a social and philanthropic
organization dedicated to rais-
ing funds for scholarships and
"Educating Tomorrow's Lead-
ers Today." Club meetings are

Father's Day Gift Ideas Fine Timepieces, Sunglasses & Accessories



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When fighting cancer, every minute counts.
That's why we offer the Novac™7 Intraoperative Radia-
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One procedure. One time. And you'll only find it at one
Cancer Treatment Centers of America.
If you or a loved one is fighting breast cancer, you owe
yourself to find out more.



Contact Us Today

Monthly Statistics Summary

May, 2012

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Circulation

May

Year	Circulations per Hour	Total
2012-13	35.7	8,781
2011-12	30.2	6,995
2010-11	21.8	7,810

Fiscal Year to Date

Total	Percent Change	Adult	Juvenile	Adult Fiction	Adult Non-Fiction	Audio Visual	ILL	
8,781	25.53%	5,317	2,946	1,448	796	3,250	Borrowed	Lent
6,995	-10.44%	4,036	2,476	1,409	555	2,444	155	29
7,810	N/A	4,785	2,767	1,612	881	2,928	125	21
							153	99

User Visits

May

Year	Per Hour	Total
2012-13	27.4	6,736
2011-12	19.4	4,511
2010-11	21.8	5,023

Fiscal Year to Date

Avg. Per Hour	Total Visits
27.4	6,736
19.4	4,511
21.8	5,023

Materials Aquired and Withdrawn

May

Year	Total	
	Aquired	Withdrawn
2012-13	1,346	1,260
2011-12	648	462
2010-11	738	242

Fiscal Year to Date

Total		Adult		Juvenile		Audio Visual	
Aquired	Withdrawn	Aquired	Withdrawn	Aquired	Withdrawn	Aquired	Withdrawn
1,346	1,260	296	1,260	1,050	38	146	127
647	462	457	411	191	191	79	41
738	242	338	131	400	111	87	31

Online Access

Downloaded Materials

May

Year	Downloads	
	Books	Music
2012-13	265	241
2011-12	193	258
2010-11	43	NA.

Fiscal Year to Date

Downloads	
Books	Music
265	241
193	258
43	NA.

Website Usage

Fiscal Year to Date

Site Visits	
Unique Visitors	Page Loads
6,100	9,104
5,103	7,766
5,242	8,242

Proposed Amendment to CIR-10.4: Specific Fines and Fees

Section:

Fees:

Copies: \$.10 per black and white copy made, and \$1.00 per color copy made. If enlargement or reduction is required by the patron, the per page fee applies to each step in that process. Enlargement and reduction may take several pages.

Computer printouts: \$.10 per black and white page printed, and \$1.00 per color page printed.

Excerpt, August 11, 2009 Library Board of Trustees Meeting

7) Old Business

a. Bank situation: Presentation by Judy Maloney of Lake Forest Bank & Trust and letter from David Lee of Northern Trust. Karen moved and John seconded a motion to switch all of the library's banking business to Lake Forest Bank and Trust. The safe deposit box and the pending CD will be dealt with by the by the new director. Voting aye: Judy, Bill, Julie, Stan, Karen, and John; voting no: none.

MNG-4-4: Investment of Public Funds

PURPOSE. The purpose of this policy statement is to outline the responsibilities, general objectives, and specific guidelines for management of public funds by the Library.

RESPONSIBILITIES. All investment policies and procedures of the Library will be in accordance with Illinois law. The authority of the Board to control and invest public funds is defined in the Illinois Public Funds Investment Act, and the investments permitted are described therein. Administration and execution of these policies are the responsibility of the Treasurer, and, by designation, the Library Director acting under the authority of the Board. Investments, fund balances, and the status of such accounts will be reported at each regularly scheduled meeting of the Board.

OBJECTIVES. In selecting financial institutions and investment instruments to be used, the following general objectives should be considered:

- A. Safety
- B. Maintenance of sufficient liquidity to meet current obligations
- C. Return on investment
- D. Simplicity of management
- E. Strive for an annual target of 10% or a minimum of \$20,000 to a Capital Reserve Fund

GUIDELINES. The following guidelines should be used to meet the general investment objectives:

- A. Safety
 1. Investments will be made only in securities guaranteed by the U.S. government, or in FDIC or FSLIC insured institutions. Deposit accounts in banks or savings and loan institutions will not exceed the amount insured by FDIC or FSLIC coverage.
 2. Authorized investments include and will primarily consist of: Certificates of Deposit, Treasury Bills and other securities guaranteed by the U.S. Government, participation in the State of Illinois Public Treasurer's Investment Pool, and any other investments allowed under State law that satisfy the investment objectives of the Library.
- B. Maintenance of sufficient liquidity to meet current obligations
In general, investments should be managed to meet liquidity needs for the current month plus one month (based on forecasted needs).
- C. Return on investment
Within the constraints on Illinois law and this investment policy, every effort should be made to maximize return on investments made. All available funds will be placed in investments or kept in interest bearing deposit accounts at all times.
- D. Simplicity of management
The time required by the Treasurer and Library Director to manage investments shall be kept to minimum.

Lake Forest Bank & Trust Company

Deposit Rates

May 30, 2012

	Balance	Interest Rate	A.P.Y.
N.O.W. Account	\$0.00 - \$24,999.99	0.05%	0.05%
	\$25,000.00 - \$9,999,999.99	0.07%	0.07%
Single Solution Checking Account	\$0.00 - \$799.99	0.00%	0.00%
	\$800.00 - \$1,999.99	0.05%	0.05%
	\$2,000.00 - \$9,999.99	0.05%	0.05%
	\$10,000.00 - \$49,999.99	0.07%	0.07%
	\$50,000.00 - \$99,999.99	0.10%	0.10%
	\$100,000.00 +	0.13%	0.13%
Supreme Money Market Account	\$0.00 - \$1,999.99	0.05%	0.05%
	\$2,000.00 - \$24,999.99	0.05%	0.05%
	\$25,000.00 - \$49,999.99	0.07%	0.07%
	\$50,000.00 +	0.13%	0.13%
Premier Savings	\$5,000.00 - \$9,999.99	0.05%	0.05%
	\$10,000.00 - \$49,999.99	0.07%	0.07%
	\$50,000.00 - \$99,999.99	0.12%	0.12%
	\$100,000.00 - 499,999.99	0.17%	0.17%
	\$500,000 +	0.25%	0.25%
Junior Savers Club	All balances	0.15%	0.15%
Savings Account	All balances	0.10%	0.10%
Treasury Market Index	\$5,000.00 +	0.09%	0.09%

Interest Rate and Annual Percentage Yield (A.P.Y.) on a variable rate deposit account may change after the account is open.

Premier Savings Account requires a minimum balance of \$5,000.00

Regular Savings Account requires a minimum balance of \$200.00.

Money Market Accounts requires a minimum balance of \$2,000.00

Single Solution Checking Account requires a minimum balance of \$400.00

N.O.W. Account requires a minimum balance of \$800.00

Interest Rate and Annual Percentage Yields (A.P.Y.) on all products are subject to change at our discretion. Fees may reduce earning. Please direct any questions to (847) 234-2882

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SOLUTIONS:

Business Accounts

Checking, Lending, Money Market and Savings

LAKE FOREST BANK & TRUST COMPANY® A WINTRUST COMMUNITY BANK

At Lake Forest Bank & Trust, we offer the products and technology of the big banks but pair it with exceptional service, understanding and the proper focus. It means you can **Have It All** – a full slate of powerful and sophisticated treasury management products **and** the local decision making and personal service that only a true community bank can offer.



HAVE IT ALL

HAVE IT ALL

HAVE IT ALL

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Like you, we are a locally run business, so we understand your business needs from the same perspective. With the sophisticated technology you need and personalized service you deserve, our staff works as a team. Our employees have years of experience to provide you with solutions without the hassle found in bigger banks. Our seasoned commercial lending staff is well versed in all aspects of corporate finance.

We are about innovative ideas that truly benefit our customers, offering products that are every bit as sophisticated as our big bank competitors while providing the friendliest, most attentive customer service you'd ever hope to find.

Business Checking

Small Business Checking Account

- First 250 transactions FREE, .25¢ per item thereafter
- No minimum balance requirement
- I-Business Banking: (single-user) \$5.00
- Statements on CD Rom - available
- FREE Debit Card

Advantage Business Checking

- First 300 transactions FREE, .25¢ per item thereafter
- \$10,000 minimum available balance required
- I-Business Banking: Profile: 1 (multi-user) no charge
- Statements on CD Rom - available
- FREE On-line Banking, Bill Pay, and TeleBank
- \$10 monthly charge if balance is below \$10,000
- FREE Debit Card

Premier Business Checking

- First 500 transactions FREE, .25¢ per item thereafter
- \$25,000 minimum available balance required
- Remote Deposit Capture - available \$50 monthly fee
- I-Business Banking: Profile 1 (multi-user) no charge
- Statements on CD Rom - available
- FREE On-line Banking, Bill Pay, and TeleBank
- \$25.00 fee if balance is below \$25,000
- FREE Debit Card

Commercial Checking

- Earnings Credit Average collected balance
- I-Business Banking - available
- Bill Pay, and TeleBank are available
- This account offers the full range of Treasury Management Services
- FREE Debit Card
- Statements on CD Rom - available

Not-For-Profit Checking

- No minimum balance requirement
- I-Business Banking - available
- Statements on CD Rom - available
- FREE On-line Banking, Bill Pay, and TeleBank

Municipal NOW

- Earn interest in checking
- \$800 minimum balance required
- I-Business Banking - available
- Statement on CD Rom - available

ALL HAVE IT ALL
HAVE IT ALL

Business Savings and Money Market

Business Savings Account

A Business Savings Account allows you to move funds between your checking account and an interest-bearing account throughout the month to maximize balances accruing interest. Business Savings Account also includes:

- Interest for small businesses
- Low minimum balance of only \$200
- FREE 24 hour Telephone Banking Service
i-Business Banking - available
- ATM access to any NYCE, MoneyPass or SUM ATM nationwide
- Unlimited in-person withdrawals and up to six pre-authorized withdrawals each month.

Business Money Market Accounts

A Business Money Market Account allows you to move your cash flow by moving your funds between your checking and an interest-bearing account. This account also allows:

- Unlimited in-person withdrawals and up to six pre-authorized withdrawals each month.
- Interest rates are tiered, which provides a higher yield for higher balances. Current rates available upon request.
- A \$2,000 daily minimum balance is required
- ATM access to any MoneyPass or SUM ATM nationwide
- FREE 24 hour Telephone Banking Service
- FREE ATM/Debit Card with companion checking account
- FREE On-line Banking

Business Lending

As a business owner, you have a vision of how to best provide your customers with the value they are seeking.

We are a community bank that knows you and the local market. Our commitment to this market makes your needs our needs. So if you're tired of the "one-size-fits-all" approach of your current bank, find out for yourself what local banking can do for you. We can help your business grow and offer a full line of credit products and services including:

- Lines of Credit
- Term Loans
- Vehicle Loans
- Equipment Loans
- Savings and Certificate Loans
- Overdraft Protection

ALL HAVE IT ALL

HAVE IT ALL

*What Can Lake Forest Bank
& Trust Do for You?*

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