

## September 11th, 2012

### agenda

<u>item</u>	<u>DOCUMENT</u>	<u>Section</u>
<b>1,2 CTO, Additions</b>		
	Document Summary	1A-1B
	Agenda	2A-2C
<b>3 Oath of Office for New Board Member (action)</b>		
<b>4 Quotes to Upgrade to Windows 7 (possible action)</b>		3A-3G
<b>5 Consent Agenda</b>		
	Minutes of July 10, 2012 Regular Meeting (action)	4A-4E
	Minutes of July 10, 2012 Building and Grounds Meeting (action)	5A
	Minutes of July 24, 2012 Building and Grounds Meeting (action)	6A
	Minutes of August 28, 2012 Special Meeting (action)	7A
	Minutes of August 28, 2012 Human Resources Meeting (action)	8A
	Minutes of August 28, 2012 Building and Grounds Meeting (action)	9A
<b>6 Financial Reports (Yellow)</b>		
	Detailed Balance Sheet July	10A-10F
	Detailed Revenue & Expense Report July	11A-11F
	Revenue & Expense Report with Percentages July	12A-12E
	Detailed Balance Sheet August	13A-13F
	Detailed Revenue & Expense Report August	14A-14F
	Revenue & Expense Report with Percentages August	15A-15E
<b>7 Approval of Checks (Green)</b>		
	Manual Check Report July	16A-16D
	Check Register July	17A-17N
	Manual Check Report August	18A-18B
	Check Register August	19A-19L
<b>8 Opportunity to Address Board</b>		
	(No documents)	
<b>9 Old Business</b>		
	Landscape Project (available at meeting) (action)	20
	Discussion of creating a new Long Range Plan	21A-21H
	Committee Appointments (action)	
<b>10 Director's Report</b>		
	Librarian's Narrative Report	22A-22F
	Statistical Reports	23A-23B
<b>11 New Business</b>		
	Review of State Grants and Taxes for Per Capita Grant Requirements	30A-30J
	Discussion of Library Programming and Outreach for Per Capita Grant Requirements	
	GASB Assignment (action)	24A-24B
	Photo Policy (action)	25A

Holiday Dates **(action)**  
Meeting Dates for 2013 **(action)**  
Trinkets and Treasures Sale **(action)**  
Nonresident Program **(action)**  
Vote of Thanks **(action)**

26A  
27A  
28A-28B  
29A-29G

**12 Executive Session**

**13 Committee Reports**

(No Documents)

**14 Any and All Other Business ...**

**15 Adjournment**

**Attachments**

**Lake Bluff Public Library**  
**Board of Library Trustees Meeting**  
**Tuesday, September 11, 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**
- 3. Oath of Office for New Board Member (action)**
- 4. Quotes to Upgrade Library Computers to Windows 7 (possible action)**
- 5. Approval of Minutes**
  - a. Approval of Minutes of 7/10/2012 Regular Board Meeting **(action)**
  - b. Approval of Minutes of 7/10/2012 Building and Grounds Committee Meeting **(action)**
  - c. Approval of Minutes of 7/24/2012 Building and Grounds Committee Meeting **(action)**
  - d. Approval of Minutes of 8/28/2012 Special Board Meeting **(action)**
  - e. Approval of Minutes of 8/28/2012 Human Resources Committee Meeting **(action)**
  - f. Approval of Minutes of 8/28/2012 Building and Grounds Committee Meeting **(action)**
- 6. July and August 2012 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages)**
  - a. July Detailed Balance Sheet **(action)**
  - b. July Detailed Revenue & Expense Report **(action)**
  - c. July Detailed Revenue & Expense Report **(action)**
  - d. August Detailed Balance Sheet **(action)**
  - e. August Detailed Revenue & Expense Report **(action)**
  - f. August Detailed Revenue & Expense Report **(action)**
- 7. Approval of checks (Green Pages)**
  - a. July Manual Checks (10672-10693) **(action)**
  - b. July Monthly Checks (10711-10747) **(action)**
  - c. August Manual Checks (10748-10757) **(action)**
  - d. August Monthly Checks (10758-10784) **(action)**
- 8. Opportunity for Public to Address the Board (limit 5 minutes per person per meeting)**
- 9. Old Business**
  - a. Discussion of landscape project **(action)**

- b. Discussion of Creating a New Long Range Plan
- c. Committee Appointments **(action)**

#### **10. Director's Report**

- a. Director's Narrative Report
- b. Statistical Report
- c. Announcements and Correspondence
- d. Friends Meeting Attendee for October
- e. Programs of Interest to Library Trustees

#### **11. New Business**

- a. Review of State Grants and Taxes for Per Capita Requirements
- b. Discussion of Library Programming and Outreach for Per Capita Grant Requirements
- c. GASB Assignment **(action)**
- d. Photo Policy **(action)**
- e. Holiday Dates **(action)**
- f. Meeting Dates **(action)**
- g. Trinkets and Treasures Sale **(action)**
- h. Non-resident Program **(action)**
- i. Vote of Thanks **(action)**

#### **12. 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)

#### **13. Committee Reports**

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

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

#### **15. Adjournment**

**Attachments:**

**Windows 7 Quote from Impact Networking**  
**Windows 7 Quote from Computer View Incorporated**  
**Community Trend Data for Long Range Plan**  
**Progress Report on Meeting Current Long Range Goals**  
**Summary of Supplementary Taxes Available to the Library**  
**GASB 54**  
**Proposed Photo Policy**  
**List of Proposed 2013 Holiday Closings**  
**List of Proposed 2013 Board of Library Trustees Meetings**  
**Letter and Postcard from Lake Bluff History Museum**  
**Non-resident Program Information**

**Upcoming Board Meetings: October 9, November 13, and December 11, 2012**

# Computer View Incorporated



**COMPUTER VIEW INC.**

**Computer View, Inc.**  
 2035 S Arlington Heights Rd  
 Suite 121  
 Arlington Heights, Illinois 60005  
 United States  
<http://www.cview.net>

**Quotation**

**Date**  
 Aug 21, 2012 3:44 PM CDT

**Doc #**  
 200155 - rev 1 of 1

**Description**  
 Windows 7 Upgrade

**SalesRep**  
 Poluchowicz, Roxy  
 (P) 847-290-9286 ext. 114  
 (F) 847-290-9602

**Customer Contact**  
 Jensen, Lyndy  
 (P) 847-234-2540  
 (F) 847-234-2649  
 ljensen@lakeblufflibrary.org

**Customer**  
 Lake Bluff Public Library (LBL0001)  
 123 E. Scranton Ave.  
 Lake Bluff, Illinois 60044  
 (P) 847-234-2540

**Bill To**  
 Lake Bluff Public Library  
 Jensen, Lyndy  
 123 E. Scranton Ave.  
 Lake Bluff, Illinois 60044  
 (P) 847-234-2540

**Ship To**  
 Lake Bluff Public Library  
 Jensen, Lyndy  
 123 E. Scranton Ave.  
 Lake Bluff, Illinois 60044  
 (P) 847-234-2540

<b>Customer PO:</b> None	<b>Terms:</b> Undefined	<b>Ship Via:</b> UPS Ground
<b>Special Instructions:</b> None		<b>Carrier Account #:</b> None

Item	Description	Part #	Qty	Tax	Unit Price	Total
<b>Windows 7 Upgrade</b>						
1	4 GB (2x2GB) Memory Upgrade for dc5750	CT1937848	9	No	\$58.00	\$522.00
2	Installation/configuration 6 unique images / 21 computers	INST	1	No	\$6,720.00	\$6,720.00

Subtotal: \$7,24  
 Tax (0.000%): \$0.00  
 Shipping: \$0.00  
**Total: \$7,242.00**

Thank you for choosing Computer View Inc. Please sign, date and FAX or email this form to order. The quote is good for 20 days.  
 These prices DO NOT include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. All prices are subject to change without notice. Supply subject to availability.

Planning / Preparation

1. Conduct detailed inventory of existing computers.
2. Inventory software applications by department.
3. Identify pre-requisite hardware upgrades needed by specific computer.
4. Identify pre-requisite operating system software upgrades.
5. Identify pre-requisite applications software upgrades / new purchases.
6. Identify applications software installation requirements for Windows 7, contacting software vendors as needed for this information.
7. Identify Windows 7 hardware drivers for all peripheral equipment (printers, scanners, etc.)
8. Identify peripheral equipment to be eliminated due to driver unavailability.
9. Develop deployment and project plan.
10. Procure necessary hardware and software upgrades / other resources<sup>1</sup>.
11. Reset optimal Windows 7 settings on each computer.
12. Run test Windows 7 installations on each hardware platform.
13. Update operating system with latest service packs and hotfixes.
14. Install 3<sup>rd</sup> party support software such as plug-ins.
15. Fully update each 3<sup>rd</sup> party support software product.
16. Apply CVI operating system customizations designed for library environments.
17. Create new Office 2010 installation templates.
18. Create / test / apply Windows 7 Office 2010 Group Policies.
19. Develop group policy settings for each unique computer hardware chipset – user group combination (6).
20. Create baseline image and scripts to deploy applications for each unique computer hardware chipset – user group combination (6).
21. Coordinate implementation schedule with staff to minimize disruption / computer unavailability to patrons and staff, providing temporary workstations where needed to minimize disruption.

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<sup>1</sup> A Windows Server 2008 Domain Controller is required for optimal application of Windows 7 group policies.



Implementation / deployment

1. Provide project manager.
2. Upgrade hardware as identified in deployment plan.
3. Provision a Windows 7 licensing server.
4. Update hardware firmware on each computer.
5. Backup critical user data such as bookmarks, email, address books on each desktop.
6. Inspect current desktops for non-inventoried applications using local data.
7. Create new Windows 7 staff profile.
8. Create new Windows 7 patron profile.
9. Deploy unique image to 1 computer.
10. Process scripts to deploy applications.
11. Build new Windows 7 profile for each user.
12. Work with target user group to test all applications.
13. Once testing is successful, deploy by user group/department.
14. Repeat steps 9-12 until all systems are deployed.
15. Configure 2 Games Machines in Children's Department in the Windows XP environment, utilizing newer computers made available through the overall Windows 7 Upgrade.
16. Provide post-implementation support.

.B.: Because Lake Bluff Public Library does not have a Windows Server 2008 Domain Controller, Computer View has provided a loaner server so that the Windows 7 Upgrade Project can move forward. There is no rental/lease fee for this server – it is provided as a special benefit of Lake Bluff's Comprehensive Support Agreement.

Computer View, Inc. (CVI) supports your library via a Managed Services support methodology. This allows us to offer unlimited technical support for any technical issues you may have for a single yearly fee. Cost management of technical sources is critical in order for us to provide this unlimited service. For many years now the IT support industry has recognized that the best way to contain spiraling support costs is through technology standardization. This is achieved not just via standard hardware, but just as importantly with configuration standards and change control management. CVI follows these industry-standard best practices. Our ability to provide unlimited service is dependent on our service technicians knowing how the client environment is configured from top to bottom. If this were not the case, many support issues would require a comprehensive audit of the environment in order to determine how it was previously configured.

Support of an unknown environment significantly increases the time to resolution for each issue, keeping staff from resources they need to get their job done. When an environment is standardized, our technicians do not have to spend precious resources auditing a configuration. Instead, they are able to immediately concentrate on and resolve the issues at hand, getting library staff back to work much faster.

This standardization process starts with the initial deployment of a desktop operating system (OS) refresh and continues throughout the entire support lifecycle of a desktop. It may at first thought appear that installing the OS is not a major undertaking, and it actually is not. In fact, as you can see from our project scope, installing Windows 7 is only a single line item. The OS installation is possibly one of the easiest performed functions of the entire project plan, important because it is the future foundation of the entire client environment. We are aware that some companies can "specialize" in this single function at what seems like an attractive price point, but performing imaging and deployment assumes the customer has provided a complete, tested image to the vendor. This would put the responsibility on LBPL staff to develop the baseline image to be deployed. In actuality, the cost we build into the entire project reserved for installing the OS is minimal, compared to the overall project requirements.

Due to our strong familiarity with public libraries, we have developed a customized set of configuration standards that fits well with the needs of those library environments. Our methodology ensures an environment with optimal system availability by restricting or granting the ability of the end user to change specific system settings that might affect the way applications behave. The most restrictive settings are employed on the patron computers, to ensure that every patron can run applications without delay when they gain access. Staff computers allow more personal customization options, while still protecting the desktop. Our experience has been that without these customized configurations, in order to maintain performance, the average staff desktop will need to be re-built about once a year, and the average patron desktop every several months.

One of the tools we use to manage these configurations is called Group Policies. Windows XP has several hundred group policies, each of which had to be examined and tested within the library environment by CVI staff. Windows 7 has added several hundred more group policies, for which CVI staff have developed and tested settings. Additionally, there are frequently additional group policy settings specific to a particular vendor's Integrated Library Catalog software, which CVI has incorporated into its procedures. Since it has taken considerable time to test and document these settings for each broad category of CVI customer types, we consider this information to be our intellectual capital, which we would not share with a competitor. I expect that another firm doing the installation would protect its design as well, making future troubleshooting without documentation a difficult task.

Thus, if another third party were to configure and implement the Windows 7 desktop operating system for Lake Bluff Public Library (LBPL), it would compromise our ability to guarantee unlimited quick resolution of library issues. I think that your Board can appreciate that it is more difficult to have multiple vendors involved with the same project, rather than a seamless implementation with a single point of contact responsible for all aspects of the project.

We are happy to expand further on this explanation at the Board meeting on Tuesday, and answer any questions they may have.

# Impact Networking



Digital imaging products, sales and service



Impact Networking, LLC  
 953 Northpoint Boulevard  
 Waukegan, Illinois 60088  
 www.impactnetworking.com  
 phone 848.752.0052  
 fax 847.755.2251

### Network Block of Time

Invoice to:  
 Lake Bluff Public Library  
 COMPANY NAME  
 Eric Bailey  
 CONTACT  
 123 E. Scranton Ave  
 ADDRESS  
 Lake Bluff, IL 60044  
 CITY/STATE/ZIP  
 PHONE NUMBER FAX NUMBER  
 E-MAIL

AUTHORIZED PERSONEL FOR PHONE SUPPORT:  
 PRIMARY CONTACT  
 SECONDARY CONTACT  
 I AUTHORIZE IMPACTNETWORKING TO HAVE REMOTE ACCESS  
 X CUSTOMER AUTHORIZED SIGNATURE  
 9/7/2012  
 TITLE DATE

PHYSICAL  LEASE

QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT COST	AMOUNT
10	4BLOCK -1	10 Hours of BOT Rate	\$140.00	1,400.00

No terms or conditions, express or implied, are authorized unless they appear on the "original" of this order.

This order includes the terms and conditions appearing hereon and on the reverse side hereof, and the buyer or client agrees to be bound thereby. No modifications or additions thereto shall be binding upon Impact unless expressly consented to in writing by the president of Impact Networking L.L.C.

Subtotal	\$1,400.00
Tax	NA
Freight	
<b>Total</b>	<b>\$1,400.00</b>

Notes

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9/7/2012 X  
 IMPACT AUTHORIZED SIGNATURE DATE CUSTOMER AUTHORIZED SIGNATURE DATE  
 PRINT NAME PRINT NAME

**For Office Use Only**

CUSTOMER NUMBER    CREDIT CARD NUMBER    FAX NUMBER    DATE RECEIVED    INVO USE    ISS. BY

The Service Agreement is between Impact Networking L.L.C. and the Client

1. Impact Networking L.L.C. will perform services requested by Client for the following services:

- Network Systems Support
- Avaya Phone System Support

2. In the event of a non-mission critical problem and with the permission of Client, four (4) hours response time may be waived and engineering will be scheduled (with approval of Client) during normal work hours.

Procedures

1. All requests for service will be made by authorized personnel of Client.
2. During business hours (8:00-5:30), all requests for service by Client should be made by calling Impact's Help Desk at 866-864-8080
3. Any request for work that is considered an emergency during non-office hours should be made by calling (847) 718-2363 and following the directions for emergency service.

Services Provided

This Agreement is designed to provide services based on a fixed cost for blocks of time purchased.

Coverage Under this Agreement

Telephone or Facsimile Support

The hours of operation for Impact Networking, L.L.C. are 8:00 AM to 5:00 PM, Central Standard Time, (Monday through Friday), excluding holidays. The Client shall appoint two (2) individuals within its organization to serve as the primary contacts between Impact Networking, L.L.C., and Client to receive support through the telephone support center. Phone support responses are guaranteed within 2 hours from the time the Client makes the initial call.

ON-SITE RESPONSE:

If an Impact Networking, LLC engineer is unable to resolve issues via telephone support, an on-site visit to the Client location may be required. In the event that an on-site visit is required, Client agrees to provide Impact Networking personnel with any resources necessary to resolve any open issue in a timely manner.

REMOTE DIAGNOSTICS:

Prior to an on-site response, personnel from Impact Networking will attempt to resolve any issue via a remote-access, web-based software. In the event that this is necessary, Client agrees to provide any assistance necessary in diagnosing and resolving any issues. Impact Networking shall not be held liable for any software or network failures during these remote sessions.

Equipment Purchases:

If equipment is to be purchased by Client from Impact Networking, L.L.C. payment terms shall be 50% down and the balance on delivery.

Maintenance Agreement Pricing:

Client will utilize time as needed. As time is utilized by Client, Impact Networking, L.L.C. will submit updated report that will document time used and how much of the time block remains. When the block of time is 90% utilized Client will be notified to purchase an additional block of support time.

Contracted Block of Time Service Fees:

Business Hours (8:00am-5:00pm):

Non-Business Hours (5:01pm-10:00pm) billed at 1.5 x the normal rate.

Non-Business Hours (10:01pm - 7:59am) billed at 2 x the normal rate.

Travel time will be a flat 30 minute charge per visit.

Exclusions:

All efforts will be made to resolve any issues within a reasonable time. Because of the complexity of diagnosing resolving software solutions, trial and error elimination procedures may need to be made in order to pinpoint exact causes of potential issues. Third party vendors may need to be consulted during the process of diagnosing and resolving any solution issues. Due to these factors, no guarantee of repair time under this Agreement can be made. No representative is authorized to give a binding completion time for any service performed under this Agreement, and any such will be considered estimates.

Limited Warranty:

Impact Networking, L.L.C. warrants that all engineering work will be performed in a neat and professional - like manner. IMPACT NETWORKING, L.L.C. MAKES NO WARRANTY, EITHER EXPRESSED OR IMPLIED, FOR THE STABILITY OR LONGEVITY OF ANY SOFTWARE SOLUTION DUE TO FACTORS NOT WITHIN ITS CONTROL. IMPACT NETWORKING, L.L.C. MAKES NO ASSUMPTIONS OR GUARANTEES THAT ANY SOFTWARE UPGRADES OR ENHANCEMENTS WILL IMPROVE UPON ANY ORIGINAL SOFTWARE SOLUTION IMPLEMENTATIONS.

Limitation of Damages:

A. Impact Networking, L.L.C. shall not be liable to Client for any actual, consequential, resulting or incidental damages or loss of profits arising from a breach of this Agreement or arising out of any relationship established by the Agreement.

B. Impact Networking, L.L.C. shall not be liable for any damages caused by delay in furnishing any of the components or services set forth in quote. The sole and exclusive remedy of the Client for any breach of any covenant or representation or warranty of Impact Networking, L.L.C., express or implied, including any warranties of merchantability or fitness, and all other.

C. Performance under or pursuant to this Agreement shall be limited to the Impact Networking, L.L.C.'s obligation to provide a replacement component and/or for installation services for such components. In no event shall Impact Networking, L.L.C.'s liability exceed the accrued such consideration paid by Client for the Component or Service in question.

D. We will guarantee and fix, at no charge, anything that relates directly to the services we provide such as configuration of network.

E. We cannot guarantee the following:

(1) Problems with the software or hardware that was unknown to us prior to installation.

(2) A virus. No company providing virus protection guarantees 100% protection. If it is a new virus that has not been provided with a fix by the antivirus company, it could affect your software.

(3) Equipment failure, whether or not it was provided by Impact Networking, L.L.C.

(4) Problems that are caused by operator or company error such as over heated server room or improper care of equipment.

(5) Act of God such as flood, power surges or fire. Force Majeure-Neither party will be responsible for delays or failures of performance caused by an event beyond its control ("Force Majeure"), included but not limited to fire, flood, other disasters, war, strike or labor unrest.

Terms

Block of Time purchase is paid in advance. Block of Time hours expire (2) years from the date of signed agreement.

Cancellation

Either party may cancel this Agreement with 30 days written notice to the other party. No refunds for any unused portion of the Agreement will be made in the event the Client cancels the Agreement.

Governing Law

This Agreement will be governed by, construed and enforced in accordance with Illinois law.

Choice of Venue

If there is any lawsuit filed with respect to this Agreement, or any service or component provided under this Agreement, the parties agree that any such lawsuit must be filed and adjudicated in the Circuit Court of Cook County, Illinois.



Impact Networking, LLC

13860 West Boulton Blvd.  
Lake Forest, Illinois 60045

866.652.0082 / 847.785.2251  
www.ImpactNetworking.com

### Sales Order

#### Invoice To:

Lake Bluff Public Library  
 Company Name  
 Eric Bailey  
 Company Contact  
 123 E. Scranton Ave  
 Address  
 Lake Bluff  
 City  
 IL 60044  
 State ZIP  
 Phone Number Fax Number

#### Ship To:

Company Name  
 Company Contact  
 Address  
 City  
 State ZIP  
 Phone Number Fax Number

All Purchases are 50% down, 50% upon delivery.

Purchase  Lease

#### Equipment Information

Quantity	Product Number	Description	Unit Cost	Amount
26	KTH-XW4300/2G	2GB Memory Sticks for HP DC5750	\$42.01	\$1,092.21
6	CT2KIT12864Z40B	2GB Memory packs for HP D530	\$91.18	\$547.07

No terms or conditions, express or implied, are authorized unless they appear on "original" of this order. This order includes the terms and conditions appearing hereon and on the reverse side hereof, and buyer agrees to be bound thereby. No modifications or additions thereto shall be binding upon Impact unless expressly consented to in writing by the president of Impact Networking LLC. All prices in effect for 30 days from Impact authorized signature date.

Subtotal	\$1,639.29
Tax	\$131.14
Freight	
Total	\$1,770.43

Notes

#### Authorization

Impact Authorized Signature \_\_\_\_\_ Customer Authorized Signature \_\_\_\_\_  
 Name \_\_\_\_\_ Date \_\_\_\_\_ Name \_\_\_\_\_ Date \_\_\_\_\_

#### For Office Use Only

Customer Number \_\_\_\_\_ Customer Order Number \_\_\_\_\_ Date Ordered \_\_\_\_\_ Date Required \_\_\_\_\_ Ship Via \_\_\_\_\_ Rep Number \_\_\_\_\_



Impact Networking, LLC

13860 West Boulton Blvd.  
Lake Forest, Illinois 60045

866.652.0082 / 847.785.2251 fax  
www.ImpactNetworking.com

### Sales Order Terms and Conditions

1. This order shall not be binding on Impact until approved by a duly authorized representative of Impact, LLC.

2. Delivery to the place of shipment specified herein shall constitute delivery to Buyer. All risks of loss or damage in transit to the place of shipment specified herein shall be borne by Impact.

3. Impact reserves the right to make delivery in installments. All such installments shall be separately invoiced and paid for when due, without regard to subsequent deliveries. Delay in delivery of any installment shall not relieve Buyer of its obligation to accept remaining installments.

4. Terms of payment for each shipment are 50% with order 50% on delivery. Buyer agrees to pay Impact for all costs and expenses, including attorney fees, incurred by Impact in establishing or enforcing its rights hereunder.

5. Impact reserves the right at any time to revoke any credit extended to Buyer because of Buyer's failure to pay for any goods when due or for any other reason deemed good and sufficient by Impact.

6. Impact shall not be liable for failure to deliver or delays in delivery occasioned by causes beyond Impact's control including without limitation strikes, lockouts, other labor difficulties, fires, embargoes, war or other outbreak of hostilities, inability to obtain equipment, supplies or shipping space, machinery breakdowns, delays of carriers or suppliers, governmental acts and regulations, and other causes beyond Impact's control.

7. Impact warrants that all goods covered by this order when delivered to Buyer will be of merchantable quality and free from defects in workmanship and material for a period of 30 days from delivery under normal use and conditions. Impact's obligation hereunder is expressly limited to the repair or replacement (at Impact's election) of such defective parts as are returned to Impact, freight prepaid, within the warranty period and which are proven to be defective by Impact. If not repaired or replaced by Impact, Impact's liability shall be limited to the stated selling price of such

returned parts which are defective. This warranty does not extend to any goods which have been subject to misuse, neglect or accident, nor does it extend to any goods which have been repaired or altered other than by Im-pact. Other repairs not under warranty will be at such cost as Impact may from time to time generally establish.

ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, OR ARISING FROM COURSE OF DEALING OR USAGE OF TRADE, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARE EXCLUDED. IMPACT SHALL NOT BE LIABLE FOR SPECIAL OR CONSEQUENTIAL DAMAGES CAUSED BY ANY REASON.

8. All claims of Buyer relating to the goods covered by this order shall be deemed waived unless made in writing and delivered to Impact within ten days after receipt of goods by Buyer.

9. In the event of a claim or litigation relating to the subject matter of this Agreement, in the event that Impact Networking prevails, the customer/buyer/lessee shall reimburse Impact Networking, LLC for all attorney fees and costs resulting therefrom.

10. This Agreement shall be governed by and construed exclusively according to the internal laws of the State of Illinois.

11. This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements, proposals and communications, oral or written, concerning the subject matter of the Agreement. Buyer represents and warrants that no representation or warranty of any kind has been made by impact except as specifically set forth in this Agreement. Impact shall not be bound by any modification or waiver of this Agreement unless agreed to in writing by the president of Impact Networking LLC.

**Lake Bluff Public Library**  
**Board of Library Trustees Meeting Minutes**  
**Tuesday, July 10, 2012 at 7:00 PM**  
123 E. Scranton Ave, Lake Bluff, IL 60044  
Enter through Library main entrance

Present: John Maroszan, Kathy Meierhoff, Judy Nickels,  
Romain Wojda

Absent: Julie Gottshall, Cal Stroh, Karen Bush

Library Staff present: Director Eric Bailey

1. The meeting was called to order at 7:00 p.m. by President Maroszan and a quorum was established.

**2. Approval of Minutes**

a. Approval of Minutes of 6/12/2012 Regular Board Meeting: Motion to approve by John Maraszan and seconded by Judy Nickels . Ayes: Maraszan, Meierhoff, Nickels, Wojda. Absent : Gottshall, Stroh, Bush.

**3. June 2012 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages)**

a. Detailed Balance Sheet – Motion to approve **by John Maraszan, seconded by Romain Wojda. Ayes: Maraszan, Meierhoff, Nickels, Wojda. Absent: Gottshall, Stroh, Bush**



- b. Detailed Revenue & Expense Report Motion to approve by **John Maroszan, seconded by Romain Wojda. Ayes: Maraszan, Meierhoff, Nickels, Wojda. Absent: Gottshall, Stroh, Bush**
  
- c. Detailed Revenue & Expense Report with Percentages Motion to approve by **John Maraszan, seconded by Romain Wojda. Ayes: Maraszan, Meierhoff, Nickels, Wojda. Absent: Gottshall, Stroh, Bush.**

#### **4. Approval of checks (Green Pages)**

- a. Manual Checks (10626-10644) Motion to approve by **John Maraszan, seconded by Romain Wojda. Ayes: Maraszan, Meierhoff, Nickels, Wojda. Absent: Gottshall, Stroh, Bush.**
  
- b. Monthly Checks (10645-10671) Motion to approve by **John Maraszan, seconded by Romain Wojda. Ayes: Maraszan, Meierhoff, Nickels, Wojda. Absent: Gottshall, Stroh, Bush.**

**5. Opportunity for Public to Address the Board** (limit 5 minutes per person per meeting) No one addressed the board.

#### **6. Old Business**

- a. Discussion of Landscape Project move to approve the selection of Breezy Hill as contractor for landscape project, hardscape project, and sprinkler project for Fall of 2012 pending legal and village approval. John Maraszan motioned and Romain Wojda seconded. Ayes Nickels, Wodja, Maroszan, Meierhoff. Absent: Bush, Stroh, Gottshall,
- b. Use of Audiovisual Equipment by Registered Non-Library Groups :Motion to approve the policy presented for meeting room use proposed by John Maraszan, seconded by Judy Nickels. Ayes Maraszan, Meierhoff, Nickels, Wojda. Absent: Gottshal, Bush, Stroh.
- c. Discussion of rough draft of plan for creating a new Long Range Plan to include technology, 2<sup>nd</sup> phase of renovation, staffing/manpower needs, budget for 5 yrs, community needs. Discussion to move ahead with director's recommendations.

## **7. Director's Report**

- a. Director's Narrative Report: Time Management Software pending , Director Office locks changed,
- b. Elvis in Lake Bluff
- c. Statistical Report
- d. Announcements and Correspondence
- e. Friends Meeting Attendee for August: Director Bailey, September: Meieroff.
- f. Programs of Interest to Library Trustees

\*\* Board officers need to let Director know availability in August for check signing.

Director looking at Professional Development courses.

## 8. New Business

- a. Discussion of Chapter 9 "Programming" from the *Serving Our Public 2.0: Standards for Illinois Public Libraries, 2009* for Per Capita Grant Requirements
- b. Discussion of serving diverse populations within the service area per Capita Grant.
- c. Payment of bills during month of August . **Motion to allow Director to approve checks for upcoming month to be approved at the September meeting. Motion by John Maraszan, Seconded Romain Wojda. Ayes: Maaszan, Meierhoff, Nickels, Wojda. Absent: Bush, Gottshall, Stroh.**
- d. **Friends do not meet in July. Director will attend August Friends Meeting, Meierhoff will attend September meeting.**

## 9. 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) The Board did not go into Executive Session.

**10. Committee Reports**

- a. Finance Committee (Bush, Stroh, Marozsan)
- b. Human Resources Committee (Gottshall, Bush)
- c. Building and Grounds Committee (Stroh, Meierhoff)  
See previous discussion 6 A.
- d. Technology Committee (Marozsan, Wojda)
- e. Public Relations/Advocacy/Fundraising (Nickels, Wojda)
- f. Friends Liaison (Nickels)
- g. Historical Museum Liaison (Nickels, Gottshall)
- h. Long Range Planning Committee (Board as a whole when needed)

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

**12. Adjournment 8:31. Motion by John Maraszan, seconded Judy Nickels. Ayes Maraszan, Meierhof, Nickels, Wojda. Absent: Gottshall, Bush, Stroh.**

**Attachments:**

**Potential funding for landscape project**

**Proposals from Breezy Hill, Kinnucan, and J&E**

**Cost of Audiovisual equipment**

**Proposed updated policy on use of AV equipment by registered groups**

**LAKE BLUFF PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
Building and Grounds Committee  
Tuesday, July 10, 2012

- 1) **Call to Order; Roll Call:** The meeting was called to order at 3:30 p.m. by Board President John Marozsan. Roll was called and a quorum was established.

Present: John Marozsan, Kathy Meierhoff

Absent: none

Library Staff Present: Eric Bailey, Lyndy Jensen

Members of the Public: (Landscapers present at various times) Jerry Epping, Greg Kinnucan, and Jim Hoffman

2) **Discussions with Landscapers**

- a) Discussion of landscaping with Gregg Kinnucan of Kinnucan Landscaping from 3:30 to 4:00pm, discussion with Jerry Epping of Breezy Hill Nursery from 4:00 to 4:30pm, and discussion with Jim Hoffman of J&E Nursery from 4:30 to 5:00pm.

3) **Optimizing the Libraries Grounds**

- a) The conversations with the landscapers were discussed. RESOLVED: Sprinkler system to be added to the landscaping plan.

4) **Any other business:**

- a) No other business was brought before the committee.

5) **Adjournment:** Marozsan moved and Meierhoff seconded a motion to adjourn the meeting at 5:00 p.m.

AYES: all

NAYES: none

ABSENT: none

Respectfully submitted,

Eric S. Bailey, Library Director

**Lake Bluff Public Library Board of Trustees Meeting Minutes**  
**Tuesday, August 28, 2012 6:30 PM**  
**Lake Bluff Public Library**

Present: John Maroszan,, Karen Bush, Cal Stroh, Romain Wojda, Julie Gottshall

Absent: Kathy Meierhoff ( arrived 6:40)  
Library Staff present: Director Eric Bailey

1. The meeting was called to order by President John Maraszan at 6:33. A quorum was established.
2. Executive Session : the Board did not go into Executive Session.
3. Timothy Kregor was appointed as a new Trustee for the Library Board. The motion was made by John Maraszan and seconded by Karen Bush. Approval was unanimous.
4. Other Business:
  - a. Discussion of Windows 7 upgrade plan. Estimates are being reviewed.
  - b. Timetable for the landscape project was discussed
5. A motion to adjourn at 6:55 was made by Karen Bush and seconded by Romain Wojda.

Respectfully submitted,  
Kathy Meierhoff, Secretary

**LAKE BLUFF PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**Building and Grounds Committee**  
**Tuesday, August 28, 2012**

1) **Call to Order; Roll Call:** The meeting was called to order at 7:04 p.m. by Committee Chair Kathy Meierhoff. Roll was called and a quorum was established.

Present: Kathy Meierhoff, Cal Stroh  
Absent: none  
Library Staff Present: Eric Bailey, Lyndy Jensen  
Members of the Public:

2) **Discussions of Landscaping Proposal**

- a) Discussion of the landscaping project.
- b) **RESOLVED:** The book drop should be moved to the proposed alternate location near the Library/Museum main entrance. The proposed lighting along the Scranton Avenue sidewalk should be low wattage, in keeping with the illumination of the rest of the downtown area.

3) **Any other business:**

- a) No other business was brought before the committee.

4) **Adjournment:** Stroh moved and Meierhoff seconded a motion to adjourn the meeting at 7:55 p.m.

AYES: all  
NAYES: none  
ABSENT: none

Respectfully submitted,

Eric S. Bailey, Library Director

# Lake Bluff Public Library

DATE: 08/10/2012  
 TIME: 11:19:36  
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

10A PAGE: 1  
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY  
 FOR 3 PERIODS ENDING JULY 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 07/31/12
<b>ASSETS</b>					
<b>DUE TO/FROM ACCOUNTS</b>					
80-00-100-10000	DUE TO/FROM OTHER FUNDS	286,060.54			
80-00-100-20000	LIB GR FND DUE TO/FROM DETAIL	0.00	5,676.00	0.00	291,736.54
			0.00	0.00	0.00
<b>TOTAL DUE TO/FROM ACCOUNTS</b>		286,060.54	5,676.00	0.00	291,736.54
<b>CASH &amp; INVESTMENTS</b>					
80-10-101-10000	CHECKING ACCOUNT	33,058.22	79,000.00	88,551.37	23,506.85
80-10-101-10001	CASH BOX OVER/SHORT	0.00	0.00	141.61	(141.61)
80-10-101-11000	MONEY MARKET ACCOUNT	205,894.68	100,021.91	98,339.77	207,576.82
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	234,628.87	412,097.90	172,000.00	474,726.77
80-10-101-15111	ILLINOIS FUNDS - GRANTS	1.80	0.00	0.00	1.80
<b>TOTAL CASH &amp; INVESTMENTS</b>		473,733.57	591,119.81	359,032.75	705,820.63
<b>RECEIVABLES</b>					
80-10-201-15000	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
80-10-201-15200	PROPERTY TAX RECEIVABLE	804,832.23	0.00	0.00	804,832.23
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
<b>TOTAL RECEIVABLES</b>		804,832.23	0.00	0.00	804,832.23
<b>OTHER ASSETS</b>					
80-10-301-37100	DUE FROM THE VILLAGE	(64.58)	425,447.98	432,455.14	(7,071.74)
80-10-301-55000	PREPAID EXPENSES	0.00	0.00	0.00	0.00
<b>TOTAL OTHER ASSETS</b>		(64.58)	425,447.98	432,455.14	(7,071.74)
<b>TOTAL ASSETS</b>		1,564,561.76	1,022,243.79	791,487.89	1,795,317.66

**LIABILITIES AND FUND EQUITY**

**LIABILITIES**

**PAYABLES**

80-20-02-20000	ACCOUNTS PAYABLE	10,940.07	95,177.93	106,777.16	30,539.30
80-20-02-41000	SOCIAL SECURITY TAX PAYABLE	0.00	11,883.17	11,883.17	0.00



# Lake Bluff Public Library

DATE: 08/10/2012  
 TIME: 11:19:36  
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

105 PAGE: 2  
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY  
 FOR 3 PERIODS ENDING JULY 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 07/31/12
<b>LIABILITIES</b>					
<b>PAYABLES</b>					
80-20-102-42000	FEDERAL INCOME TAX PAYABLE	0.00	7,776.90	7,776.90	0.00
80-20-102-43000	STATE INCOME TAX PAYABLE	0.00	3,780.09	3,780.09	0.00
80-20-102-44000	IMRF PAYABLE	0.00	12,328.48	12,328.48	0.00
80-20-102-45000	ICMA 457 PLAN PAYABLE	0.00	6,000.00	6,000.00	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	731.88	731.88	0.00
80-20-102-66000	LIBRARY HSA PAYABLE	0.00	1,200.00	1,200.00	0.00
80-20-102-70000	OTHER SHORT TERM LIABILITIES	0.00	0.00	0.00	0.00
<b>TOTAL PAYABLES</b>		<b>18,940.07</b>	<b>138,878.45</b>	<b>150,477.68</b>	<b>30,539.30</b>
<b>OTHER LIABILITIES</b>					
80-20-202-16000	ACCRUED PAYROLL	15,087.00	0.00	0.00	15,087.00
80-20-202-22000	DEFERRED PROPERTY TAX	804,832.23	0.00	0.00	804,832.23
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
<b>TOTAL OTHER LIABILITIES</b>		<b>819,919.23</b>	<b>0.00</b>	<b>0.00</b>	<b>819,919.23</b>
<b>ESCROWS &amp; DEPOSITS</b>					
80-20-302-24000	MISCELLANEOUS RESERVE	0.00	0.00	0.00	0.00
<b>TOTAL ESCROWS &amp; DEPOSITS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>LONG TERM LIABILITIES</b>					
80-20-402-39000	OTHER LONG TERM LIABILITIES	0.00	0.00	0.00	0.00
<b>TOTAL LONG TERM LIABILITIES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL LIABILITIES</b>		<b>838,859.30</b>	<b>138,878.45</b>	<b>150,477.68</b>	<b>850,458.53</b>
<b>FUND EQUITY</b>					
<b>EQUITY SECTION</b>					
80-30-100-53000	UNRESERVED FUND BALANCE	575,702.46	0.00	0.00	575,702.46
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
<b>TOTAL EQUITY SECTION</b>		<b>725,702.46</b>	<b>0.00</b>	<b>0.00</b>	<b>725,702.46</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>0.00</b>	<b>0.00</b>	<b>219,156.67</b>	<b>219,156.67</b>

# Lake Bluff Public Library

DATE: 08/10/2012  
TIME: 11:19:36  
ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --  
DETAILED BALANCE SHEET

10C PAGE: 3  
F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY  
FOR 3 PERIODS ENDING JULY 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 07/31/12
TOTAL FUND EQUITY		725,702.46	0.00	219,156.67	944,859.13
TOTAL LIABILITIES AND FUND EQUITY		1,564,561.76	138,878.45	369,634.35	1,795,317.66

# Lake Bluff Public Library

DATE: 08/10/2012  
 TIME: 11:19:36  
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

100 PAGE: 4  
 F-YR: 13

FUND: LIBRARY BLG RENOVATION FUND  
 FOR 3 PERIODS ENDING JULY 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 07/31/12
<b>ASSETS</b>					
<hr/>					
TOTAL ASSETS		0.00	0.00	0.00	0.00
<hr/>					
<b>LIABILITIES AND FUND EQUITY</b>					
<b>LIABILITIES</b>					
--- UNDEFINED CODE ---					
81-00-100-10000	INTERFUND ACCT	287,618.85	0.00	2,800.00	290,418.85
TOTAL --- UNDEFINED CODE ---		287,618.85	0.00	2,800.00	290,418.85
--- UNDEFINED CODE ---					
81-20-102-20000	ACCOUNTS PAYABLE	0.00	2,800.00	2,800.00	0.00
TOTAL --- UNDEFINED CODE ---		0.00	2,800.00	2,800.00	0.00
TOTAL LIABILITIES		287,618.85	2,800.00	5,600.00	290,418.85
<b>FUND EQUITY</b>					
--- 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	5,600.00	5,600.00	0.00

# Lake Bluff Public Library

DATE: 08/10/2012  
 TIME: 11:19:36  
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

10E PAGE: 5  
 F-YR: 13

FUND: LIBRARY BIRD MEMORIAL FUND  
 FOR 3 PERIODS ENDING JULY 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 07/31/12
<b>ASSETS</b>					
<b>CASH &amp; INVESTMENTS</b>					
82-10-101-12000	LIBRARY BIRD MEMORIAL SAVINGS	3,024.76	0.34	0.00	3,025.10
<b>TOTAL CASH &amp; INVESTMENTS</b>		3,024.76	0.34	0.00	3,025.10
<b>TOTAL ASSETS</b>		3,024.76	0.34	0.00	3,025.10
<b>LIABILITIES AND FUND EQUITY</b>					
<b>LIABILITIES</b>					
<b>INTERFUND CLEARING ACCOUNT</b>					
82-00-100-10000	DUE TO/FROM LIBRARY FUND	10,822.76	0.00	2,876.00	13,698.76
<b>TOTAL INTERFUND CLEARING ACCOUNT</b>		10,822.76	0.00	2,876.00	13,698.76
<b>PAYABLES</b>					
82-20-102-20000	ACCOUNTS PAYABLE	2,876.00	2,876.00	158.10	158.10
<b>TOTAL PAYABLES</b>		2,876.00	2,876.00	158.10	158.10
<b>TOTAL LIABILITIES</b>		13,698.76	2,876.00	3,034.10	13,856.86
<b>FUND EQUITY</b>					
<b>EQUITY SECTION</b>					
82-30-100-53000	UNRESERVED FUND BALANCE	(10,674.00)	0.00	0.00	(10,674.00)
<b>TOTAL EQUITY SECTION</b>		(10,674.00)	0.00	0.00	(10,674.00)
<b>FUND SURPLUS (DEFICIT)</b>		0.00	157.76	0.00	(157.76)
<b>TOTAL FUND EQUITY</b>		(10,674.00)	157.76	0.00	(10,831.76)
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		3,024.76	3,033.76	3,034.10	3,025.10

# Lake Bluff Public Library

DATE: 08/10/2012  
 TIME: 11:19:36  
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

101  
 PAGE: 6  
 F-YR: 13

FUND: LAKE BLUFF LIBRARY GRANT FUND  
 FOR 3 PERIODS ENDING JULY 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 07/31/12
<b>ASSETS</b>					
INTERFUND CLEARING ACCOUNT					
83-00-100-10000	LIBRARY GRANT FUND DUE TO/FROM	12,381.07	0.00	0.00	12,381.07
<b>TOTAL INTERFUND CLEARING ACCOUNT</b>		<b>12,381.07</b>	<b>0.00</b>	<b>0.00</b>	<b>12,381.07</b>
CASH & INVESTMENTS					
83-10-101-15110	ILLINOIS FUND - GRANT ACCOUNT	0.00	0.00	0.00	0.00
<b>TOTAL CASH &amp; INVESTMENTS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
RECEIVABLES					
83-10-201-15000	IL FIRST GRANT/BLDG EXPANSION	0.00	0.00	0.00	0.00
83-10-201-15400	OTHER RECEIVABLES	0.00	0.00	0.00	0.00
<b>TOTAL RECEIVABLES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL ASSETS</b>		<b>12,381.07</b>	<b>0.00</b>	<b>0.00</b>	<b>12,381.07</b>
<b>LIABILITIES AND FUND EQUITY</b>					
LIABILITIES					
LIABILITIES					
83-20-102-20000	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00
<b>TOTAL LIABILITIES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL LIABILITIES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
FUND EQUITY					
FUND BALANCE					
83-30-100-53150	LIBRARY GRANT FUND RESERVED	12,381.07	0.00	0.00	12,381.07
<b>TOTAL FUND BALANCE</b>		<b>12,381.07</b>	<b>0.00</b>	<b>0.00</b>	<b>12,381.07</b>
<b>TOTAL FUND EQUITY</b>		<b>12,381.07</b>	<b>0.00</b>	<b>0.00</b>	<b>12,381.07</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		<b>12,381.07</b>	<b>0.00</b>	<b>0.00</b>	<b>12,381.07</b>

# Lake Bluff Public Library

11A

DATE: 08/10/2012  
 TIME: 11:30:16  
 ID: GL470006.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 3 PERIODS ENDING JULY 31, 2012

PAGE: 1  
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY  
 DEPT: REVENUES

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<b>PROPERTY TAXES</b>							
80-40-103-10000	LIBRARY PROPERTY TAX	12,256.73	15,217.17	412,028.50	399,811.22	800,255.00	51.4%
<b>TOTAL REVENUES: PROPERTY TAXES</b>		12,256.73	15,217.17	412,028.50	399,811.22	800,255.00	51.4%
<b>SERVICES &amp; FEES</b>							
80-40-403-48300	PHOTO-COPY CHARGES	132.30	110.40	484.16	365.30	1,700.00	28.4%
80-40-403-48500	NON-RESIDENT FEES	851.39	505.14	2,272.23	1,888.02	4,500.00	50.4%
<b>TOTAL REVENUES: SERVICES &amp; FEES</b>		983.69	615.54	2,756.39	2,253.32	6,200.00	44.4%
<b>FINES</b>							
80-40-503-65000	RENTAL FINES	1,045.60	1,085.16	3,449.32	3,012.86	11,500.00	29.9%
<b>TOTAL REVENUES: FINES</b>		1,045.60	1,085.16	3,449.32	3,012.86	11,500.00	29.9%
<b>MISCELLANEOUS</b>							
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	0.00	0.0%
80-40-603-75000	INTEREST EARNINGS	0.00	0.00	0.00	0.00	7,750.00	0.0%
80-40-603-78000	DONATIONS/CONTRIBUTIONS	68.42	38.28	170.92	154.93	0.00	0.0%
80-40-603-78001	RESTRICTED DONATIONS	4.43	3.33	15.05	7.58	450.00	37.9%
80-40-603-78002	VCLA EQUITY DONATION	0.00	18,459.00	0.00	18,459.00	0.00	100.0%
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	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL REVENUES: MISCELLANEOUS</b>		154.98	117.60	558.02	689.42	1,500.00	37.2%
<b>TOTAL REVENUES: REVENUES</b>		227.83	18,618.21	743.99	19,310.93	9,700.00	7.6%
<b>TOTAL FUND REVENUES</b>		14,513.85	35,536.08	418,978.20	424,388.33	827,655.00	50.6%
		14,513.85	35,536.08	418,978.20	424,388.33	827,655.00	50.6%



# Lake Bluff Public Library

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 3 PERIODS ENDING JULY 31, 2012

PAGE: 2  
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY  
 DEPT: LIBRARY ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<b>LIBRARY SERVICES</b>							
80-60-001-40000	LIBRARIAN SALARIES	17,082.64	21,952.52	51,124.53	65,329.16	260,000.00	19.6%
80-60-001-40050	STAFF SALARIES	13,023.64	8,698.70	40,154.74	26,992.37	134,889.00	29.7%
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	3,019.24	3,052.85	7,366.28	9,158.55	50,000.00	14.7%
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	0.00	0.00	0.00	0.00	0.0%
80-60-001-40950	EMPLOYER IMRF	2,938.41	2,861.41	8,964.10	8,638.25	2,000.00	0.0%
80-60-001-40951	EMPLOYER FICA TAX	2,253.86	2,295.72	6,835.06	6,915.31	39,500.00	22.6%
80-60-001-41000	BUILDING MAINTENANCE	2,739.98	3,466.42	9,208.97	5,635.88	30,500.00	22.4%
80-60-001-41020	ELEVATOR MAINTENANCE	208.38	546.95	416.76	745.41	20,000.00	46.0%
80-60-001-41050	GROUPS MAINTENANCE	967.97	480.00	2,067.47	1,629.50	2,500.00	16.6%
80-60-001-41200	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	10,500.00	19.6%
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	181.26	137.06	1,228.32	1,032.04	0.00	0.0%
80-60-001-41304	OTHER PROFESSIONAL SERVICES	0.00	3,700.00	0.00	3,700.00	4,500.00	27.2%
80-60-001-41305	COMPUTER SERVICES	5,505.00	0.00	12,215.00	11,669.65	6,500.00	0.0%
80-60-001-41350	LEGAL SERVICES	2,417.19	630.00	2,417.19	630.00	28,000.00	36.4%
80-60-001-42400	PROFESSIONAL DEVELOPMENT	692.00	175.00	692.00	812.50	2,500.00	96.6%
80-60-001-42440	DUES	312.13	721.00	312.13	876.00	6,000.00	11.5%
80-60-001-43230	UTILITIES	415.92	351.82	1,182.87	1,154.28	3,000.00	10.4%
80-60-001-43300	POSTAGE	180.00	0.00	1,085.71	298.23	8,000.00	14.7%
80-60-001-43400	PRINTING/E-NEWSLETTER	51.20	0.00	1,708.17	1,584.49	3,000.00	36.1%
80-60-001-43550	OFFICE SUPPLIES	712.99	428.85	1,571.60	942.04	8,500.00	20.0%
80-60-001-43570	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	6,000.00	26.1%
80-60-001-43660	BUILDING & GROUNDS SUPPLIES	148.69	75.85	302.41	163.50	0.00	0.0%
80-60-001-43670	TECHNICAL SERVICES SUPPLIES	303.93	120.68	978.81	2,033.22	2,500.00	12.0%
80-60-001-43700	HOSPITALITY PROGRAM SUPPLIES	259.01	123.04	388.45	123.04	4,500.00	21.7%
80-60-001-43710	ADULT PROGRAM SUPPLIES	206.11	350.00	1,313.56	460.60	1,000.00	38.8%
80-60-001-43720	JUVENILE PROGRAM SUPPLIES	524.16	533.85	3,261.21	1,074.95	4,000.00	32.8%
80-60-001-44800	PER CAPITA GRANT	0.00	804.01	0.00	825.61	7,000.00	46.5%
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	1,477.14	1,146.01	5,410.21	4,420.21	0.00	0.0%
80-60-001-45100	ADULT FICTION BOOKS	2,103.91	1,358.85	4,243.06	5,378.10	18,000.00	30.0%
80-60-001-45110	ADULT LARGE PRINT MATERIAL	128.20	175.13	210.05	175.13	16,000.00	26.5%
80-60-001-45200	ADULT AUDIO VISUAL MATERIAL	1,203.59	886.76	3,225.14	2,182.18	1,000.00	21.0%
80-60-001-45220	ADULT REFERENCE/E-REFER	2,749.91	0.00	7,151.84	0.00	14,000.00	23.0%
80-60-001-45300	ADULT REFERENCE MATERIAL	0.00	3,901.88	0.00	4,124.82	15,000.00	47.6%
80-60-001-45400	JUVENILE NON-FICTION	57.86	(91.78)	3,709.80	2,380.61	0.00	0.0%
80-60-001-45410	PICTURE BOOKS, READERS	654.18	657.37	1,598.39	1,277.77	7,000.00	52.9%
80-60-001-45420	JUVENILE FICTION	604.92	482.53	2,588.17	1,877.86	6,000.00	26.6%
						7,800.00	33.1%

# Lake Bluff Public Library

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 3 PERIODS ENDING JULY 31, 2012

PAGE: 3  
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY  
 DEPT: LIBRARY ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<b>LIBRARY SERVICES</b>							
80-60-001-45430	JUVENILE AUDIO-VISUAL	439.24	103.87	666.22	433.21	4,000.00	16.6%
80-60-001-45440	JUVENILE REFERENCE	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-45450	TEEN BOOKS	189.70	72.28	532.01	632.98	3,000.00	17.7%
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	0.00	299.00	4,458.09	4,600.25	8,500.00	52.4%
80-60-001-45510	VIDEO GAMES	357.17	0.00	694.07	339.60	2,300.00	30.1%
80-60-001-45600	PATRON & STAFF SOFTWARE	2,903.00	0.00	3,028.00	3,275.00	4,000.00	75.7%
80-60-001-45610	LIBRARY AUTOMATION SOFTWARE	0.00	0.00	6,131.17	13,096.00	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	538.34	0.00	550.02	1,475.00	0.00	-100.0%
80-60-001-46000	MISCELLANEOUS EXPENSES	(34.96)	93.86	586.51	343.57	2,000.00	29.3%
80-60-001-48001	EXPENSES FR RESTRICTED DONATIO	56.66	52.13	56.66	52.13	0.00	-100.0%
80-60-001-49000	LIBRARY FURNISHINGS	0.00	0.00	145.10	0.00	5,000.00	2.9%
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	177.05	4,054.00	532.79	4,528.14	13,000.00	4.0%
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	257.89	221.99	1,508.89	221.99	4,500.00	33.5%
80-60-001-50000	CONTINGENCY	0.00	0.00	0.00	0.00	25,916.00	0.0%
<b>TOTAL EXPENSES: LIBRARY SERVICES</b>		<b>68,007.51</b>	<b>64,991.61</b>	<b>199,821.53</b>	<b>203,239.13</b>	<b>826,405.00</b>	<b>24.1%</b>
<b>TOTAL EXPENSES: LIBRARY ADMINISTRATION</b>		<b>68,007.51</b>	<b>64,991.61</b>	<b>199,821.53</b>	<b>203,239.13</b>	<b>826,405.00</b>	<b>24.1%</b>
<b>TOTAL FUND EXPENSES</b>		<b>68,007.51</b>	<b>64,991.61</b>	<b>199,821.53</b>	<b>203,239.13</b>	<b>826,405.00</b>	<b>24.1%</b>



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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 3 PERIODS ENDING JULY 31, 2012

PAGE: 4  
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FUND: LIBRARY BLG RENOVATION FUND  
 DEPT: --- UNDEFINED CODE ---

ACCOUNT NUMBER	DESCRIPTION	JULY 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	0.00	11,019.62	2,800.00	40,001.62	0.00	-100.0%
81-60-001-49100	BUILDING IMPROVEMENTS	0.00	37,255.22	0.00	96,165.10	0.00	0.0%
-----							
TOTAL EXPENSES: --- UNDEFINED CODE ---		0.00	48,274.84	2,800.00	136,166.72	0.00	-100.0%
TOTAL EXPENSES: --- UNDEFINED CODE ---		0.00	48,274.84	2,800.00	136,166.72	0.00	-100.0%
TOTAL FUND EXPENSES		68,007.51	113,266.45	202,621.53	339,405.85	826,405.00	24.5%

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-- VILLAGE OF LAKE BLUFF --  
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 ACTUAL VS. PRIOR VS. BUDGET  
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PAGE: 5  
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FUND: LIBRARY BIRD MEMORIAL FUND  
 DEPT: BIR MEMORIAL FUND REVENUES

ACCOUNT NUMBER	DESCRIPTION	JULY ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<b>MISCELLANEOUS</b>							
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	0.34	0.95	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%
<b>TOTAL REVENUES: MISCELLANEOUS</b>		0.11	0.00	0.34	0.95	41,197.00	0.0%
<b>TOTAL REVENUES: BIR MEMORIAL FUND REVENUES</b>		0.11	0.00	0.34	0.95	41,197.00	0.0%
<b>TOTAL FUND REVENUES</b>		14,513.96	35,536.08	418,978.54	424,389.28	868,852.00	48.2%

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 3 PERIODS ENDING JULY 31, 2012

PAGE: 6  
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FUND: LIBRARY BIRD MEMORIAL FUND  
 DEPT: BIRD MEMORIAL EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	JULY 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	322.38	0.00	3,985.22	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	158.10	0.00	158.10	0.00	3,000.00	5.2%
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 ---		158.10	322.38	158.10	3,985.22	29,197.00	0.5%
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		158.10	322.38	158.10	3,985.22	29,197.00	0.5%
TOTAL FUND EXPENSES		68,165.61	113,588.83	202,779.63	343,391.07	855,602.00	23.7%

# Lake Bluff Public Library

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE  
 FOR 3 PERIODS ENDING JULY 31, 2012

PAGE: 1  
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY BUDGET	JULY ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
<b>REVENUES</b>							
<b>REVENUES</b>							
80-40-103-10000	LIBRARY PROPERTY TAX	40,250.00	12,256.73	(69.5)	800,255.00	412,028.50	(48.5)
<b>TOTAL PROPERTY TAXES</b>		40,250.00	12,256.73	(69.5)	800,255.00	412,028.50	(48.5)
<b>SERVICES &amp; FEES</b>							
80-40-403-48300	PHOTO-COPY CHARGES	141.67	132.30	(6.6)	1,700.00	484.16	(71.5)
80-40-403-48500	NON-RESIDENT FEES	375.00	851.39	127.0	4,500.00	2,272.23	(49.5)
<b>TOTAL SERVICES &amp; FEES</b>		516.67	983.69	90.3	6,200.00	2,756.39	(55.5)
<b>FINES</b>							
80-40-503-65000	RENTAL FINES	958.34	1,045.60	9.1	11,500.00	3,449.32	(70.0)
<b>TOTAL FINES</b>		958.34	1,045.60	9.1	11,500.00	3,449.32	(70.0)
<b>MISCELLANEOUS</b>							
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	68.42	82.4	0.00	0.00	0.0
80-40-603-78000	DONATIONS/CONTRIBUTIONS	0.00	4.43	100.0	450.00	170.92	(62.0)
80-40-603-78001	RESTRICTED DONATIONS	0.00	0.00	0.0	0.00	15.05	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	154.98	23.9	0.00	0.00	0.0
<b>TOTAL MISCELLANEOUS</b>		162.50	227.83	40.2	9,700.00	743.99	(92.3)
<b>TOTAL REVENUES: REVENUES</b>		41,887.51	14,513.85	(65.3)	827,655.00	418,978.20	(49.3)
<b>LIBRARY ADMINISTRATION EXPENSES</b>							
<b>LIBRARY SERVICES</b>							
80-60-001-40000	LIBRARIAN SALARIES	21,666.67	17,082.64	21.1	260,000.00	51,124.53	80.3
80-60-001-40050	STAFF SALARIES	11,240.75	13,023.64	(15.8)	134,889.00	40,154.74	70.2
80-60-001-40060	SALARY SURVEY ADJUSTMENTS	0.00	0.00	0.0	0.00	0.00	0.0

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE  
 FOR 3 PERIODS ENDING JULY 31, 2012

12B PAGE: 2  
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## FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY BUDGET	JULY ACTUAL	% VARIANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARIANCE
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	3,019.24	27.5	50,000.00	7,366.28	85.2
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	166.67	0.00	100.0	2,000.00	0.00	100.0
80-60-001-40950	EMPLOYER IMRF	3,291.67	2,938.41	10.7	39,500.00	8,964.10	77.3
80-60-001-40951	EMPLOYER FICA TAX	2,541.67	2,253.86	11.3	30,500.00	6,835.06	77.5
80-60-001-41000	BUILDING MAINTENANCE	1,666.67	2,739.98	(64.4)	20,000.00	9,208.97	53.9
80-60-001-41020	ELEVATOR MAINTENANCE	208.34	208.38	0.0	2,500.00	416.76	83.3
80-60-001-41050	GROUNDS MAINTENANCE	875.00	967.97	(10.6)	10,500.00	2,067.47	80.3
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	181.26	51.6	4,500.00	1,228.32	72.7
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	5,505.00	(135.9)	28,000.00	10,215.00	63.5
80-60-001-41350	LEGAL SERVICES	208.34	2,417.19	(1060.2)	2,500.00	2,417.19	3.3
80-60-001-42400	PROFESSIONAL DEVELOPMENT	500.00	692.00	(38.4)	6,000.00	692.00	88.4
80-60-001-42440	DUES	250.00	312.13	(24.8)	3,000.00	312.13	89.6
80-60-001-43230	UTILITIES	666.67	415.92	37.6	8,000.00	1,182.87	85.2
80-60-001-43300	POSTAGE	250.00	180.00	28.0	3,000.00	1,085.71	63.8
80-60-001-43400	PRINTING/E-NEWSLETTER	708.34	51.20	92.7	8,500.00	1,708.17	79.9
80-60-001-43550	OFFICE SUPPLIES	500.00	712.99	(42.6)	6,000.00	1,571.60	73.8
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	148.69	28.6	2,500.00	302.41	87.9
80-60-001-43670	TECHNICAL SERVICES SUPPLIES	375.00	303.93	18.9	4,500.00	978.81	78.2
80-60-001-43700	HOSPITALITY PROGRAM SUPPLIES	83.34	259.01	(210.7)	1,000.00	388.45	61.1
80-60-001-43710	ADULT PROGRAM SUPPLIES	333.34	206.11	38.1	4,000.00	1,313.56	67.1
80-60-001-43720	JUVENILE PROGRAM SUPPLIES	583.34	524.16	10.1	7,000.00	3,261.21	53.4
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	1,477.14	1.5	18,000.00	5,410.21	69.9
80-60-001-45100	ADULT FICTION BOOKS	1,333.34	2,103.91	(57.7)	16,000.00	4,243.06	73.4
80-60-001-45110	ADULT LARGE PRINT MATERIAL	83.34	128.20	(53.8)	1,000.00	210.05	79.0
80-60-001-45200	ADULT AUDIO VISUAL MATERIAL	1,166.67	1,203.59	(3.1)	14,000.00	3,225.14	76.9
80-60-001-45220	ADULT REFERENCE/E-REFER	1,250.00	2,749.91	(119.9)	15,000.00	7,151.84	52.3
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	57.86	90.0	7,000.00	3,709.80	47.0
80-60-001-45410	PICTURE BOOKS, READERS	500.00	654.18	(30.8)	6,000.00	1,598.39	73.3
80-60-001-45420	JUVENILE FICTION	650.00	604.92	6.9	7,800.00	2,588.17	66.8
80-60-001-45430	JUVENILE AUDIO-VISUAL	333.34	439.24	(31.7)	4,000.00	666.22	83.3

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE  
 FOR 3 PERIODS ENDING JULY 31, 2012

12C PAGE: 3  
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	JULY BUDGET	JULY ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
<b>LIBRARY ADMINISTRATION EXPENSES</b>							
<b>LIBRARY SERVICES</b>							
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	189.70	24.1	3,000.00	532.01	82.2
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	0.00	100.0	8,500.00	4,458.09	47.5
80-60-001-45510	VIDEO GAMES	191.67	357.17	(86.3)	2,300.00	694.07	69.8
80-60-001-45600	PATRON & STAFF SOFTWARE	333.34	2,903.00	(770.8)	4,000.00	3,028.00	24.3
80-60-001-45610	LIBRARY AUTOMATION SOFTWARE	1,166.67	0.00	100.0	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	538.34	100.0	0.00	550.02	100.0
80-60-001-46000	MISCELLANEOUS EXPENSES	166.67	(34.96)	120.9	2,000.00	586.51	70.6
80-60-001-48001	EXPENSES FR RESTRICTED DONATIO	0.00	56.66	100.0	0.00	56.66	100.0
80-60-001-49000	LIBRARY FURNISHINGS	416.67	0.00	100.0	5,000.00	145.10	97.1
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	177.05	83.6	13,000.00	532.79	95.9
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	257.89	31.2	4,500.00	1,508.89	66.4
80-60-001-50000	CONTINGENCY	2,159.67	0.00	100.0	25,916.00	0.00	100.0
<b>TOTAL LIBRARY SERVICES</b>		68,867.24	68,007.51	1.2	826,405.00	199,821.53	75.8
<b>TOTAL EXPENSES: LIBRARY ADMINISTRATION</b>		68,867.24	68,007.51	1.2	826,405.00	199,821.53	75.8
<b>TOTAL FUND REVENUES</b>		41,887.51	14,513.85	(65.3)	827,655.00	418,978.20	(49.3)
<b>TOTAL FUND EXPENSES</b>		68,867.24	68,007.51	1.2	826,405.00	199,821.53	75.8
<b>FUND SURPLUS (DEFICIT)</b>		(26,979.73)	(53,493.66)	98.2	1,250.00	219,156.67	7432.5



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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE  
 FOR 3 PERIODS ENDING JULY 31, 2012

12D PAGE: 4  
 F-YR: 13

FUND: LIBRARY BLG RENOVATION FUND

ACCOUNT NUMBER	DESCRIPTION	JULY BUDGET	JULY 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	0.00	0.0	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	0.00	0.0	0.00	2,800.00	100.0
TOTAL EXPENSES: --- UNDEFINED CODE ---		0.00	0.00	0.0	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	0.00	0.0	0.00	2,800.00	100.0
FUND SURPLUS (DEFICIT)		0.00	0.00	0.0	0.00	(2,800.00)	100.0

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 BUDGET VS. ACTUAL WITH PERCENT VARIANCE  
 FOR 3 PERIODS ENDING JULY 31, 2012

12E PAGE: 5  
 F-YR: 13

FUND: LIBRARY BIRD MEMORIAL FUND

ACCOUNT NUMBER	DESCRIPTION	JULY BUDGET	JULY ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
<b>BIR MEMORIAL FUND REVENUES</b>							
<b>REVENUES</b>							
<b>MISCELLANEOUS</b>							
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	6,197.00	0.00	100.0	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	0.34	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
<b>TOTAL MISCELLANEOUS</b>		<b>9,113.67</b>	<b>0.11</b>	<b>(100.0)</b>	<b>41,197.00</b>	<b>0.34</b>	<b>(100.0)</b>
<b>TOTAL REVENUES: BIR MEMORIAL FUND REVENUES</b>		<b>9,113.67</b>	<b>0.11</b>	<b>(100.0)</b>	<b>41,197.00</b>	<b>0.34</b>	<b>(100.0)</b>
<b>BIRD MEMORIAL EXPENDITURES</b>							
<b>EXPENSES</b>							
<b>--- UNDEFINED CODE ---</b>							
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	158.10	36.7	3,000.00	158.10	94.7
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
<b>TOTAL --- UNDEFINED CODE ---</b>		<b>2,433.09</b>	<b>158.10</b>	<b>93.5</b>	<b>29,197.00</b>	<b>158.10</b>	<b>99.4</b>
<b>CONTRACTUAL &amp; COMMODITIES</b>							
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
<b>TOTAL CONTRACTUAL &amp; COMMODITIES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>
<b>TOTAL EXPENSES: BIRD MEMORIAL EXPENDITURES</b>		<b>2,433.09</b>	<b>158.10</b>	<b>93.5</b>	<b>29,197.00</b>	<b>158.10</b>	<b>99.4</b>
<b>TOTAL FUND REVENUES</b>		<b>9,113.67</b>	<b>0.11</b>	<b>(100.0)</b>	<b>41,197.00</b>	<b>0.34</b>	<b>(100.0)</b>
<b>TOTAL FUND EXPENSES</b>		<b>2,433.09</b>	<b>158.10</b>	<b>93.5</b>	<b>29,197.00</b>	<b>158.10</b>	<b>99.4</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>6,680.58</b>	<b>(157.99)</b>	<b>(102.3)</b>	<b>12,000.00</b>	<b>(157.76)</b>	<b>(101.3)</b>



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-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

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FUND: LAKE BLUFF PUBLIC LIBRARY  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 08/31/12
<b>ASSETS</b>					
<b>DUE TO/FROM ACCOUNTS</b>					
80-00-100-10000	DUE TO/FROM OTHER FUNDS	286,060.54	8,891.48	0.00	294,952.02
80-00-100-20000	LIB GR FND DUE TO/FROM DETAIL	0.00	0.00	0.00	0.00
<b>TOTAL DUE TO/FROM ACCOUNTS</b>		<b>286,060.54</b>	<b>8,891.48</b>	<b>0.00</b>	<b>294,952.02</b>
<b>CASH &amp; INVESTMENTS</b>					
80-10-101-10000	CHECKING ACCOUNT	33,058.22	111,000.00	119,166.81	24,891.41
80-10-101-10001	CASH BOX OVER/SHORT	0.00	0.00	176.16	(176.16)
80-10-101-11000	MONEY MARKET ACCOUNT	205,894.68	105,356.23	134,322.72	176,928.19
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	234,628.87	428,895.57	204,000.00	459,524.44
80-10-101-15111	ILLINOIS FUNDS - GRANTS	1.80	0.00	0.00	1.80
<b>TOTAL CASH &amp; INVESTMENTS</b>		<b>473,733.57</b>	<b>645,251.80</b>	<b>457,665.69</b>	<b>661,319.68</b>
<b>RECEIVABLES</b>					
80-10-201-15000	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
80-10-201-15200	PROPERTY TAX RECEIVABLE	804,832.23	0.00	0.00	804,832.23
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
<b>TOTAL RECEIVABLES</b>		<b>804,832.23</b>	<b>0.00</b>	<b>0.00</b>	<b>804,832.23</b>
<b>OTHER ASSETS</b>					
80-10-301-37100	DUE FROM THE VILLAGE	(64.58)	456,883.85	456,819.27	0.00
80-10-301-55000	PREPAID EXPENSES	0.00	0.00	0.00	0.00
<b>TOTAL OTHER ASSETS</b>		<b>(64.58)</b>	<b>456,883.85</b>	<b>456,819.27</b>	<b>0.00</b>
<b>TOTAL ASSETS</b>		<b>1,564,561.76</b>	<b>1,111,027.13</b>	<b>914,484.96</b>	<b>1,761,103.93</b>
<b>LIABILITIES AND FUND EQUITY</b>					
<b>LIABILITIES</b>					
<b>PAYABLES</b>					
80-20-102-20000	ACCOUNTS PAYABLE	18,940.07	126,895.55	138,268.30	30,312.82
80-20-2-41000	SOCIAL SECURITY TAX PAYABLE	0.00	15,982.73	15,982.73	0.00

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

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FUND: LAKE BLUFF PUBLIC LIBRARY  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 08/31/12
<b>LIABILITIES</b>					
<b>PAYABLES</b>					
80-20-102-42000	FEDERAL INCOME TAX PAYABLE	0.00	10,405.78	10,405.78	0.00
80-20-102-43000	STATE INCOME TAX PAYABLE	0.00	5,091.27	5,091.27	0.00
80-20-102-44000	IMRF PAYABLE	0.00	16,433.62	16,433.62	0.00
80-20-102-45000	ICMA 457 PLAN PAYABLE	0.00	9,000.00	8,000.00	(1,000.00)
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	975.84	975.84	0.00
80-20-102-66000	LIBRARY HSA PAYABLE	0.00	1,600.00	1,600.00	0.00
80-20-102-70000	OTHER SHORT TERM LIABILITIES	0.00	0.00	0.00	0.00
<b>TOTAL PAYABLES</b>		<b>18,940.07</b>	<b>186,384.79</b>	<b>196,757.54</b>	<b>29,312.82</b>
<b>OTHER LIABILITIES</b>					
80-20-202-16000	ACCRUED PAYROLL	15,087.00	0.00	0.00	15,087.00
80-20-202-22000	DEFERRED PROPERTY TAX	804,832.23	0.00	0.00	804,832.23
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
<b>TOTAL OTHER LIABILITIES</b>		<b>819,919.23</b>	<b>0.00</b>	<b>0.00</b>	<b>819,919.23</b>
<b>ESCROWS &amp; DEPOSITS</b>					
80-20-302-24000	MISCELLANEOUS RESERVE	0.00	0.00	0.00	0.00
<b>TOTAL ESCROWS &amp; DEPOSITS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>LONG TERM LIABILITIES</b>					
80-20-402-39000	OTHER LONG TERM LIABILITIES	0.00	0.00	0.00	0.00
<b>TOTAL LONG TERM LIABILITIES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL LIABILITIES</b>		<b>838,859.30</b>	<b>186,384.79</b>	<b>196,757.54</b>	<b>849,232.05</b>
<b>FUND EQUITY</b>					
<b>EQUITY SECTION</b>					
80-30-100-53000	UNRESERVED FUND BALANCE	575,702.46	0.00	0.00	575,702.46
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
<b>TOTAL EQUITY SECTION</b>		<b>725,702.46</b>	<b>0.00</b>	<b>0.00</b>	<b>725,702.46</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>0.00</b>	<b>0.00</b>	<b>186,169.42</b>	<b>186,169.42</b>

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

17  
 PAGE: 3  
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 08/31/12
<hr/>					
TOTAL FUND EQUITY		725,702.46	0.00	186,169.42	911,871.88
<hr/>					
TOTAL LIABILITIES AND FUND EQUITY		1,564,561.76	186,384.79	382,926.96	1,761,103.93
<hr/>					
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# Lake Bluff Public Library

DATE: 09/07/2012  
 TIME: 10:25:52  
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

13  
 PAGE: 4  
 F-YR: 13

FUND: LIBRARY BLG RENOVATION FUND  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 08/31/12
<hr/>					
ASSETS					
<hr/>					
TOTAL ASSETS		0.00	0.00	0.00	0.00
<hr/>					
LIABILITIES AND FUND EQUITY					
LIABILITIES					
---	UNDEFINED CODE	---			
81-00-100-10000	INTERFUND ACCT	287,618.85	0.00	2,800.00	290,418.85
TOTAL --- UNDEFINED CODE	---	287,618.85	0.00	2,800.00	290,418.85
---	UNDEFINED CODE	---			
81-20-102-20000	ACCOUNTS PAYABLE	0.00	2,800.00	2,800.00	0.00
TOTAL --- UNDEFINED CODE	---	0.00	2,800.00	2,800.00	0.00
TOTAL LIABILITIES		287,618.85	2,800.00	5,600.00	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	5,600.00	5,600.00	0.00

# Lake Bluff Public Library

DATE: 09/07/2012  
 TIME: 10:25:52  
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

12  
 PAGE: 5  
 F-YR: 13

FUND: LIBRARY BIRD MEMORIAL FUND  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 08/31/12
<b>ASSETS</b>					
<b>CASH &amp; INVESTMENTS</b>					
82-10-101-12000	LIBRARY BIRD MEMORIAL SAVINGS	3,024.76	0.46	0.00	3,025.22
<b>TOTAL CASH &amp; INVESTMENTS</b>		3,024.76	0.46	0.00	3,025.22
<b>TOTAL ASSETS</b>		3,024.76	0.46	0.00	3,025.22
<b>LIABILITIES AND FUND EQUITY</b>					
<b>LIABILITIES</b>					
<b>INTERFUND CLEARING ACCOUNT</b>					
82-00-100-10000	DUE TO/FROM LIBRARY FUND	10,822.76	0.00	6,091.48	16,914.24
<b>TOTAL INTERFUND CLEARING ACCOUNT</b>		10,822.76	0.00	6,091.48	16,914.24
<b>PAYABLES</b>					
82-20-102-20000	ACCOUNTS PAYABLE	2,876.00	3,034.10	158.10	0.00
<b>TOTAL PAYABLES</b>		2,876.00	3,034.10	158.10	0.00
<b>TOTAL LIABILITIES</b>		13,698.76	3,034.10	6,249.58	16,914.24
<b>FUND EQUITY</b>					
<b>EQUITY SECTION</b>					
82-30-100-53000	UNRESERVED FUND BALANCE	(10,674.00)	0.00	0.00	(10,674.00)
<b>TOTAL EQUITY SECTION</b>		(10,674.00)	0.00	0.00	(10,674.00)
<b>FUND SURPLUS (DEFICIT)</b>		0.00	3,215.02	0.00	(3,215.02)
<b>TOTAL FUND EQUITY</b>		(10,674.00)	3,215.02	0.00	(13,889.02)
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		3,024.76	6,249.12	6,249.58	3,025.22

# Lake Bluff Public Library

DATE: 09/07/2012  
 TIME: 10:25:52  
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

PAGE: 6  
 F-YR: 13

FUND: LAKE BLUFF LIBRARY GRANT FUND  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 05/01/12	NET DEBITS	NET CREDITS	BALANCE 08/31/12
<b>ASSETS</b>					
INTERFUND CLEARING ACCOUNT					
83-00-100-10000	LIBRARY GRANT FUND DUE TO/FROM	12,381.07	0.00	0.00	12,381.07
TOTAL INTERFUND CLEARING ACCOUNT		12,381.07	0.00	0.00	12,381.07
CASH & INVESTMENTS					
83-10-101-15110	ILLINOIS FUND - GRANT ACCOUNT	0.00	0.00	0.00	0.00
TOTAL CASH & INVESTMENTS		0.00	0.00	0.00	0.00
RECEIVABLES					
83-10-201-15000	IL FIRST GRANT/BLDG EXPANSION	0.00	0.00	0.00	0.00
83-10-201-15400	OTHER RECEIVABLES	0.00	0.00	0.00	0.00
TOTAL RECEIVABLES		0.00	0.00	0.00	0.00
TOTAL ASSETS		12,381.07	0.00	0.00	12,381.07
<b>LIABILITIES AND FUND EQUITY</b>					
LIABILITIES					
LIABILITIES					
83-20-102-20000	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00
TOTAL LIABILITIES		0.00	0.00	0.00	0.00
TOTAL LIABILITIES		0.00	0.00	0.00	0.00
FUND EQUITY					
FUND BALANCE					
83-30-100-53150	LIBRARY GRANT FUND RESERVED	12,381.07	0.00	0.00	12,381.07
TOTAL FUND BALANCE		12,381.07	0.00	0.00	12,381.07
TOTAL FUND EQUITY		12,381.07	0.00	0.00	12,381.07
TOTAL LIABILITIES AND FUND EQUITY		12,381.07	0.00	0.00	12,381.07



# Lake Bluff Public Library

14A

DATE: 09/07/2012  
 TIME: 10:29:01  
 ID: GL470006.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

PAGE: 1  
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY  
 DEPT: REVENUES

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<b>PROPERTY TAXES</b>							
80-40-103-10000	LIBRARY PROPERTY TAX	16,763.09	15,496.79	428,791.59	415,308.01	800,255.00	53.5%
TOTAL REVENUES: PROPERTY TAXES		16,763.09	15,496.79	428,791.59	415,308.01	800,255.00	53.5%
<b>SERVICES &amp; FEES</b>							
80-40-403-48300	PHOTO-COPY CHARGES	187.45	187.70	671.61	553.00	1,700.00	39.5%
80-40-403-48500	NON-RESIDENT FEES	32.00	588.65	2,304.23	2,476.67	4,500.00	51.2%
TOTAL REVENUES: SERVICES & FEES		219.45	776.35	2,975.84	3,029.67	6,200.00	47.9%
<b>FINES</b>							
80-40-503-65000	RENTAL FINES	681.56	903.26	4,130.88	3,916.12	11,500.00	35.9%
TOTAL REVENUES: FINES		681.56	903.26	4,130.88	3,916.12	11,500.00	35.9%
<b>MISCELLANEOUS</b>							
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	58.78	0.00	0.00	0.00	0.00	0.0%
80-40-603-78000	DONATIONS/CONTRIBUTIONS	4.86	31.53	229.70	186.46	450.00	51.0%
80-40-603-78001	RESTRICTED DONATIONS	70.79	72.10	19.91	79.68	0.00	100.0%
80-40-603-78002	VCLA EQUITY DONATION	0.00	152.13	70.79	18,611.13	0.00	100.0%
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	191.68	0.00	0.00	0.00	0.00	0.0%
TOTAL REVENUES: MISCELLANEOUS		326.11	493.91	749.70	1,183.33	1,500.00	49.9%
TOTAL REVENUES: REVENUES		17,990.21	17,926.07	436,968.41	442,314.40	827,655.00	52.7%
TOTAL FUND REVENUES		17,990.21	17,926.07	436,968.41	442,314.40	827,655.00	52.7%

# Lake Bluff Public Library

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DATE: 09/07/2012  
 TIME: 10:29:01  
 ID: GL470006.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

PAGE: 2  
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY  
 DEPT: LIBRARY ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<b>LIBRARY SERVICES</b>							
80-60-001-40000	LIBRARIAN SALARIES	17,082.64	21,952.52	68,207.17	87,281.68	260,000.00	26.2%
80-60-001-40050	STAFF SALARIES	14,384.94	9,842.17	54,539.68	36,834.54	134,889.00	40.4%
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	3,019.24	3,052.85	10,385.52	12,211.40	50,000.00	20.7%
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	0.00	0.00	0.00	2,000.00	0.0%
80-60-001-40950	EMPLOYER IMRF	2,984.86	2,950.45	11,948.96	11,588.70	39,500.00	30.2%
80-60-001-40951	EMPLOYER FICA TAX	2,358.00	2,383.20	9,193.06	9,298.51	30,500.00	30.1%
80-60-001-41000	BUILDING MAINTENANCE	1,793.38	4,605.91	11,002.35	10,241.79	20,000.00	55.0%
80-60-001-41020	ELEVATOR MAINTENANCE	104.19	99.23	520.95	844.64	2,500.00	20.8%
80-60-001-41050	GROUPS MAINTENANCE	875.00	480.00	2,942.47	2,109.50	10,500.00	28.0%
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	137.06	137.06	1,365.38	1,169.10	4,500.00	30.3%
80-60-001-41304	OTHER PROFESSIONAL SERVICES	0.00	900.00	0.00	4,600.00	6,500.00	0.0%
80-60-001-41305	COMPUTER SERVICES	0.00	0.00	10,215.00	11,669.65	28,000.00	36.4%
80-60-001-41350	LEGAL SERVICES	0.00	0.00	2,417.19	630.00	2,500.00	96.6%
80-60-001-42400	PROFESSIONAL DEVELOPMENT	500.00	729.00	1,192.00	1,541.50	6,000.00	19.8%
80-60-001-42440	DUES	0.00	0.00	312.13	876.00	3,000.00	10.4%
80-60-001-43230	UTILITIES	656.66	626.18	1,839.53	1,780.46	8,000.00	22.9%
80-60-001-43300	POSTAGE	143.47	588.00	1,229.18	886.23	3,000.00	40.9%
80-60-001-43400	PRINTING/E-NEWSLETTER	1,656.97	1,584.49	3,365.14	3,168.98	8,500.00	39.5%
80-60-001-43550	OFFICE SUPPLIES	468.95	226.29	2,040.55	1,168.33	6,000.00	34.0%
80-60-001-43570	OPERATING SUPPLIES	52.98	0.00	52.98	0.00	0.00	-100.0%
80-60-001-43660	BUILDING & GROUNDS SUPPLIES	229.92	325.98	532.33	489.48	2,500.00	21.2%
80-60-001-43670	TECHNICAL SERVICES SUPPLIES	160.61	251.82	1,139.42	2,285.04	4,500.00	25.3%
80-60-001-43700	HOSPITALITY PROGRAM SUPPLIES	5.99	0.00	394.44	123.04	1,000.00	39.4%
80-60-001-43710	ADULT PROGRAM SUPPLIES	46.39	203.04	1,359.95	663.64	4,000.00	33.9%
80-60-001-43720	JUVENILE PROGRAM SUPPLIES	306.79	590.15	3,568.00	1,665.10	7,000.00	50.9%
80-60-001-44800	PER CAPITA GRANT	0.00	0.00	0.00	825.61	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	2,051.11	1,611.50	7,461.32	6,031.71	18,000.00	41.4%
80-60-001-45100	ADULT FICTION BOOKS	1,118.62	1,784.28	5,361.68	7,162.38	16,000.00	33.5%
80-60-001-45110	ADULT LARGE PRINT MATERIAL	18.72	34.60	228.77	209.73	1,000.00	22.8%
80-60-001-45200	ADULT AUDIO VISUAL MATERIAL	1,156.77	1,006.25	4,381.91	3,188.43	14,000.00	31.2%
80-60-001-45220	ADULT REFERENCE/E-REFER	405.97	0.00	7,557.81	0.00	15,000.00	50.3%
80-60-001-45300	ADULT REFERENCE MATERIAL	0.00	1,064.00	0.00	5,188.82	0.00	0.0%
80-60-001-45400	JUVENILE NON-FICTION	(3,057.38)	258.63	652.42	2,639.24	7,000.00	9.3%
80-60-001-45410	PICTURE BOOKS, READERS	47.84	373.32	1,646.23	1,651.09	6,000.00	27.4%
80-60-001-45420	JUVENILE FICTION	47.12	296.11	2,635.29	2,173.97	7,800.00	33.7%



# Lake Bluff Public Library

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DATE: 09/07/2012  
 TIME: 10:29:01  
 ID: GL470006.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

PAGE: 3  
 F-YR: 13

FUND: LAKE BLUFF PUBLIC LIBRARY  
 DEPT: LIBRARY ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	AUGUST 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	87.54	431.15	753.76	864.36	4,000.00	18.8%
80-60-001-45440	JUVENILE REFERENCE	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-45450	TEEN BOOKS	193.76	293.99	725.77	926.97	3,000.00	24.1%
80-60-001-45460	E-BOOKS	856.83	0.00	856.83	0.00	5,000.00	17.1%
80-60-001-45470	GRAPHIC NOVELS	99.82	0.00	99.82	0.00	500.00	19.9%
80-60-001-45500	PERIODICALS	147.50	198.75	4,605.59	4,799.00	8,500.00	54.1%
80-60-001-45510	VIDEO GAMES	0.00	0.00	694.07	339.60	2,300.00	30.1%
80-60-001-45600	PATRON & STAFF SOFTWARE	0.00	0.00	3,028.00	3,275.00	4,000.00	75.7%
80-60-001-45610	LIBRARY AUTOMATION SOFTWARE	0.00	0.00	6,131.17	13,096.00	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	87.92	550.02	1,562.92	0.00	-100.0%
80-60-001-46000	MISCELLANEOUS EXPENSES	26.44	27.12	612.95	370.69	2,000.00	30.6%
80-60-001-48001	EXPENSES FR RESTRICTED DONATIO	14.13	100.00	70.79	152.13	0.00	-100.0%
80-60-001-49000	LIBRARY FURNISHINGS	0.00	350.00	145.10	350.00	5,000.00	2.9%
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	0.00	532.79	4,528.14	13,000.00	4.0%
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	0.00	434.49	1,508.89	656.48	4,500.00	33.5%
80-60-001-50000	CONTINGENCY	794.63	2,150.12	794.63	2,150.12	25,916.00	3.0%
TOTAL EXPENSES: LIBRARY SERVICES		50,977.46	62,030.57	250,798.99	265,269.70	826,405.00	30.3%
TOTAL EXPENSES: LIBRARY ADMINISTRATION		50,977.46	62,030.57	250,798.99	265,269.70	826,405.00	30.3%
TOTAL FUND EXPENSES		50,977.46	62,030.57	250,798.99	265,269.70	826,405.00	30.3%

# Lake Bluff Public Library

14D

DATE: 09/07/2012  
 TIME: 10:29:01  
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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

PAGE: 4  
 F-YR: 13

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

ACCOUNT NUMBER	DESCRIPTION	AUGUST 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	0.00	28,982.00	2,800.00	68,983.62	0.00	-100.0%
81-60-001-49100	BUILDING IMPROVEMENTS	0.00	81,420.27	0.00	177,585.37	0.00	0.0%
-----							
TOTAL EXPENSES: --- UNDEFINED CODE ---		0.00	110,402.27	2,800.00	246,568.99	0.00	-100.0%
TOTAL EXPENSES: --- UNDEFINED CODE ---		0.00	110,402.27	2,800.00	246,568.99	0.00	-100.0%
TOTAL FUND EXPENSES		50,977.46	172,432.84	253,598.99	511,838.69	826,405.00	30.6%

# Lake Bluff Public Library

14E

DATE: 09/07/2012  
 TIME: 10:29:01  
 ID: GL470006.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

PAGE: 5  
 F-YR: 13

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

ACCOUNT NUMBER	DESCRIPTION	AUGUST ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<hr/>							
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	0.00	0.0%
82-40-603-73400	MISCELLANEOUS GRANT	0.00	0.00	0.00	0.00	6,197.00	0.0%
82-40-603-75000	INTEREST EARNINGS	0.12	0.00	0.46	0.95	15,000.00	0.0%
82-40-603-78000	UNRESTRICTED DONATIONS/CONTRIB	0.00	0.00	0.00	0.00	0.00	100.0%
82-40-603-78100	RESTRICTED DONATIOI.S/CONTRIB	0.00	0.00	0.00	0.00	5,000.00	0.0%
82-40-603-78200	TECH-4-U DONATIONS	0.00	0.00	0.00	0.00	15,000.00	0.0%
<hr/>							
TOTAL REVENUES: MISCELLANEOUS		0.12	0.00	0.46	0.95	41,197.00	0.0%
TOTAL REVENUES: BIR MEMORIAL FUND REVENUES		0.12	0.00	0.46	0.95	41,197.00	0.0%
TOTAL FUND REVENUES		17,990.33	17,926.07	436,968.87	442,315.35	868,852.00	50.2%

# Lake Bluff Public Library

14F

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 4 PERIODS ENDING AUGUST 31, 2012

PAGE: 6  
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FUND: LIBRARY BIRD MEMORIAL FUND  
 DEPT: BIRD MEMORIAL EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	AUGUST 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	3,057.38	499.49	3,057.38	4,484.71	6,197.00	49.3%
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	158.10	0.00	3,000.00	5.2%
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 ---		3,057.38	499.49	3,215.48	4,484.71	29,197.00	11.0%
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		3,057.38	499.49	3,215.48	4,484.71	29,197.00	11.0%
TOTAL FUND EXPENSES		54,034.84	172,932.33	256,814.47	516,323.40	855,602.00	30.0%

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
10711	9AMAZONA	VOIDED---LEADER CHECK						
		026792840914	07/03/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	24.99	
						INVOICE TOTAL:	24.99 *	
		026796263794	06/26/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	63.00	
						INVOICE TOTAL:	63.00 *	
		080692447421	06/06/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	14.99	
						INVOICE TOTAL:	14.99 *	
		080697683104	06/14/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	15.96	
						INVOICE TOTAL:	15.96 *	
		081973807576	06/18/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	14.99	
						INVOICE TOTAL:	14.99 *	
		081975482086	06/06/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	22.24	
						INVOICE TOTAL:	22.24 *	
		081976263756	06/14/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	43.66	
						INVOICE TOTAL:	43.66 *	
		081977884749	06/06/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	31.86	
						INVOICE TOTAL:	31.86 *	
		100902046806	06/27/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	53.92	
						INVOICE TOTAL:	53.92 *	
		100903865880	06/29/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	218.97	
						INVOICE TOTAL:	218.97 *	
		111327785676	06/12/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	11.99	
						INVOICE TOTAL:	11.99 *	
		111328206403	06/19/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	196.01	
						INVOICE TOTAL:	196.01 *	

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
10711	9AMAZONA	VOIDED---LEADER CHECK						
	111329385998		06/20/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	38.65	
						INVOICE TOTAL:	38.65 *	
	122660187348		06/19/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	-6.50	
						INVOICE TOTAL:	-6.50 *	
	122663717922		06/18/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	-2.00	
						INVOICE TOTAL:	-2.00 *	
	122664356765		06/11/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	223.06	
						INVOICE TOTAL:	223.06 *	
	122665416169		06/17/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	-2.96	
						INVOICE TOTAL:	-2.96 *	
	122666320983		06/26/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	13.49	
						INVOICE TOTAL:	13.49 *	
	122668726461		06/09/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	13.06	
						INVOICE TOTAL:	13.06 *	
10712	9AMAZONA	AMAZON						
	151894936043		06/26/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	26.39	
						INVOICE TOTAL:	26.39 *	
	181071131165		07/03/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	130.69	
						INVOICE TOTAL:	130.69 *	
	181074215723		07/02/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	9.99	
						INVOICE TOTAL:	9.99 *	
	189242077576		06/14/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	15.45	
						INVOICE TOTAL:	15.45 *	

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
10712	9AMAZONA	AMAZON					
	189342915030		06/06/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	10.19
						INVOICE TOTAL:	10.19 *
	257382468754		06/16/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	15.59
						INVOICE TOTAL:	15.59 *
	257383534044		06/14/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	15.11
						INVOICE TOTAL:	15.11 *
	269708770661		06/11/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	36.98
						INVOICE TOTAL:	36.98 *
						CHECK TOTAL:	1,249.77
10713	9ALA	AMERICAN LIBRARY ASSOCIATION					
	ALA07312012		07/31/12	01	MEMBERSHIP DUES: BAILEY	80-60-001-42440	130.00
				02	9/30/12-9/30/13	** COMMENT **	
						INVOICE TOTAL:	130.00 *
						CHECK TOTAL:	130.00
10714	9BKTLNT	VOIDED---LEADER CHECK					
	2027157913		06/28/12	01	ADULT FICTION BOOKS	80-60-001-45100	60.70
						INVOICE TOTAL:	60.70 *
	2027161195		07/02/12	01	PICTURE BOOKS, READERS	80-60-001-45410	12.05
						INVOICE TOTAL:	12.05 *
	2027163964		07/03/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	267.78
						INVOICE TOTAL:	267.78 *
	2027167779		07/02/12	01	ADULT FICTION BOOKS	80-60-001-45100	43.70
						INVOICE TOTAL:	43.70 *



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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
10714	9BKTLENT	VOIDED---LEADER CHECK						
	2027172645		07/05/12	01	JUVENILE FICTION, PBKS & SERIES	80-60-001-45420	337.62	
						INVOICE TOTAL:	337.62 *	
	2027173156		07/05/12	01	TEEN BOOKS	80-60-001-45450	189.70	
						INVOICE TOTAL:	189.70 *	
	2027177952		07/09/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	185.11	
						INVOICE TOTAL:	185.11 *	
	2027179956		07/06/12	01	ADULT FICTION BOOKS	80-60-001-45100	15.89	
						INVOICE TOTAL:	15.89 *	
	2027182992		07/10/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	201.22	
						INVOICE TOTAL:	201.22 *	
	2027195659		07/12/12	01	ADULT FICTION BOOKS	80-60-001-45100	46.54	
						INVOICE TOTAL:	46.54 *	
	2027196572		07/16/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	289.59	
						INVOICE TOTAL:	289.59 *	
	2027197062		07/13/12	01	LARGE PRINT BOOKS	80-60-001-45110	100.90	
						INVOICE TOTAL:	100.90 *	
	2027204395		07/17/12	01	JUVENILE FICTION, PBKS & SERIES	80-60-001-45420	13.83	
						INVOICE TOTAL:	13.83 *	
	2027204574		07/16/12	01	ADULT FICTION BOOKS	80-60-001-45100	15.31	
						INVOICE TOTAL:	15.31 *	
	2027215476		07/20/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	406.45	
						INVOICE TOTAL:	406.45 *	
	2027218426		07/23/12	01	ADULT FICTION BOOKS	80-60-001-45100	91.31	
						INVOICE TOTAL:	91.31 *	



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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
10714	9BKTLENT	VOIDED---LEADER CHECK					
	2027223114		07/24/12	01	LARGE PRINT BOOKS	80-60-001-45110	27.30
						INVOICE TOTAL:	27.30 *
	2027229203		07/25/12	01	JUVENILE FICTION.PBKS & SERIES	80-60-001-45420	217.49
						INVOICE TOTAL:	217.49 *
	2027229294		07/25/12	01	PICTURE BOOKS, READERS	80-60-001-45410	560.26
						INVOICE TOTAL:	560.26 *
10715	9BKTLENT	BAKER & TAYLOR ENTERTAINMENT					
	2027238317		07/27/12	01	ADULT FICTION BOOKS	80-60-001-45100	29.52
						INVOICE TOTAL:	29.52 *
	5012089815		07/05/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	15.15
						INVOICE TOTAL:	15.15 *
	5012109633		07/19/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	15.62
						INVOICE TOTAL:	15.62 *
						CHECK TOTAL:	3,143.04
10716	9CDW	CDW GOVERNMENT, INC.					
	K016819		04/30/12	01	COMPUTER EQUIPMENT	80-60-001-49350	72.81
						INVOICE TOTAL:	72.81 *
	K982872		05/23/12	01	COMPUTER EQUIPMENT	80-60-001-49350	-730.22
						INVOICE TOTAL:	-730.22 *
	K983126		05/23/12	01	COMPUTER EQUIPMENT	80-60-001-49350	619.36
						INVOICE TOTAL:	619.36 *
	K983538		05/23/12	01	COMPUTER EQUIPMENT	80-60-001-49350	10.71
						INVOICE TOTAL:	10.71 *

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
10716	9CDW	CDW GOVERNMENT, INC.					
	L139357		05/25/12	01	COMPUTER EQUIPMENT	80-60-001-49350	-72.81
						INVOICE TOTAL:	-72.81 *
	L284236		05/31/12	01	COMPUTER EQUIPMENT	80-60-001-49350	49.87
						INVOICE TOTAL:	49.87 *
	N507161		07/26/12	01	COMPUTER EQUIPMENT	80-60-001-49350	-65.62
						INVOICE TOTAL:	-65.62 *
	N507315		07/26/12	01	BIRD MEMORIAL	82-60-001-49000	158.10
				02	OTHER EQUIPMENT	80-60-001-49400	257.89
				03	COMPUTER EQUIPMENT	80-60-001-49350	175.77
						INVOICE TOTAL:	591.76 *
						CHECK TOTAL:	475.86
10717	9COMPVIE	COMPUTER VIEW, INC.					
	25489		07/26/12	01	PUBLIC/STAFF COMPUTER SOFTWARE	80-60-001-45600	1,750.00
						INVOICE TOTAL:	1,750.00 *
	25490		07/26/12	01	PUBLIC/STAFF COMPUTER SOFTWARE	80-60-001-45600	1,153.00
						INVOICE TOTAL:	1,153.00 *
						CHECK TOTAL:	2,903.00
10718	9DANTHE	DAN THE KEY MAN, INC.					
	86392		07/09/12	01	LOCKS/KEYS	80-60-001-41000	120.50
						INVOICE TOTAL:	120.50 *
						CHECK TOTAL:	120.50
10719	9DEMCO	DEMCO, INC					

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
10719	9DEMCO	DEMCO, INC					
	4655591		06/29/12	01	BOOK JACKET COVERS	80-60-001-43670	38.62
				02	OFFICE SUPPLIES	80-60-001-43550	64.98
						INVOICE TOTAL:	103.60 *
	4675728		07/23/12	01	BOOK JACKET COVERS,BOOK CARDS	80-60-001-43670	99.85
				02	OFFICE SUPPLIES	80-60-001-43550	6.75
						INVOICE TOTAL:	106.60 *
						CHECK TOTAL:	210.20
10720	9DETHORN	CARLEN DETHORNE					
	DET073112		07/31/12	01	TUITION REIMBURSEMENT	80-60-001-42400	367.00
						INVOICE TOTAL:	367.00 *
						CHECK TOTAL:	367.00
10721	9EVANCED	EVANCED SOLUTIONS, LLC					
	8313		07/02/12	01	ADULT REFERENCE/ELECTRONIC REF	80-60-001-45220	525.00
						INVOICE TOTAL:	525.00 *
						CHECK TOTAL:	525.00
10722	9FASTSIG	FASTSIGNS GURNEE					
	349-20432		07/12/12	01	BALANCE DUE FOR SIGN	80-60-001-46000	20.00
						INVOICE TOTAL:	20.00 *
						CHECK TOTAL:	20.00
10723	9FIRSTBA	FIRST BANKCARD					
	CAR07242012		08/07/12	01	PROGRAM SUPPLIES/EXPENSES	80-60-001-43710	31.11

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
10723	9FIRSTBA	FIRST BANKCARD					
	CAR07242012		08/07/12	02	CARDS	80-60-001-43700	9.53
				03	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	18.30
				04	BUILDING MAINTENANCE	80-60-001-41000	241.00
				05	OFFICE SUPPLIES	80-60-001-43550	20.09
				06	MISC EXPENSES	80-60-001-46000	-35.00
				07	MISC EXPENSES	80-60-001-46000	3.47
					INVOICE TOTAL:		288.50 *
					CHECK TOTAL:		288.50
10724	9FIRSTBA	FIRST BANKCARD					
	CDT07242012		07/24/12	01	BOOK CLUB SNACKS	80-60-001-43700	9.98
				02	VIDEO GAMES	80-60-001-45510	357.17
				03	MISC EXPENSES	80-60-001-46000	-35.00
				04	MISC EXPENSES	80-60-001-46000	3.25
					INVOICE TOTAL:		335.40 *
					CHECK TOTAL:		335.40
10725	9FIRSTBA	FIRST BANKCARD					
	DON07242012		08/07/12	01	JUVENILE AUDIO-VISUAL	80-60-001-45430	447.14
				02	CHILDREN/TEEN PROGRAM SUPPLIES	80-60-001-43720	281.52
				03	PICTURE BOOKS, READERS	80-60-001-45410	81.87
				04	JUVENILE NON-FICTION	80-60-001-45400	57.86
				05	JUVENILE FICTION, PBKS & SERIES	80-60-001-45420	35.98
				06	HOSPITALITY	80-60-001-43700	98.66
				07	STORAGE BASKET	80-60-001-46000	21.64
				08	MISC EXPENSES	80-60-001-46000	-35.00
				09	MISC EXPENSES	80-60-001-46000	11.25
				10	JUVENILE AUDIO VISUAL MATERIAL	80-60-001-45430	-7.90
					INVOICE TOTAL:		993.02 *
					CHECK TOTAL:		993.02

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
10726	9FIRSTBA	FIRST BANKCARD					
	ERI07242012		07/24/12	01	GATEWAY ACCT MONTHLY FEE	80-60-001-46000	20.00
				02	PARADE ITEMS	80-60-001-43700	41.84
				03	PROFESSIONAL DEVELOPMENT	80-60-001-42400	175.00
				04	PROFESSIONAL DEVELOPMENT	80-60-001-42400	150.00
				05	MISC EXPENSES	80-60-001-46000	-35.00
				06	MISC EXPENSES	80-60-001-46000	3.62
					INVOICE TOTAL:		355.46 *
					CHECK TOTAL:		355.46
10727	9GRAMARK	GRAND MARKETING SOLUTIONS					
	2999		07/13/12	01	OFFICE SUPPLIES	80-60-001-43550	145.00
					INVOICE TOTAL:		145.00 *
					CHECK TOTAL:		145.00
10728	9HELANDE	HELANDERS, INC					
	73433		07/13/12	01	OFFICE SUPPLIES	80-60-001-43550	16.14
					INVOICE TOTAL:		16.14 *
					CHECK TOTAL:		16.14
10729	9HOMEDEP	HOME DEPOT CREDIT SERVICES					
	563121		06/28/12	01	GROUNDS MAINTENANCE	80-60-001-41050	7.97
					INVOICE TOTAL:		7.97 *
					CHECK TOTAL:		7.97
10730	9IHLS-OC	IHLS-OCLC					
	70989		07/02/12	01	DUES:7/1/12-6/30/13	80-60-001-42440	186.00

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10730	9IHLS-OC	IHLS-OCLC					
	70989		07/02/12	02	DUES CREDIT	80-60-001-42440	-3.87
						INVOICE TOTAL:	182.13 *
						CHECK TOTAL:	182.13
10731	9INGRAM	INGRAM LIBRARY SERVICES					
	5714097		07/19/12	01	ADULT FICTION BOOKS	80-60-001-45100	15.81
						INVOICE TOTAL:	15.81 *
	5714098		07/19/12	01	ADULT FICTION BOOKS	80-60-001-45100	14.12
						INVOICE TOTAL:	14.12 *
	5714099		07/19/12	01	ADULT FICTION BOOKS	80-60-001-45100	52.48
						INVOICE TOTAL:	52.48 *
	5749045		07/22/12	01	ADULT FICTION BOOKS	80-60-001-45100	24.79
						INVOICE TOTAL:	24.79 *
	5771851		07/24/12	01	ADULT FICTION BOOKS	80-60-001-45100	291.43
						INVOICE TOTAL:	291.43 *
	5817323		07/26/12	01	ADULT FICTION BOOKS	80-60-001-45100	10.40
						INVOICE TOTAL:	10.40 *
	5828915		07/27/12	01	ADULT FICTION BOOKS	80-60-001-45100	28.22
						INVOICE TOTAL:	28.22 *
	5828916		07/27/12	01	ADULT FICTION BOOKS	80-60-001-45100	146.90
						INVOICE TOTAL:	146.90 *
	5897712		08/01/12	01	ADULT FICTION BOOKS	80-60-001-45100	13.53
						INVOICE TOTAL:	13.53 *
	5897713		08/01/12	01	ADULT FICTION BOOKS	80-60-001-45100	14.69
						INVOICE TOTAL:	14.69 *

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
10731	9INGRAM	INGRAM LIBRARY SERVICES					
	5897714		08/01/12	01	ADULT FICTION BOOKS	80-60-001-45100	14.12
						INVOICE TOTAL:	14.12 *
	5897715		08/01/12	01	ADULT FICTION BOOKS	80-60-001-45100	14.68
						INVOICE TOTAL:	14.68 *
	5897716		08/01/12	01	ADULT FICTION BOOKS	80-60-001-45100	43.49
						INVOICE TOTAL:	43.49 *
	5897717		08/01/12	01	ADULT FICTION BOOKS	80-60-001-45100	274.84
						INVOICE TOTAL:	274.84 *
						CHECK TOTAL:	959.50
10732	9IRELAND	IRELAND HEATING & AIRCONDITION					
	56035		07/10/12	01	BUILDING MAINTENANCE	80-60-001-41000	120.00
						INVOICE TOTAL:	120.00 *
						CHECK TOTAL:	120.00
10733	9TOSEREL	ELIZA JARVI					
	JAR072012		07/20/12	01	CHILDREN/TEEN PROGRAM SUPPLIES	80-60-001-43720	27.99
						INVOICE TOTAL:	27.99 *
						CHECK TOTAL:	27.99
10734	9LBMIDDL	LAKE BLUFF MIDDLE SCHOOL					
	LAK080612		08/06/12	01	EXPENSES FR RESTRICTED DONAT	80-60-001-48001	56.66
						INVOICE TOTAL:	56.66 *
						CHECK TOTAL:	56.66



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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
10735	9MARQMOV	MARQUEE MOVIE PRESENTATIONS					
	MAR080612		08/06/12	01	JUVENILE PROGRAM: SUPERHEROES	80-60-001-43720	100.00
						INVOICE TOTAL:	100.00 *
						CHECK TOTAL:	100.00
10736	9MEADAMY	AMY MEADOWS					
	MEA073112		07/31/12	01	ADULT PROGRAM SUPPLIES	80-60-001-43710	175.00
						INVOICE TOTAL:	175.00 *
						CHECK TOTAL:	175.00
10737	9MIDTAPE	MIDWEST TAPE					
	90212737		06/29/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	-5.00
						INVOICE TOTAL:	-5.00 *
	90240706		07/14/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	36.74
						INVOICE TOTAL:	36.74 *
						CHECK TOTAL:	31.74
10738	9OPFFRAN	OPP, FRANCHISING, INC.					
	CHC07121375		07/01/12	01	BUILDING MAINTENANCE:JULY 2012	80-60-001-41000	954.00
						INVOICE TOTAL:	954.00 *
	CHC08121363		08/01/12	01	BUILDING MAINTENANCE:AUG 2012	80-60-001-41000	954.00
						INVOICE TOTAL:	954.00 *
						CHECK TOTAL:	1,908.00
10739	9PERESTI	PEREGRINE, STIME, NEWMAN,					
	52247		07/06/12	01	LEGAL SERVICES:4/1-6/30/12	80-60-001-41350	2,417.19
						INVOICE TOTAL:	2,417.19 *
						CHECK TOTAL:	2,417.19



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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
10740	9ROSEPES	ROSE PEST SOLUTIONS					
	1291386		08/01/12	01	PEST CONTROL APPLICATION	80-60-001-41000	345.00
						INVOICE TOTAL:	345.00 *
						CHECK TOTAL:	345.00
10741	9SHREDIT	SHRED-IT USA-CHICAGO					
	9400551549		07/02/12	01	PHOTOCOPIER TONER, SRVC/REPAIRS	80-60-001-41303	44.20
						INVOICE TOTAL:	44.20 *
						CHECK TOTAL:	44.20
10742	9STAPLES	STAPLES BUSINESS ADVANTAGE					
	8022322228		06/30/12	01	BOOK TAPE	80-60-001-43670	73.46
				02	OFFICE SUPPLIES	80-60-001-43550	1.99
						INVOICE TOTAL:	75.45 *
	8022581328		07/28/12	01	BOOK TAPE	80-60-001-43670	53.75
				02	OFFICE SUPPLIES	80-60-001-43550	226.42
						INVOICE TOTAL:	280.17 *
						CHECK TOTAL:	355.62
10743	9SUN-TIM	SUN-TIME MEDIA					
	103811		06/30/12	01	CLASSIFIED ADS	80-60-001-43400	51.20
						INVOICE TOTAL:	51.20 *
						CHECK TOTAL:	51.20
10744	9THYSSEN	THYSSENKRUPP ELEVATOR CORP.					
	3000196081		07/01/12	01	ELEVATOR MAINT: JULY 2012	80-60-001-41020	104.19
						INVOICE TOTAL:	104.19 *

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT
10744	9THYSSEN	THYSSENKRUPP ELEVATOR CORP.					
	3000214042		08/01/12	01	ELEVATOR MAINT: AUG 2012	80-60-001-41020	104.19
						INVOICE TOTAL:	104.19 *
						CHECK TOTAL:	208.38
10745	9USPOSTA	UNITED STATES POSTAL SERVICE					
	USP080112		08/01/12	01	POSTAGE STAMPS	80-60-001-43300	90.00
						INVOICE TOTAL:	90.00 *
						CHECK TOTAL:	90.00
10746	9WAREHOU	WAREHOUSE DIRECT					
	1627425-0		07/25/12	01	BOOK TAPE	80-60-001-43670	38.25
				02	OFFICE SUPPLIES	80-60-001-43550	30.45
						INVOICE TOTAL:	68.70 *
	1636601-0		08/02/12	01	OFFICE SUPPLIES	80-60-001-43550	14.07
						INVOICE TOTAL:	14.07 *
						CHECK TOTAL:	82.77
10747	9WENDTM	WENDT MAINTENANCE INC.					
	WEN08012012		08/01/12	01	MONTHLY GROUNDS MAINT:AUG 12	80-60-001-41050	480.00
						INVOICE TOTAL:	480.00 *
						CHECK TOTAL:	480.00
						TOTAL AMOUNT PAID:	18,921.24

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10672	9VANTAGE	VANTAGEPOINT TRANSFER AGENTS			07/09/12		
	101477644	07/05/12	01	'EE ICMA CONTRIBUTION: 7/13/12		80-20-102-45000	1,000.00
						INVOICE TOTAL:	1,000.00 *
						CHECK TOTAL:	1,000.00
10673	9HOMEDEP	HOME DEPOT CREDIT SERVICES			07/10/12		
	1572991	06/07/12	01	AIR CONDITIONER		80-60-001-45900	532.77
						INVOICE TOTAL:	532.77 *
	4580383	06/14/12	01	HEADSET		80-60-001-45900	5.57
			02	ELECTRICAL TAPE, CABLE TIES		80-60-001-41000	5.48
						INVOICE TOTAL:	11.05 *
	HOM062812	06/28/12	01	MISC. EXPENSES		80-60-001-46000	1.81
						INVOICE TOTAL:	1.81 *
						CHECK TOTAL:	545.63
10674	9INGRAM	INGRAM LIBRARY SERVICES			07/10/12		
	05444643	06/28/12	01	ADULT FICTION		80-60-001-45100	14.68
						INVOICE TOTAL:	14.68 *
	05444644	06/28/12	01	ADULT FICTION		80-60-001-45100	23.63
						INVOICE TOTAL:	23.63 *
	05444645	06/28/12	01	ADULT FICTION		80-60-001-45100	9.57
						INVOICE TOTAL:	9.57 *
	05485417	07/02/12	01	ADULT FICTION BOOKS		80-60-001-45100	15.23
						INVOICE TOTAL:	15.23 *
	05485418	07/02/12	01	ADULT FICTION BOOKS		80-60-001-45100	11.99
						INVOICE TOTAL:	11.99 *
	05508571	07/03/12	01	ADULT FICTION BOOKS		80-60-001-45100	11.99
						INVOICE TOTAL:	11.99 *
						CHECK TOTAL:	87.09
10675	9AT&T	AT & T			07/19/12		
	847234254007	07/07/12	01	LCL PH SRVC: 6/8-7/7/12		80-60-001-43230	274.02
						INVOICE TOTAL:	274.02 *
						CHECK TOTAL:	274.02

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM # DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10676	9BAILEYE ERIC BAILEY BAI070212	07/02/12	01 PARADE ITEM	07/19/12	80-60-001-43700	99.00
					INVOICE TOTAL:	99.00 *
					CHECK TOTAL:	99.00
10677	9COMPVIE COMPUTER VIEW, INC. 25436	06/28/12	01 COMPUTER SERVICES:AUG-OCT 2012	07/19/12	80-60-001-41305	2,510.00
					INVOICE TOTAL:	2,510.00 *
					CHECK TOTAL:	2,510.00
10678	9CDW CDW GOVERNMENT, INC. M615584	07/03/12	01 COMPUTER EQUIPMENT	07/19/12	80-60-001-49350	58.59
					INVOICE TOTAL:	58.59 *
					CHECK TOTAL:	58.59
10679	9DELAGÉ DE LAGE LANDEN FINANCIAL SRVC 14261491	07/07/12	01 COPIER MAINT: JULY 2012	07/19/12	80-60-001-41303	137.06
					INVOICE TOTAL:	137.06 *
					CHECK TOTAL:	137.06
10680	9INGRAM INGRAM LIBRARY SERVICES 5541312	07/06/12	01 ADULT FICTION BOOKS	07/19/12	80-60-001-45100	573.17
					INVOICE TOTAL:	573.17 *
					80-60-001-45100	14.12
					INVOICE TOTAL:	14.12 *
					CHECK TOTAL:	587.29
10681	9NCCPETE NCC-PETERSON PRODUCTS 58923	07/03/12	01 JANITORIAL SUPPLIES	07/19/12	80-60-001-43660	148.69
					INVOICE TOTAL:	148.69 *
					CHECK TOTAL:	148.69
10682	9USPOSTA UNITED STATES POSTAL SERVICE USP071112	07/11/12	01 POSTAGE STAMPS	07/19/12	80-60-001-43300	90.00
					INVOICE TOTAL:	90.00 *
					CHECK TOTAL:	90.00

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10683	9WENDTM WEN07012012	WENDT MAINTENANCE INC. 07/01/12	01	MONTHLY GROUNDS MAINT: JUL 12	07/19/12	80-60-001-41050	480.00 INVOICE TOTAL: 480.00 *
						CHECK TOTAL:	480.00
10684	9WORLDTR INV58085	WORLD TRADE PRESS 06/20/12	01	ADULT REFERENCE MATERIALS	07/19/12	80-60-001-45220	224.91 INVOICE TOTAL: 224.91 *
						CHECK TOTAL:	224.91
10685	9TOSEREL JAR071312	ELIZA JARVI 07/13/12	01	CHILDREN/TEEN PROGRAM SUPPLIES	07/19/12	80-60-001-43720	35.66 INVOICE TOTAL: 35.66 *
						80-60-001-43720	24.84 INVOICE TOTAL: 24.84 *
						CHECK TOTAL:	60.50
10686	9FASTSIG FAS071212	FASTSIGNS GURNEE 07/12/12	01	50% DEPOSIT FOR SIGN	07/19/12	80-60-001-46000	20.00 INVOICE TOTAL: 20.00 *
						CHECK TOTAL:	20.00
10687	9TODBUS 337	TODAY'S BUSINESS SOLUTIONS INC 06/15/12	01	COMPUTER SRVC'S:INSTALL/TRNG	07/19/12	80-60-001-41305	2,995.00 INVOICE TOTAL: 2,995.00 *
						CHECK TOTAL:	2,995.00
10688	9INNEXPR MMM070144	INNOVATION EXPERTS 07/01/12	01	ADULT REFERENCE MATERIALS	07/19/12	80-60-001-45220	2,000.00 INVOICE TOTAL: 2,000.00 *
						CHECK TOTAL:	2,000.00
10689	9RHODEIS 2885835	RHODE ISLAND NOVELTY 07/09/12	01	CHILDREN/TEEN PROGRAM SUPPLIES	07/19/12	80-60-001-43720	54.15 INVOICE TOTAL: 54.15 *
						CHECK TOTAL:	54.15

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM # DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10690	9COMCAST	COMCAST CABLE		07/23/12		
	COM071212	07/12/12	01 INTERNET SRVC: 7/19-8/18/12		80-60-001-43230	141.90
					INVOICE TOTAL:	141.90 *
					CHECK TOTAL:	141.90
10691	9CDW	CDW GOVERNMENT, INC.		07/23/12		
	M874073	07/11/12	01 APC BACK-UPS		80-60-001-49350	58.59
					INVOICE TOTAL:	58.59 *
					CHECK TOTAL:	58.59
10692	9INGRAM	INGRAM LIBRARY SERVICES		07/24/12		
	05621959	07/12/12	01 ADULT FICTION BOOKS		80-60-001-45100	42.90
					INVOICE TOTAL:	42.90 *
	05621960	07/12/12	01 ADULT FICTION BOOKS		80-60-001-45100	15.81
					INVOICE TOTAL:	15.81 *
	05621961	07/12/12	01 ADULT FICTION BOOKS		80-60-001-45100	14.68
					INVOICE TOTAL:	14.68 *
	05621962	07/12/12	01 ADULT FICTION BOOKS		80-60-001-45100	93.67
					INVOICE TOTAL:	93.67 *
					CHECK TOTAL:	167.06
10693	9VANTAGE	VANTAGEPOINT TRANSFER AGENTS		07/31/12		
	101486382	07/26/12	01 'EE ICMA CONTRIBUTION: 7/31/12		80-20-102-45000	1,000.00
					INVOICE TOTAL:	1,000.00 *
					CHECK TOTAL:	1,000.00
					TOTAL AMOUNT PAID:	12,739.48

## Study of Community and Long Range Trends

As noted in the previous Long Range Plan, Lake Bluff, Illinois is a village of approximately 4 square miles located on the shores of Lake Michigan about 30 miles north of Chicago, and just south of Great Lakes Naval Base. The village features historic cottages and upscale single-family residences as well as multi-unit apartment buildings. Houses built in the 1800s are often situated next to contemporary construction. Lake Bluff is a community of individuals and families who cherish the small-town atmosphere. The Village of Lake Bluff has taken on new events such as the Twilight Criterium Race and Bluffinia, showing continued commitment to maintaining a close knit and active community.

A comparison of the 2000 and 2010 censuses show some distinct trends in the community:

- Total population decreased by 334 individuals (5.5%) to 5,745.
- The total number of households decreased from 2,118 to 2,064.
- The population shifted slightly in age demographics:  
The percentage of the population under the age of 18 decreased from 33% to 29.3% while the percent over age 65 increased from 12% to 14.5%. Both numbers remain higher than the national averages of 23.3% and 13.3% respectively.
- The median income per household increased from \$114,521 to \$146,400, well above the nation median which increased from \$41,994 to \$51,914.
- The percent of individuals living below the poverty line increased slightly from 1% to 2.3%, though staying well below the national average of 13.8% nationally in 2010.
- The high level of education remained constant, with 82% of individuals over the age of 25 having at least a bachelor's degree, versus the national average of 27.9% in 2010.
- The percentage of the community listed as 'White' dropped from 95% to 92%.

The community of Lake Bluff remains significantly above average in household income and level of education. The overall population and demographics will likely fluctuate based on the housing market and economy, but given the absence of significant room for the community to spread will likely remain stable within a certain range.

New technologies such as ebooks will have the biggest impact on library's overall in the next 3-5 years. The high levels of income and education will make it even more important in Lake Bluff. Staying abreast of current trends and the needs of extremely tech savvy patrons will be key, as will providing assistance to the less tech savvy in a rapidly changing world.

The trend in local schools has been towards the elimination of library services. We have seen an increase in student usage of the library, but this remains an opportunity that we have not fully pursued.

The community remains relatively homogenous ethnically, but the percentage of Asian Indians in the community did increase from .6% to 4.5%. At 270 individuals this does represent a growing portion of the community, and the only minority group of significant size within our service area. It will be important to be aware of the increase in members of this ethnicity in the community; at present, it represents an important trend to be aware of and is worthy of some attention when selecting materials and planning programs.



<b>Lake Bluff Census</b>	<b>2010</b>	<b>2000</b>
Population, (April 1) estimates base	5,722	6,056
Persons under 5 years, percent	4.6%	8.7%
Persons under 18 years, percent	29.3%	32.9%
Persons 65 years and over, percent	14.7%	12.0%
Female persons, percent	51.9%	51.7%
White persons, percent	92.0%	95.9%
Black persons, percent	0.6%	5.0%
American Indian and Alaska Native persons, percent	0.1%	0.0%
Asian persons, percent	5.5%	3.3%
Native Hawaiian and Other Pacific Islander, percent	0.0%	0.0%
Persons reporting two or more races, percent	1.3%	6.0%
Persons of Hispanic or Latino origin, percent	1.9%	1.2%
White persons not Hispanic, percent	90.6%	94.3%
Living in same house 1 year & over	92.2%	88.6%
Foreign born persons, percent	10.7%	0.7%
Language other than English spoken at home, pct age 5+	12.3%	9.1%
High school graduates, percent of persons age 25+	99.2%	99.2%
Bachelor's degree or higher, pct of persons age 25+	82.1%	72.9%
Mean travel time to work (minutes), workers age 16+	28.4	31.9
Housing units	2,178	2,213
Homeownership rate	94.2%	91.1%
Median value of owner-occupied housing units	\$671,900	\$439,600
Households	2,064	2,136
Persons per household	2.92	2.85
Per capita money income in past 12 months	\$66,977	\$54,824
Median household income	\$146,400	\$114,521
Persons below poverty level, percent	2.3%	



# Long Range Plan For Lake Bluff Public Library

## Goals, Objectives and Activities for Calendar Year 2009

**Goal 1:**  
*Satisfy Curiosity: Lifelong Learning*

Baseline    2008    2009    % or Met    2010    % or Met    2011    % or Met    2012    % or Met

**Obj. 1:** 300 Visits Per Year  
By Pre-schoolers

NM.		983	MET		NO DATA		NO DATA		
-----	--	-----	-----	--	---------	--	---------	--	--

**Act. 1:** Four Six Week Cycles of  
Pre-School Storytime

NM.			MET		MET		MET		
-----	--	--	-----	--	-----	--	-----	--	--

**Obj. 2A:** 5% Increase in  
Children's Department Circulation

	37,674	42,317	12.3%	39,431	-6.82%	35,934	-8.87%		
--	--------	--------	-------	--------	--------	--------	--------	--	--

**Obj. 2B:** 5% Increase in Children's  
Program Attendance

	8,013	10,122	26.32%	9,621	-4.95%	10,073	4.70%		
--	-------	--------	--------	-------	--------	--------	-------	--	--

**Act. 1:** Redo Children's Section on  
Library Website

NM.			MET		MET		MET		
-----	--	--	-----	--	-----	--	-----	--	--

**Act. 2:** Acquire Children's Materials  
That Enhance Study and Learning

NM.			MET		MET		MET		
-----	--	--	-----	--	-----	--	-----	--	--

**Obj. 3A:** 50 Teens Attending  
Library Programs

NM.		193	MET	323	MET	362	MET		
-----	--	-----	-----	-----	-----	-----	-----	--	--

**Obj. 3B:** Teen Collection Circulation  
of 500+ Per Year

	1,086	1,968	MET	2,271	MET	2,361	MET		
--	-------	-------	-----	-------	-----	-------	-----	--	--

**Act. 1:** Create Teen Section on  
Library Website by May 2009

NM.			MET		MET		MET		
-----	--	--	-----	--	-----	--	-----	--	--

**Act. 2:** Create Teen Advisory Board  
of Highschoolers

NM.			MET		MET		MET		
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Baseline 2008 2009 % or Met 2010 % or Met 2011 % or Met 2012 % or Met

<b>Act. 3:</b> 5% Increase in Teen Holdings		296	576	94.6%	602	4.51%	733	21.76%		
<b>Obj. 4:</b> 50 Multigenerational Families Attending Programs Per Year	NM.		265	MET		NO DATA		NO DATA		
<b>Act. 1:</b> 10 Multigenerational Events Per Year	NM.		23	MET		NO DATA		NO DATA		
<b>Obj. 5A:</b> 5% Increase in Circulation of Adult Nonfiction Print Materials		7,691	8,722	13.4%	10,037	15.08%	8,192	-18.38%		
<b>Obj. 5B:</b> 5% Increase in Circulation of Adult Nonfiction AV Materials		666	728	9.3%	729	0.14%	585	-19.75%		
<b>Act. 1:</b> Create and Administer User Surveys to Obtain User Attitudes	NM.			MET		NOT MET		NOT MET		
<b>Obj. 6:</b> 200 Residents Per Year Indicate that Library Materials Met Their Needs	NM.			MET		NO DATA		NO DATA		
<b>Obj. 7A:</b> Library Staff Will Attend Programs in Lifelong Learning	NM.			MET		MET		MET		
<b>Obj. 7B:</b> Library Staff Will Attend Programs in Reference	NM.			MET		MET		MET		
<b>Obj. 7C:</b> Library Staff Will Attend Programs in Access Developments	NM.			MET		MET		MET		
<b>Act. 1:</b> After Attending Events, Staff will Write Up a Report and Put it in an Idea Book	NM.			MET		NOT MET		NOT MET		

**Goal 2:**

*Stimulate Imagination: Reading Viewing and Listening for Pleasure*

**Obj. 1:** 5% Increase in Circulation of Adult Fiction Print Materials Per Year

**Act. 1:** Print and AV Fiction Materials Displayed Thematically

**Act. 2:** Create a Tutorial for Novelist, and Post at Desk and Online

**Act. 3:** Staff Attend Reader's Advisory Events

**Act. 4:** Create 'Read Alike' Lists

**Obj. 2:** 500 Pre-School and School Age Children Attend Story-Time and Story Telling Programs

**Obj. 3:** 10% Increase in Circulation of Teen Materials Per Year

**Act. 1:** Teens Have Input Into Collection and Programs Via Advisory Board

**Obj. 4:** 250 Adults Attend/Participate in Reading Clubs, Book Groups and Author Talks Per Year

**Obj. 5:** 200 Residents Will Indicate That Library Materials Met Their Recreational Reading Needs

Baseline	2008	2009	% or Met	2010	% or Met	2011	% or Met	2012	% or Met
	13,022	16,026	23.1%	18,199	13.56%	16,625	-8.65%		
NM.			MET		MET		MET		
NM.		Not on Web	NOT MET	Not on Web	NOT MET	Not on Web	NOT MET		
NM.			MET		MET		MET		
NM.			MET		MET		MET		
NM.		978	MET		NO DATA		NO DATA		
	1,086	1,968	81.2%	2,271	15.40%	2,361	3.96%		
NM.			MET		MET		MET		
	NM.	246	NOT MET		NO DATA		NO DATA		
NM.			NO DATA		NO DATA		NO DATA		

**Obj. 6:** All Professional Staff Attend At Least One Reader/Viewer Advisory Program Per Year

Baseline	2008	2009	% or Met	2010	% or Met	2011	% or Met	2012	% or Met
NM.		2 Attend	NOT MET		NOT MET		NOT MET		

**Goal 3:**  
*Make Informed Decisions: Health, Wealth and Other Life Choices*

**Obj. 1A:** 5% Increase in Circulation of Adult Health, Finance, Wellness, etc. Print Materials

	3,120	3468	11.2%	5,674	63.61%	4,877	-14.05%		
--	-------	------	-------	-------	--------	-------	---------	--	--

**Obj. 1B:** 5% Increase in Circulation of Adult Health, Finance, Wellness, etc. AV Materials

	952	937	-1.6%	809	-13.66%	814	0.62%		
--	-----	-----	-------	-----	---------	-----	-------	--	--

**Act. 1:** Create 'How-to' Materials for Life Choice Materials, and Post In Library and Online

	NM.		NOT MET		NOT MET		NOT MET		
--	-----	--	---------	--	---------	--	---------	--	--

**Obj. 2:** Host of Partner in 20 Life Choices Programs Per Year

	NM.	6	NOT MET		NO DATA		NO DATA		
--	-----	---	---------	--	---------	--	---------	--	--

**Act. 1:** Host Life Choices Programs In Themed Sets

	NM.	1 Set	MET		NO DATA		NO DATA		
--	-----	-------	-----	--	---------	--	---------	--	--

**Obj. 3:** 5% Increase in Attendance of Life Choices Programs Per Year

	NM.	1,206	MET		NO DATA		NO DATA		
--	-----	-------	-----	--	---------	--	---------	--	--

**Obj. 4:** 5% Increase in Use of Library Web-based Reference Resources Per Year

	1,490		NO DATA		NO DATA		NO DATA		
--	-------	--	---------	--	---------	--	---------	--	--

**Act. 1:** Explore and Acquire New Print and Online Reference Materials

	NM.		MET		MET		MET		
--	-----	--	-----	--	-----	--	-----	--	--



(Activities Apply to All Objectives Under Goal 4)

**Act. 1:** Create Building Program to Evaluate If Library's Space Is Being Used For the Goals it Hopes to Attain

**Act. 2:** Obtain Needed Resources in Prudent Funding As Well As Design Expertise

**Act. 3:** Conduct Annual Community Surveys to Measure and Develop Trend Data on Attitudes, Awareness and Usage About the Library Facility and Online Presence

**Act. 4:** Create Appropriate Signage For Facility

Baseline	2008	2009	% or Met	2010	% or Met	2011	% or Met	2012	% or Met
NM.			NOT MET		NOT MET		MET		
NM.			NOT MET		NOT MET		MET		
NM.			MET		NOT MET		NOT MET		
NM.			MET		MET		MET		

## Director's Report – September 2012

First, a huge welcome to Timothy Kregor who was selected to complete Judy Nickels' Library Trustee term at the Board's August 28 meeting. Judy has completed her move to Utah; she was an integral part of the Board during some momentous changes, and will be missed. One of our staff members, Eliza Jarvi, created a certificate of thanks for her. We are fortunate, however, to have a candidate as excited and well qualified as Mr. Kregor to step in to fill the vacancy.

It is incredible the amount of things that have occurred in the busy months since the Board of Trustees last met. This June was not just our busiest June ever, but the busiest month at the Lake Bluff Public Library in its history. We then beat that record by over 1,000 checkouts the very next month. While August did not match up to those numbers, it did manage to be our busiest August on record.

I cannot thank the entire staff enough for the hard work that they put in over the summer. Everyone pitched in when needed, and we worked things out as a team whenever things went beyond crazy. Lyndy, with her incredible knowledge of our mechanical, electronic, and physical infrastructure has put forth a tremendous effort in helping to bring the computer upgrades and landscaping projects close to completion.

Four staff members (Marcy Leach, Claire Osada, Gloria Newton, and Deena Sutherland) have completed voter registrar training. We should be well equipped to meet the spike in registrations with the upcoming election.

The newly formed community organization Bridges, which is aimed at promoting community wellness, held a movie screening of *To Kill a Mockingbird* at several locations in the community. We were happy to host one of the screenings, which was well attended by about 12 individuals. As Bridges publicized the event in the community, we

acquired extra copies of the book via Interlibrary Loan for patrons to check out.

Staff member Claire Osada, who won a scholarship to attend the Reaching Forward Conference, has been asked to be a guest of honor at an opening day banquet at the Illinois Library Association Conference. It is another incredible honor, and a testament to Claire's hard work in both at the library and in her studies.

The final paperwork has been submitted to transfer the library's payroll from our Northern Trust Checking Account to our Lake Forest Bank and Trust Checking Account. Barring a surprise, I should have further news (accompanied by decisions needing to be made on accounts) at 1 of the next 2 Regular Board meetings.

### Photo Policy

An issue that recently came up, spurred by staff concern and not patron concern, is the use of photographs taken at the library or at library events containing patrons in our publicity or publications. Many staff have approached using photos with trepidation and uncertainty, so I examined the issue. In general, we are a public place, not for profit, and hence not very susceptible to lawsuits or complaints. In researching the issue, I did find that it is generally considered good form for public library's to have a short policy on use of photographs and videos which is posted in meeting areas. I have attached a prospective policy for the Board's consideration.

### Nonresident Policy

I received a call from Susan of the Reaching Across Illinois Library System (RAILS). The library systems have been given responsibility for obtaining and posting each library's non-resident policy. Individual libraries are now responsible for annually affirming non-resident program participation, determining a fee formula, and passing that on to



RAILS for posting. Our current policy may need some tweaking, but the problems we have had with non-resident cards have been due primarily to issues other than policy. We are merely being required, as we do with the Prevailing Wage Ordinance, to make an annual vote affirming our procedures. The procedures as I have written them, and as were reviewed by our Circulation Manager, reflect what has been the procedure since I joined the library 7 years ago.

### Children's Department

Story time on the Village Green, and the concert at the Gazebo by Dave Rudolph that wrapped up the Children's Summer Reading Club, were both big hits. I believe we have a lot of potential to take both ideas, and build on them in the future.

### Technology and Building

Installation of both PC Reservation and of the new computers purchased in May is ready to go, as soon as we can get upgraded to Windows 7. The number of complaints from patrons using computers, particularly Gmail users, continues to increase as more and more web services become non-or-barely Windows XP compatible. Computer View and Impact Networking provided quotes, and will provide representatives to attend the September 11<sup>th</sup> meeting.

Kinnucan Tree Experts and Landscapers trimmed some maples and honey locusts, and removed an ash tree on the property.

### Long Range Plan

I included an analysis, highlighting some trends in the community, as part of our ongoing efforts to create a new long range plan. I also dusted off and updated some old spreadsheets to provide information on how we did meeting the goals set in the current Long Range Plan, as the Board had indicated an interest in that information at the July meeting.

The measuring of many of the goals was predicated on the completion of 4 rounds of 100 surveys at the circulation desk each year and completion of surveys by every person attending a program. The collection of surveys was ended in the summer of 2009 with the change in Library Director's. This is the primary reason why many Goals and Objectives have 'No Data' entered.

### Landscape Project

I am happy to report that the Architectural Board of Review accepted our landscape proposal at their September 4<sup>th</sup> meeting, pending approval by the Plan Commission and Zoning Board Committee and the Village Board.

### Government Accounting Standards Board (GASB) Statement 54

A copy of this new Statement from GASB is attached. We have, at present \$150,000 that was earmarked in April, 2009 for Capital Building Improvements. The new rules for fund balance reporting in GASB 54 as they apply to the library allow only for 'Assigned' or 'Unassigned.' Marlene, who manages the accounts for us at the village, has asked if she should move the \$150,000 "back [into] the Unassigned Fund Balance or if there is a specific and definite purpose for it, in which case it can be in the Assigned Fund Balance."

### Lake Bluff History Museum

The Museum will be holding a sale of 'art, trinkets and treasures that need a new home' on Friday, September 21<sup>st</sup> and Saturday, September 22<sup>nd</sup>. They broached the subject of the library contributing items to the sale. My understanding is that anything we donated would be sold to support the Museum. We have few items that would fit with what they are selling, but they did say they would take discarded books. As we recycle some discards every month, having failed to sell them and needing the space, I would recommend contributing some of these

homeless and soon to be recycled books to the sale. I did not find out about this until recently. I think, as Cathy McKechney indicated in her letter to the Board, that there is tremendous potential for us to conduct library programs and displays that tie in with this event. Assuming, of course, that they decide to hold it again.

We are coordinating with the museum as they prepare for the Ghost Walk. I have been attending their planning meetings so that some of the confusion in the library during previous years Ghost Walks can be kept to a minimum.

### **Per Capita Grant**

There are two final points for the Board of Library Trustees to consider prior to the filing of this year's Per Capita Grant request.

### **Supplemental Tax Funding**

The Board is required to review the supplemental options (see attached) available to the library and how they will/would impact library service.

As Library Director, I reviewed the taxes prior in preparation for the September Board of Library Trustees meeting. At present, the Lake Bluff Public Library levies only the single General Tax available to municipal libraries. There are, though, many taxes applicable to our operations that the library could levy. With that said, however, the Lake Bluff Public Library has always worked hard to make efficient use of the funds entrusted to it by the community. It is my opinion that continued thriftiness, combined with our normal annual increase in the library's General Tax, will allow the library to adapt its current budget to meet new demands as necessary, provide new services, and to continue to maintain and operate its facilities for the immediate future. In addition, I believe that recent events within School District 65 and the Lake Bluff Park District have created a climate within the community where increased taxation would be received with opprobrium unless combined

with strong justification. Given the current climate within the community and positive financial position, I cannot recommend pursuit of any of the supplemental taxes at this time. I believe the library would receive limited additional benefits while taking on a disproportionate amount of risk.

### Promotion of Library

The Per Capita Grant asks for the library to “identify a population(s) of the library service area that does not use the library and estimate what percentage of the total population this involves. Describe how the library plans to reach out to that population(s).”

The Lake Bluff Public Library’s service to homebound individuals unable to visit the library has previously been limited. While such individuals make up a small portion of our service population, I would estimate under 1-2% at most, they often have a much greater need for library services than other members of the community. In cooperation with our Friend’s of the Library organization, we have created a pamphlet listing the services available to the homebound. These services include delivery of materials by library volunteers, something that we have not previously offered.

We have had great success in reaching out to teens (10-19 year old, 18.7% of the community’s population) in recent years. We have created a substantial teen collection, successfully targeted teens with programming, and hope to find space to create a ‘Teen Area’ in the future.

# Monthly Statistics Summary

## August, 2012

### Circulation

#### August

Year	Circulations per Hour	Total
2012-13	42.3	10,181
2011-12	36.8	9,012
2010-12	27.5	8,614

#### Fiscal Year to Date

Total	Percent Change	Adult	Juvenile	Adult Fiction	Adult Non-Fiction	Audio Visual	ILL	
							Borrowed	Lent
42,595	28.46%	22,714	17,657	5,577	3,259	3,950	594	138
33,157	-8.75%	17,587	13,912	5,366	2,339	3,589	469	110
36,336	N/A	20,151	15,093	6,508	3,529	3,266	622	311

### User Visits

#### August

Year	Per Hour	Total
2012-13	31.3	7,525
2011-12	28.6	6,496
2010-11	27.5	6,246

#### Fiscal Year to Date

Avg. Per Hour	Total Visits
36.2	33,524
28.4	24,170
27.8	25,023

### Materials Aquired and Withdrawn

#### August

Year	Total	
	Aquired	Withdrawn
2012-13	953	519
2011-12	742	467
2010-11	405	560

#### Fiscal Year to Date

Total		Adult		Juvenile		Audio Visual	
Aquired	Withdrawn	Aquired	Withdrawn	Aquired	Withdrawn	Aquired	Withdrawn
3,885	3,052	2,246	2,763	1,639	289	351	212
2,487	2,581	1,727	2,012	2,581	569	300	263
2,131	1,925	1,316	1,019	2,131	906	322	98

### Online Access

#### Downloaded Materials

#### August

Year	Downloads	
	Books	Music
2012-13	311	223
2011-12	175	130
2010-11	72	NA.

#### Fiscal Year to Date

Downloads	
Books	Music
1,163	947
759	796
260	NA.

#### Website Usage

#### Fiscal Year to Date

Site Visits	
Unique Visitors	Page Loads
25,773	37,319
20,528	31,080
23,325	36,993

# Monthly Statistics Summary

## July, 2012

23B

### Circulation

#### July

Year	Circulations per Hour	Total
2012-13	57.2	12,383
2011-12	47.3	8,652
2010-12	32.3	10,055

#### Fiscal Year to Date

Total	Percent Change	Adult	Juvenile	Adult Fiction	Adult Non-Fiction	Audio Visual	ILL	
							Borrowed	Lent
32,414	34.25%	16,869	13,901	4,112	2,431	4,211	430	103
24,145	-12.90%	12,507	10,308	4,000	1,643	2,989	333	68
27,722	N/A	15,198	11,667	4,916	2,648	3,339	436	246

### User Visits

#### July

Year	Per Hour	Total
2012-13	46.5	10,057
2011-12	32.9	7,244
2010-11	32.3	7,102

#### Fiscal Year to Date

Avg. Per Hour	Total Visits
37.8	25,999
28.4	17,674
27.9	18,777

### Materials Aquired and Withdrawn

#### July

Year	Total	
	Aquired	Withdrawn
2012-13	795	389
2011-12	507	1,044
2010-11	395	941

#### Fiscal Year to Date

Total		Adult		Juvenile		Audio Visual	
Aquired	Withdrawn	Aquired	Withdrawn	Aquired	Withdrawn	Aquired	Withdrawn
2,932	2,512	1,314	2,244	2,512	268	312	197
1,745	2,114	1,210	1,580	2,114	534	216	85
1,726	1,365	1,050	483	1,726	882	240	32

### Online Access

#### Downloaded Materials

#### July

Year	Downloads	
	Books	Music
2012-13	287	267
2011-12	181	156
2010-11	74	NA.

#### Fiscal Year to Date

Downloads	
Books	Music
852	724
584	666
188	NA.

#### Website Usage

#### Fiscal Year to Date

Site Visits	
Unique Visitors	Page Loads
19,057	27,972
14,904	22,396
17,696	28,087



Governmental Accounting Standards Board

## Summaries / Status

### Summary of Statement No. 54 *Fund Balance Reporting and Governmental Fund Type Definitions* (Issued 03/09)

The objective of this Statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. This Statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds.

The initial distinction that is made in reporting fund balance information is identifying amounts that are considered *nonspendable*, such as fund balance associated with inventories. This Statement also provides for additional classification as restricted, committed, assigned, and unassigned based on the relative strength of the constraints that control how specific amounts can be spent.

The *restricted* fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation. The *committed* fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Amounts in the *assigned* fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed. *Unassigned* fund balance is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. In other funds, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned. Governments are required to disclose information about the processes through which constraints are imposed on amounts in the committed and assigned classifications.

Governments also are required to classify and report amounts in the appropriate fund balance classifications by applying their accounting policies that determine whether restricted, committed, assigned, and unassigned amounts are considered to have been spent. Disclosure of the policies in the notes to the financial statements is required.

This Statement also provides guidance for classifying stabilization amounts on the face of the balance sheet and requires disclosure of certain information about stabilization arrangements in the notes to

the financial statements.

The definitions of the general fund, special revenue fund type, capital projects fund type, debt service fund type, and permanent fund type are clarified by the provisions in this Statement. Interpretations of certain terms within the definition of the special revenue fund type have been provided and, for some governments, those interpretations may affect the activities they choose to report in those funds. The capital projects fund type definition also was clarified for better alignment with the needs of preparers and users. Definitions of other governmental fund types also have been modified for clarity and consistency.

The requirements of this Statement are effective for financial statements for periods beginning after June 15, 2010. Early implementation is encouraged. Fund balance reclassifications made to conform to the provisions of this Statement should be applied retroactively by restating fund balance for all prior periods presented.

### **How the Changes in This Statement Will Improve Financial Reporting**

The requirements in this Statement will improve financial reporting by providing fund balance categories and classifications that will be more easily understood. Elimination of the *reserved* component of fund balance in favor of a *restricted* classification will enhance the consistency between information reported in the government-wide statements and information in the governmental fund financial statements and avoid confusion about the relationship between reserved fund balance and restricted net assets. The fund balance classification approach in this Statement will require governments to classify amounts consistently, regardless of the fund type or column in which they are presented. As a result, an amount cannot be classified as restricted in one fund but unrestricted in another. The fund balance disclosures will give users information necessary to understand the processes under which constraints are imposed upon the use of resources and how those constraints may be modified or eliminated. The clarifications of the governmental fund type definitions will reduce uncertainty about which resources can or should be reported in the respective fund types.

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Unless otherwise specified, pronouncements of the GASB apply to financial reports of all state and local governmental entities, including general purpose governments; public benefit corporations and authorities; public employee retirement systems; and public utilities, hospitals and other healthcare providers, and colleges and universities. Paragraph 3 discusses the applicability of this Statement.

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## USE-5

The Library is considered a public place. From time to time, the Library may take photographs or make visual recordings of persons on Library premises or attending Library events or programs. Such photos/recordings help the Library illustrate the scope and benefits of Library use. Those who do not wish to be photographed or recorded (or parents of minors) should notify Library staff.

**2012 Closed Dates**

**Monday, February 20**  
*President's Day*

**Sunday, April 8**  
*Easter*

**Sunday, May 29**  
**Monday, May 30**  
*Memorial Day Weekend*

**All Sundays from May 28 thru**  
**September 3**

**Wednesday, July 4**  
*Independence Day*

**Monday, September 3**  
*Labor Day*

**Friday, November 11**  
*Veteran's Day*

**Thursday, November 22**  
*Thanksgiving Day*

**Monday, December 24**  
*Christmas Eve Day*

**Tuesday, December 25**  
*Christmas Day*

**Monday, December 31**  
*New Year's Eve*

**Sunday, January 1, 2013**  
*New Year's Day*

**2013 Closed Dates (Proposed)**

**Monday, February 18**  
*President's Day*

**Sunday, March 31**  
*Easter*

**Sunday, May 26**  
**Monday, May 27**  
*Memorial Day Weekend*

**All Sundays from May 26 thru**  
**September 2**

**Thursday, July 4**  
*Independence Day*

**Monday, September 2**  
*Labor Day*

**Monday, November 11**  
*Veteran's Day*

**Thursday, November 28**  
*Thanksgiving Day*

**Tuesday, December 24**  
*Christmas Eve Day*

**Wednesday, December 25**  
*Christmas Day*

**Tuesday, December 31**  
*New Year's Eve*

**Wednesday, January 1, 2014**  
*New Year's Day*

## ***Board Meeting Dates***

Board meetings have been held on the second Tuesday of the month at 7:00pm unless circumstances dictate otherwise.

January 8, 2013  
February 12, 2013  
March 12, 2013  
April 9, 2013  
May 14, 2013  
June 11, 2013  
July 9, 2013  
August 13, 2013  
September 10, 2013  
October 8, 2013  
November 12, 2013  
December 10, 2013



# Trinkets & Treasures

*from the Lake Bluff History Museum Collection*

FRIDAY 9-4 and SATURDAY 9-3

**SEPTEMBER 21 & 22 ONLY!**

Art, trinkets & treasures, including ■ 45 star & 48 star flags ■ advertising memorabilia from the 1940's & earlier ■ original *Life* magazines from 1930's-60's ■ small antique sled ■ books ■ memorabilia from Spanish-American and the World Wars ■ oak sewing machine cabinet ■ 1920's doll furniture ■ silver items ■ antique, vintage, & collectible items & jewelry **FOR SALE!**

*Don't miss Trinkets & Treasures Sale at the museum!*  
**127 East Scranton Avenue**



## Statement of Participation in Non-Resident Card Program

Whereas, **Title 23, Subtitle B, Chapter 1, Part 3050 (hereinafter referred to as 'the code'), Section 3050.20(a) of the Illinois Administrative Code** requires that Public Libraries in the state of Illinois annually take action to decide whether or not to issue non-resident library cards; and

And whereas, it is the intention of the Lake Bluff Public Library to **participate in the non-resident program** and offer service to individuals fitting the criteria established in **Section 3050.25** of the Code;

The Board of Library Trustees affirms the following:

The Lake Bluff Public Library will provide service to **non-residents owning property** in incorporated Lake Bluff, according to **Section 3050.70** of the Code and in accordance with policy **CIR-2** as adopted by the Library Board of Trustees;

The Lake Bluff Public Library will provide service to **non-resident homeowners not paying taxes to support any library** and who fit the requirements of **Section 3050.25** using the **Tax Bill Method** as provided for by **Section 3050.60(b)(1)** of the Code and in accordance with policy **CIR-4** as adopted by the Library Board of Trustees;

The Lake Bluff Public Library will provide service to **non-resident renters of single family dwellings not paying taxes to support any library** and who fit the requirements of **Section 3050.25** by devising it's own formula as allowed in **Section 3050.60(b)(2)** of the Code. The formula to be used shall be the **Tax Bill Method** listed in **Section 3050.60(b)(1)** of the Code and in accordance with policy **CIR-4** as adopted by the Library Board of Trustees;

The Lake Bluff Public Library will provide service to **non-resident renters of multiple family dwellings not paying taxes to support any library** and who fit the requirements of **Section 3050.25** by devising it's own formula as allowed in **Section 3050.60(b)(2)** of the Code and in accordance with policy **CIR-4** as adopted by the Library Board of Trustees. The library shall charge a flat rate of **\$16.00** per household.

Payment of a non-resident fee shall entitle all individuals who can meet the library's requirements for establishing permanent residency at that location to a card. Non-resident cards shall be valid for one year from the date of payment if the card has expired or the non-resident is applying for the first time, or one year from the date of expiration of a current non-resident card if the non-resident is paying in advance to avoid a lapse in service. The Lake Bluff Public Library will place no restriction on the access of non-resident cardholders to whom it has issued a non-resident card. Non-resident cards from other participating libraries will be honored with the same restrictions as are placed on all Reciprocal Borrowers by the library.

**Approved by the Board of Library Trustees of the Lake Bluff Public Library on September 11, 2012 and in effect from October 1, 2012 until September 30, 2013.**

**Joint Committee on Administrative Rules**  
**ADMINISTRATIVE CODE**

**TITLE 23: EDUCATION AND CULTURAL RESOURCES**  
**SUBTITLE B: CULTURAL RESOURCES**  
**CHAPTER I: SECRETARY OF STATE**  
**PART 3050 PUBLIC LIBRARY NON-RESIDENT SERVICES**  
**SECTION 3050.20 PUBLIC LIBRARY RESPONSIBILITIES**

**Section 3050.20 Public Library Responsibilities**

- a) The public library board of trustees shall annually take action to decide whether to issue non-resident library cards during the ensuing 12 months. At that time, the non-resident library card fee formula and fee, if applicable, to be used will be determined and adopted.
- b) The public library board of trustees shall notify the regional library system within 30 days of the action taken and effective dates and fee formula as determined in this Part.
- c) The participating public library shall continue to honor the non-resident library cards issued by the library for the full term of purchase.
- d) Participating public libraries shall cooperate with other participating area public libraries and the regional library system and adjacent regional library systems to determine the appropriate non-resident service areas as stated in Section 3050.25 of this Part.
- e) Nothing in this Part requires a public library to participate in the non-resident library card reciprocal borrowing program of a regional library system. Non-participation in the non-resident library card program does not preclude a public library from applying for and receiving grant funds from the Illinois State Library as long as the public library complies with requirements of the specific grant program.

**Joint Committee on Administrative Rules**  
**ADMINISTRATIVE CODE**

**TITLE 23: EDUCATION AND CULTURAL RESOURCES**  
**SUBTITLE B: CULTURAL RESOURCES**  
**CHAPTER I: SECRETARY OF STATE**  
**PART 3050 PUBLIC LIBRARY NON-RESIDENT SERVICES**  
**SECTION 3050.25 APPLYING FOR A NON-RESIDENT LIBRARY CARD**

**Section 3050.25 Applying for a Non-Resident Library Card**

- a) A non-resident shall apply for a non-resident library card at the closest public library. The factor for determining the closest public library shall be the residence of the non-resident. Non-residents shall apply at the participating public library in the school district in which the non-resident has his or her principal residence unless, due to the commonality of community interests, library services at another library that is physically closer may better serve the needs of the non-resident.
- b) If there are two or more public libraries in the school district in which a non-resident resides, the participating public libraries in that school district, in cooperation with the applicable regional library systems, shall determine the appropriate library service area for non-residents to make application for a non-resident library card.
- c) If there is no participating public library in the school district in which the non-resident resides, the applicable regional library systems that serve the school district shall, in cooperation with participating libraries in the general area of the school district, determine the non-resident service area. The factor to be used for determining a non-resident service area shall be the commonality of community interests that influence the activities of all the residents of the service area.

**Joint Committee on Administrative Rules**  
**ADMINISTRATIVE CODE**

**TITLE 23: EDUCATION AND CULTURAL RESOURCES**  
**SUBTITLE B: CULTURAL RESOURCES**  
**CHAPTER I: SECRETARY OF STATE**  
**PART 3050 PUBLIC LIBRARY NON-RESIDENT SERVICES**  
**SECTION 3050.60 NON-RESIDENT FEE FORMULA**

**Section 3050.60 Non-Resident Fee Formula**

There are three options that a public library can use to determine its non-resident fee F4 according to the formula established by the Illinois State Library F2 [75 ILCS 5/4-7(12) and 16/30-55.60]. In subsections (a) and (b) of this Section, the non-resident fee shall be equitable and proportionate to the fee paid by residents.

a) **General Mathematical Formula:**

- 1) To determine the minimum non-resident fee, a local library should divide the library income from local property tax sources or its equivalent by the local population to determine the cost of service per capita. The library should multiply the per capita figure by the average number of persons per household in the community to obtain the average cost per household on which to base a fee for a family card. The most recent federal census information available shall be used in determining population and household size.
- 2) Library income from local property tax sources excludes State and federal funds.

b) **Tax Bill Methods:**

- 1) **Non-Resident Taxpayer:** The library tax rate or equivalent, including all special levies, is applied to the non-resident property owner's principal residence assessed valuation on an individual, case by case basis. The most recent property tax bill will be used. The property owner will pay the same amount as would be paid if the property were in the library service area.
- 2) **Non-Resident Renter:** The library shall either charge a minimum of 15 percent of the monthly rent as the annual non-resident fee, or devise its own formula. The local formula shall take into account the average local rent of the general community of the public library, property tax rate, and the non-resident fee for



residential homeowners. The library board shall annually determine the percent to be applied to non-resident renters. The renter shall provide to the public library a current rent receipt or a cancelled rent check for verification purposes.

- c) Adoption of the Average Non-Resident Fee in the System Area:
- 1) In public library service areas with a disproportionately large share of the property valuation in agricultural, industrial, mining, commercial or other non-residential property, the library board of trustees may ask the Director of the Illinois State Library for authorization to adopt as its non-resident fee the average non-resident fee in the system in which the library is located. Such average will be taken from "Illinois Public Library Statistics: Analyses, 2001-2002", produced by the Library Research Center, University of Illinois at Urbana-Champaign, 501 E. Daniel Street, Champaign IL 61820, [http://lrc.lis.uiuc.edu/IPLAR/ form/](http://lrc.lis.uiuc.edu/IPLAR/form/), 2001-2002, no later editions or revisions included.
  - 2) This exception is not a general alternative to the formula, and will apply only under the conditions stated above, with the approval of the Illinois State Library.

**Joint Committee on Administrative Rules**  
**ADMINISTRATIVE CODE**

**TITLE 23: EDUCATION AND CULTURAL RESOURCES**  
**SUBTITLE B: CULTURAL RESOURCES**  
**CHAPTER I: SECRETARY OF STATE**  
**PART 3050 PUBLIC LIBRARY NON-RESIDENT SERVICES**  
**SECTION 3050.70 NON-RESIDENT PROPERTY OWNER**

**Section 3050.70 Non-Resident Property Owner**

- a) The non-resident fee shall not apply to a non-resident who, as an individual or as a partner, principal stockholder, or other joint owner, owns taxable property or is a senior administrative officer of a firm, business, or other corporation owning taxable property within the district, upon presentation of the most recent tax bill upon that taxable property, provided that the privileges and use of the library is extended to only one such non-resident for each parcel of taxable property. F2 [75 ILCS 5/4-7(12) and 75 ILCS 16/30-55.60(3)]
- b) The library card shall accord the non-resident property owner cardholder all the services the issuing public library provides its residents, including reciprocal borrow privileges.

**CIR-2: Library Cards for Non-Resident Taxpayers (without reciprocal borrowing privileges)**

Library cards are available without charge to persons who pay Lake Bluff village property taxes, but do not reside within the village limits. Such cards will be issued to non-residents who as an individual or as a partner, principal stockholder, or other joint owner owns taxable property or is a senior administrative officer of a firm, business, or other corporation owning taxable property in Lake Bluff. Only one such card will be issued for each parcel of property. Applicants should present their current tax bill and acceptable identification as described above.

Such cards will be valid only at the Lake Bluff Public Library and will be valid for one year.

**CIR-4: Library Cards for Non-Residents (without reciprocal borrowing privileges)**

Non-residents without reciprocal privileges may purchase a Library card for use at the Lake Bluff Public Library. The minimum fee for such a card is determined by a formula prepared by the Illinois State Library. When necessary the Board may adjust the non-resident fee to be determined by the Illinois State Library formula.

The applicant for a non-resident card must meet the same identification requirements as a resident of Lake Bluff. The card will be valid for one year.

## Supplemental Tax Funding

Below is the list of supplemental tax funding available to the Lake Bluff Public Library.

### General Corporate (Library) and Building Levy --

(75 ILCS 5/3-1) (from Ch. 81, par. 3-1)

Sec. 3-1. In any city of 500,000 or fewer inhabitants, the corporate authorities shall levy a tax for library purposes of not to exceed .15% of the value of all the taxable property in the city, as equalized or assessed by the Department of Revenue. If the annual public library tax rate of an established library was increased above .12% up to .20% prior to 1972 as provided in this Act, the corporate authorities shall then levy up to an additional .03% above the increased rate approved at the election. If, however, the corporate authorities desire to increase the tax rate but not in excess of .60% of value for such purposes, the corporate authorities may, by ordinance, stating the tax rate desired, direct that a proposition be submitted to the voters of the city at any regular election. The proposition shall be in substantially the form prescribed in Section 3-3. If a majority of the votes cast upon the proposition are in favor thereof, the corporate authorities may thereafter levy annually a tax for library purposes at the authorized increased rate. Any tax levied pursuant to Section 3-9 shall be disregarded in applying the provisions of this Section.

The corporate authorities may also levy an additional tax of .02% of the value of all the taxable property in the city, as equalized or assessed by the Department of Revenue, for the purchase of sites and buildings, for the construction and equipment of buildings, for the rental of buildings required for library purposes, and for maintenance, repairs and alterations of library buildings and equipment. In any year in which the corporate authorities propose to levy such additional .02% tax, the corporate authorities shall adopt a resolution determining to levy such tax. Within 15 days after the adoption of the resolution, it shall be published at least once in one or more newspapers published in the city, or if no newspaper is published therein, then in one or more newspapers with a general circulation within the city. In a city in which no newspaper is published, publication may instead be made by posting a notice in three prominent places within the city. The publication or posting of the resolution shall include a notice of (1) the specific number of voters required to sign a petition requesting that the question of the adoption of the resolution be submitted to the electors of the city; (2) the time in which the petition must be filed; and (3) the date of the prospective referendum. The city clerk shall provide a petition form to any individual requesting one. If no petition is filed with the corporate authorities within 30 days after publication or posting of the resolution, or if all petitions so filed are determined to be invalid or insufficient the city shall then be authorized to levy the tax. However, if within the 30 day period, a petition is filed with the corporate authorities, signed by electors of the city equal in number to 10% or more of the total number of registered voters in the city, asking that the question of levying such a .02% tax be submitted to the electors of the city, the question shall be submitted at an election. Notice of this referendum shall be given

as provided by the general election laws of the state, and the referendum shall be held in all respects in accordance with those laws. The proposition shall be in substantially the following form: "Shall the corporate authorities of (name of city) be authorized to levy an additional tax of ...% for the construction of buildings, provision of sites, etc., as determined by resolution dated (insert date)?" If a majority of votes cast upon the proposition are in favor thereof, the corporate authorities may levy the additional tax. (Source: P.A. 91-357, eff. 7-29-99.)

This is the standard tax levy for municipal libraries, and includes the provision for the .02% Building Levy that former Director Matt Womack brought to the Board's attention last fall.

Social Security and Medicare --

(40 ILCS 5/21-110) (from Ch. 108 1/2, par. 21-110)

Sec. 21-110. Tax levy. The governing body of any political subdivision with the power to levy taxes is hereby authorized and empowered to increase its annual tax levy above the limitation now or hereafter otherwise authorized by law, by the amount necessary to meet the cost of participation in the Federal Social Security Insurance Program, including any share of the cost of participation of an instrumentality or entity described in subsection (b) or (c) of Section 21-102.8 for which the political subdivision is responsible, without regard to whether such participation is mandatory or optional, and without regard to whether the political subdivision has otherwise come under the provisions of this Article for purposes of participation in the Federal Social Security Insurance Program. (Source: P.A. 87-11.)

(40 ILCS 5/21-110.1) (from Ch. 108 1/2, par. 21-110.1)

Sec. 21-110.1. Medicare taxes. (a) The governing body of every political subdivision with the power to levy taxes is hereby authorized and empowered to increase its annual tax levy above the limitation now or hereafter otherwise authorized by law, by the amount necessary to meet the cost of its participation in the Federal Medicare Program, including any share of the cost of participation of an instrumentality or entity described in subsection (b) or (c) of Section 21-102.8 for which the political subdivision is responsible, without regard to whether such participation is mandatory or optional, and without regard to whether the political subdivision has come under the provisions of this Article for purposes of participation in the Federal Social Security Insurance Program.

(b) The payment of medicare taxes to the State Agency shall be made in the same manner and under the same conditions as are set forth in Section 21-109 for payment of Social Security contributions, except that the State Agency may designate a retirement system to assume responsibility to the State Agency for the compiling of wage data, the collection of medicare taxes, and the timely reporting and payment of such items for specified persons under mandatory or optional medicare coverage, regardless of whether such retirement system has entered into a coverage agreement for Social Security coverage pursuant to Section 21-105.

(c) The penalty and audit provisions of Sections 21-112, 21-113 and

21-114 shall apply to the failure or refusal to make timely and correct payments of medicare taxes or reports of wages in accordance with State Agency regulations.

(Source: P.A. 84-1472.)

Social Security Taxes currently average \$625 per pay period, totaling about \$15,000 a year. Medicare Taxes currently average \$210 per pay period, totaling about \$5,040 per year.

Tort and Immunity (Insurance) Fund -

(745 ILCS 10/9-107) (from Ch. 85, par. 9-107)

Sec. 9-107. Policy; tax levy.

(a) The General Assembly finds that the purpose of this Section is to provide an extraordinary tax for funding expenses relating to (i) tort liability, (ii) liability relating to actions brought under the federal Comprehensive Environmental Response, Compensation, and Liability Act of 1980 or the Environmental Protection Act, but only until December 31, 2010, (iii) insurance, and (iv) risk management programs. Thus, the tax has been excluded from various limitations otherwise applicable to tax levies. Notwithstanding the extraordinary nature of the tax authorized by this Section, however, it has become apparent that some units of local government are using the tax revenue to fund expenses more properly paid from general operating funds. These uses of the revenue are inconsistent with the limited purpose of the tax authorization.

Therefore, the General Assembly declares, as a matter of policy, that (i) the use of the tax revenue authorized by this Section for purposes not expressly authorized under this Act is improper and (ii) the provisions of this Section shall be strictly construed consistent with this declaration and the Act's express purposes.

(b) A local public entity may annually levy or have levied on its behalf taxes upon all taxable property within its territory at a rate that will produce a sum that will be sufficient to: (i) pay the cost of insurance, individual or joint self-insurance (including reserves thereon), including all operating and administrative costs and expenses directly associated therewith, claims services and risk management directly attributable to loss prevention and loss reduction, legal services directly attributable to the insurance, self-insurance, or joint self-insurance program, and educational, inspectional, and supervisory services directly relating to loss prevention and loss reduction, participation in a reciprocal insurer as provided in Sections 72, 76, and 81 of the Illinois Insurance Code, or participation in a reciprocal insurer, all as provided in settlements or judgments under Section 9-102, including all costs and reserves directly attributable to being a member of an insurance pool, under Section 9-103; (ii) pay the costs of and principal and interest on bonds issued under Section 9-105; (iii) pay judgments and settlements under Section 9-104 of this Act; (iv) discharge obligations under Section 34-18.1 of the School Code; (v) pay judgments and settlements under the federal Comprehensive Environmental Response, Compensation, and Liability Act of 1980 and the Environmental Protection Act, but only until December 31, 2010; (vi) pay the costs authorized by the Metro-East Sanitary District Act of 1974 as provided in subsection (a) of Section 5-1 of that Act (70 ILCS 2905/5-1); and (vii) pay the cost

of risk management programs. Provided it complies with any other applicable statutory requirements, the local public entity may self-insure and establish reserves for expected losses for any property damage or for any liability or loss for which the local public entity is authorized to levy or have levied on its behalf taxes for the purchase of insurance or the payment of judgments or settlements under this Section. The decision of the board to establish a reserve shall be based on reasonable actuarial or insurance underwriting evidence and subject to the limits and reporting provisions in Section 9-103.

If a school district was a member of a joint-self-health-insurance cooperative that had more liability in outstanding claims than revenue to pay those claims, the school board of that district may by resolution make a one-time transfer from any fund in which tort immunity moneys are maintained to the fund or funds from which payments to a joint-self-health-insurance cooperative can be or have been made of an amount not to exceed the amount of the liability claim that the school district owes to the joint-self-health-insurance cooperative or that the school district paid within the 2 years immediately preceding the effective date of this amendatory Act of the 92nd General Assembly.

Funds raised pursuant to this Section shall only be used for the purposes specified in this Act, including protection against and reduction of any liability or loss described hereinabove and under Federal or State common or statutory law, the Workers' Compensation Act, the Workers' Occupational Diseases Act and the Unemployment Insurance Act. Funds raised pursuant to this Section may be invested in any manner in which other funds of local public entities may be invested under Section 2 of the Public Funds Investment Act. Interest on such funds shall be used only for purposes for which the funds can be used or, if surplus, must be used for abatement of property taxes levied by the local taxing entity.

A local public entity may enter into intergovernmental contracts with a term of not to exceed 12 years for the provision of joint self-insurance which contracts may include an obligation to pay a proportional share of a general obligation or revenue bond or other debt instrument issued by a local public entity which is a party to the intergovernmental contract and is authorized by the terms of the contract to issue the bond or other debt instrument. Funds due under such contracts shall not be considered debt under any constitutional or statutory limitation and the local public entity may levy or have levied on its behalf taxes to pay for its proportional share under the contract. Funds raised pursuant to intergovernmental contracts for the provision of joint self-insurance may only be used for the payment of any cost, liability or loss against which a local public entity may protect itself or self-insure pursuant to Section 9-103 or for the payment of which such entity may levy a tax pursuant to this Section, including tort judgments or settlements, costs associated with the issuance, retirement or refinancing of the bonds or other debt instruments, the repayment of the principal or interest of the bonds or other debt instruments, the costs of the administration of the joint self-insurance fund, consultant, and risk care management programs or the costs of insurance. Any surplus returned to the local public entity under the terms of the intergovernmental contract shall be used only for purposes set forth in subsection (a) of Section 9-103 and Section 9-107 or for abatement of property taxes levied by the local taxing entity.

Any tax levied under this Section shall be levied and collected in

like manner with the general taxes of the entity and shall be exclusive of and in addition to the amount of tax that entity is now or may hereafter be authorized to levy for general purposes under any statute which may limit the amount of tax which that entity may levy for general purposes. The county clerk of the county in which any part of the territory of the local taxing entity is located, in reducing tax levies under the provisions of any Act concerning the levy and extension of taxes, shall not consider any tax provided for by this Section as a part of the general tax levy for the purposes of the entity nor include such tax within any limitation of the percent of the assessed valuation upon which taxes are required to be extended for such entity.

With respect to taxes levied under this Section, either before, on, or after the effective date of this amendatory Act of 1994:

(1) Those taxes are excepted from and shall not be included within the rate limitation imposed by law on taxes levied for general corporate purposes by the local public entity authorized to levy a tax under this Section.

(2) Those taxes that a local public entity has levied in reliance on this Section and that are excepted under paragraph (1) from the rate limitation imposed by law on taxes levied for general corporate purposes by the local public entity are not invalid because of any provision of the law authorizing the local public entity's tax levy for general corporate purposes that may be construed or may have been construed to restrict or limit those taxes levied, and those taxes are hereby validated. This validation of taxes levied applies to all cases pending on or after the effective date of this amendatory Act of 1994.

(3) Paragraphs (1) and (2) do not apply to a hospital organized under Article 170 or 175 of the Township Code, under the Town Hospital Act, or under the Township Non-Sectarian Hospital Act and do not give any authority to levy taxes on behalf of such a hospital in excess of the rate limitation imposed by law on taxes levied for general corporate purposes. A hospital organized under Article 170 or 175 of the Township Code, under the Town Hospital Act, or under the Township Non-Sectarian Hospital Act is not prohibited from levying taxes in support of tort liability bonds if the taxes do not cause the hospital's aggregate tax rate from exceeding the rate limitation imposed by law on taxes levied for general corporate purposes.

Revenues derived from such tax shall be paid to the treasurer of the local taxing entity as collected and used for the purposes of this Section and of Section 9-102, 9-103, 9-104 or 9-105, as the case may be. If payments on account of such taxes are insufficient during any year to meet such purposes, the entity may issue tax anticipation warrants against the current tax levy in the manner provided by statute.

(Source: P.A. 95-244, eff. 8-17-07; 95-723, eff. 6-23-08.)



Library's, along with other public entities, are allowed to levy a special tax to create a fund intended to defray the cost of any unexpected litigation or to pay for the acquisition of insurance for risk management purposes.

Working Cash Fund -

(75 ILCS 5/3-9) (from Ch. 81, par. 3-9)

Sec. 3-9. For the purpose of providing money to establish and replenish a local library working cash fund authorized by Section 4-13, corporate authorities shall have the power to levy, upon all the taxable property of a city, village, incorporated town or township, a tax not to exceed .05% of the value, as equalized or assessed by the Department of Revenue for the year in which the levy is made. The tax shall be levied and collected in like manner with other general taxes of the city, village, incorporated town or township but the collection of the tax shall not be anticipated by the issuance of any warrants drawn against the tax. The tax shall be known as the local library working cash fund tax and shall be set apart in a special fund as prescribed in Section 4-13. Whenever a tax is first levied under this Section, any taxpayer in the city, village, incorporated town or township may, within 30 days after the levy is made, file with the corporate authorities a petition signed by voters of the city, village, incorporated town or township equal in number to 10% or more of the registered voters of the city, village, incorporated town or township requesting the submission of a proposition to the voters of the city, village, incorporated town or township at an election in accordance with the general election law. The corporate authority shall certify the proposition to the proper election officials, who shall submit the proposition to the voters at an election in accordance with the general election law. If a majority of the votes cast upon the proposition are in favor thereof the tax shall thereafter be authorized; if a majority of the votes cast upon the proposition are against the proposition the tax shall not be levied.

No municipality or township may levy a tax under this Section for more than four years but the four years for which any municipality or township elects to levy such tax need not be consecutive.

(Source: P.A. 87-767.)

(75 ILCS 5/4-13) (from Ch. 81, par. 4-13)

Sec. 4-13. A Board of Library Trustees may, by resolution, create and maintain a working cash fund, for the sole purpose of enabling the library board to have in its funds, at all times, sufficient money to meet demands thereon for ordinary and necessary and committed expenditures for library purposes.

Such working cash fund shall be known as the local library working cash fund and may contain any amount deemed necessary by the Board to satisfy the purpose of the fund; provided, that the balance in the fund shall not at any time be allowed to exceed .2% of the full, fair cash value of all taxable property within the corporate limits, as equalized or assessed by the Department of Revenue as of the year the fund is established or, if such fund is established after January 1, 1979, then for the year 1978. The money for such fund shall only accrue from the local library working cash fund tax authorized to be levied pursuant to Section 3-9. The Board may appropriate moneys to the Working cash fund up to the maximum amount allowable in the fund, and the working cash

fund may receive such appropriations and any other contributions.

Once the fund has been created, the proceeds shall be deposited in a special and separate fund, and may be carried over, from year to year without in any manner reducing or abating a future annual library tax levy. It shall be identified in the appropriation each year, but shall not be deemed as a current asset available for library purposes.

The proceeds of such fund may be transferred from the local library working cash fund to the general library fund, and disbursed therefrom in anticipation of the collection of taxes lawfully levied for general library purposes or in anticipation of such taxes, as by law now or hereafter enacted or amended, imposed by the General Assembly of the State of Illinois to replace revenue lost by units of local government and school districts as a result of the abolition of ad valorem personal property taxes, pursuant to Article IX, Section 5(c) of the Constitution of the State of Illinois. Such taxes when collected, and after payment of tax warrants, shall be drawn upon to reimburse the working cash fund.

(Source: P.A. 85-459.)

Taxes arrive in increments over a budget year, and tax supported institutions do not always receive the money they need to spend at the time they need to spend it. The Working Cash Fund Tax is intended to create a Working Cash Fund, which can be borrowed from when expenses outstrip the arrival of tax dollars. Except under a few specific circumstances, the Working Cash Fund must be reimbursed once the expected tax dollars arrive.

#### Audit -

(65 ILCS 5/8-8-8) (from Ch. 24, par. 8-8-8)

Sec. 8-8-8. The expenses of the audit and investigation of public accounts provided for in Division 8, whether ordered by the corporate authorities or the Comptroller, shall be paid by the municipality for which the audit is made. Payment shall be ordered by the corporate authorities out of the funds of the municipality and it shall be the duty of such authorities to make provisions for payment. Contracts for the performance of audits required by this Division 8 may be entered into without competitive bidding. If the audit is made by an accountant or accountants retained by the Comptroller, the municipality shall pay to the Comptroller reasonable compensation and expenses to reimburse him for the cost of making such audit.

The corporate authorities of all municipalities coming under the provisions of this Division 8 shall have the power to annually levy a "Municipal Auditing Tax" upon all of the taxable property of the municipalities at the rate on the dollar which will produce an amount which will equal a sum sufficient to meet the cost of all auditing and reports thereunder. Such municipal auditing tax shall be held in a special fund and used for no other purpose than the payment of expenses occasioned by this Division 8.

The tax authorized by this Section shall be in addition to taxes for general corporate purposes authorized under Section 8-3-1 of this Act.

(Source: P.A. 81-824.)

Libraries and other public bodies have the authority to levy the exact amount necessary for paying for an annual audit.

Special Reserve Fund –

(75 ILCS 5/5-8) (from Ch. 81, par. 5-8)

Sec. 5-8. The library board of any public library organized under the provisions of this Act may accumulate and set apart, as reserve funds, for the purchase of sites and buildings, for the construction and equipment of buildings, for the rental and repair of buildings acquired for library purposes, and for planned or emergency repairs and alterations of library buildings and equipment, the unexpended balances of the proceeds annually received from taxes not to excess of the statutory limits, provided the library board in its annual appropriation determination to the corporate authorities specifies that a specific fund is to be or is being accumulated for this purpose and has further resolved to develop and adopt a plan or plans pursuant to this Article. The plan required herein will be developed in general form within 2 years of the adoption of the ordinance establishing a special reserve fund; such plan subsequently may be amended as circumstances may require. No plan is needed for the emergency expenditures from this fund for the repair of an existing library building or its equipment.

(Source: P.A. 84-770.)

A tax intended to add to a Public Library's reserve funds, for expenditure on public works, repairs, or projects outside the scope of a normal yearly budget.

Illinois Municipal Retirement Fund (IMRF) –

(40 ILCS 5/7-171) (from Ch. 108 1/2, par. 7-171)

Sec. 7-171. Finance; taxes.

(a) Each municipality other than a school district shall appropriate an amount sufficient to provide for the current municipality contributions required by Section 7-172 of this Article, for the fiscal year for which the appropriation is made and all amounts due for municipal contributions for previous years. Those municipalities which have been assessed an annual amount to amortize its unfunded obligation, as provided in subparagraph 4 of paragraph (a) of Section 7-172 of this Article, shall include in the appropriation an amount sufficient to pay the amount assessed. The appropriation shall be based upon an estimate of assets available for municipality contributions and liabilities therefor for the fiscal year for which appropriations are to be made, including funds available from levies for this purpose in prior years.

(b) For the purpose of providing monies for municipality contributions, beginning for the year in which a municipality is included in this fund:

(1) A municipality other than a school district may levy a tax which shall not exceed the amount appropriated for municipality contributions.

(2) A school district may levy a tax in an amount reasonably calculated at the time of the levy to provide for the municipality contributions required under Section

7-172 of this Article for the fiscal years for which revenues from the levy will be received and all amounts due for municipal contributions for previous years. Any levy adopted before the effective date of this amendatory Act of 1995 by a school district shall be considered valid and authorized to the extent that the amount was reasonably calculated at the time of the levy to provide for the municipality contributions required under Section 7-172 for the fiscal years for which revenues from the levy will be received and all amounts due for municipal contributions for previous years. In no event shall a budget adopted by a school district limit a levy of that school district adopted under this Section.

(c) Any county which is served by a regional office of education that serves 2 or more counties may include in its appropriation an amount sufficient to provide its proportionate share of the municipality contributions for that regional office of education. The tax levy authorized by this Section may include an amount necessary to provide monies for this contribution.

(d) Any county that is a part of a multiple-county health department or consolidated health department which is formed under "An Act in relation to the establishment and maintenance of county and multiple-county public health departments", approved July 9, 1943, as amended, and which is a participating instrumentality may include in the county's appropriation an amount sufficient to provide its proportionate share of municipality contributions of the department. The tax levy authorized by this Section may include the amount necessary to provide monies for this contribution.

(d-5) A school district participating in a special education joint agreement created under Section 10-22.31 of the School Code that is a participating instrumentality may include in the school district's tax levy under this Section an amount sufficient to provide its proportionate share of the municipality contributions for current and prior service by employees of the participating instrumentality created under the joint agreement.

(e) Such tax shall be levied and collected in like manner, with the general taxes of the municipality and shall be in addition to all other taxes which the municipality is now or may hereafter be authorized to levy upon all taxable property therein, and shall be exclusive of and in addition to the amount of tax levied for general purposes under Section 8-3-1 of the "Illinois Municipal Code", approved May 29, 1961, as amended, or under any other law or laws which may limit the amount of tax which the municipality may levy for general purposes. The tax may be levied by the governing body of the municipality without being authorized as being additional to all other taxes by a vote of the people of the municipality.

(f) The county clerk of the county in which any such municipality is located, in reducing tax levies shall not consider any such tax as a part of the general tax levy for municipality purposes, and shall not include the same in the limitation of any other tax rate which may be extended.

(g) The amount of the tax to be levied in any year shall,

within the limits herein prescribed, be determined by the governing body of the respective municipality.

(h) The revenue derived from any such tax levy shall be used only for the purposes specified in this Article and, as collected, shall be paid to the treasurer of the municipality levying the tax. Monies received by a county treasurer for use in making contributions to a regional office of education for its municipality contributions shall be held by him for that purpose and paid to the regional office of education in the same manner as other monies appropriated for the expense of the regional office.

(Source: P.A. 96-1084, eff. 7-16-10.)

A tax intended to cover the IMRF expenses of a municipal body. The library presently expends roughly \$4,000 per month on IMRF, and about \$48,000 per year.