PLAINFIELD AREA PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING AGENDA
SMALL MEETING ROOM
JANUARY 18, 2023
6:30 P.M.

1. Call to Order, Pledge, Roll Call

2. Public Comment

3. Other Comments
    a. Trustee Attendance at Community Events
    b. Friends of the Library

4. Consent Agenda

5. Approval of Bills Paid and Bills Payable December

a. Payroll	$152,204.90
b. General Bills	$128,178.16
c. Other Compensation/Administrative Costs	$29,409.76
d. Total	$309,792.82

6. Committee Reports
    a. Finance Committee January 9, 2023

7. Library Director's Report

8. Action Items: Unfinished Business
    a. Renovation Planning (discussion)

9. Action Items: New Business
    a. Intergovernmental Agreement (IGA) with Plainfield Park District for StoryWalk (action)
    b. Decennial Committees on Local Government Efficiency Act (discussion)
    c. Ordinance 2023-1 Annexation of Wild Horse Knoll subdivision (action)
    d. Expenditure Approval: State of the Village, March 15, 2022 (action)
    e. Finance Committee Recommendations (action)

10. Adjournment

Plainfield Area Public Library

BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
DECEMBER 21, 2022

CALL TO ORDER: The regular meeting of December 21, 2022 was called to order at 6:30 pm in the Library's Small Meeting Room at 15025 S. Illinois Street. Roll call was conducted. Regular members present: Gilmore, Schmidt, Grotto, Malec, McMurtrie, Puetz. Regular members absent: Knight. Staff present: Pappas, Agne, Hartley, Wold. Guest present: Representatives from SNHA, SMC, and Lauterbach & Amen, LLP.

SECRETARY PRO TEM: Schmidt served as Secretary Pro Tem in Knight's absence.

PUBLIC COMMENT: None.

OTHER COMMENT: Board discussed attendance at community events. The Board recognized Adult Services Librarian Tina Beaird, Adult Services Specialist Colette Shelby, and Library Director Lisa Pappas for their twenty years of service at the Library.

CONSENT AGENDA: Gilmore accepted the minutes of the regular meeting of October 19, 2022, special meeting of October 26, 2022, and accept the closed session review report as presented.

APPROVAL OF BILLS PAID: Schmidt moved approval of bills paid and bills payable for October for a total of $305,374.42 and for November for a total of $355,765.88. McMurtrie seconded the motion, all voted yes via roll call vote; motion carried.

COMMITTEE REPORTS: None.

LIBRARY DIRECTOR'S REPORT: Pappas will present her report.

ACTION ITEMS: Unfinished Business

1. Renovation Planning – McKay presented updated cost estimates. No action taken.
2. Village Updates – Pappas and McKay provided details from their meeting with the Village. No action taken.
3. 2023 Library Closings – Puetz moved to approve the 2023 Library Closings as presented. Grotto seconded the motion, all voted yes via voice vote. Motion carried.
4. Preventing Harassment Training Requirements – the Board will take the same annual preventing harassment training as Library staff.

ACTION ITEMS: New Business

1. Audit Presentation – McMurtrie moved to approve the audit as presented. Puetz seconded the motion, all voted yes via roll call vote; motion carried.
2. Policy Updates – Schmidt moved to approve the updates to the Employee Handbook as presented. McMurtrie seconded the motion, all voted yes via roll call vote; motion carried. Grotto moved to approve the changes to the Disaster & Emergency Plan and Emergency Closing Checklist. Puetz seconded the motion, all voted yes via roll call vote; motion carried. McMurtrie motioned to approve the updates to the Collection Policy and its appendix. Malec seconded the motion, all voted yes via roll call vote; motion carried. McMurtrie moved to approve the Social Media Policy. Grotto seconded the motion, all voted yes via roll call vote; motion carried.

ADJOURNMENT: Schmidt moved to adjourn. Puetz seconded the motion. All voted yes via voice vote. The meeting adjourned at 8:52 pm.

Aimee Hartley
Recording Secretary

Lisa Schmidt
Vice-President / Secretary Pro Tem

Plainfield Public Library
Profit & Loss Budget Performance Total Library w YTD
December 2022

	Curent Month			Year To Date			Annual	
	Dec 22	Budget	% of Budget	Jul - Dec 22	YTD Budget	% of Budget	Annual Budget	YTD % of Budget
Ordinary Income/Expense								50.00%
Income								
1004001 · Real Estate Taxes Library	19,456.17	58,398.71	33.32%	3,688,776.78	3,681,199.40	100.21%	3,681,199.40	100.21%
1004002 · Personal Property Taxes	3,851.25	824.89	466.88%	25,339.46	11,229.83	225.64%	30,000.00	84.47%
1004003 · Overlap Districts Agreement	0.00	0.00	0.0%	0.00	0.00	0.0%	315,000.00	0.00%
1004004 · Lost/Damaged	493.54	356.19	138.56%	2,831.64	2,524.97	112.15%	5,000.00	56.63%
1004005 · Books Bags Sales	0.00	1.00	0.0%	0.00	16.00	0.0%	50.00	0.00%
1004006 · Copier Fees	415.55	351.25	118.31%	3,013.40	2,220.92	135.68%	5,000.00	60.27%
1004007 · Fax Fees	93.50	84.49	110.66%	518.00	540.19	95.89%	1,200.00	43.17%
1004008 · Non Resident Fees	0.00	174.50	0.0%	2,180.40	1,485.27	146.8%	2,500.00	87.22%
1004009 · Book Sales	230.47	45.87	502.44%	1,141.71	967.08	118.06%	2,000.00	57.09%
1004010 · Meeting Room Deposits	50.00	103.65	48.24%	325.00	601.57	54.03%	1,000.00	32.50%
1004310 · Staff Purchases	207.90	0.00	100.0%	151.90	0.00	100.0%	0.00	100.00%
1004401 · Checking interest	0.00	2.56	0.0%	0.82	20.58	3.98%	50.00	1.64%
1004402 · E-Pay Interest	1,488.96	14.31	10,405.03%	6,263.94	74.75	8,379.85%	200.00	3131.97%
1004410 · Unrealized Gain(Loss)	15,050.97	0.00	100.0%	-37,406.78	0.00	100.0%	0.00	100.00%
1004417 · Tax Escrow Interest HB	5,353.18	333.33	1,605.97%	11,527.41	1,999.98	576.38%	4,000.00	288.19%
1004502 · Donations	4,611.36	0.00	100.0%	8,667.63	0.00	100.0%	0.00	100.00%
1004503 · Donations - Friends of Library	0.00	0.00	0.0%	2,000.00	0.00	100.0%	0.00	100.00%
1004701 · Per Capita Grant	0.00	0.00	0.0%	116,606.13	111,122.08	104.94%	111,122.08	104.94%
1004702 · Grants - Other	0.00	0.00	0.0%	0.39	0.00	100.0%	0.00	100.00%
1004901 · Miscellaneous Income (Library)	247.63	0.00	100.0%	3,658.17	0.00	100.0%	0.00	100.00%
1004902 · Sale of Library Used Equipment	0.00	49.44	0.0%	150.00	179.61	83.51%	500.00	30.00%
1004909 · Rental Income	7,980.00	8,000.00	99.75%	49,250.64	48,000.00	102.61%	96,000.00	51.30%
2004001 · Real Estate Taxes (FICA)	23.27	253.53	9.18%	4,412.40	4,408.61	100.09%	4,408.61	100.09%
2504001 · Real Estate Taxes (IMRF)	23.27	253.53	9.18%	4,412.40	4,408.61	100.09%	4,408.61	100.09%
3004001 · Real Estate Taxes (Audit)	23.27	253.53	9.18%	4,412.40	4,408.61	100.09%	4,408.61	100.09%
5004001 · Real Estate Taxes - Facil Fund	1,664.02	6,304.34	26.4%	315,487.48	315,216.47	100.09%	315,216.47	100.09%
7504400 · Interest	217.73	4.30	5,063.49%	919.38	25.82	3,560.73%	50.00	1838.76%
7504450 · Prime Account Interest	0.00	83.33	0.0%	0.00	499.98	0.0%	1,000.00	0.00%
7504451 · Unrealized Gain(Loss) iPrime	6,674.28	0.00	100.0%	-1,867.36	0.00	100.0%	0.00	100.00%

Plainfield Public Library
Profit & Loss Budget Performance Total Library w YTD
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7504504 · Impact Fees	4,459.00	5,786.01	77.07%	57,704.00	45,431.20	127.01%	90,000.00	64.12%
Total Income	72,615.32	81,678.76	88.9%	4,270,477.34	4,236,581.53	100.8%	4,674,313.78	91.36%
Gross Profit	72,615.32	81,678.76	88.9%	4,270,477.34	4,236,581.53	100.8%	4,674,313.78	91.36%
Expense								
1015000 · Administration Department								
1015001 · Adminstration Salaries	22,804.96	25,267.03	90.26%	150,384.01	144,852.65	103.82%	304,000.00	49.47%
1015002 · Unemployment Insurance	0.00	0.00	0.0%	740.54	1,300.00	56.97%	4,000.00	18.51%
1015005 · Health Insurance	13,766.72	15,464.57	89.02%	93,764.46	101,073.84	92.77%	175,000.00	53.58%
1015006 · Liab Ins. - Workers Comp	0.00	5,000.00	0.0%	0.00	10,000.00	0.0%	10,000.00	0.00%
1015011 · Staff Development	86.95	1,355.34	6.42%	7,800.22	10,795.84	72.25%	20,000.00	39.00%
1015012 · Travel Expenses	536.35	411.24	130.42%	5,767.78	3,756.50	153.54%	8,000.00	72.10%
1015013 · Membership Dues	487.00	515.60	94.45%	3,604.00	3,352.00	107.52%	6,000.00	60.07%
1015014 · Human Resources	136.14	25.07	543.04%	769.91	556.21	138.42%	2,000.00	38.50%
1015015 · Staff Development EDI	0.00	1,666.67	0.0%	28.16	10,000.02	0.28%	20,000.00	0.14%
1015201 · Payroll Services	743.27	733.70	101.3%	4,608.58	4,305.60	107.04%	9,500.00	48.51%
1015202 · Legal Services (Library)	0.00	0.00	0.0%	1,909.50	1,832.38	104.21%	5,000.00	38.19%
1015204 · Bank Fees	426.40	254.37	167.63%	1,785.34	1,608.82	110.97%	3,500.00	51.01%
1015205 · Trustee Development	0.00	92.86	0.0%	288.44	1,456.89	19.8%	2,500.00	11.54%
1015308 · Office Supplies - Paper	0.00	286.58	0.0%	88.98	882.58	10.08%	2,000.00	4.45%
1015310 · Office Supplies - Admin	0.00	414.44	0.0%	621.58	1,732.21	35.88%	4,000.00	15.54%
1015311 · Postage	0.00	267.49	0.0%	1,429.16	1,695.56	84.29%	3,500.00	40.83%
1015313 · Newsletter	275.00	5,713.31	4.81%	33,685.45	25,422.65	132.5%	52,000.00	64.78%
1015316 · Printing - Legal	0.00	55.13	0.0%	886.38	987.52	89.76%	1,200.00	73.87%
1015317 · Telephone	1,116.59	1,171.45	95.32%	6,471.94	5,946.61	108.83%	12,000.00	53.93%
1015318 · Public Relations (Library)	2,468.32	1,648.00	149.78%	15,168.02	13,956.13	108.68%	35,000.00	43.34%
1015322 · Contingencies Operating Fund	0.00	0.00	0.0%	128.24	0.00	100.0%	20,000.00	0.64%
1015801 · Library-Wide Supplies & Events	0.00	274.13	0.0%	3,748.60	3,189.59	117.53%	10,000.00	37.49%
1015802 · Library-Wide EDI Public Initiat	0.00	416.67	0.0%	320.00	2,500.02	12.8%	5,000.00	6.40%
1015805 · Liab Ins. - Property/Package	0.00	34,400.00	0.0%	0.00	34,400.00	0.0%	40,000.00	0.00%
1015901 · Miscellaneous Expense	0.00	0.00	0.0%	153.25	0.00	100.0%	0.00	100.00%
1015909 · Rental Property Prof Svcs-Misc	552.00	640.00	86.25%	9,332.05	3,840.00	243.02%	7,680.00	121.51%

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1018003 · Furniture & Fixtures	0.00	16.85	0.0%	2,159.13	456.51	472.96%	20,000.00	10.80%
Total 1015000 · Administration Department	43,399.70	96,090.50	45.17%	345,643.72	389,900.13	88.65%	781,880.00	44.21%
1025000 · Materials Management Dept								
1025001 · Materials Management Salaries	10,535.88	13,367.06	78.82%	69,874.25	75,569.29	92.46%	158,000.00	44.22%
1025306 · Materials Mgmt Process Supply	425.21	1,106.79	38.42%	4,220.12	5,760.69	73.26%	15,000.00	28.13%
1025307 · OCLC	353.63	64.20	550.83%	3,327.99	3,394.95	98.03%	3,500.00	95.09%
Total 1025000 · Materials Management Dept	11,314.72	14,538.05	77.83%	77,422.36	84,724.93	91.38%	176,500.00	43.87%
1035000 · Borrower Services Department								
1035001 · Borrower Services Salaries	33,599.71	40,345.79	83.28%	210,395.58	237,638.01	88.54%	477,000.00	44.11%
1035308 · Borrower Services Supplies	0.00	975.72	0.0%	4,309.39	5,344.85	80.63%	12,000.00	35.91%
1035309 · ILL Lost Items	0.00	29.84	0.0%	394.49	297.57	132.57%	500.00	78.90%
1035310 · Home Delivery Supplies	0.00	286.66	0.0%	1,519.15	1,925.97	78.88%	4,000.00	37.98%
Total 1035000 · Borrower Services Department	33,599.71	41,638.01	80.7%	216,618.61	245,206.40	88.34%	493,500.00	43.89%
1045000 · Adult Services								
1045001 · Adult Services Salaries	36,772.67	40,606.33	90.56%	235,931.29	242,066.67	97.47%	484,000.00	48.75%
1045101 · Adult Summer Reading	0.00	86.46	0.0%	3,757.66	179.17	2,097.26%	11,000.00	34.16%
1045102 · Adult Programs	0.00	1,307.73	0.0%	10,955.61	8,281.74	132.29%	20,000.00	54.78%
1045105 · Portable Media Devices - Adult	0.00	491.75	0.0%	2,651.34	2,787.08	95.13%	7,500.00	35.35%
1045106 · Video Games - Adult	0.00	277.94	0.0%	1,050.28	1,571.26	66.84%	3,000.00	35.01%
1045107 · Compact Discs - Adult	480.54	505.44	95.07%	2,017.59	2,206.86	91.42%	4,000.00	50.44%
1045108 · Videos & DVDs- Adult	1,127.48	2,054.30	54.88%	6,296.31	8,838.33	71.24%	19,000.00	33.14%
1045109 · Audio Books - Adult	800.79	592.42	135.17%	6,021.54	6,125.29	98.31%	13,000.00	46.32%
1045111 · Digital Resources	700.00	18,166.67	3.85%	99,138.49	109,000.02	90.95%	218,000.00	45.48%
1045112 · Fiction - Adult	952.18	1,212.36	78.54%	12,644.12	10,712.08	118.04%	24,000.00	52.68%
1045113 · Leased Material - Adult	0.00	0.00	0.0%	27,834.15	9,315.19	298.8%	28,000.00	99.41%
1045114 · Large Print - Adult	502.08	363.38	138.17%	3,302.97	3,013.68	109.6%	6,000.00	55.05%
1045115 · Graphic Novels - Adult	274.66	372.95	73.65%	1,605.29	2,057.85	78.01%	4,500.00	35.67%
1045116 · Nonfiction - Adult	1,311.80	1,427.23	91.91%	10,418.97	9,739.57	106.98%	24,000.00	43.41%
1045117 · Foreign Language - Adult	24.06	288.79	8.33%	3,802.83	2,562.24	148.42%	6,500.00	58.51%
1045118 · Reference - Adult	0.00	39.99	0.0%	504.00	478.26	105.38%	1,000.00	50.40%
1045119 · Standing Orders - Adult	652.04	446.05	146.18%	3,512.61	2,731.38	128.6%	5,000.00	70.25%

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1045120 · Periodicals - Adult	0.00	147.84	0.0%	1,235.29	1,154.32	107.02%	8,500.00	14.53%
1045212 · Instructors and Facilitators	25.00	213.22	11.73%	1,120.00	1,231.81	90.92%	3,000.00	37.33%
1045305 · Bindery	0.00	0.00	0.0%	0.00	66.67	0.0%	400.00	0.00%
1045306 · Microfilming Supplies	0.00	231.58	0.0%	0.00	1,366.80	0.0%	4,000.00	0.00%
1045310 · Department Supplies - Adult	0.00	109.61	0.0%	1,753.14	682.00	257.06%	2,500.00	70.13%
1045405 · Local History Supplies	0.00	163.47	0.0%	526.00	645.44	81.5%	2,500.00	21.04%
Total 1045000 · Adult Services	43,623.30	69,105.51	63.13%	436,079.48	426,813.71	102.17%	899,400.00	48.49%
1055000 · Youth Services								
1055001 · Youth Services Salaries	34,614.49	40,913.65	84.6%	214,697.79	243,231.96	88.27%	490,000.00	43.82%
1055101 · Summer Reading - Childrens	0.00	1.86	0.0%	554.95	2,646.43	20.97%	8,000.00	6.94%
1055102 · JUV Programs	0.00	87.96	0.0%	3,923.35	2,703.98	145.1%	7,000.00	56.05%
1055103 · Databases - YS/YA	0.00	497.36	0.0%	26,356.43	22,843.51	115.38%	24,000.00	109.82%
1055104 · Downloadable Materials YS/YA	0.00	0.00	0.0%	5,000.00	875.76	570.93%	11,500.00	43.48%
1055105 · Portable Media Devices - YS/YA	0.00	114.82	0.0%	0.00	1,307.27	0.0%	2,800.00	0.00%
1055107 · Compact Discs - Children's	52.90	65.24	81.09%	116.29	715.40	16.26%	1,500.00	7.75%
1055108 · Videos & DVDs - Children's	294.55	989.55	29.77%	1,672.87	5,755.83	29.06%	14,000.00	11.95%
1055109 · Audio Books - Children's	0.00	909.08	0.0%	0.00	3,141.49	0.0%	7,000.00	0.00%
1055112 · Fiction - Children's	971.37	1,121.35	86.63%	8,225.93	7,236.80	113.67%	16,500.00	49.85%
1055116 · Nonfiction - Children's	7,784.64	4,667.11	166.8%	9,666.16	18,422.92	52.47%	39,000.00	24.79%
1055118 · Reference - Children's	0.00	333.33	0.0%	0.00	1,333.33	0.0%	2,000.00	0.00%
1055119 · Standing Orders - Children's	204.44	89.00	229.71%	405.92	3,238.41	12.54%	6,000.00	6.77%
1055120 · Periodicals - Children's	0.00	0.00	0.0%	0.00	873.18	0.0%	1,500.00	0.00%
1055123 · Easy Fiction	1,634.99	1,594.74	102.52%	7,581.95	8,291.48	91.44%	20,000.00	37.91%
1055310 · Department Supplies - Y/S	112.70	142.60	79.03%	1,833.05	1,987.92	92.21%	7,500.00	24.44%
Total 1055000 · Youth Services	45,670.08	51,527.65	88.63%	280,034.69	324,605.67	86.27%	658,300.00	42.54%
1065000 · Teen Services								
1065101 · Summer Reading - Teen	0.00	52.40	0.0%	1,219.32	1,382.93	88.17%	5,000.00	24.39%
1065102 · Teen Programs	0.00	381.17	0.0%	2,185.68	3,018.89	72.4%	6,500.00	33.63%
1065104 · Downlodable Materials - Teen	0.00	125.00	0.0%	0.00	750.00	0.0%	1,500.00	0.00%
1065105 · Portable Media Devices - Teen	0.00	166.67	0.0%	0.00	1,000.02	0.0%	2,000.00	0.00%
1065108 · Videos & DVDs - Teen	0.00	208.29	0.0%	419.83	733.89	57.21%	1,500.00	27.99%

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1065112 · Fiction - Teen	20.46	1,103.12	1.86%	3,520.27	5,261.48	66.91%	12,000.00	29.34%
1065116 · Nonfiction - Teen	627.12	960.56	65.29%	834.37	2,522.17	33.08%	5,000.00	16.69%
1065310 · Department Supplies - Teen	0.00	83.33	0.0%	487.69	499.98	97.54%	1,000.00	48.77%
Total 1065000 · Teen Services	647.58	3,080.54	21.02%	8,667.16	15,169.36	57.14%	34,500.00	25.12%
1075000 · Community Relations Dept								
1075001 · Community Relations Salaries	8,628.08	9,835.66	87.72%	51,648.00	57,596.36	89.67%	120,000.00	43.04%
1075310 · Comm. Relations Supplies	0.00	15.11	0.0%	0.00	327.84	0.0%	1,000.00	0.00%
Total 1075000 · Community Relations Dept	8,628.08	9,850.77	87.59%	51,648.00	57,924.20	89.17%	121,000.00	42.68%
1095000 · Technology								
1015314 · Web Page Development	90.00	24.33	369.91%	540.00	1,546.81	34.91%	6,000.00	9.00%
1095206 · Pinnacle Cooperative	0.00	0.00	0.0%	114.18	117.85	96.89%	65,000.00	0.18%
1095207 · Computer Maintenance Agreement	1,020.00	0.00	100.0%	29,784.95	35,000.00	85.1%	70,000.00	42.55%
1095209 · Email & Web Hosting Fees	0.00	51.04	0.0%	104.94	237.85	44.12%	600.00	17.49%
1095210 · Lease Agreements	2,345.79	5,405.56	43.4%	13,470.86	15,862.97	84.92%	27,000.00	49.89%
1095211 · Subscription Services	1,262.00	922.09	136.86%	15,077.73	36,514.44	41.29%	65,000.00	23.20%
1095301 · Software	0.00	67.96	0.0%	1,333.13	1,360.48	97.99%	8,000.00	16.66%
1095302 · Computer Supplies	0.00	49.58	0.0%	1,574.02	875.47	179.79%	2,000.00	78.70%
1095303 · Data Lines	219.95	257.64	85.37%	1,319.70	1,369.60	96.36%	2,700.00	48.88%
1095304 · Computers (Library)	0.00	4,221.59	0.0%	7,767.79	8,364.24	92.87%	26,000.00	29.88%
Total 1095000 · Technology	4,937.74	10,999.79	44.89%	71,087.30	101,249.71	70.21%	272,300.00	26.11%
2005011 · FICA Expense	11,653.46	13,880.12	83.96%	74,084.21	81,235.55	91.2%	165,000.00	44.90%
2505012 · IMRF Expense-ER	15,091.52	21,261.84	70.98%	95,664.66	105,020.65	91.09%	225,000.00	42.52%
3005218 · Audit Expense	0.00	0.00	0.0%	8,890.00	10,000.00	88.9%	10,000.00	88.90%
5085000 · Facilities Expenses								
5085001 · Facilities Salaries	8,669.10	9,348.57	92.73%	55,349.34	54,034.53	102.43%	117,000.00	47.31%
5085212 · Custodial Services	3,250.00	3,430.44	94.74%	19,500.00	20,076.16	97.13%	41,000.00	47.56%
5085213 · Disposal Services	572.50	466.03	122.85%	3,480.91	2,799.02	124.36%	6,000.00	58.02%
5085214 · Facilities Maint Agreement	408.31	409.09	99.81%	2,997.56	2,543.30	117.86%	5,000.00	59.95%
5085215 · Equipment Maintenance Agreement	0.00	144.94	0.0%	2,400.02	3,497.78	68.62%	10,000.00	24.00%
5085216 · Building Repair	0.00	2,083.55	0.0%	15,258.34	14,948.26	102.07%	35,000.00	43.60%
5085217 · Equipment Repair	0.00	385.70	0.0%	5,174.38	5,744.91	90.07%	15,000.00	34.50%

Plainfield Public Library
Profit & Loss Budget Performance Total Library w YTD
December 2022

	Curent Month			Year To Date			Annual	
	Dec 22	Budget	% of Budget	Jul - Dec 22	YTD Budget	% of Budget	Annual Budget	YTD % of Budget
5085399 · Contingencies	0.00	0.00	0.0%	0.00	3,333.33	0.0%	20,000.00	0.00%
5085601 · Utilities - Electric	2,283.39	3,280.79	69.6%	14,211.10	20,696.50	68.66%	40,000.00	35.53%
5085602 · Utilities - Gas	995.76	921.43	108.07%	2,504.77	1,985.28	126.17%	6,000.00	41.75%
5085603 · Utilities - Water	0.00	295.80	0.0%	1,663.26	1,860.32	89.41%	3,500.00	47.52%
5085604 · Building Supplies	55.57	784.47	7.08%	2,490.49	4,481.86	55.57%	8,000.00	31.13%
5085605 · Equipment & Tools	0.00	346.02	0.0%	1,275.02	1,999.05	63.78%	6,000.00	21.25%
5085606 · Janitorial Supplies	144.80	1,186.42	12.21%	6,917.93	7,405.36	93.42%	20,000.00	34.59%
5085611 · Rental Prop Util/Trash/Water	464.07	1,666.67	27.84%	4,019.95	10,000.02	40.2%	20,000.00	20.10%
5085909 · Rental Prop General Maint	0.00	1,250.00	0.0%	8,425.78	7,500.00	112.34%	15,000.00	56.17%
Total 5085000 · Facilities Expenses	16,843.50	25,999.92	64.78%	145,668.85	162,905.68	89.42%	367,500.00	39.64%
7505213 · Legal services	0.00	164.44	0.0%	945.00	241.32	391.6%	2,000.00	47.25%
7505214 · Architechural Services	23,544.94	4,166.67	565.08%	165,898.58	25,000.02	663.59%	50,000.00	331.80%
7508005 · Real Estate Acquistion	0.00	0.00	0.0%	3,387.84	0.00	100.0%	0.00	100.00%
7508008 · Building Improvements	22,430.00	38,964.94	57.57%	29,275.00	59,004.67	49.62%	150,000.00	19.52%
7508909 · Rental Prop Bldg Improvements	0.00	416.67	0.0%	1,213.90	2,500.02	48.56%	5,000.00	24.28%
Total Expense	281,384.33	401,685.42	70.05%	2,012,229.36	2,091,502.02	96.21%	4,411,880.00	45.61%
Net Income	-208,769.01	-320,006.66	65.24%	2,258,247.98	2,145,079.51	105.28%	262,433.78	

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	10631	12/13/2022	Accurate Employment Screening, LLC	0001013 · Checking Account Chase Bank	-136.14
Bill Pmt -Check	10632	12/13/2022	Anderson Pest Solutions	0001013 · Checking Account Chase Bank	-290.38
Bill Pmt -Check	10633	12/13/2022	Chicago Tribune	0001013 · Checking Account Chase Bank	-203.92
Bill Pmt -Check	10634	12/13/2022	Cintas	0001013 · Checking Account Chase Bank	-110.67
Bill Pmt -Check	10635	12/13/2022	Daily Southtown	0001013 · Checking Account Chase Bank	-95.50
Bill Pmt -Check	10636	12/13/2022	ECS Midwest, LLC	0001013 · Checking Account Chase Bank	-5,750.00
Bill Pmt -Check	10637	12/13/2022	Groot, Inc.	0001013 · Checking Account Chase Bank	-572.50
Bill Pmt -Check	10638	12/13/2022	Illinois Philharmonic Orchestra	0001013 · Checking Account Chase Bank	-300.00
Bill Pmt -Check	10639	12/13/2022	Kens, Tom	0001013 · Checking Account Chase Bank	-200.00
Bill Pmt -Check	10640	12/13/2022	Kimble, Adam	0001013 · Checking Account Chase Bank	-500.00
Bill Pmt -Check	10641	12/13/2022	Kin-ko Ace Stores, Inc.	0001013 · Checking Account Chase Bank	-298.94
Bill Pmt -Check	10642	12/13/2022	LACONI, Inc.	0001013 · Checking Account Chase Bank	-150.00
Bill Pmt -Check	10643	12/13/2022	Lauterbach & Amen, LLP	0001013 · Checking Account Chase Bank	-2,000.00
Bill Pmt -Check	10644	12/13/2022	Libraries First	0001013 · Checking Account Chase Bank	-650.00
Bill Pmt -Check	10645	12/13/2022	Los Amigos Books	0001013 · Checking Account Chase Bank	-538.48
Bill Pmt -Check	10646	12/13/2022	Metro FiberNet LLC	0001013 · Checking Account Chase Bank	-2,084.06
Bill Pmt -Check	10647	12/13/2022	NewsBank, inc.	0001013 · Checking Account Chase Bank	-700.00
Bill Pmt -Check	10648	12/13/2022	Nicor Gas	0001013 · Checking Account Chase Bank	-447.05
Bill Pmt -Check	10649	12/13/2022	RMG	0001013 · Checking Account Chase Bank	-725.00
Bill Pmt -Check	10650	12/13/2022	Sheehan Nagle Hartray Architects, Ltd.	0001013 · Checking Account Chase Bank	-17,794.94
Bill Pmt -Check	10651	12/13/2022	T-Mobile	0001013 · Checking Account Chase Bank	-224.11
Bill Pmt -Check	10652	12/13/2022	Tri-K	0001013 · Checking Account Chase Bank	-1,670.20
Bill Pmt -Check	10653	12/13/2022	Village of Plainfield	0001013 · Checking Account Chase Bank	-288.98
Bill Pmt -Check	10654	12/13/2022	Village of Plainfield	0001013 · Checking Account Chase Bank	-149.47
Bill Pmt -Check	10655	12/13/2022	Village of Plainfield	0001013 · Checking Account Chase Bank	-130.01
Bill Pmt -Check	10656	12/15/2022	Konstant, Mary	0001013 · Checking Account Chase Bank	-25.00
Bill Pmt -Check	10657	12/15/2022	Very Smart People, LLC.	0001013 · Checking Account Chase Bank	-200.00
Bill Pmt -Check	10658	12/19/2022	Baker & Taylor Books-	0001013 · Checking Account Chase Bank	-2,103.77
Bill Pmt -Check	10659	12/19/2022	Center Point Large Print	0001013 · Checking Account Chase Bank	-14.24
Bill Pmt -Check	10660	12/19/2022	Gale / Cengage Learning	0001013 · Checking Account Chase Bank	-121.42
Bill Pmt -Check	10661	12/19/2022	Midwest Tape, LLC	0001013 · Checking Account Chase Bank	-1,390.36
Bill Pmt -Check	10662	12/19/2022	Tech Pro Logic	0001013 · Checking Account Chase Bank	-29,625.00

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	10663	12/21/2022	Cardmember Service-Busey	0001013 · Checking Account Chase Bank	-7,698.57
Bill Pmt -Check	10664	12/21/2022	NCPERS Group Life Ins.	0001013 · Checking Account Chase Bank	-96.00
Bill Pmt -Check	10665	12/21/2022	Postmaster	0001013 · Checking Account Chase Bank	-275.00
Bill Pmt -Check	10666	12/28/2022	American Library Association	0001013 · Checking Account Chase Bank	-565.00
Bill Pmt -Check	10667	12/28/2022	Baker & Taylor Books-	0001013 · Checking Account Chase Bank	-1,065.83
Bill Pmt -Check	10668	12/28/2022	Barnes, Jennifer - JB Organizing	0001013 · Checking Account Chase Bank	-225.00
Bill Pmt -Check	10669	12/28/2022	Catapult- Formerly CAI & TEA	0001013 · Checking Account Chase Bank	-35.00
Bill Pmt -Check	10670	12/28/2022	Cintas	0001013 · Checking Account Chase Bank	-198.34
Bill Pmt -Check	10671	12/28/2022	CIT	0001013 · Checking Account Chase Bank	-2,345.79
Bill Pmt -Check	10672	12/28/2022	ComEd	0001013 · Checking Account Chase Bank	-92.84
Bill Pmt -Check	10673	12/28/2022	Complete Cleaning Company	0001013 · Checking Account Chase Bank	-3,250.00
Bill Pmt -Check	10674	12/28/2022	Goodman, Clarence	0001013 · Checking Account Chase Bank	-280.00
Bill Pmt -Check	10675	12/28/2022	IHLS - OCLC	0001013 · Checking Account Chase Bank	-353.63
Bill Pmt -Check	10676	12/28/2022	Kin-ko Ace Stores, Inc.	0001013 · Checking Account Chase Bank	-9.58
Bill Pmt -Check	10677	12/28/2022	Midwest Tape, LLC	0001013 · Checking Account Chase Bank	-492.89
Bill Pmt -Check	10678	12/28/2022	Nicor Gas	0001013 · Checking Account Chase Bank	-146.31
Bill Pmt -Check	10679	12/28/2022	Quench USA, INC	0001013 · Checking Account Chase Bank	-312.72
Bill Pmt -Check	10680	12/28/2022	Schindler Elevator Corporation	0001013 · Checking Account Chase Bank	-652.05
Bill Pmt -Check	10681	12/28/2022	Tri-K	0001013 · Checking Account Chase Bank	-144.80
Bill Pmt -Check	10682	12/28/2022	Vision Service Plan (IL)	0001013 · Checking Account Chase Bank	-57.27
Bill Pmt -Check	10683	12/28/2022	Weblinx Incorporated	0001013 · Checking Account Chase Bank	-90.00
Bill Pmt -Check	10684	12/28/2022	ComEd	0001013 · Checking Account Chase Bank	-103.14
Bill Pmt -Check	10685	12/28/2022	Nicor Gas	0001013 · Checking Account Chase Bank	-849.45
Bill Pmt -Check	10686	12/28/2022	Nicor Gas	0001013 · Checking Account Chase Bank	-371.23
Bill Pmt -Check	10687	12/29/2022	Blue Cross and Blue Shield of Illinois	0001013 · Checking Account Chase Bank	-14,675.54
Bill Pmt -Check	10688	12/29/2022	Metropolitan Life Insurance Company	0001013 · Checking Account Chase Bank	-1,572.04
Bill Pmt -Check	10689	12/29/2022	Rivest, Robert	0001013 · Checking Account Chase Bank	-300.00
Bill Pmt -Check	10690	12/30/2022	Murphy Security Solutions, LLC	0001013 · Checking Account Chase Bank	-22,430.00
				Total	-128,178.16

December 2022 Bank Activity

	Tax Escrow Heartland XXX7902	Operating Chase XXX2895	Reserve Illinois Funds XXX2514	E-Pay Illinois Funds XXX0970	Illinois National Bank XXX0970	Total
Beginning Balance	3,735,162.23	307,619.29	65,214.67	445,780.95	1,000.00	4,554,777.14
Deposits	21,190.00	22,108.23		482.99	515.75	44,296.97
Transfer In	0.00	300,000.00				300,000.00
Interest Earned	5,353.18		217.73	1,488.96		7,059.87
Total Receipts	26,543.18	322,108.23	217.73	1,971.95	515.75	4,906,133.98
Checks Cleared	(300,000.00)	(85,768.44)				(385,768.44)
Transfers Out					(484.99)	(484.99)
Payroll Fees		(743.27)				(743.27)
Bank Fees		(395.64)			(30.76)	(426.40)
FSA		(847.60)				(847.60)
Payroll		(152,204.90)				(152,204.90)
IMRF		(23,485.87)				(23,485.87)
457 Payment		(3,937.38)				(3,937.38)
Total Disbursements	(300,000.00)	(267,383.10)	0.00	0.00	(515.75)	(567,898.85)
Ending Balance	3,461,705.41	362,344.42	65,432.40	447,752.90	1,000.00	4,338,235.13

FY2023 Investment Activity

	PMA	First Midwest	Total
Beginning Balance	1,120,438.95	1,663,585.81	2,784,024.76
Deposits	0.00	0.00	0.00
Market Adjustments	0.00	0.00	0.00
Interest Earned	0.00	0.00	0.00
Total Receipts	0.00	0.00	0.00
Market Adjustments	6,674.28	15,050.97	21,725.25
Transfers Out	0.00	0.00	0.00
Total Disbursements	6,674.28	15,050.97	21,725.25
Ending Balance/Cost	1,127,113.23	1,678,636.78	2,805,750.01

FY23 Fund Activity 07/01/22 - 12/31/2022

	Library	Audit	Building & Maintenance	FICA	IMRF	Reserve	Total
Tax Revenue	$3,714,116.24	$4,412.40	$315,487.48	$4,412.40	$4,412.40	$0.00	$4,042,840.92
Other Revenue	$190,495.01	$0.00	$0.00	$0.00	$0.00	$0.00	$190,495.01
Impact Fees	$0.00	$0.00	$0.00	$0.00	$0.00	$57,704.00	$57,704.00
Interest	$17,792.17	$0.00	$0.00	$0.00	$0.00	$919.38	$18,711.55
Investment Gain(Loss)	($37,406.78)	$0.00	$0.00	$0.00	$0.00	($1,867.36)	($39,274.14)
Transfer Out		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total Revenue	$3,884,996.64	$4,412.40	$315,487.48	$4,412.40	$4,412.40	$56,756.02	$4,270,477.34
Payroll	$932,930.92	$0.00	$55,349.34	$0.00	$0.00	$0.00	$988,280.26
Personnel Expenses	$117,083.65	$0.00	$0.00	$74,084.21	$95,664.66	$0.00	$286,832.52
Technology	$71,067.30	$0.00	$0.00	$0.00	$0.00	$0.00	$71,067.30
Other Expenses	$366,119.45	$8,890.00	$90,319.51	$0.00	$0.00	$200,720.32	$666,049.28
Total Expenses	$1,487,201.32	$8,890.00	$145,668.85	$74,084.21	$95,664.66	$200,720.32	$2,012,229.36
Net Income	$2,397,795.32	($4,477.60)	$169,818.63	($69,671.81)	($91,252.26)	($143,964.30)	$2,258,247.98

Plainfield Area Public Library

BOARD OF TRUSTEES
FINANCE COMMITTEE REPORT
JANUARY 9, 2023

CALL TO ORDER: The Finance Committee meeting of January 9, 2023 was called to order at 7:03 pm in the Library's Small Meeting Room at 15025 S. Illinois Street. Pledge of Allegiance was recited. Roll call was conducted. Regular committee members present: Grotto, McMurtrie, Gilmore as ex-officio. Regular members absent: Schmidt. Staff: Pappas, Hartley, Wold. Guest: none.

PUBLIC COMMENT: None.

DISCUSSION ITEMS

MID-YEAR BUDGET REVIEW
Pappas presented the FY2023 (July 1, 2022 – June 30, 2023) mid-year budget (July 1, 2022 – December 31, 2022) with minimal changes.

RECOMMENDATION FOR BOARD SESSION: The Committee recommends approving the Mid-year budget review as presented. The Committee requested including a rentals cost to date report in the January board packet.

ADJOURNMENT: Grotto called to adjourn at 7:26 pm.

Aimee Hartley
Recording Secretary

Erika Grotto
Finance Committee Chair

Plainfield Public Library District
Director's Report
Lisa Pappas, Director
January 12, 2023

Renovation Planning Update
Financial Advisor Jamie Rachlin will be joining us via Zoom to discuss the updated financial outlook. I will present an alternate site plan option that SNHA will have for us at the meeting.

Unserved Residents/ Village of Bolingbrook Annexations Follow-up
Our website has been updated with the newest non-resident information and the mailers have gone out to the residents of Liberty Green who are unserved. I will be following up with the Village of Bolingbrook next week regarding future annexations. With the county's assistance, I have the documents needed to determine how much of our district is unserved and undeveloped for potential annexation. This will take some time to develop.

Mid-year Budget Review: Finance Committee Report
The Finance Committee met on January 9 to review the working budget at the mid-year point. The committee chair will present a recommendation at the meeting.

Wild Horse Knoll Annexation
This subdivision, located at Normantown Road and 119th, is seeking annexation into the Library District following annexation into the Village of Plainfield.

Staff Happenings
I am pleased to report that Librarian Lauren Pierce has accepted the position of Head of Adult Services. Lauren has been with us for almost five years and will begin in her official capacity January 30. One of her first tasks will be to find her replacement.

StoryWalk Partnership with Park District
The IGA we developed has been vetted by our attorney as well as the Park District staff and their attorney. It is ready for your approval; the Park District will be approving it at their February meeting. The StoryWalk stands have arrived and been delivered to the Park District and tentative plans are to install it at Eaton Preserve this spring.

Decennial Committees on Local Government Efficiency Act
Included in your packet is information regarding a requirement by all local governing bodies (except municipalities and county) to form a committee to review and report on efficiencies. We will need to create this committee by June 2023.
State of the Village: Plainfield
The State of the Village event will be Wednesday, March 15 from 3:00 to 5:00 pm. Tickets are $40 each; a vote to approve an expense to attend is on the agenda.

Dr. Patricia L. Miller Endowment for Advancing Women's Rights and Celebrating Women's History
Trustee Emerita, Dr. Miller has donated funds to create an endowment to fund programming specifically about women's rights and issues. Each year, in March, Women's

History Month, we will present a series of programs on this topic. The first series begins this March.

Meetings Attended

12/16	Meeting with Village staff re: public art grant
	Pinnacle Governing Board meeting @ Crest Hill Library
12/19	Weekly meeting with Head of CE&M, Tracey Lane
	Meeting with Meristem Financial Advisor, Jamie Rachlin
12/20	Bi-weekly meeting with Head of Borrower Services, Marisa Barys
12/21	Board meeting
	Collection Development meeting: Leadership Team and selectors
12/22	Weekly meeting with Head of YTS, Steven Marshall
	Bi-weekly meeting with Head of Materials Management, Rebecca Pfenning
01/04	Interview for Adult Services DH
	Weekly meeting with Head of YTS, Steven Marshall
01/05	Bi-weekly meeting with Head of Materials Management, Rebecca Pfenning
	Program Guide Review meeting
01/06	Interviews for Adult Services DH
01/09	Weekly meeting with Head of CE&M, Tracey Lane
	Meeting with Meristem Financial Advisor, Jamie Rachlin
	Finance Committee meeting
01/10	Person in Charge (PIC) Quarterly meeting
	Leadership Team meeting
	Zonta Club membership meeting
01/11	Weekly meeting with Head of YTS, Steven Marshall

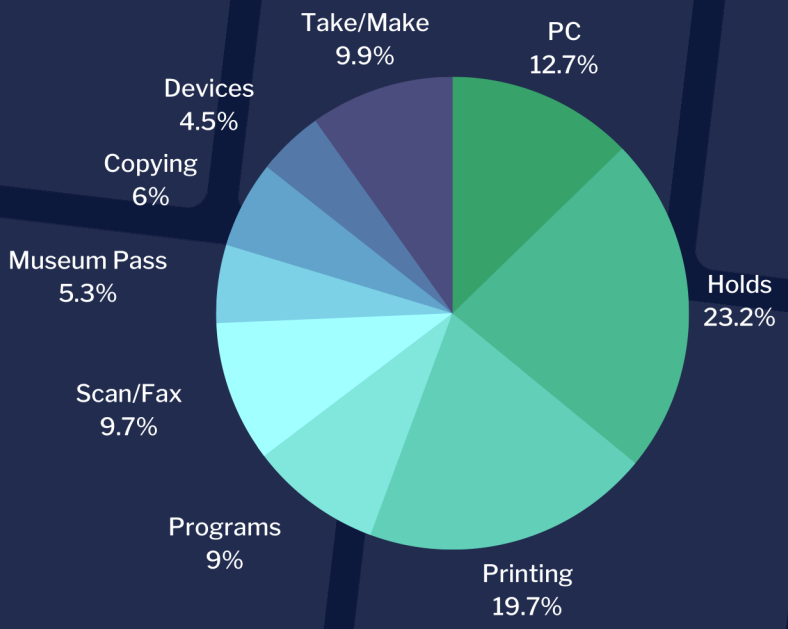
PA PL

ADULT SERVICES

Monthly Report

STATISTICS

13 3D Printing Requests	**103** adult program attendees	**22,040** adult fiction books audited for diversity to date	**1** book a librarian session	**118** esl club & tutoring attendees
3 proctoring sessions	**2,502** online resources sessions and searches	**432** public computer sessions	**904** reference questions answered	**15** tech training attendees



TAKE & MAKES

Cinnamon Stick Votive Holder

42 kits claimed

FICTION DIVERSITY AUDIT IS COMPLETE!

The fiction diversity audit is complete just in time for its 2 year anniversary!

The project kicked off in January 2021 and was truly a team effort - staff from Adult Services, Borrower Services, and Materials Management diligently organized and assessed more than **22,000 fiction titles** for bias, stereotypes, and representation to help us better understand the collection we're providing to our community. A special thank you to **Lauren** for spearheading this effort!

DATE December 2022

KELLY HARAS Staff Technology Trainer and Librarian

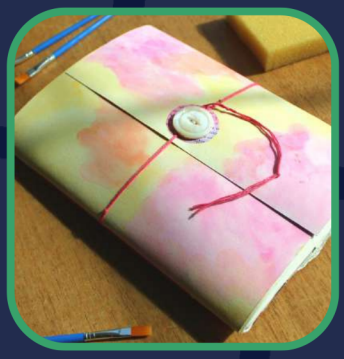
A BOOK CLUB IN A BAG

Our book discussion kits continue to be a popular resource for readers! **Curated by Colette**, we offer 40+ fiction and non-fiction options.

We circulated 150 kits last year - the most popular? ***The Last Thing He Told Me*** **by Laura Dave.**

DIY KIND OF HOLIDAY SEASON

It was a crafty December of programming in Adult Services! Patrons attended maker and craft classes like Canva holiday card design, pint glass etching, journal making, and 3D ornament printing. We even set up some DIY gift-wrapping stations for our Wrap and Yap program.



PROGRAMS

- Mondays: Virtual Reading Club (Tania)
- Tuesdays: English for Beginners (Tania)
- Wednesdays: English for Intermediate Learners (Tania)
- Thursdays: Virtual Conversation Club (Tania)
- Dec 1: Virtual No One Sees Indians (Jenn)
- Dec 2: Free Holiday Cards Through Canva (Jenn)
- Dec 5: Virtual Qi Gong (Jenn)
- Dec 5: American Sign Language, Class 3 (Jenn)
- Dec 6: Craft With Colette (Colette)
- Dec 8: Virtual Book Discussion (Colette)
- Dec 12: Holiday Movies (Jenn)
- Dec 13: 3D Printed Snowflakes (Greg)
- Dec 14: Etched Pint Glasses (Greg)
- Dec 15: Virtual the Great British Baking Tour (Jenn)
- Dec 19: Wrap & Yap (Jenn)
- Dec 21: Virtual Job Club (Lisa K.)
- Dec 21: Book Discussion (Colette)

DATE December 2022

KELLY HARAS Staff Technology Trainer and Librarian

COMMUNITY RELATIONS

Board Report | December 2022

Prepared by Tracey Lane
Head of Community Engagement & Marketing

Events & Meetings

- PSACC
  - Board meeting
  - Executive board meeting
- Kiwanis Meeting
- CNN hosted by Harbor Chase
- Coffee with the Mayor

CE&M Happenings

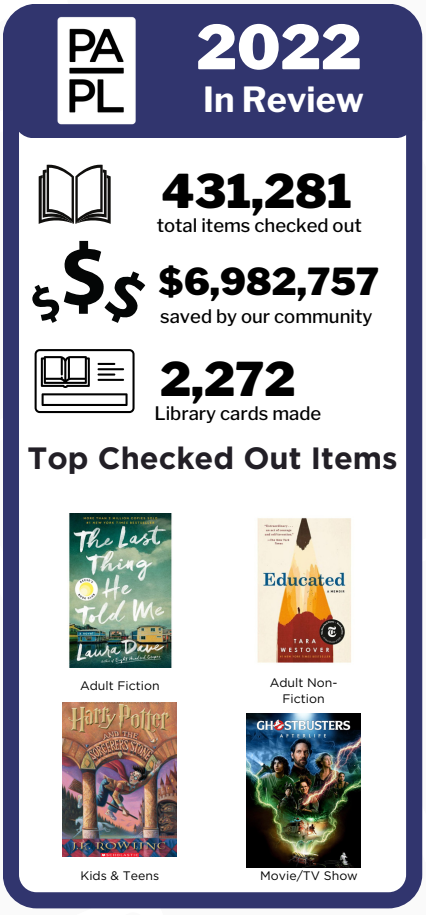
- We are starting to plan or 4th annual CaddyStacks indoor mini-golf event. We are re-theming it this year. The golf course will immerse the golfers into the story of Alice in Wonderland. The event will take place at the Library on Sunday, February 5 from 11 am to 2 pm. We currently have **$3,250 in sponsorships and over 75 tickets sold**
- The Library will be partnering with the Park District on opening a second StoryWalk location at Eaton Preserve in the Spring. We will also be partnering on another Summer of Traveling StoryWalk.
- Kiwanis will be hosting a cookie walk in February and the Library will be the check-in spot for the event.
- Eli had been working on a new style and branding guide to share with staff
- We are working with Borrower Services to develop a postcard to send the unserved area of our district.
- I have been talking to Patron Point about implementing a new automated marketing software. Hoping to launch in June 2023.

Notes from Coffee with the Mayor

- The State of the Village will take place on March 15 at Warehouse 109
- Pace is moving their van pool building from Arlington Heights to Plainfield and with it comes new job openings.
- Stats from 2022:
  - 419 new single family home permits were pulled
  - 20 new village employees were hired (public works is still hiring)
  - 15,000 building inspections were completed
- Kiwanis will be hosting their Sweet Stroll in Downtown Plainfield on Feb 4. Tickets are $25 and get you a reusable bag to fill with the 15 treats from participating businesses (the Library is the starting point).
- YMCA
- Offering $0 joiner fee till the end of the month and sales on their personal training
- Annual Gala will take place at Bolingbrook Golf Club on 2/25
- Park District
- An ice rink at Eaton Preserve will hopefully be opening soon (weather permitting)
- Receive a free 7-day trail at PARC till the end of the month
- PARC is w has installed solar panels and is working on achieving net zero
- The Village singed a new contract with Waste Management
- you can know dispose of 2 bulk items (instead of 1)
- you may sign up for a discounted yard waste cart until march 31
- new senior discounts are available
- The police will be implementing body cams and flock cams in the near future
- Reminder to lock your cars- car break-ins and auto theft is up in the area
- The Old Town construction project (water mane project) will continue in May in the areas north of Lockport Street
- The village is continuing work on the the comprehensive plan - visit their website to give your feedback
- Village offices will be closed for MLK Day on January 16
- There will be a question the the April 4 ballot about cannabis in the village. This is research to gauge the interest of adding a dispensary or cultivating center.

2022 Pinnacle Cooperative stats - graphic created by Melissa at Fountaindale

Our staff complied Holiday Mixtape received over 314 views!



DEC 2022

COMMUNITY RELATIONS
BY THE NUMBERS

Google Ads Stats

Campaign	Impressions	Click Through Rate	Cost*
Virtual	10,259	16.8%	$11,200
Library	854	9.6%	$2619.5
Resources	1,067	5.4%	$612.42

**All costs are waived through the Ad Grants program.*

Email stats

ENews Weekly Averages

MESSAGES SENT	OPEN RATE	CLICKS
22,015	47%	306

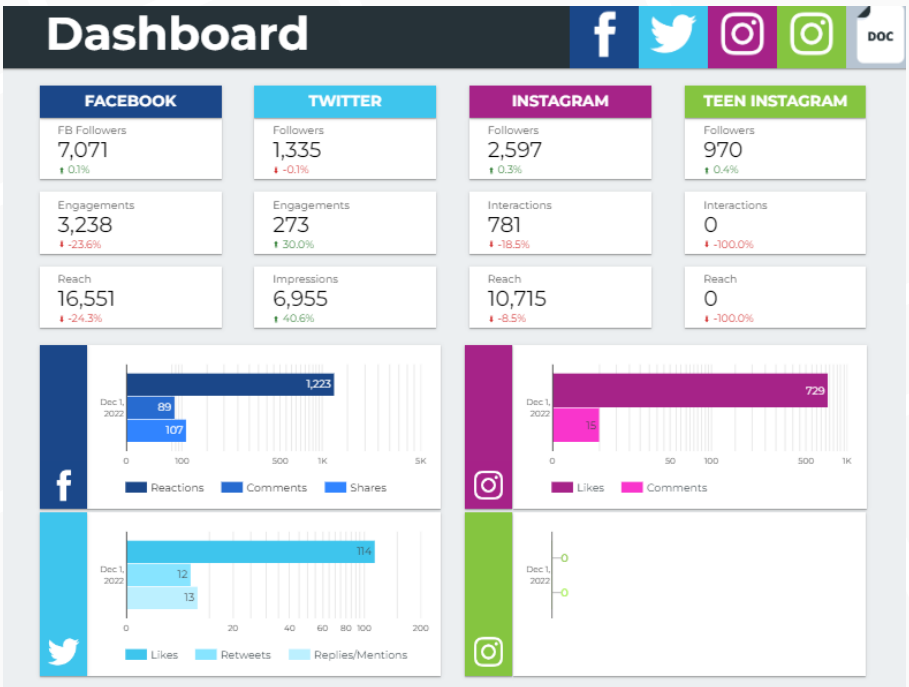
New Cardholder Message Totals

MESSAGES SENT	OPEN RATE	CLICKS
14,236	845%	1,167

Re-engagement Message Totals

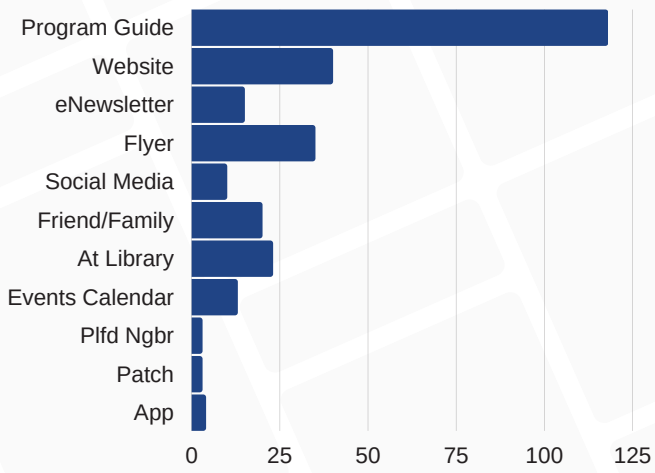
MESSAGES SENT	OPEN RATE	CLICKS
40,150	29%	180

Social Media Stats



Program Sign Up Stats

How Patrons Learned About December Programs



FACILITY REPORT

LANCE AGNE, HEAD OF FACILITES

CUSTODIAL:

- Wet Clean/Sanitize UL public computers, self-checkout, tables by AS Svc Desk, bay tables/study carrels, SMR, online card catalog stations, free standing displays, microfiche area, book sale shelving, seed catalog table, public printing/scanning area 12/17/22
- Dry dust book shelves- Admin Hallway, HOLDS, display by inside book drop, behind AS Svc Desk, Magazine Room low shelves, newspaper stands, black freestanding displayers 12/17/2022
- Magazine Room- Begin wet clean wall shelves starting with G (east of fireplace) to Z. Patron at table west of fireplace. Tables/chairs tops of low shelving units 12/17/22 finished 12/19/22
- Wet Clean/sanitize LL self-checkouts, public computers, online catalogs, tables & chairs in public areas, benches 12/17/22
- Wet Clean/Sanitize west entrance stair railings, center stair railings 12/17/22
- Dry Dust LL shelves: book sale area. South of bay east, middle, & 5 flat top stacks 12/20/22

MAINTENANCE:

- Drain maintenance 12/3/22
- Sanitize watercooler trays, and dish drainer 12/3/22
- New dish brush/basket & sign not to leave in sink 12/3/22
- Clean out/recycle old shelving from south & north closets under stairs 12/5/6/7
- Store new disaster boxes in south closet under stairs 12/6/22
- Move popcorn supplies from Staff Lounge locker to shelving south closet under stairs where popcorn machine is stored. Made signage 12/6/22
- Clean out, reorganize, new labels on stored items in Staff Lounge 12/12/22
- Check washroom air fresheners – none replaced 12/13/22
- Check Aunt Flow dispensers 12/13/22
- Check, clean, refill hand sanitizer dispensers 12/14/22
- Salt from garage to dept 12/19/22
- Barricade across house sidewalk so snowplow does not block sidewalk 12/21
- Move large free standing 4 station gray plastic hand sanitizer dispenser from staff lounge to north side of garage 12/21
- Do Book Drops during holiday closure for Borrowers Dept

OUTSIDE CONTRACTORS WORKING IN LIBRARY:

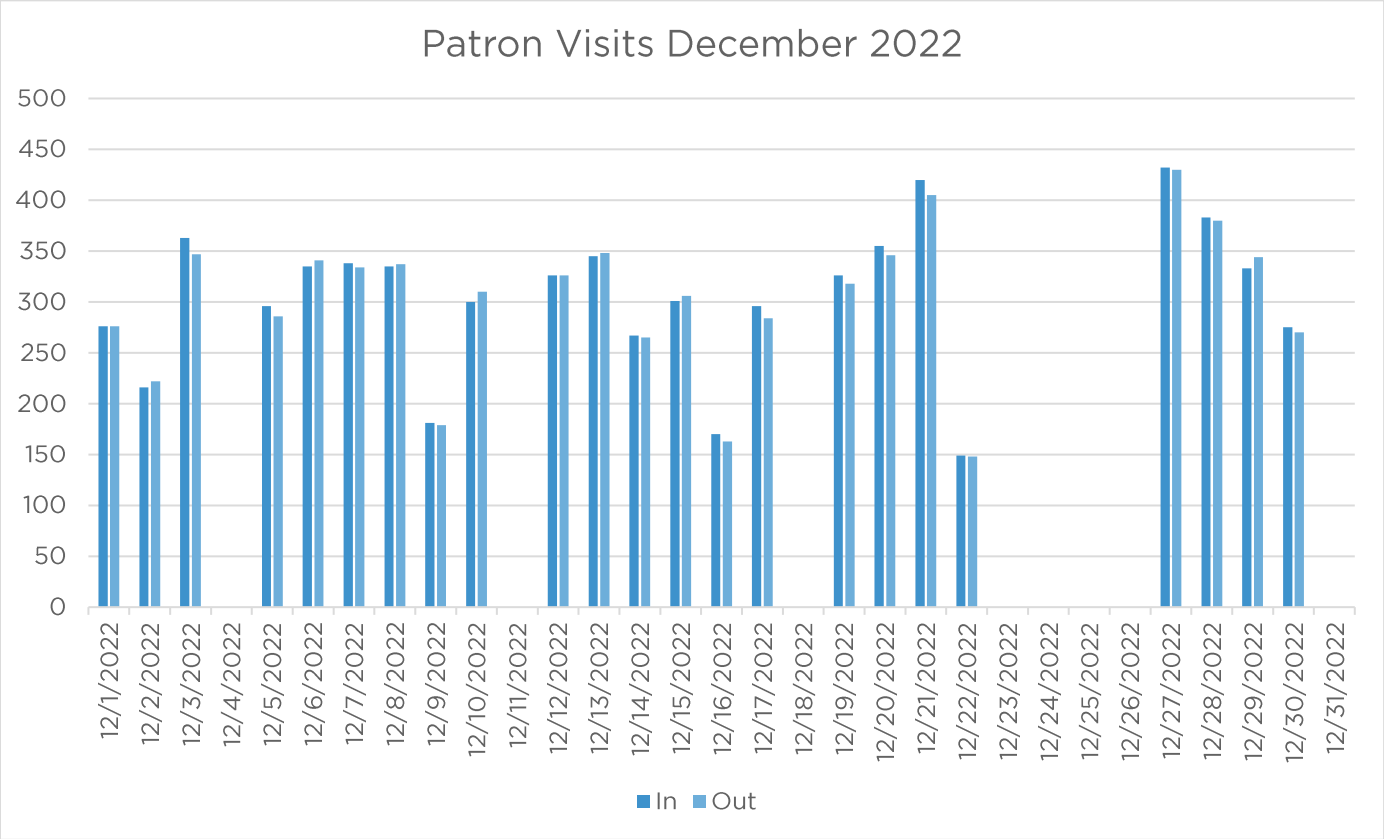
- None

INSPECTIONS & EQUIPMENT TESTING DONE BY OUTSIDE VENDORS:

- Anderson Pest – Monthly pest inspection 12/7/22

BUILDING RENOVATION

- Mechanical Engineer, Salas O'Brien - Kurt 12/14/22

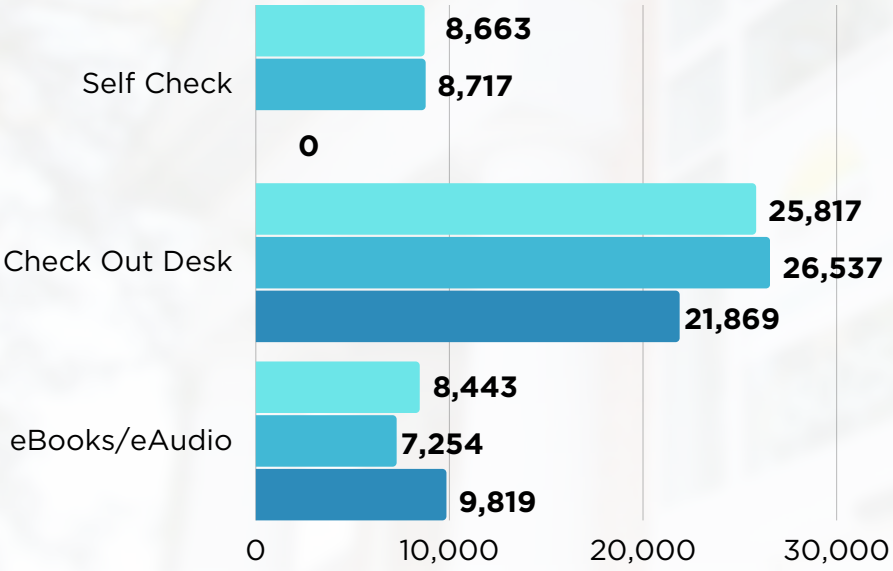


MARISA BARYS Head of Borrower Services

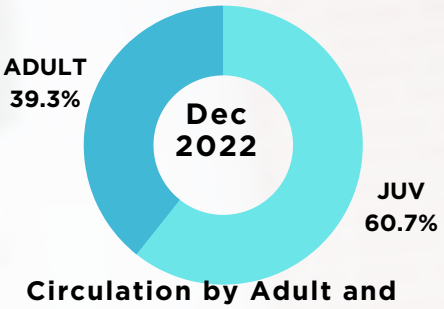
DATE December 2022

BORROWER SERVICES NEWS

MONTHLY CIRCULATION STATISTICS

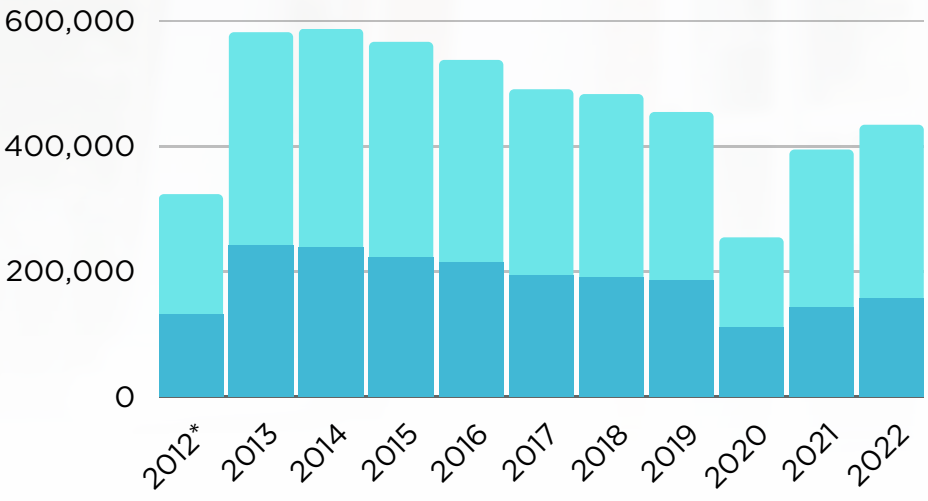


Total Dec 2022	42,923
Total Dec 2021	42,508
Total Dec 2020	31,688



Circulation by Adult and Juvenile collections
(excluding E-Media & ILLs)

CIRCULATION BY ADULT & JUVENILE COLLECTIONS
(EXCLUDING E-MEDIA & ILLS)



	ADULT	JUVENILE
2012*	130,772	190,950
2013	240,100	340,064
2014	237,970	347,902
2015	221,217	343,587
2016	213,677	322,262
2017	192,239	296,869
2018	189,562	291,846
2019	185,562	267,270
2020	109,773	142,942
2021	141,520	251,396
2022	156,764	275,708

CARDHOLDER STATISTICS

MONTHLY CARDHOLDERS	
Total Dec 2020	37,517
Total Dec 2021	38,080
Total Dec 2022	31,222

98 NEW ADULT CARDS

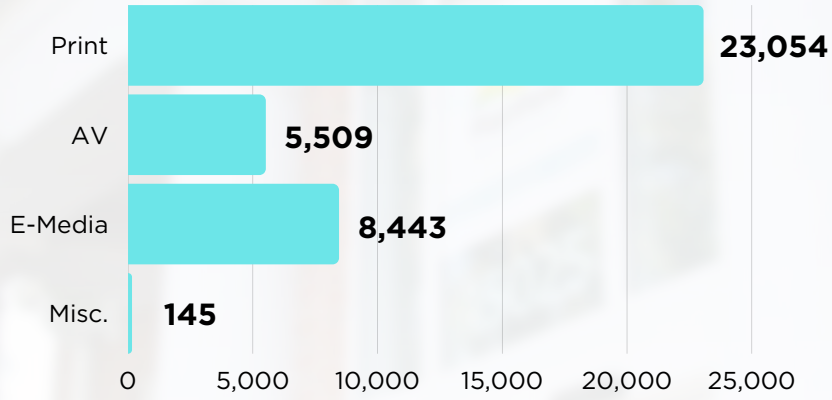
33 NEW JUVENILE CARDS

98 NEW HOUSEHOLD CARDS

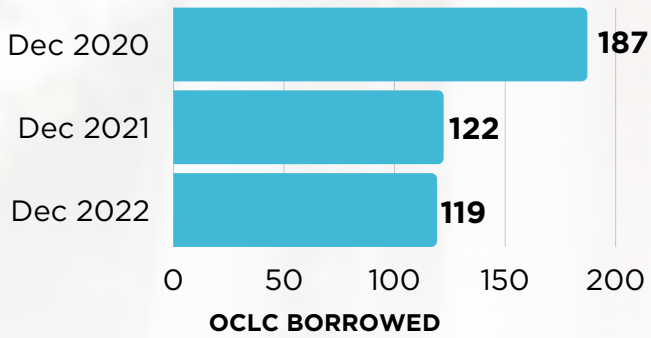
FYTD NEW HOUSEHOLD CARDS **948 CARDS**

MATERIALS STATISTICS

MATERIAL TYPE

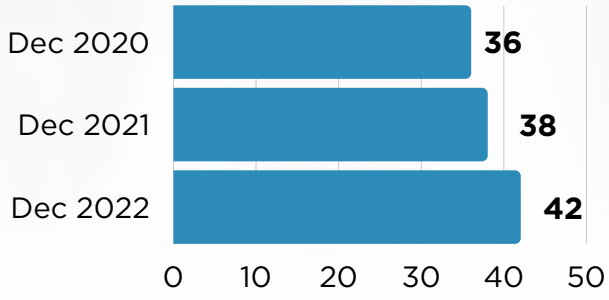


MONTHLY INTERLIBRARY LOAN

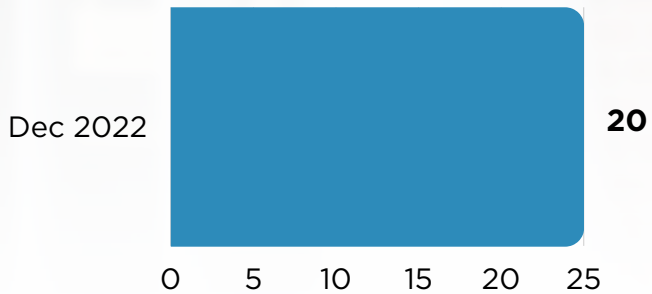


OCLC BORROWED

Find More IL Borrowed



OCLC LENT



Find More IL Lent

MONTHLY LOCKER & CURBSIDE STATISTICS

53 different patrons came to the lockers

216 items where placed in the lockers

The same patron used the lockers 9 times

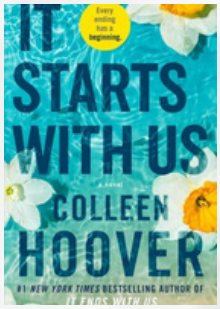
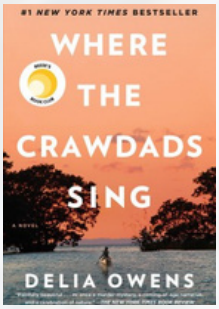
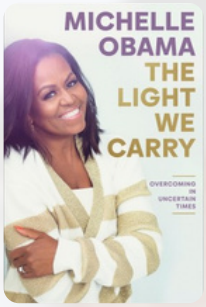
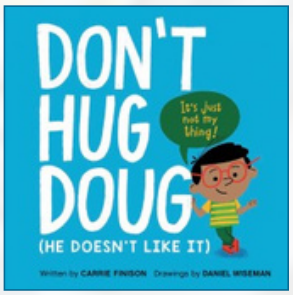
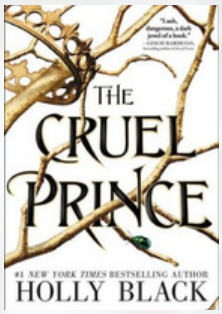
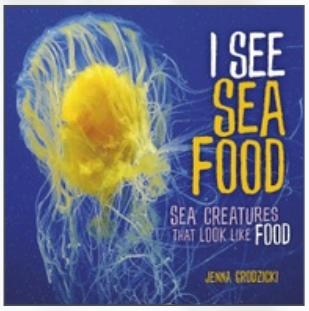
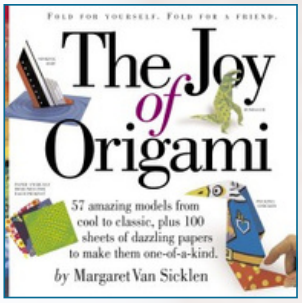
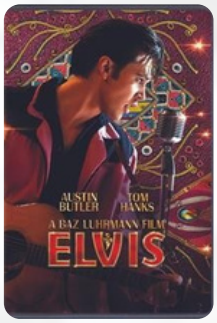
4 first time user

51 patrons used curbside

HOME DELIVERY STATISTICS

Dec 2022	PATRONS	ITEMS
RESIDENTS	13	61
AHCL	39	82
HARBOR CHASE	5	27
HERITAGE WOODS	27	77
LAKEWOOD	5	29
TOTAL	89	276

TOP CIRCULATING ITEMS DECEMBER 2022

ADULT AUDIOBOOK	ADULT FICTION	ADULT LARGE PRINT	ADULT NONFICTION
			
PICTURE BOOKS FICTION	**YOUNG ADULT FICTION**	**JUVENILE NONFICTION**	**YOUNG ADULT NONFICTION**
			
ADULT MOVIES & TV	**ADULT MUSIC**	**JUVENILE MOVIES & TV**	**YOUNG ADULT MOVIES & TV**
			

DEPARTMENT DECORATIONS

Decorations by Heather, Nichole, Sarah, Shelley, & Val

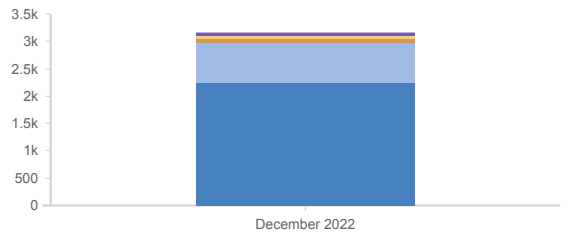
Materials Management monthly report

What's happening in Materials Management?

You can view this report and interact with the charts, data and links here - https://stories.opengov.com/plainfieldpubliclibraryil/published/pObJ9zILY

Stats and Charts

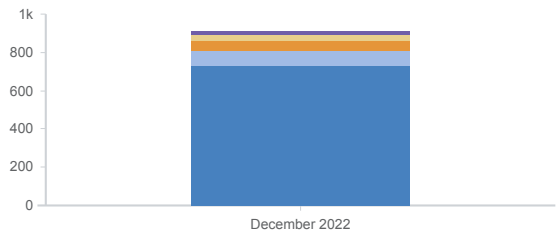
Items added to the collection in December 2022.



3,149

Material type in December 2022

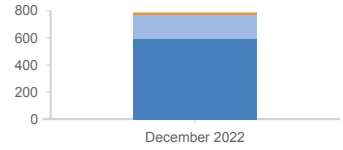
Physical items added to the collection in December 2022.



906

Material type in December 2022

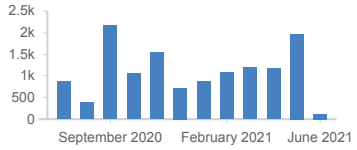
Items ordered for the collection in December 2022.



793

Material type in December 2022

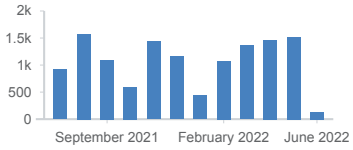
Items ordered in fiscal year FY21. (July 2020-June 2021)



111

Added/WD/Ordered in June 2021

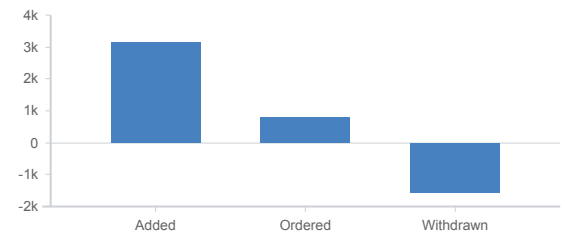
Items ordered in fiscal year FY22. (July 2021-June 2022)



137

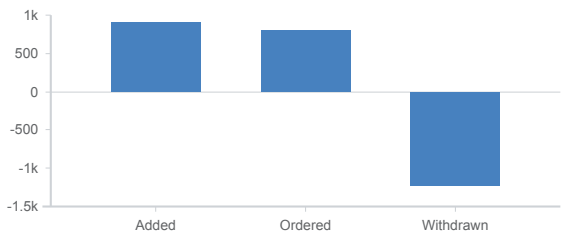
Added/WD/Ordered in June 2022

Added, withdrawn and ordered in December 2022.



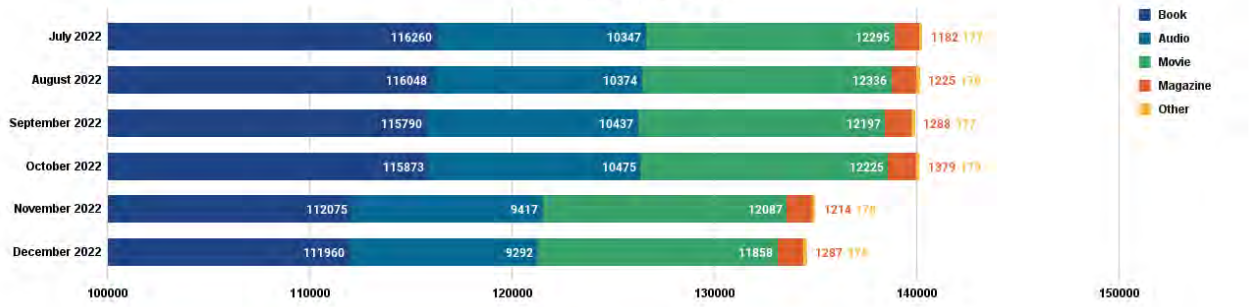
-1,569
Amount in Withdrawn

Added, withdrawn and ordered in December 2022. (no eRecords)



-1,230
Amount in Withdrawn

Collection count FY23



Updates

Projects, continuing education, and other updates from your Materials Management department.

Projects

Here are the current projects in the works by your Plainfield Materials Management department. Check back for updates!

Collection Evaluation Project

We have begun a large scale library-wide project of collection evaluation. The goal of a collection evaluation is to improve circulation and make space for new items and the most popular collections by really examining what we have in our physical collections with a more critical lens. Collection assessments and evaluations can positively impact process, outcome and the library as a whole by creating a broad data-informed understanding of the collection. For us at the Plainfield Area Public Library, it has the additional benefit of making us more prepared for our potential renovation and its changes to our space.

To begin, I announced the project and began gathering some big picture initial data.

Our next step is to undergo a heavy weed library-wide. This is to remove the backlog of unweeded (not circulating) materials that may skew our evaluation and comparison. While the word weed makes people nervous (especially with the word heavy in front of it!); a majority of what we are weeding is a backlog of weeding that hasn't been done. In the process of the day to day tasks of the library, understandably, weeding often gets pushed off.
We are essentially doing a pre-cleanup so that the evaluation can be as accurate as possible.

October:

- Project proposal presented to Leadership Team

November:

- Refresher courses for staff selectors in Google Data Studio, Web Reports and Polaris Reports
- Initial big picture data and reports of physical collections
  - Collection evaluation data studio

December:

- 1st round of Youth and Teen Services heavy weeding
  - Juvenile Nonfiction 000-550s completed
- 1st round Adult Services heavy weeding
  - Graphic Novels

Relabeling Project

In our continued efforts to make things more findable for patrons, we have switched to spine labels with a more readable font, and spelling out more information. These labels will also match our shelf locations and collections in the catalog making it so much easier to find things! We started with Young Adult Fiction and will work our way through Youth Services.

FY23 (July 2022 - June 2023)

July/August 2022 update: Completed the first section of Juvenile Fiction!

September/October 2022 update: The relabeling project was put on hold to focus on our collection evaluation and heavy weeding project.

FY22 (July 2021 - June 2022)

January 2022 update: We have completed the relabeling and, with the tireless assistance of the shelvers, the shifting and reincorporating of the Juvenile series titles. We will use February to catch up on clean-up of the project so far and plan for our next section, Juvenile Fiction!

October 2021 update: With the help of the shelving assistants, we began the process of relabeling, shifting, and reincorporating the Juvenile Series collection back into Juvenile Fiction.

September 2021 update: We completed Juvenile Biographies and Jacob Brown cleaned up inconsistencies in nonfiction call numbers for animals in Juvenile Nonfiction.

July 2021 update: With the start of a new fiscal year, we started relabeling again! And we finished all of YA relabeling! In July, we finished the last of the YA relabeling with YA Nonfiction and YA Biographies. We will start working our way through Juvenile starting with Juvenile Biographies in August.

FY21 (July 2020 - June 2021)

April/May 2021 update: YA fiction relabelling is complete! We will spend May going through and cleaning up any titles we may have missed. We will pause to focus on the end of the fiscal year orders and resume reabeling in July with YA and Juvenile nonfiction and biographies.

January 2021 update: We finished relabeling all of Young Adult middle fiction mid-January! Hooray! We took the last two weeks of January to do cleanup and steel ourselves for beginning Young Adult teen fiction February 1st.

October 2020 update: The relabeling project has resumed! Our new cataloger, Sung, is tackling smaller sections independently while the rest of staff continues to work through Young Adult fiction. Sung started with the Children's World Languages collections. The goal is to have Young Adult middle grade fiction completed by the end of 2020. Wish us luck!

August 2020 update: The relabeling project was put on hold in March to allow for the most materials to be available to patrons, so they could stock up on reading materials during Illinois's stay-at-home order. As the library begins to reopen, we are excited to get back to work on this project. We plan to return to the relabeling project with the library's Phase 4 of reopening in September.

DATE DECEMBER 2022 STEVEN MARSHALL Head of Youth & Teen Services

YOUTH & TEEN SERVICES

Monthly Report

STATISTICS

26	**399**	**1**	**135**
Total On-site Programs	On-site program attendance	Total Virtual Programs	Total Virtual Program Views
8	**219**	**63.5**	**35**
Self-directed activities (Take & Makes, etc.)	Self-Directed Activity Participants	Teen Volunteer Hours earned	Teen Volunteer Items Made

YTS IN THE COMMUNITY

Steven M. attended PSD 202 CAPE Meeting.

Tracey V. & Mindy J. attended PSD 202 Library Media Specialist Meeting.

Katie G. conducted 9 in-house tours/programs for 162 attendees from local preschools, middle schools & high schools

SCHOOL OUTREACH

School Visits	Number of Students reached
32	**3619**

Intergovernmental Agreement for the Creation and Maintenance of a StoryWalk® between Plainfield Area Public Library ("Library") and Plainfield Park District ("Park District")

THIS INTERGOVERNMENTAL AGREEMENT ("Agreement") is made this ___ day of _____, 2023, by and between the Plainfield Park District, an Illinois park district and unit of local government ("Park District"), and Plainfield Public Library District, an Illinois library district and unit of local government ("Library") for the creation and maintenance of a StoryWalk®. Park District and Library are hereinafter sometimes individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, this Agreement is entered into by virtue of the provisions of Article VII, Section 10 of the Illinois Constitution and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, et seq.; and

WHEREAS, the purpose of the Intergovernmental Cooperation Act, and Article VII of the Constitution of the State of Illinois, includes fostering cooperation among governmental bodies; and

WHEREAS, the Parties desire to create and promote a StoryWalk® project on certain designated portions of Park District Property ("StoryWalk Project"); and

WHEREAS, the StoryWalk Project consists of a series of laminated pages from a children's book attached to a series of display posts installed at various locations along an outdoor path or trail; and

WHEREAS, the StoryWalk Project is designed to support and encourage early literacy and family reading by combining the pleasures and benefits of reading with outdoor activity and exercise; and

WHEREAS, the Parties have determined that the StoryWalk Project contemplated by this Agreement is in the best interests of their respective residents and the general public and that the establishment of this Intergovernmental Agreement is consistent with this determination.

NOW THEREFORE, in consideration of the foregoing and the mutual promises hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Incorporation of Recitals. That the foregoing recitals are hereby incorporated and adopted as if fully set forth herein.

2. Park District Obligations. The Park District shall provide the following, subject to the terms and conditions of this Agreement:

    a. Cooperation in using certain designated portions of Park District property for the installation of interpretive displays to house and exhibit pages from a children's book (approximately 10-11 displays). The interpretive display shall consist of a single, rectangular shaped post, secured with a concrete footing, and equipped with a removable retainer frame designed to house and display the pages from a children's book. A sample of the interpretive display is attached hereto as "Exhibit A" for illustrative purposes.
    b. A suitable location for the StoryWalk Project. The location of the StoryWalk Project and the placement of each individual interpretative display shall be mutually determined by the Park District and the Library.
    c. Install and maintain the single, rectangular shaped post(s) necessary to support the removable retainer frame, and the concrete footings associated with same, and to maintain the property and grounds around the StoryWalk Project to the keep the StoryWalk Project in a visually appealing condition.
    d. Assistance in monitoring the condition of the posts, concrete footings and overall StoryWalk Project displays.
    e. Share in the cleaning of the posts and displays of the StoryWalk Project in alternate months with the Library to keep the StoryWalk Project free from dirt and debris.
    f. Promote the StoryWalk Project through Park District press releases, social media, digital media, newsletter, and posters, and in the program guide.
    g. Include the Library's name and logo in all publicity and/or press releases associated with the StoryWalk Project.
    h. To the fullest extent permitted by law, the Park District shall protect, indemnify, save, defend and hold harmless the Library, including its officers, officials, volunteers, employees and agents, from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses, including reasonable attorney and paralegal fees, which the Library and for which its officers, officials, volunteers, employees and agents may become obligated by reason of any accident, bodily injury, death of person or loss of or damage to tangible property, arising indirectly or directly in connection with or under, or as a result of this Agreement, except to the extent caused in whole or in part by any negligent or wrongful act or omission of the Library, including its officers, officials, volunteers, employees and/or agents.

3. Library Obligations. The Library shall provide the following, subject to the terms and conditions of this Agreement:

a. Promote the StoryWalk Project through press releases, social media, digital media, newsletter, and posters.
b. Include the Park Districts' name and logo in all publicity and press releases associated with the StoryWalk Project.
c. Include the Park Districts' name and logo on all StoryWalk posts.
d. Install and maintain the removable page inserts inside the retainer frame affixed to the rectangular shaped post.
e. Secure an appropriate children's story (and all applicable copyright or other permissions from any third-parties) or display in removable retainer frames. The children's story shall be changed not less than __4__ times per year.
f. Monitor the condition of the wooden posts, concrete footings, and the removable retainer frame and report deficiencies to the Park District.
g. Share in the cleaning of the posts and displays of the StoryWalk Project in alternate months with the Park District to keep the StoryWalk project free from dirt and debris.
h. To the fullest extent permitted by law, the Library shall protect, indemnify, save, defend and hold harmless the Park District, including its officers, officials, volunteers, employees and agents, from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses, including reasonable attorney and paralegal fees, which the Park District and for which its officers, officials, volunteers, employees and agents may become obligated by reason of any accident, bodily injury, death of person or loss of or damage to tangible property, arising indirectly or directly in connection with or under, or as a result of this Agreement, except to the extent caused in whole or in part by any negligent or wrongful act or omission of the Park District, including its officers, officials, volunteers, employees and/or agents.

4. Damages and Repairs to Storybook Displays. The Park District and Library shall split the cost of the any damages or repairs needed to the StoryWalk Project display(s).

5. Term and Termination. This Agreement shall commence upon execution by the Parties and shall continue in full force and effect indefinitely. Either party shall have the right to terminate this Agreement at any time by sending to the other Party 60 days' written notice prior to the termination date.

6. No Waiver of Tort Immunity. Nothing herein provided is intended to waive, nor shall it waive, any of the rights, defenses, and immunities afforded either party under the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10 et seq., and the Parties shall continue to have all of the protections and immunities provided by said Act as now or hereafter amended.

7. Notice. Any notices between the parties hereto shall be in writing and shall be deemed given and received if (i) personally delivered on the day of delivery or (ii) sent by certified

mail two business days after deposited with the United States mail, and shall be addressed as follows:

If to Park District Plainfield Park District:
23729 W Ottawa St, Plainfield, IL 60544

If to the Library Plainfield Public Library District:
15025 S. Illinois Street, Plainfield, IL 60544

Any address for notice can be changed by sending notice to the other Party as outlined above.

8. Authority of the Parties. The Parties each represent that the individual signing has the authority to bind his or her respective organization to the terms set forth in this Agreement.

9. Amendment. The Agreement may not be modified or amended except by a writing signed by both parties.

10. Assignment. Neither Party shall assign, transfer, or convey this Agreement or its obligations or interests hereunder to any person or entity, without the written consent of the other Party.

11. Execution. This Agreement may be executed simultaneously in two (2) or more counterparts, each of which shall be deemed an original, and such counterparts together shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the Parties hereto have set their respective hands and seals the day and year set forth below.

PLAINFIELD PARK DISTRICT	PLAINFIELD PUBLIC LIBRARY DISTRICT
By: _____	By:_____
Title:_____	Title:_____
Date:_____	Date:_____

EXHIBIT A

Source: StoryWalk at Plainfield Settler's Park

Law Offices of
Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd.

221 EAST ILLINOIS STREET
P.O. BOX 564
WHEATON, ILLINOIS 60187-0564
PHONE (630) 665-1900
FAX (630) 665-0407
EMAIL: rritzman@psnrb.com

HARTMAN E. STIME (1927-1991)
ROY I. PEREGRINE
THOMAS M. NEWMAN
ROGER A. RITZMAN
MARK A. RITZMAN

MEMO RE: COMMITTEES ON LOCAL GOVERNMENT EFFICIENCY

TO: Public Library Clients

FROM: Roger Ritzman
Mark Ritzman

DATE: June 24, 2022

The Memo addresses requirements applicable to Library Districts per Public Act 102-1088 (Decennial Committees on Local Government Efficiency Act) ("the Act"; copy attached).

In plain English, before June 9, 2023 (next June), Library Districts "must form a committee to study local efficiencies and report recommendations regarding efficiencies and increased accountability to the county board".

NOTES ON APPLICABILITY OF THE ACT

1. The Act applies to governmental units defined as "units of local government that may levy any tax, except municipalities and counties".

2. Local Libraries (City and Village Libraries) do not have authority to levy taxes. Accordingly, the requirements of the Act do not apply to Local Libraries.

3. Municipalities and Counties are excluded from the requirements of the Act.

NOTES ON COMPLIANCE TIMEFRAME

1. The Act is effective June 10, 2022.

2. The Committee must be formed within one year after the effective date of the Act (June 9, 2023).

3. The first report is due "no later than 18 months after the formation of the Committee".

4. The Act also requires at least one additional report within the next 10 years.

NOTES ON COMMITTEES

1. Membership of the Committee:

Each Committee's membership shall include the elected or appointed members of the governing board of the governmental unit; at least 2 residents of the governmental unit, who are appointed by the chair of the board of the governmental unit, with the advice and consent of the board; and any chief executive officer or other officer of the governmental unit.

2. Committee Meetings:

a. Committees shall meet at least 3 times.

b. Committees may meet during a regularly scheduled meeting of the governmental unit as long as: (1) separate notice is given in conformance with the Open Meetings Act; (2) the Committee meeting is listed as part of the board of the governmental unit's agenda; and (3) at least a majority of the members of each Committee are present at the Committee's meeting.

c. The Committee shall meet in accordance with the Open Meetings Act and the Committee shall be a public body to which the Freedom of Information Act applies.

3. Committee Role/Duties:

The duties of the Committee include, but are not limited to, the study of the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State.

4. Committee Report:

Each Committee shall summarize its work and findings in a written report to the County Board which shall include recommendations in respect to increased accountability and efficiency.

RAR/tmh 6/24/22 https://psnrbcom.sharepoint.com/sites/PS/Shared Documents/General/_1LIBRARYDIST/MEMO/Memo re Committees on Local Government Efficiency.docx

Public Act 102-1088

SB3789 Enrolled

AN ACT concerning local government.

Be it enacted by the People of the State of Illinois, represented in the General Assembly:

Section 1. Short title. This Act may be cited as the Decennial Committees on Local Government Efficiency Act.

Section 5. Definition. As used in this Act, "governmental unit" includes all units of local government that may levy any tax, except municipalities and counties.

Section 10. Formation of committee; members; vacancy; administrative support.

(a) Within one year after the effective date of this Act and at least once every 10 years thereafter, each governmental unit must form a committee to study local efficiencies and report recommendations regarding efficiencies and increased accountability to the county board in which the governmental unit is located.

(b) Each committee's membership shall include the elected or appointed members of the governing board of the governmental unit; at least 2 residents of the governmental unit, who are appointed by the chair of the board of the governmental unit, with the advice and consent of the board; and any chief executive officer or other officer of the governmental unit. The committee shall be chaired by the president or chief elected or appointed official of the governing board of the governmental unit, or his or her designee. The chairperson may appoint additional members to the committee as he or she deems appropriate.

Committee members shall serve without compensation but may be reimbursed by the governmental unit for their expenses incurred in performing their duties.

(c) A committee may employ or use the services of specialists in public administration and governmental management and any other trained consultants, analysts, investigators, and assistants it considers appropriate, and it may seek assistance from community colleges and universities as necessary to prepare the report required under Section 25.

(d) If a vacancy occurs in the committee membership, the vacancy shall be filled in the same manner as the appointments under subsection (b).

(e) Each governmental unit shall provide administrative and other support to its committee.

Section 15. Duties of a committee. The duties of a committee include, but are not limited to, the study of the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State. The committee shall also collect data, research, and analysis as necessary to prepare the report described in Section 25.

Section 20. Meetings. Each committee shall meet at least 3 times. The committee may meet during a regularly scheduled meeting of the governmental unit as long as: (1) separate notice is given in conformance with the Open Meetings Act; (2) the committee meeting is listed as part of the board of the governmental unit's agenda; and (3) at least a majority of the members of the committee are present at the committee's meeting. Each meeting of the committee shall be public, and the committee shall provide an opportunity for any person to be heard at the public hearings for at least 3 minutes. The committee may require speakers to register. The committee shall meet in accordance with the Open Meetings Act, and the committee shall be a public body to which the Freedom of Information Act applies.

At the conclusion of each meeting, the committee shall conduct a survey of residents who attended asking for input on the matters discussed at the meeting.

Section 25. Report. Each committee shall summarize its work and findings within a written report, which shall include recommendations in respect to increased accountability and efficiency, and shall provide the report to the county board in which the governmental unit is located no later than 18 months after the formation of the committee. The report shall be made available to the public.

Section 30. Dissolution of the committee. After a committee has made the report required under Section 25 available to the public, the committee is dissolved until it is reestablished with newly appointed members under Section 10.

Section 85. The School Code is amended by changing Section 17-1.1 as follows:

(105 ILCS 5/17-1.1)

Sec. 17-1.1. Shared service reporting and fiscal efficiency.

(a) Annually, each school district shall complete a report developed by the State Board of Education, to accompany the annual financial report and to be published on the State Board of Education's Internet website, that summarizes district attempts to improve fiscal efficiency through shared services or outsourcing in the prior fiscal year. The report must be primarily in checklist form and approximately one page in length. It shall include, but shall not be limited to, the incidence of the following shared service options: insurance; employee benefits; transportation; personnel recruitment; shared personnel; technology services; energy purchasing; supply and equipment purchasing; food services; legal services; investment pools; special education cooperatives, vocational cooperatives, and other shared educational programs; curriculum planning; professional development; custodial services; maintenance services; grounds maintenance services; food services; grant writing; and science, technology, engineering, and mathematics (STEM) program offerings. The report shall also include a list of potential shared services or outsourcing the district may consider or investigate for the next fiscal year and any anticipated barriers to implementation. This report must be approved by the school board <u>at an open meeting that allows for public comment,</u> and <u>it shall be</u> published on the Internet website of the school district, if any.

(b) Based on data supplied by school districts through the annual financial report, regional superintendents of schools shall publish annually a regional report summarizing district attempts to improve fiscal efficiency through shared services or outsourcing within the educational service region. This report shall include a list of all joint purchasing initiatives, joint agreements between districts, attempts to reduce or eliminate duplication of services and duplicative expenditures, and identification of any overlapping regional service delivery systems.

(c) For school districts required to develop and submit to the State Board of Education a deficit reduction plan under Section 17-1 of this Code, the regional superintendent of schools and the school district shall jointly prepare a shared services and outsourcing plan that considers actions that may improve the district's fiscal efficiency and how future savings associated with shared services or outsourcing are to be utilized.

(Source: P.A. 97-357, eff. 1-1-12.)

Section 90. The State Mandates Act is amended by adding Section 8.46 as follows:

(30 ILCS 805/8.46 new)

Sec. 8.46. Exempt mandate. Notwithstanding Sections 6 and 8 of this Act, no reimbursement by the State is required for the implementation of any mandate created by the Decennial Committees on Local Government Efficiency Act.

Section 99. Effective date. This Act takes effect upon becoming law.

Effective Date: 6/10/2022

FACT SHEET

June 13, 2022

DECENNIAL COMMITTEES ON LOCAL GOVERNMENT EFFICIENCY

SB 3789 (Sen. Morrison, D-Lake Forest/Rep. Carroll, D-Northbrook), now Public Act 102-1088 (available via this link), creates the Decennial Committees on Local Government Efficiency Act.

The Act requires certain (not all) units of local government to establish a committee within one year after the effective date, and at least once every 10 years thereafter, to study local efficiencies and report recommendations to the county board in which the governmental unit is located. The Act applies to units of local government that may levy any tax, except municipalities and counties.

The Act specifically does not apply to municipalities and counties.

However, the Act applies to units of local government whose governing board may include a municipal appointee, as detailed in Table 1, and units of local government whose operations may be of interest to, or may directly impact, municipalities, as detailed in Table 2.

COMMITTEE COMPOSITION

Each committee shall consist of the following members:

- The president or chief elected (or appointed) official, or their designee, of the governing board of the governmental unit, who shall serve as chair of the committee;
- All elected or appointed members of the governing board of the governmental unit;
- At least two residents of the governmental unit appointed by the chair of the board of the governmental unit, with the advice and consent of the board;
- All chief executive officers or other officers of the governmental unit; and,
- Additional members appointed by the chairperson as he or she deems appropriate.

COMMITTEE DUTIES

The duties of each committee include, but are not limited to, the following:

- Study the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements and interrelationships with other governmental units and the state;
- Collect data, research and analysis as necessary to prepare a report that summarizes the committee's work, findings and recommendations with respect to increased accountability and efficiency; and,
- Provide a report to the county board in which the governmental unit is located no later than 18 months after the formation of the committee.

500 East Capitol Avenue | P.O. Box 5180 | Springfield, IL 62705-5180 | Ph: 217.525.1220 | Fx: 217.525.7438 | iml.org

Each committee is dissolved upon the submission of its report to the county board until it is reestablished with newly appointed members at least once every ten years.

COMMITTEE MEETINGS

The committee is required to meet at least three times and may meet during a regularly-scheduled meeting of the governmental unit, so long as certain conditions are met.

Specifically, the governmental unit must give a separate notice pursuant to the Open Meetings Act (OMA), the committee meeting must be listed as part of the agenda for the regularly-scheduled meeting and a majority of the members of the committee must be present.

The committee is considered a public body under the Freedom of Information Act (FOIA).

At the conclusion of each meeting, the committee shall conduct a survey of residents who attended and ask for input on the matters discussed at the meeting.

Municipal officials are encouraged to monitor these committees for actions and reports that may be of direct interest to the municipality.

iml.org

TABLE 1: Units of Local Government Whose Governing Board May Include a Municipal Appointee

Type of Government	Statutory Reference
Airport Authorities	70 ILCS 5/
Cemetery Maintenance Districts	70 ILCS 105/
Civic Centers	70 ILCS 200/
Local Libraries	75 ILCS 5/
Local Mass Transit Districts	70 ILCS 3610/
Mosquito Abatement Districts	70 ILCS 1005/
Municipal Joint Action Water Agencies	5 ILCS 220/3.1
Park Districts	70 ILCS 1205/
Port Districts	70 ILCS 1845/16
Public Health Districts in Towns	70 ILCS 905/
Public Water Districts	70 ILCS 3705/
Rescue Squad Districts	70 ILCS 2005/
River Conservancy Districts	70 ILCS 2105/
Special Recreation Districts	65 ILCS 5/11-95/
Water Authorities	70 ILCS 3715/
Water Commissions	70 ILCS 3720/

TABLE 2: Units of Local Government Whose Operations May Impact Municipalities

Type of Government	Statutory Reference
Drainage Districts	70 ILCS 605/
Fire Protection Districts	70 ILCS 705/
Forest Preserve Districts	70 ILCS 805/
Hospital Districts	70 ILCS 910/
Museum Districts	70 ILCS 1105/
Public Library Districts	75 ILCS 16/
Road Districts and Road and Bridge Districts	605 ILCS 5/6-101 *et seq.*
Sanitary Districts	70 ILCS 2405/
Soil and Water Conservation Districts	70 ILCS 405/
Surface Water Protection Districts	70 ILCS 3405/
Water Districts	70 ILCS 3710/
Water Reclamation Districts	70 ILCS 2605/

ORDINANCE NO. 2023-1

An Ordinance Annexing Property
to The Plainfield Public Library
District,
Will and Kendall Counties, Illinois
(P.I.N. 07-01-29-200-023-0010 and P.I.N.
07-01-29-200-019-0010)

WHEREAS, the Library Trustees of the Plainfield Public Library District (Library Trustees) wish to annex certain Property contiguous to the Library District's boundaries (the Property); and

WHEREAS, the Property is described in Exhibit "A" attached; and

WHEREAS, Library Trustees received a Petition for Annexation (Exhibit B attached) seeking to annex the Property to the Library District; and

WHEREAS, the Property is without local tax supported Public Library service; and

WHEREAS, under such circumstances, the Library District may annex the Property pursuant to applicable statutes; and

WHEREAS, it is in the best interests of the Library District that the Property be annexed to the Library District.

NOW, THEREFORE, be it ordained by the Library Trustees as follows:

Section I: The Property is hereby annexed to the Library District, the Property legally described and depicted on Exhibit "A" attached (except any part of the Property as is already subject to local tax supported public library service).

Section 2: The Secretary of the Library District shall record with the Will County

Recorder of Deeds and file with the Will County Clerk a certified copy of this Ordinance together with an accurate map of the Property annexed.

Section 3: This Ordinance shall be in full force and effect from and after its adoption.

Adopted this 18th day of January 2023 pursuant to roll call vote as follows:

AYES:_____

NAYS:_____

ABSENT:_____

_____
Carl F. Gilmore,
President Board of
Library Trustees
Plainfield Public Library District

ATTEST:

_____
Vicki M. Knight, Secretary
Board of Library Trustees
Plainfield Public Library
District

PETITION FOR ANNEXATION

Petition to The Board of Library Trustees of
The Plainfield Public Library District

Approximately 19 acres commonly known as Wild Horse Knoll
located southeast of Normantown Road and 119th Street,
Plainfield, Illinois

PIN: 07-01-29-200-023-0010 and
07-01-29-019-0010

1. Cayco Enterprises LLC petitions the Board of Library Trustees of The Plainfield Public Library District ("Library District") to annex to the Library District certain property in Will County, Illinois commonly known as Wild Horse Knoll (the "Property").

2. The Property is legally described and depicted on the attached Exhibit A.

3. The Property's P.I.N.s are: 07-01-29-200-023-0010 and 07-01-29-200-019-010.

4. In support of this Petition For Annexation, Cayco Enterprises LLC states that Cayco Enterprises LLC is the owner/record titleholder of the Property.

5. Cayco Enterprises LLC seeks annexation of the Property to the Library District.

Dated this 10th day of January, 2023

CAYCO ENTERPRISES LLC

By: _____
David Hardesty, Manager

SUBSCRIBED AND SWORN to before me this
10th day of January, 2023

_____
Notary Public

OFFICIAL SEAL
ALISA M PALMER
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES:03/01/23

WILD HORSE KNOLL
LEGAL DESCRIPTION

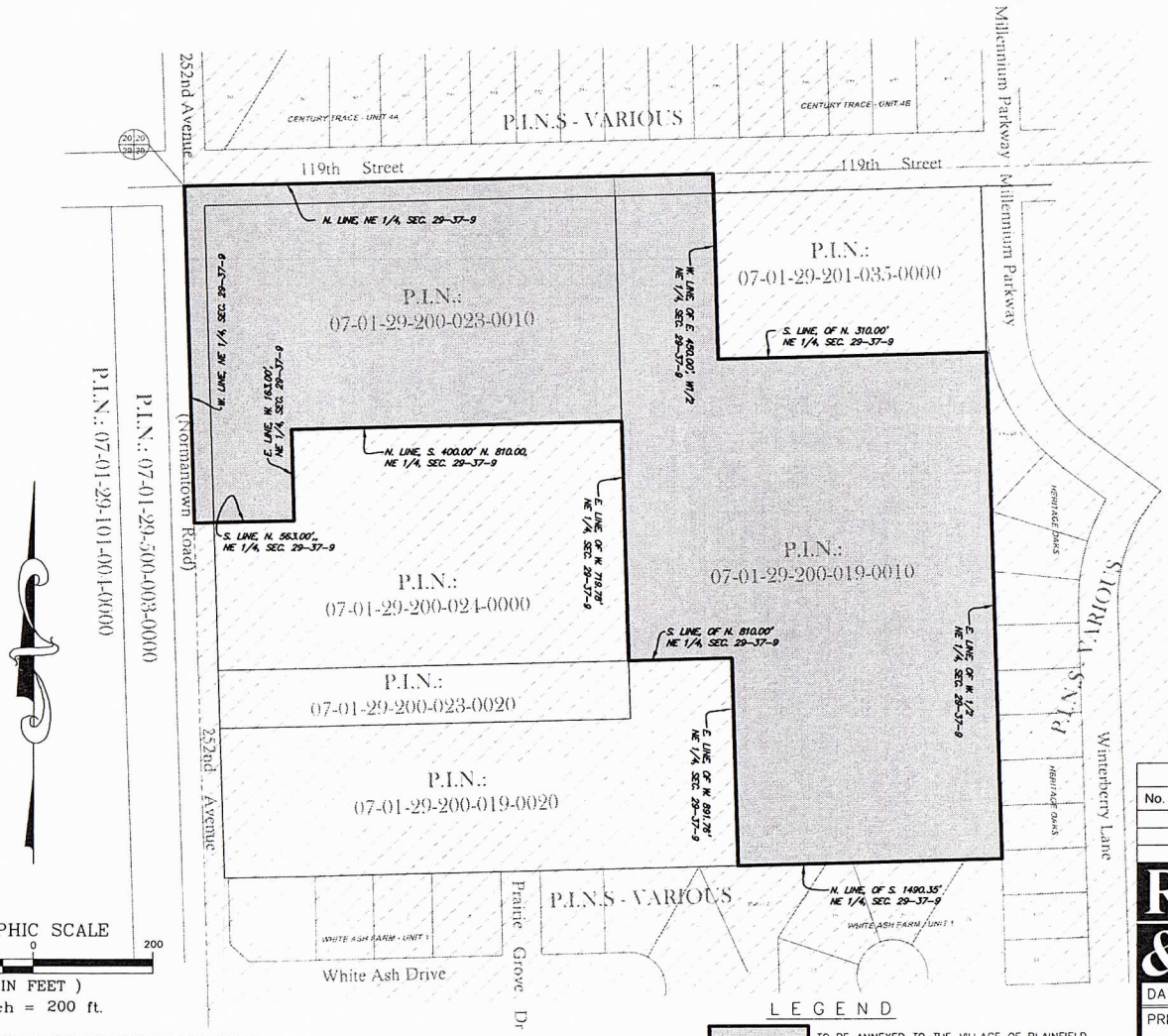
THAT PART OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 29, TOWNSHIP 37 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS BEGINNING AT THE NORTHWEST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 29 AND RUNNING THENCE SOUTH 89 DEGREES 23 MINUTES 00 SECONDS EAST, ON THE NORTH LINE OF SAID NORTHEAST QUARTER, 884.95 FEET TO THE WEST LINE OF THE EAST 450.00 FEET OF SAID WEST HALF; THENCE SOUTH 00 DEGREES 04 MINUTES 53 SECONDS WEST, ON SAID WEST LINE, 310.01 FEET TO THE SOUTH LINE OF THE NORTH 310.00 FEET OF SAID NORTHEAST QUARTER; THENCE SOUTH 89 DEGREES 23 MINUTES 00 SECONDS EAST, ON SAID SOUTH LINE, 450.02 FEET TO THE EAST LINE OF SAID WEST HALF; THENCE SOUTH 00 DEGREES 04 MINUTES 53 SECONDS WEST, ON SAID EAST LINE, 846.53 FEET TO THE NORTH LINE OF THE SOUTH 1490.35 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 89 DEGREES 24 MINUTES 58 SECONDS WEST, ON SAID NORTH LINE, 441.45 FEET TO THE EAST LINE OF THE WEST 891.76 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 00 DEGREES 00 MINUTES 18 SECONDS EAST ON SAID EAST LINE, 346.71 FEET TO THE SOUTH LINE OF THE NORTH 810.00 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 89 DEGREES 23 MINUTES 00 SECONDS WEST, ON SAID SOUTH LINE, 172.39 FEET TO THE EAST LINE OF THE WEST 719.78 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 00 DEGREES 00 MINUTES 17 SECONDS EAST, ON SAID EAST LINE, 399.95 FEET TO THE NORTH LINE OF SOUTH 400.00 FEET OF THE NORTH 810.00 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 89 DEGREES 23 MINUTES 00 SECONDS WEST, ON SAID NORTH LINE, 552.98 FEET TO THE EAST LINE OF THE WEST 163.00 FEET OF SAID NORTHEAST QUARTER; THENCE SOUTH 00 DEGREES 00 MINUTES 17 SECONDS WEST, ON SAID EAST LINE, 153.00 FEET TO THE SOUTH LINE OF THE NORTH 563.00 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 89 DEGREES 23 MINUTES 00 SECONDS WEST, ON SAID SOUTH LINE, 166.00 FEET TO THE WEST LINE OF SAID NORTHEAST QUARTER; THENCE NORTH 00 DEGREES 00 MINUTES 17 SECONDS EAST, ON SAID WEST LINE, 563.03 FEET TO THE NORTHWEST CORNER OF SAID NORTHEAST QUARTER AND TO THE POINT OF BEGINNING, EXCEPTING THEREFROM, ANY PART THEREOF, PREVIOUSLY ANNEXED, IN WILL COUNTY, ILLINOIS.

SAID PARCEL CONTAINING 19.102 ACRES, MORE OR LESS.

PIN: 07-01-29-200-023-0010
07-01-29-200-019-0010

PLAT OF ANNEXATION

VILLAGE OF PLAINFIELD



ANY DISCREPANCY IN MEASUREMENT DISCOVERED UPON THE GROUND SHOULD BE PROMPTLY REPORTED TO THE SURVEYOR FOR EXPLANATION OR CORRECTION.

FOR BUILDING LINE AND OTHER RESTRICTIONS NOT SHOWN HEREON REFER TO YOUR ABSTRACT, DEED, CONTRACTS AND ZONING ORDINANCES.

LEGAL DESCRIPTION

THAT PART OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 29, TOWNSHIP 37 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS BEGINNING AT THE NORTHWEST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 29 AND RUNNING THENCE SOUTH 89 DEGREES 23 MINUTES 00 SECONDS EAST, ON THE NORTH LINE OF SAID NORTHEAST QUARTER, 884.95 FEET TO THE WEST LINE OF THE EAST 450.00 FEET OF SAID WEST HALF; THENCE SOUTH 00 DEGREES 04 MINUTES 53 SECONDS WEST, ON SAID WEST LINE, 310.01 FEET TO THE SOUTH LINE OF THE NORTH 310.00 FEET OF SAID NORTHEAST QUARTER; THENCE SOUTH 89 DEGREES 23 MINUTES 00 SECONDS EAST, ON SAID SOUTH LINE, 450.02 FEET TO THE EAST LINE OF SAID WEST HALF; THENCE SOUTH 00 DEGREES 04 MINUTES 53 SECONDS WEST, ON SAID EAST LINE, 846.53 FEET TO THE NORTH LINE OF THE SOUTH 1490.35 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 89 DEGREES 24 MINUTES 58 SECONDS WEST, ON SAID NORTH LINE, 441.45 FEET TO THE EAST LINE OF THE WEST 891.76 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 00 DEGREES 00 MINUTES 18 SECONDS EAST ON SAID EAST LINE, 346.71 FEET TO THE SOUTH LINE OF THE NORTH 810.00 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 89 DEGREES 23 MINUTES 00 SECONDS WEST, ON SAID SOUTH LINE, 172.39 FEET TO THE EAST LINE OF THE WEST 719.78 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 00 DEGREES 00 MINUTES 17 SECONDS EAST, ON SAID EAST LINE, 399.95 FEET TO THE NORTH LINE OF SOUTH 400.00 FEET OF THE NORTH 810.00 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 89 DEGREES 23 MINUTES 00 SECONDS WEST, ON SAID NORTH LINE, 552.98 FEET TO THE EAST LINE OF THE WEST 163.00 FEET OF SAID NORTHEAST QUARTER; THENCE SOUTH 00 DEGREES 00 MINUTES 17 SECONDS WEST, ON SAID EAST LINE, 153.00 FEET TO THE SOUTH LINE OF THE NORTH 563.00 FEET OF SAID NORTHEAST QUARTER; THENCE NORTH 89 DEGREES 23 MINUTES 00 SECONDS WEST, ON SAID SOUTH LINE, 166.00 FEET TO THE WEST LINE OF SAID NORTHEAST QUARTER; THENCE NORTH 00 DEGREES 00 MINUTES 17 SECONDS EAST, ON SAID WEST LINE, 563.03 FEET TO THE NORTHWEST CORNER OF SAID NORTHEAST QUARTER AND TO THE POINT OF BEGINNING, EXCEPTING THEREFROM, ANY PART THEREOF, PREVIOUSLY ANNEXED, IN WILL COUNTY, ILLINOIS.
SAID PARCEL CONTAINING 19.102 ACRES, MORE OR LESS.

P.I.N.: 07-01-29-200-023-0010
07-01-29-200-019-0010

REVISIONS			
No.	DATE	DESCRIPTION	BY

Ruettiger, Tonelli & Associates, Inc.
Surveyors • Engineers • Planners • Landscape Architects • G.I.S. Consultants
129 CAPISTA DRIVE - SHOREWOOD, ILLINOIS 60404
PH. (815) 744-6600 FAX (815) 744-0101
website: www.ruettigertonelli.com

DATE: 07-25-2022	SCALE: 1" = 200"	DRAWN BY: ESM	CHECKED BY: DJZ

PREPARED FOR:
CAYCO ENTERPRIZES
34 COUNTRYVIEW DRIVE
YORKVILLE, ILLINOIS 60560

FIELD BOOK:
PAGE:

DRAWING No.: 121-1804-AX

DRAWING TITLE: PLAT OF ANNEXATION

EXHIBIT A (2 OF 2)

VILLAGE OF PLAINFIELD STATE OF THE VILLAGE

Date and Time

Wednesday Mar 15, 2023
3:00 PM - 5:00 PM CDT

3:00PM Registration & Networking
3:30 PM Event Begins
4:15PM -5PM Networking

Location

Warehouse 109
14903 S. Center Street #109
Plainfield Illinois 60544

14903 S. Center Street #109 , Plainfield, IL 60544

Fees/Admission

PSACC Member Fee $40.00 - **CLICK HERE TO PAY**
NON-Member FEE $50.00 - **CLICK HERE TO PAY**

****ALL Payments must be received prior to the event****

*****48 Hour Cancellation Notice for a Refund****

Website

http://www.PSACchamber.com

Contact Information

Kelly Anderson-Tardella
Send Email

Village of Plainfield State of the Vi...

Register »

Set a Reminder

Description

VILLAGE OF PLAINFIELD STATE OF THE VILLAGE

As a business owner or resident we invite you to register for our Annual State of the Village. Mayor John Argoudelis will be speaking about all the things that have happened in 2022 from new businesses to awards different departments have received and share what is to come in 2023.

Be sure to Register TODAY to reserve your Spot to attend our afternoon event. Heavy Appetizers and drinks are included.

Plainfield Public Library

General Fund FY 2023

(July 1, 2022 - June 30, 2023)

12/31/22

	FY23 Budget	FY23 Actual	% of Budget	MIdYear	Difference	Notes
Income						
1004001 - Real Estate Taxes Library	3,681,199.40	3,688,776.78	100.21%			
1004002 - Personal Property Taxes	30,000.00	25,339.46	84.46%			
1004003 - Overlap Districts Agreement	315,000.00	0.00	0.00%			
1004004 - Lost/Damaged	5,000.00	2,821.64	56.43%			
1004005 - Books Bags Sales	50.00	0.00	0.00%			
1004006 - Copier Fees	5,000.00	2,953.40	59.07%			
1004007 - Fax Fees	1,200.00	518.00	43.17%			
1004008 - Non Resident Fees	2,500.00	2,180.40	87.22%			
1004009 - Book Sales	2,000.00	1,141.71	57.09%			
1004010 - Meeting Room Deposits	1,000.00	325.00	32.50%			
1004401 - Checking Interest	50.00	0.82	1.64%			
1004402 - E-Pay Interest	200.00	6,263.94	3131.97%			
1004417 - Tax Escrow Interest HB	4,000.00	11,527.41	288.19%			
1004502 - Donations & Sponsorships	0.00	8,667.63				
1004503 - Donations - Friends of the Lib	0.00	2,000.00				
1004701 - Per Capita Grant	111,122.08	116,606.13	104.94%			
1004702 - Grants - Other	0.00	0.39				
1004901 - Miscellaneous Income (Librar	0.00	3,721.94				
1004902 - Sale of Library Used Equipmer	500.00	150.00	30.00%			
1004909 - Rental Income	96,000.00	49,250.64	51.30%			
Total Income	4,254,821.48	3,922,245.29	92.18%	0.00	0.00	
Expense						
1015000 - Administration Department						
1015001 - Administration Salaries	304,000.00	150,384.01	49.47%			

Plainfield Public Library

General Fund FY 2023

(July 1, 2022 - June 30, 2023)

12/31/22

	FY23 Budget	FY23 Actual	% of Budget	MIdYear	Difference	Notes
1015002 - Unemployment Insurance	4,000.00	740.54	18.51%			
1015005 - Health Insurance	175,000.00	93,364.47	53.35%			
1015006 - Liab Ins - Workers Comp	10,000.00	0.00	0.00%			
1015011 - Staff Development	20,000.00	7,800.22	39.00%			
1015012 - Travel Expense	8,000.00	5,767.78	72.10%	10,000.00	2,000.00	mileage reimbursement rate increase, conference costs higher than anticipated
1015013 - Membership Dues	6,000.00	3,604.00	60.07%			
1015014 - Human Resources	2,000.00	769.91	38.50%			consider adding employee technology reimbursments here
1015015 - Staff Develpoment EDI	20,000.00	28.16	0.14%			
1015201 - Payroll Services	9,500.00	4,608.58	48.51%			
1015202 - Legal Services (Library)	5,000.00	1,909.50	38.19%			
1015204 - Bank Fees	3,500.00	1,785.34	51.01%			
1015205 - Trustee Develpoment	2,500.00	288.44	11.54%			
1015308 - Office Supplies - Paper	2,000.00	88.98	4.45%			
1015310 - Office Supplies - Admin	4,000.00	621.58	15.54%			
1015311 - Postage	3,500.00	1,429.16	40.83%			
1015313 - Newsletter	52,000.00	33,685.45	64.78%	64,000.00	12,000.00	Added 5,000 households with Village info, raised costs; will move from 16 to 12 pages
1015316 - Printing - Legal	1,200.00	886.38	73.87%	2,000.00	800.00	increased rates--forced to move to Joliet Herald
1015317 - Telephone	12,000.00	6,471.94	53.93%			
1015318 - Public Relations (Library)	35,000.00	15,168.02	43.34%			
1015322 - Contingencies Operating Fun	20,000.00	128.24	0.64%	10,000.00	-10,000.00	has gone unused for prior two years; apply towards newsletter
1015801 - Library - Wide Supplies & Eve	10,000.00	3,748.60	37.49%			
1015802 - Library - Wide EDI Public Initi	5,000.00	320.00	6.40%			
1015805 - Liab Ins - Property / Package	40,000.00	0.00	0.00%			

Plainfield Public Library

General Fund FY 2023

(July 1, 2022 - June 30, 2023)

12/31/22

	FY23 Budget	FY23 Actual	% of Budget	MIdYear	Difference	Notes
1015901 - Miscellaneous Expense	0.00	153.25				
1015909 - Rental Property Prof Svcs-Mis	7,680.00	9,332.05	121.51%	13,000.00	5,320.00	New lease fees $3,830 estimated for remaining year est $13k
1018003 - Furniture & Fixtures	20,000.00	2,159.13	10.80%	9,880.00	-10,120.00	Reduced in anticipation of renovation
Total 1015000 - Administration Departm	781,880.00	345,243.73	44.16%	108,880.00	0.00	
1025000 - Materials Management Department						
1025001 - Tech Services Salaries	158,000.00	69,874.25	44.22%			
1025306 - Tech Services Process Supply	15,000.00	4,220.12	28.13%			
1025307 - OCLC	3,500.00	3,327.99	95.09%			
Total 1025000 - Materials Management	176,500.00	77,422.36	43.87%	0.00	0.00	
1035000 - Borrower Services Department						
1035001 - Borrower Services Salaries	477,000.00	210,395.58	44.11%			
1035308 - Borrower Services Supplies	12,000.00	4,309.39	35.91%			
1035309 - ILL Lost Items	500.00	394.49	78.90%			
1035310 - Home Delivery Supplies	4,000.00	1,519.15	37.98%			
Total 1035000 - Borrower Services Depa	493,500.00	216,618.61	43.89%	0.00	0.00	
1045000 - Adult Services						
1045001 - Adult Services Salaries	484,000.00	235,931.29	48.75%			
1045101 - Adult Summer reading	11,000.00	3,757.66	34.16%			
1045102 - Adult Programs	20,000.00	11,019.80	55.10%			
1045105 - Portable Media Devices - Adu	7,500.00	2,651.34	35.35%			
1045106 - Video Games - Adult	3,000.00	1,050.28	35.01%			
1045107 - Compact Discs - Adult	4,000.00	2,017.59	50.44%			
1045108 - Videos & DVDs - Adult	19,000.00	6,296.31	33.14%			
1045109 - Audio Books - Adult	13,000.00	6,021.54	46.32%			
1045111 - Digital Resources	218,000.00	99,138.49	45.48%			

Plainfield Public Library

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12/31/22

	FY23 Budget	FY23 Actual	% of Budget	MIdYear	Difference	Notes
1045112 - Fiction - Adult	24,000.00	12,644.12	52.68%			
1045113 - Leased Material - Adult	28,000.00	27,834.15	99.41%			
1045114 - Large Print - Adult	6,000.00	3,302.97	55.05%			
1045115 - Graphic Novels - Adult	4,500.00	1,605.29	35.67%			
1045116 - Nonfiction - Adult	24,000.00	10,418.97	43.41%			
1045117 - Foreign Language - Adult	6,500.00	3,802.83	58.51%			
1045118 - Reference - Adult	1,000.00	504.00	50.40%			
1045119 - Standing Orders - Adult	5,000.00	3,512.61	70.25%			
1045120 - Periodicals - Adult	8,500.00	1,235.29	14.53%			
1045212 - Instructors and Facilitators	3,000.00	1,120.00	37.33%			
1045305 - Bindery	400.00	0.00	0.00%			
1045306 - Microfilming Supplies	4,000.00	0.00	0.00%			
1045310 - Department Supplies - Adult	2,500.00	1,688.95	67.56%			
1045405 - Local History Supplies	2,500.00	526.00	21.04%			
Total 1045000 - Reference/Adult Service	899,400.00	436,079.48	48.49%	0.00	0.00	
1055000 - Youth Services						
1055001 - Youth Services Salaries	490,000.00	214,697.79	43.82%			
1055101 - Summer Reading - Children	8,000.00	554.95	6.94%			
1055102 - JUV Programs	7,000.00	3,923.35	56.05%			
1055103 - Databases - YS/YA	24,000.00	26,356.43	109.82%			
1055104 - Downloadable Materials YS/Y	11,500.00	5,000.00	43.48%			
1055105 - Portable Media Devices - YS/Y	2,800.00	0.00	0.00%			
1055107 - Compact Discs - Children's	1,500.00	116.29	7.75%			
1055018 - Videos & DVDs - Children's	14,000.00	1,672.87	11.95%			
1055109 - Audio Books - Children's	7,000.00	0.00	0.00%			

Plainfield Public Library

General Fund FY 2023

(July 1, 2022 - June 30, 2023)

12/31/22

	FY23 Budget	FY23 Actual	% of Budget	MIdYear	Difference	Notes
1055112 - Fiction - Children's	16,500.00	8,225.93	49.85%			
1055116 - Nonfiction - Children's	39,000.00	9,666.16	24.79%			
1055118 - Reference - Children's	2,000.00	0.00	0.00%			
1055119 - Standing Orders - Children's	6,000.00	405.92	6.77%			
1055120 - Periodicals - Children's	1,500.00	0.00	0.00%			
1055123 - Easy Fiction	20,000.00	7,581.95	37.91%			
1055310 - Department Supplies - Y/S	7,500.00	1,833.05	24.44%			
Total 1055000 - Youth Services	658,300.00	280,034.69	42.54%	0.00	0.00	
1065000 - Young Adult Services						
1065101 - Summer Reading - YA	5,000.00	1,219.32	24.39%			
1065102 - YA Programs	6,500.00	2,185.68	33.63%			
1065104 - Downloadable Materials - YA	1,500.00	0.00	0.00%			
1065104 - Portable Media Devices - YA	2,000.00	0.00	0.00%			
1065108 - Videos & DVDs - YA	1,500.00	419.83	27.99%			
1065112 - Fiction - YA	12,000.00	3,520.27	29.34%			
1065116 - Nonfiction - YA	5,000.00	834.37	16.69%			
1065310 - Department Supplies - YA	1,000.00	487.69	48.77%			
Total 1065000 - Young Adult Services	34,500.00	8,667.16	25.12%	0.00	0.00	
1075000 - Community Relations Dept						
1075001 - Community Relations Salaries	120,000.00	51,648.00	43.04%			
1075310 - Comm. Relations Supplies	1,000.00	0.00	0.00%			
Total 1075000 - Community Relations De	121,000.00	51,648.00	42.68%	0.00	0.00	
1095000 - Technology						
1015314 - Web Page Development	6,000.00	540.00	9.00%			
1095206 - Pinnacle Cooperative	65,000.00	114.18	0.18%			
1095207 - Computer Maintenance	70,000.00	29,784.95	42.55%			

Plainfield Public Library

General Fund FY 2023

(July 1, 2022 - June 30, 2023)

12/31/22

	FY23 Budget	FY23 Actual	% of Budget	MIdYear	Difference	Notes
1095209 - Email & Web Hosting Fees	600.00	104.94	17.49%			
1095210 - Lease Agreements	27,000.00	13,470.86	49.89%			
1095211 - Subscription Services	65,000.00	15,077.73	23.20%			
1095301 - Software	8,000.00	1,333.13	16.66%			
1095302 - Computer Supplies	2,000.00	1,574.02	78.70%			
1095303 - Data Lines	2,700.00	1,319.70	48.88%			
1095304 - Computers (Library)	26,000.00	7,767.79	29.88%			
Total 1095000 - Technology	272,300.00	71,087.30	26.11%	0.00	0.00	
Total Expense	3,437,380.00	1,486,801.33	43.25%		0.00	
Net Income Library	817,441.48	2,435,443.96			0.00	

Plainfield Public Library

IMRF Fund FY2022

July 1, 2021 - June 30, 2022

12/31/22

	FY23 Budget	FY23 Actual	% of Budge	MIdYear	Difference	Notes
Income						
2504004 - Real Estate Taxes (IMRF)	4,408.61	4,412.40	100.09%			
2504400 - IMRF Tax Escrow Interest						
Total Income	4,408.61	4,412.40	100.09%	0.00	0.00	
Expense						
2505012 - IMRF Expense -ER	225,000.00	95,664.66	42.52%			
Total Expense	225,000.00	95,664.66	42.52%	0.00	0.00	
Net Income	-220,591.39	-91,252.26		0.00	0.00	

Plainfield Public Library

FICA Funds FY2023

July 1, 2022 - June 30, 2023

12/31/22

	FY23 Budget	FY23 Actual	% of Budget	MIdYear	Difference	Notes
Income						
2004001 - Real Estate Taxes (FICA	4,408.61	4,412.40	100.09%			
2004100 -FICA Tax Escrow Interest						
Total Income	4,408.61	4,412.40	100.09%	0.00	0.00	
Expense						
2005011 - FICA Expense	165,000.00	74,084.21	44.90%			
Total Expense	165,000.00	74,084.21	44.90%	0.00	0.00	
Net Income	-160,591.39	-69,671.81		0.00	0.00	

Plainfield Public Library

Audit Fund FY2022

July 1, 2021 - June 30, 2022

12/31/22

	FY23 Budget	FY23 Actual	% of Budget	MIdYear	Difference	Notes
Income						
3004001 - Real Estate Taxes (Audit)	4,408.61	4,412.40	100.09%			
Total Income	4,408.61	4,412.40	100.09%	0.00	0.00	
Expense						
3005218 - Audit Expense	10,000.00	8,890.00	88.90%			
Total Expense	10,000.00	8,890.00	88.90%	0.00	0.00	
Net Income	-5,591.39	-4,477.60		0.00	0.00	

Plainfield Public Library

Building Maintenance Fund FY2023

July 1, 2022 - June 30, 2023

12/31/22

	FY23 Budget	FY23 Actual	% of Budg	MIdYear	Difference	Notes
Income						
5004001 - Real Estate Taxes (Site Fund)	315,216.47	315,487.48	100.09%			
Total Income	315,216.47	315,487.48	100.09%	0.00	0.00	
Expense						
5085001 - Building Maintenance Salaries	117,000.00	55,349.34	47.31%			
5085212 - Custodial Services	41,000.00	19,500.00	47.56%			
5085213 - Disposal Services	6,000.00	3,480.91	58.02%			
5085214 - Building Maintenance Agreement	5,000.00	2,997.56	59.95%			
5085215 - Equipment Maintenance Agreemen	10,000.00	2,400.02	24.00%			
5085216 - Building Repair	35,000.00	15,258.34	43.60%			
5085217 - Equipment Repair	15,000.00	5,174.38	34.50%			
5085399 - Contingencies	20,000.00	0.00	0.00%			
5085601 - Utilities - Electric	40,000.00	14,211.10	35.53%			
5085602 - Utilities - Gas	6,000.00	2,504.77	41.75%			
5085603 - Utilities - Water	3,500.00	1,663.26	47.52%			
5085604 - Building Supplies	8,000.00	2,490.49	31.13%			
5086505 - Equipment & Tools	6,000.00	1,275.02	21.25%			
5085606 - Janitorial Supplies	20,000.00	6,917.93	34.59%			
5085611 - Rental Prop Util/Trash/Water	20,000.00	4,019.95	20.10%			
5085909 - Rental Prop General Maint	15,000.00	8,425.78	56.17%			
Total Expense	367,500.00	145,668.85	39.64%	0.00	0.00	
Net Income	-52,283.53	169,818.63		0.00	0.00	

Plainfield Public Library

Reserve Fund FY2023

July 1, 2022 - June 30, 2023

12/31/22

	FY23 Budget	FY23 Actual	% of Budge	MIdYear	Difference	Notes
Income						
7504250 - Grants - Construction						
7504400 - Interest	50.00	919.38	1838.76%			
7504450 - Prime Account Interest	1,000.00	0.00	0.00%			
7504504 - Impact Fees	90,000.00	57,704.00	64.12%			
Total Income	91,050.00	58,623.38		0.00		
Expense						
7505213 -Legal Services	2,000.00	945.00	47.25%			
7505214 - Architectural Services	50,000.00	165,898.58	331.80%			
7508005 - Real Estate Acquisition	0.00	3,387.84				
7508006 - BLDG Development	0.00					
7508007 - Demolition Costs	0.00					
7508008 - Building Improvement	150,000.00	29,275.00	19.52%			
7508009 - Rental Prop Bldg Improvemen	5,000.00	1,213.90				
7509010 - Out to General Fund						
Total Expense	207,000.00	200,720.32		0.00	0.00	
Net Income	-115,950.00	-142,096.94		0.00	0.00	