

PLAINFIELD AREA PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING AGENDA  
LOCATED AT: PLAINFIELD TOWNSHIP COMMUNITY CENTER  
15014 S. DES PLAINES STREET, PLAINFIELD  
DECEMBER 11, 2024  
6:30 PM

1. Call to Order, Pledge, Roll Call
2. Public Comment
  - a. Other Comments
  - b. Trustee Attendance at Community Events
3. Consent Agenda
  - a. November 20, 2024 Regular Board Meeting Minutes
4. Approval of Bills Paid and Bills Payable

a. Payroll	\$ 155,402.16
b. General Bills	\$ 90,672.88
c. Other Compensation/Administrative Costs	\$ 31,133.02
d. Total	\$277,208.06
5. Committee Reports
  - a. By-laws ad-hoc committee
  - b. Finance mid-year budget meeting January 8, 2025
6. Library Director's Report
7. Action Items: Unfinished Business
  - a. Renovation (discussion)
8. Action Items: New Business
  - a. Audit presentation (action)
  - b. Abatement Ordinance 2024-8 (action)
9. Closed Session
10. Action for Items Discussed in Closed Session
11. Adjournment

BOARD OF TRUSTEES  
MINUTES OF REGULAR BOARD MEETING  
NOVEMBER 20, 2024

**CALL TO ORDER:** The regular meeting of November 20, 2024 was called to order at 6:41 pm at the Plainfield Township Administration Building at 22525 W. Lockport Street, Plainfield. The Pledge of Allegiance was recited. Roll call was conducted. Regular members present: Gilmore, Grotto, Las, Malec, Puetz. Regular members absent: Schmidt, Knight. Staff present: Pappas, Hartley. Guests present: None.

Secretary: Malec served as Secretary Pro Tem.

**PUBLIC COMMENT:** None.

**OTHER COMMENT:** None.

**CONSENT AGENDA:** Gilmore accepted the minutes of the regular meeting of November 20, 2024 as presented. Gilmore approved opening the closed minutes as suggested in the closed minutes report.

**APPROVAL OF BILLS PAID:** Malec moved to approval of bills paid and bills payable for November for a total of \$858,606.90. Las seconded the motion, all voted yes via roll call vote; motion carried.

**COMMITTEE REPORTS:** Finance Committee meeting: January 8, 2025 at 7:00 pm.

**LIBRARY DIRECTOR'S REPORT:** Pappas presented her monthly report.

**ACTION ITEMS:** Unfinished Business

1. Renovation Planning – Pappas shared options to use the contingency funds, SMC will contact the Village of Plainfield to receive approval for staff occupancy while the lobby is completed, and SMC is meeting with the steel company's bonding company for next steps.

**ADJOURNMENT:** Grotto moved to adjourn. Puetz seconded the motion, all voted yes via voice vote. The meeting adjourned at 7:10 pm.

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Aimee Hartley  
Recording Secretary

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Alicia Malec  
Board Secretary pro tem

**Plainfield Public Library District - Total  
Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L**

July 2024 - June 2025

	Nov 2024			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>						41.67%
1004001 Real Estate Taxes Library	34,409.60	54,876.53	62.70%	3,996,421.55	3,970,332.60	100.66%
1004002 Personal Property Taxes		415.65	0.00%	11,063.34	24,500.00	45.16%
1004003 Overlap Districts Agreement		0.00		0.00	390,000.00	0.00%
1004004 Lost/Damaged	589.25	417.66	141.08%	3,388.50	5,000.00	67.77%
1004006 Copier Fees	425.06	99.92	425.40%	1,772.76	1,500.00	118.18%
1004007 Fax Fees	47.25	35.50	133.10%	470.75	500.00	94.15%
1004008 Non Resident Fees	376.09	210.45	178.71%	2,474.76	2,000.00	123.74%
1004009 Book Sales	172.51	18.44	935.52%	819.89	200.00	409.95%
1004310 Staff Purchases				-7.58	0.00	
1004402 E-Pay Interest	2,372.93	581.85	407.83%	12,031.62	10,000.00	120.32%
1004410 Unrealized Gain(Loss)				57,826.94	0.00	
1004417 Tax Escrow Interest HB	17,888.59	4,166.67	429.33%	80,907.95	50,000.00	161.82%
1004502 Donations	500.00	416.67	120.00%	756.81	5,000.00	15.14%
1004701 Per Capita Grant		0.00		117,408.56	116,617.93	100.68%
1004702 Grants - Other				1,500.00	0.00	
1004901 Miscellaneous Income (Library)	736.84			3,082.25	0.00	
1004902 Sale of Library Used Equipment		41.67	0.00%	0.00	500.00	0.00%
1004903 License Plate Renewal	2,405.00	1,250.00	192.40%	15,489.39	15,000.00	103.26%
1004909 Rental Income	8,300.00	8,208.33	101.12%	41,700.00	98,500.00	42.34%
1015500 Operating Transfer Out		0.00		0.00	-1,105,000.00	0.00%
2004001 Real Estate Taxes (FICA)	1,220.69	11,183.62	10.91%	141,774.08	140,848.57	100.66%
2004810 Transfer In From Gen Fund		0.00		0.00	40,000.00	0.00%
2504001 Real Estate Taxes (IMRF)	1,497.07	15,979.92	9.37%	173,873.90	172,738.83	100.66%
2504810 Transfer In from General Fund		0.00		0.00	55,000.00	0.00%
3004001 Real Estate Taxes (Audit)				0.00	0.00	
3004810 Transfer In		0.00		0.00	10,000.00	0.00%

	Nov 2024			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
5004001 Real Estate Taxes - Facil Fund	3,155.37	34,757.68	9.08%	366,472.65	364,080.29	100.66%
6004810 Transfer From General Fund		0.00		0.00	500,000.00	0.00%
7504400 Interest	302.64	166.67	181.58%	1,558.64	2,000.00	77.93%
7504401 7504401 Bond Interest	25,869.41	8,333.33	310.43%	154,510.73	100,000.00	154.51%
7504450 Prime Account Interest		83.33	0.00%	0.00	1,000.00	0.00%
7504451 Unrealized Gain(Loss) iPrime				16,299.08	0.00	
7504504 Impact Fees	21,602.00	3,520.88	613.54%	100,736.00	100,000.00	100.74%
7504810 In from General Fund		0.00		0.00	500,000.00	0.00%
<b>Total Income</b>	<b>\$ 121,870.30</b>	<b>\$ 144,764.77</b>	<b>84.19%</b>	<b>\$ 5,302,332.57</b>	<b>\$ 5,570,318.22</b>	<b>95.19%</b>
<b>Gross Profit</b>	<b>\$ 121,870.30</b>	<b>\$ 144,764.77</b>	<b>84.19%</b>	<b>\$ 5,302,332.57</b>	<b>\$ 5,570,318.22</b>	<b>95.19%</b>
<b>Expenses</b>						
1015000 Administration Department						
1015001 Adminstration Salaries	25,431.68	26,702.40	95.24%	138,899.56	335,000.00	41.46%
1015002 Unemployment Insurance		0.00		343.05	4,500.00	7.62%
1015005 Health Insurance	12,040.37	17,235.88	69.86%	79,953.93	201,250.00	39.73%
1015011 Staff Development		1,241.29	0.00%	9,221.28	25,000.00	36.89%
1015012 Travel Expenses	508.96	1,692.10	30.08%	3,346.86	15,000.00	22.31%
1015013 Membership Dues	213.00	528.29	40.32%	2,763.88	8,000.00	34.55%
1015014 Human Resources		104.12	0.00%	619.71	2,000.00	30.99%
1015015 Staff Development EDI		2,083.33	0.00%	0.00	25,000.00	0.00%
1015016 Staff Phone/Tec Expense	55.00	83.33	66.00%	275.00	1,000.00	27.50%
1015201 Payroll Services	739.00	822.21	89.88%	3,937.15	11,000.00	35.79%
1015202 Legal Services (Library)		0.00		652.50	7,000.00	9.32%
1015204 Bank Fees	540.67	341.73	158.22%	1,710.33	5,000.00	34.21%
1015205 Trustee Development		138.90	0.00%	209.08	2,500.00	8.36%
1015308 Office Supplies - Paper				144.31	0.00	
1015310 Office Supplies - Admin		337.07	0.00%	691.40	4,000.00	17.29%
1015311 Postage		390.20	0.00%	1,385.42	3,750.00	36.94%
1015313 Newsletter	9,658.97	10,899.71	88.62%	36,806.52	70,000.00	52.58%
1015316 Printing - Legal		6.30	0.00%	0.00	1,000.00	0.00%
1015317 Telephone	3,347.32	1,162.88	287.85%	10,071.81	15,000.00	67.15%
1015318 Public Relations (Library)		3,630.22	0.00%	7,455.55	45,000.00	16.57%

	Nov 2024			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
1015322 Contingencies Operating Fund		38.00	0.00%	378.55	20,000.00	1.89%
1015801 Library-Wide Supplies & Events	7.50	156.08	4.81%	842.15	12,000.00	7.02%
1015802 Library-Wide EDI Public Initiat		416.67	0.00%	0.00	5,000.00	0.00%
1015805 Liab Ins. - Property/Package		4,258.53	0.00%	0.00	55,000.00	0.00%
1015901 Miscellaneous Expense		1,000.00	0.00%	0.00	12,000.00	0.00%
1015902 License Plate Renewal Fees	53.20	20.83	255.40%	188.10	250.00	75.24%
1015903 License Plate Renewal Funds to State	2,889.00	1,208.33	239.09%	14,786.00	14,500.00	101.97%
1015909 Rental Property Prof Svcs-Misc	664.00	1,083.33	61.29%	7,008.50	13,000.00	53.91%
1018001 Equipment Maintenance	75.00	416.67	18.00%	322.76	5,000.00	6.46%
1018003 Furniture & Fixtures		8.45	0.00%	0.00	500.00	0.00%
<b>Total 1015000 Administration Department</b>	<b>\$ 56,223.67</b>	<b>\$ 76,006.85</b>	<b>73.97%</b>	<b>\$ 322,013.40</b>	<b>\$ 918,250.00</b>	<b>35.07%</b>
<b>1025000 Materials Management Dept</b>						
1025001 Materials Management Salaries	12,408.69	13,198.00	94.02%	65,041.30	173,000.00	37.60%
1025306 Materials Mgmt Process Supply	10.75	946.39	1.14%	1,132.89	15,000.00	7.55%
1025307 OCLC		0.00		3,132.52	4,000.00	78.31%
<b>Total 1025000 Materials Management Dept</b>	<b>\$ 12,419.44</b>	<b>\$ 14,144.39</b>	<b>87.80%</b>	<b>\$ 69,306.71</b>	<b>\$ 192,000.00</b>	<b>36.10%</b>
<b>1035000 Borrower Services Department</b>						
1035001 Borrower Services Salaries	37,357.83	39,275.26	95.12%	205,083.28	495,000.00	41.43%
1035308 Borrower Services Supplies	39.98	2,597.00	1.54%	3,844.93	12,000.00	32.04%
1035309 ILL Lost Items	52.58	61.57	85.40%	149.15	1,000.00	14.92%
1035310 Home Delivery Supplies		650.12	0.00%	0.00	4,000.00	0.00%
<b>Total 1035000 Borrower Services Department</b>	<b>\$ 37,450.39</b>	<b>\$ 42,583.95</b>	<b>87.94%</b>	<b>\$ 209,077.36</b>	<b>\$ 512,000.00</b>	<b>40.84%</b>
<b>1045000 Adult Services</b>						
1045001 Adult Services Salaries	28,834.12	38,623.11	74.66%	169,443.01	495,000.00	34.23%
1045101 Adult Summer Reading		0.00		1,907.07	8,000.00	23.84%
1045102 Adult Programs	1,000.00	2,481.23	40.30%	8,547.94	27,000.00	31.66%
1045105 Portable Media Devices - Adult		881.85	0.00%	2,642.04	7,500.00	35.23%
1045106 Video Games - Adult		436.04	0.00%	1,424.05	3,000.00	47.47%
1045108 Videos & DVDs- Adult		845.16	0.00%	2,393.82	10,000.00	23.94%
1045111 Digital Resources		19,875.00	0.00%	80,970.38	238,500.00	33.95%
1045112 Fiction - Adult		1,592.63	0.00%	6,027.53	20,000.00	30.14%
1045113 Leased Material - Adult		0.00		31,613.28	41,000.00	77.11%

	Nov 2024			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
1045114 Large Print - Adult		568.48	0.00%	406.17	6,000.00	6.77%
1045115 Graphic Novels - Adult		238.20	0.00%	1,586.22	3,000.00	52.87%
1045116 Nonfiction - Adult	522.17	1,727.47	30.23%	6,712.03	20,000.00	33.56%
1045117 Foreign Language - Adult	878.17	307.18	285.88%	2,378.24	5,000.00	47.56%
1045118 Reference - Adult		48.08	0.00%	390.63	1,000.00	39.06%
1045119 Standing Orders - Adult		674.65	0.00%	2,697.93	7,000.00	38.54%
1045120 Periodicals - Adult	404.00	185.44	217.86%	1,809.88	9,000.00	20.11%
1045306 Microfilming Supplies				542.08	0.00	
1045310 Department Supplies - Adult		140.33	0.00%	620.69	2,500.00	24.83%
1045405 Local History Supplies		0.00		4,455.09	6,500.00	68.54%
<b>Total 1045000 Adult Services</b>	<b>\$ 31,638.46</b>	<b>\$ 68,624.85</b>	<b>46.10%</b>	<b>\$ 326,568.08</b>	<b>\$ 910,000.00</b>	<b>35.89%</b>
<b>1055000 Youth Services</b>						
1055001 Youth Services Salaries	36,537.27	39,864.31	91.65%	201,656.54	505,000.00	39.93%
1055101 Summer Reading - Childrens		725.79	0.00%	560.72	9,000.00	6.23%
1055102 JUV Programs		939.94	0.00%	2,705.20	10,000.00	27.05%
1055103 Databases - YS/YA		689.51	0.00%	17,535.64	24,323.00	72.09%
1055104 Downloadable Materials YS/YA		289.48	0.00%	0.00	14,000.00	0.00%
1055105 Portable Media Devices - YS/YA		172.26	0.00%	0.00	2,800.00	0.00%
1055107 Compact Discs - Children's		16.05	0.00%	0.00	700.00	0.00%
1055108 Videos & DVDs - Children's		236.53	0.00%	740.50	5,000.00	14.81%
1055112 Fiction - Children's		1,891.26	0.00%	5,219.62	20,000.00	26.10%
1055116 Nonfiction - Children's		2,508.11	0.00%	2,813.88	25,000.00	11.26%
1055118 Reference - Children's				27.50	0.00	
1055123 Easy Fiction		1,092.47	0.00%	4,432.61	22,000.00	20.15%
1055310 Department Supplies - Y/S	8.37	987.87	0.85%	1,593.34	9,000.00	17.70%
<b>Total 1055000 Youth Services</b>	<b>\$ 36,545.64</b>	<b>\$ 49,413.58</b>	<b>73.96%</b>	<b>\$ 237,285.55</b>	<b>\$ 646,823.00</b>	<b>36.68%</b>
<b>1065000 Teen Services</b>						
1065101 Summer Reading - Teen		0.00		1,041.62	5,000.00	20.83%
1065102 Teen Programs		1,358.29	0.00%	3,311.36	8,000.00	41.39%
1065104 Downloadable Materials - Teen		83.33	0.00%	0.00	1,000.00	0.00%
1065105 Portable Media Devices - Teen		125.00	0.00%	0.00	1,500.00	0.00%
1065108 Videos & DVDs - Teen		10.50	0.00%	0.00	300.00	0.00%

	Nov 2024			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
1065112 Fiction - Teen	18.01	1,525.91	1.18%	1,737.11	12,000.00	14.48%
1065116 Nonfiction - Teen		182.41	0.00%	291.20	2,000.00	14.56%
1065310 Department Supplies - Teen	98.44	125.00	78.75%	132.27	1,500.00	8.82%
<b>Total 1065000 Teen Services</b>	<b>\$ 116.45</b>	<b>\$ 3,410.44</b>	<b>3.41%</b>	<b>\$ 6,513.56</b>	<b>\$ 31,300.00</b>	<b>20.81%</b>
1075000 Community Relations Dept						
1075001 Community Relations Salaries	9,974.40	10,526.69	94.75%	54,667.20	132,000.00	41.41%
1075310 Comm. Relations Supplies		0.00		191.47	500.00	38.29%
<b>Total 1075000 Community Relations Dept</b>	<b>\$ 9,974.40</b>	<b>\$ 10,526.69</b>	<b>94.75%</b>	<b>\$ 54,858.67</b>	<b>\$ 132,500.00</b>	<b>41.40%</b>
1095000 Technology						
1015314 Web Page Development	90.00	45.61	197.33%	450.00	1,500.00	30.00%
1095206 Pinnacle Cooperative		0.00		0.00	74,000.00	0.00%
1095207 Technology Maintenance	7,098.58	8,333.33	85.18%	37,888.13	100,000.00	37.89%
1095209 Email & Web Hosting Fees		21.84	0.00%	123.16	500.00	24.63%
1095210 Lease Agreements	3,640.06	4,739.84	76.80%	18,302.82	40,000.00	45.76%
1095211 Subscription Services		4,135.18	0.00%	26,070.67	65,000.00	40.11%
1095301 Software		125.75	0.00%	2,080.55	8,000.00	26.01%
1095302 Computer Supplies		301.46	0.00%	0.00	3,000.00	0.00%
1095303 Data Lines	219.95	282.43	77.88%	1,099.75	3,000.00	36.66%
1095304 Computers (Library)		494.00	0.00%	309.35	10,000.00	3.09%
<b>Total 1095000 Technology</b>	<b>\$ 11,048.59</b>	<b>\$ 18,479.44</b>	<b>59.79%</b>	<b>\$ 86,324.43</b>	<b>\$ 305,000.00</b>	<b>28.30%</b>
2005011 FICA Expense	11,854.55	14,590.15	81.25%	65,805.76	180,000.00	36.56%
2505012 IMRF Expense-ER	14,317.72	23,484.14	60.97%	81,020.31	225,000.00	36.01%
3005218 Audit Expense		1,420.65	0.00%	7,190.00	10,000.00	71.90%
5085000 Facilities Expenses						
5085001 Facilities Salaries	9,607.05	10,341.22	92.90%	52,338.68	130,000.00	40.26%
5085212 Custodial Services	1,390.00	1,856.49	74.87%	8,740.00	22,500.00	38.84%
5085213 Disposal Services	741.35	788.56	94.01%	3,645.95	8,400.00	43.40%
5085214 Facilities Maint Agreement	268.30	651.74	41.17%	3,021.43	8,000.00	37.77%
5085215 Equipment Maintenance Agreement	409.76	698.72	58.64%	4,027.02	10,000.00	40.27%
5085216 Building Repair		2,288.56	0.00%	7,237.06	25,000.00	28.95%
5085217 Equipment Repair	16.17	1,290.15	1.25%	63.65	16,500.00	0.39%
5085399 Contingencies		0.00		0.00	15,000.00	0.00%

	Nov 2024			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
5085601 Utilities - Electric	2,965.62	2,882.22	102.89%	22,332.85	40,000.00	55.83%
5085602 Utilities - Gas	225.07	527.46	42.67%	832.48	7,200.00	11.56%
5085603 Utilities - Water		382.51	0.00%	944.06	4,200.00	22.48%
5085604 Building Supplies	195.95	633.40	30.94%	1,205.81	7,500.00	16.08%
5085605 Equipment & Tools	46.97	174.42	26.93%	1,195.36	3,500.00	34.15%
5085606 Janitorial Supplies	821.60	1,100.12	74.68%	4,871.08	15,000.00	32.47%
5085611 Rental Prop Util/Trash/Water	160.84	500.00	32.17%	2,081.63	6,000.00	34.69%
5085909 Rental Prop General Maint		666.67	0.00%	5,073.96	8,000.00	63.42%
<b>Total 5085000 Facilities Expenses</b>	<b>\$ 16,848.68</b>	<b>\$ 24,782.24</b>	<b>67.99%</b>	<b>\$ 117,611.02</b>	<b>\$ 326,800.00</b>	<b>35.99%</b>
6006002 Bond Interest		0.00		0.00	500,000.00	0.00%
7505213 Legal services		0.00		270.00	5,000.00	5.40%
7505214 Architechural Services		25,000.00	0.00%	75,453.05	300,000.00	25.15%
7508005 Real Estate Acquistion		0.00		3,749.23	25,000.00	15.00%
7508006 BLDG Development	1,000.00	416,666.67	0.24%	47,504.00	5,000,000.00	0.95%
7508008 Building Improvements	492,622.57	416,666.67	118.23%	1,828,610.53	5,000,000.00	36.57%
7508909 Rental Prop Bldg Improvements		1,250.00	0.00%	3,320.00	15,000.00	22.13%
<b>Total Expenses</b>	<b>\$ 732,060.56</b>	<b>\$ 1,207,050.71</b>	<b>60.65%</b>	<b>\$ 3,542,481.66</b>	<b>\$ 15,234,673.00</b>	<b>23.25%</b>
<b>Net Income</b>	<b>-\$ 610,190.26</b>	<b>-\$ 1,062,285.94</b>	<b>57.44%</b>	<b>\$ 1,759,850.91</b>	<b>-\$ 9,664,354.78</b>	<b>-18.21%</b>



# Plainfield Area Public Library Check Detail

November 1-30, 2024

Date	Transaction type	Num	Name	Amount
Checking Account Chase Bank				
11/05/2024	Bill Payment (Check)	12154	PUMC	-1,000.00
11/05/2024	Bill Payment (Check)	12155	Daily Southtown	-154.99
11/05/2024	Bill Payment (Check)	12156	Village of Plainfield	-1,396.35
11/06/2024	Bill Payment (Check)		Jackson, Samuel	-100.00
11/07/2024	Bill Payment (Check)	BP05-24-60	Nicor Gas	-205.42
11/07/2024	Bill Payment (Check)	BP05-24-61	Nicor Gas	-42.83
11/07/2024	Bill Payment (Check)	BP05-24-62	ComEd	-47.42
11/07/2024	Bill Payment (Check)	BP05-24-63	ComEd	-59.60
11/13/2024	Bill Payment (Check)	12157	Baker & Taylor - Continuation Service	-1,367.29
11/13/2024	Bill Payment (Check)	12158	Baker & Taylor Books-	-17,658.57
11/13/2024	Bill Payment (Check)	12159	Cintas	-284.00
11/13/2024	Bill Payment (Check)	12160	Groot, Inc.	-741.35
11/13/2024	Bill Payment (Check)	12161	Lauterbach & Amen, LLP	-5,190.00
11/13/2024	Bill Payment (Check)	12162	Murphy Security Solutions, LLC	-3,395.00
11/13/2024	Bill Payment (Check)	12163	NCPERS Group Life Ins.	-80.00
11/13/2024	Bill Payment (Check)	12164	Paragon Micro Inc.	-509.85
11/13/2024	Bill Payment (Check)	12165	PUMC	-1,000.00
11/13/2024	Bill Payment (Check)	12166	Ramos, Leslie	-200.00
11/13/2024	Bill Payment (Check)	12167	Scholastic Library Publishing	-62.38
11/13/2024	Bill Payment (Check)	12168	Tri-K	-757.00
11/13/2024	Bill Payment (Check)	12169	United Healthcare	-14,618.35
11/14/2024	Bill Payment (Check)	12170	Baker & Taylor Books-	-3,160.13
11/14/2024	Bill Payment (Check)	12171	Chicago Tribune	-404.00
11/14/2024	Bill Payment (Check)	12172	Scholastic Library Publishing	-182.00
11/15/2024	Bill Payment (Check)	12173	D&Z HOUSE OF BOOKS	-804.20
11/19/2024	Bill Payment (Check)	12174	Envision3, LLC	-9,658.97

	<b>Date</b>	<b>Transaction type</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
Checking Account Chase Bank					
	11/19/2024	Bill Payment (Check)	12175	Outsource IT Solutions Group	-7,098.58
	11/19/2024	Bill Payment (Check)	12176	Weblinx Incorporated	-90.00
	11/19/2024	Bill Payment (Check)	12177	Cintas Fire Protection	-409.76
	11/19/2024	Bill Payment (Check)	12178	Wex Bank	-75.00
	11/21/2024	Bill Payment (Check)	12179	Metronet	-3,205.31
	11/21/2024	Bill Payment (Check)	12180	Elan Financial Services	-13,993.24
	11/21/2024	Bill Payment (Check)	BP05-24-64	Village of Plainfield	-265.44
	11/21/2024	Bill Payment (Check)	BP05-24-65	Village of Plainfield	-119.25
	11/21/2024	Bill Payment (Check)	BP05-24-66	Village of Plainfield	-126.94
	11/21/2024	Bill Payment (Check)		Rand, Janet	-150.00
	11/21/2024	Bill Payment (Check)		Thompson, Tanesha	-125.00
	11/22/2024	Bill Payment (Check)		Anderson Pest Solutions	-109.23
	11/22/2024	Bill Payment (Check)		Midwest Tape, LLC	-1,024.23
	11/22/2024	Bill Payment (Check)		TBS - Today's Business Solutions, Inc.	-117.76
	11/22/2024	Bill Payment (Check)		Whitmore Ace	-508.44
	11/22/2024	Bill Payment (Check)		Erica Bough	-175.00
				<b>Total</b>	<b>-90,672.88</b>

**FY25 Fund Activity 07/01/24 - 11/30/2024**

	Library	Audit	Facilities	FICA	IMRF	Reserve	Total
Tax Revenue	\$3,996,421.55	\$0.00	\$366,472.65	\$141,774.08	\$173,873.90	\$0.00	\$4,678,542.18
Other Revenue	\$199,919.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$199,919.43
Bonds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$154,510.73	\$154,510.73
Impact Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,736.00	\$100,736.00
Interest	\$92,939.57	\$0.00	\$0.00	\$0.00	\$0.00	\$1,558.64	\$94,498.21
Investment Gain(Loss)	\$57,826.94	\$0.00	\$0.00	\$0.00	\$0.00	\$16,299.08	\$74,126.02
Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Revenue</b>	<b>\$4,347,107.49</b>	<b>\$0.00</b>	<b>\$366,472.65</b>	<b>\$141,774.08</b>	<b>\$173,873.90</b>	<b>\$273,104.45</b>	<b>\$5,302,332.57</b>
Payroll	\$774,790.89	\$0.00	\$52,338.68	\$0.00	\$0.00	\$0.00	\$827,129.57
Personnel Expenses	\$100,460.86	\$0.00	\$0.00	\$65,805.76	\$81,020.31	\$0.00	\$247,286.93
Technology	\$86,324.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$86,324.43
Other Expenses	\$350,371.58	\$7,190.00	\$65,272.34	\$0.00	\$0.00	\$1,958,906.81	\$2,381,740.73
<b>Total Expenses</b>	<b>\$1,311,947.76</b>	<b>\$7,190.00</b>	<b>\$117,611.02</b>	<b>\$65,805.76</b>	<b>\$81,020.31</b>	<b>\$1,958,906.81</b>	<b>\$3,542,481.66</b>
<b>Net Income</b>	<b>\$3,035,159.73</b>	<b>(\$7,190.00)</b>	<b>\$248,861.63</b>	<b>\$75,968.32</b>	<b>\$92,853.59</b>	<b>(\$1,685,802.36)</b>	<b>\$1,759,850.91</b>

## November 2024 Bank Activity

	<b>Tax Escrow Heartland XXX7902</b>	<b>Operating Chase XXX2895</b>	<b>Reserve Illinois Funds XXX2514</b>	<b>Bonds Illinois Funds XXX1043</b>	<b>E-Pay Illinois Funds XXX0970</b>	<b>Illinois National Bank XXX0970</b>	<b>Total</b>
<b>Beginning Balance</b>	6,687,415.39	714,320.69	71,993.38	6,386,383.40	561,822.34	1,000.00	14,422,935.20
<b>Deposits</b>	40,282.73	30,894.71			4,123.14	4,867.74	80,168.32
<b>Transfer In</b>	0.00	800,000.00					800,000.00
<b>Interest Earned</b>	17,888.59		302.64	25,869.41	2,372.93		46,433.57
<b>Total Receipts</b>	58,171.32	830,894.71	302.64	25,869.41	6,496.07	4,867.74	15,349,537.09
<b>Checks Cleared</b>		(596,430.11)					(596,430.11)
<b>Bill Pay/ACH</b>		(3,176.56)					
<b>Transfers Out</b>	(300,000.00)			(500,000.00)		(4,781.69)	(804,781.69)
<b>Drivers License</b>		(2,942.20)					(2,942.20)
<b>Payroll Fees</b>		(739.00)					(739.00)
<b>Bank Fees</b>		(454.62)				(86.05)	(540.67)
<b>FSA</b>		(571.61)					(571.61)
<b>Payroll</b>		(155,402.16)					(155,402.16)
<b>IMRF</b>		(23,119.59)					(23,119.59)
<b>457 Payment</b>		(3,306.00)					(3,306.00)
<b>Total Disbursements</b>	(300,000.00)	(786,141.85)	0.00	(500,000.00)	0.00	(4,867.74)	(1,587,833.03)
<b>Ending Balance</b>	6,445,586.71	759,073.55	72,296.02	5,912,252.81	568,318.41	1,000.00	13,761,704.06

Plainfield Public Library District  
Director's Report  
Lisa Pappas, Director  
December 6, 2024

Audit

A representative from Lauterbach & Amen will present the FY23 audit at the meeting.

Abatement Ordinance

As advised by our bond counsel and financial advisor, the abatement ordinance for the bond levy needs to be passed no earlier than 13 months prior to the first payment. Because our first payment will be January 2026, we have placed the abatement ordinance on the agenda.

ILA Legislative Meet-up December 3

State Representative Harry Benton was scheduled to attend but was unable to join us. I have included the handout from the event which includes issues being brought forth to the General Assembly. They include fully funding the FY26 state appropriations which fund grants for libraries in IL and changing the required compensation reporting requirements in the Open Meetings Act.

Bylaws Ad Hoc Committee

President Gilmore will be calling together an ad hoc committee to review the Board bylaws, which is conducted every two years.

Save the Date: Monday, February 3

We are on the Village of Plainfield's agenda to do a proclamation honoring the Library's Centennial, which formed February 1, 1925.

Finance Committee Meeting Reminder

The mid-year budget will be reviewed by the Finance Committee at their meeting on Wednesday, January 8.

Renovation Update

The addition is well under way however, it is 8-10 weeks behind schedule. We will be moving several departments from upstairs to different locations so that the north side of the upper level can be started in January. The addition is slated to now be completed by March 11. I will go over the adjusted timeline and mini move plans at the meeting. Meanwhile, Don McKay and Eric Penney have informed us that they will both be retiring at the end of the calendar year. Project manager/architect Amy Schmeiding will be our main point of contact moving forward. I will request that SMC and SNHA attend either the January or February meeting for an update.

Joint TIF District Update

The joint TIF district meeting will be on December 19; the first meeting since 2022. I have

included the summary sheets for each year of each of the two TIFs. As a reminder, both TIFs are set up to rebate 50% of the taxes collected to each of the taxing bodies.

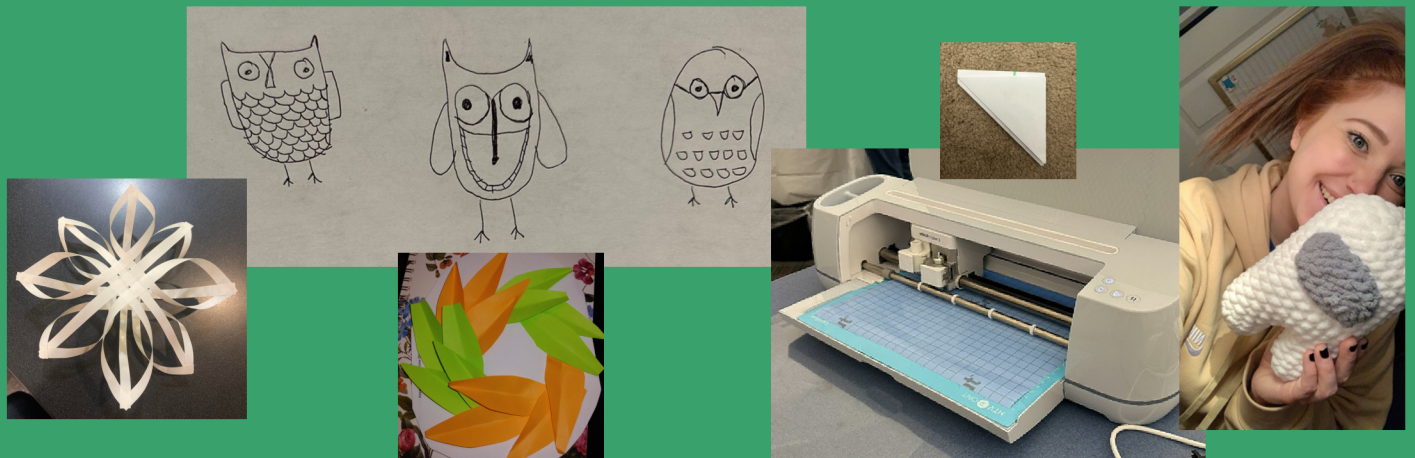
### Meetings Attended

- 11.18 Weekly meeting with Head of Adult Services, Lauren Pierce  
Weekly meeting with Head of CE&M, Tracey Lane
- 11.19 Weekly OACM meeting  
Leadership Team meeting  
Bi-weekly meeting with Head of Borrower Services, Marisa Barys  
Zonta podcast recording
- 11.20 Weekly meeting with Head of YTS, Katie Gulas  
Board meeting
- 11.21 Webinar: Website Accessibility Requirements 2026  
Bi-weekly meeting with Head of MM, Rebecca Pfenning
- 11.22 Directors coaching group  
Pinnacle Governing Board @ Shorewood Library
- 11.25 Weekly meeting with Head of CE&M, Tracey Lane  
Weekly meeting with Head of Adult Services, Lauren Pierce  
Vendor meeting: OSG Quarterly meeting
- 11.26 Weekly Leadership Team meeting  
Weekly OACM meeting  
Vendor meeting: Henricksen furniture coordinator meeting  
Zonta executive board meeting
- 11.27 Weekly meeting with Head of YTS, Katie Gulas
- 12.02 Weekly meeting with Head of Adult Services, Lauren Pierce  
Weekly meeting with Head of CE&M, Tracey Lane
- 12.03 ILA Legislative Meet-up  
Weekly OACM meeting  
Leadership Team meeting  
Bi-weekly meeting with Head of Borrower Services, Marisa Barys
- 12.04 Weekly meeting with Head of YTS, Katie Gulas  
Director meeting with new employee Melissa Ambrose
- 12.05 Bi-weekly meeting with Head of MM, Rebecca Pfenning
- 12.06 Will County Center for Economic Development Annual Report breakfast
- 12.06 Zonta Says No to Violence March and Rally

# Monthly Report

## Fall Learning Challenge

The Fall Learning Challenge ended on Saturday, November 2. Between patrons and staff, 79 registered for the challenge and 8 completed it. Patron Leslie Decker won the \$100 Best Buy gift card grand prize. Several participants submitted photos of the CreativeBug project they completed for the challenge.



## Program Highlight: Comedy Gold on the Silver Screen

On 11/12, Melissa and Tina hosted history and movie buff John LeGear as he presented a tour through the last 100 years of outstanding comedies at the Plainfield Township Community Center.



## Take and Make

Adult Take & Makes have been on hiatus due to the renovation, but we did partner with local crafting source, Benzie Design, to provide 50 Oak Leaf Needle Felting Kits starting on 11/09. There was a line at the door that Saturday morning, and all kits were claimed within a few days!

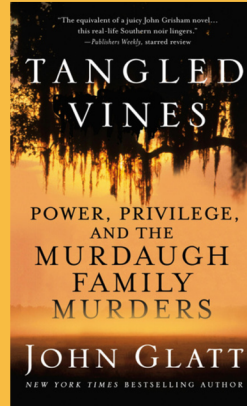


Image courtesy of Benzie Design

## STATISTICS

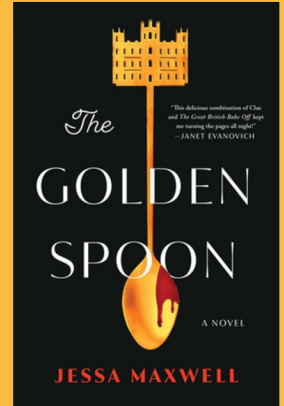
<b>3D Print Requests</b>	<b>5</b>
<b>Adult Program Attendees</b>	<b>148</b>
<b>Book-a-Librarian Sessions</b>	<b>5</b>
<b>ELL Program Attendees</b>	<b>217</b>
<b>Museum Passes Issued</b>	<b>27</b>
<b>Online Resources Sessions</b>	<b>2907</b>
<b>Public Computer Sessions</b>	<b>456</b>
<b>Questions Answered</b>	<b>768</b>
<b>Tech Training Attendees</b>	<b>17</b>

## Book Clubs



### Thrill Seekers

4 participants  
Discussion led  
Lisa on 11/11

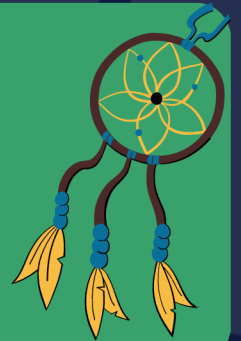


### A Novel Idea

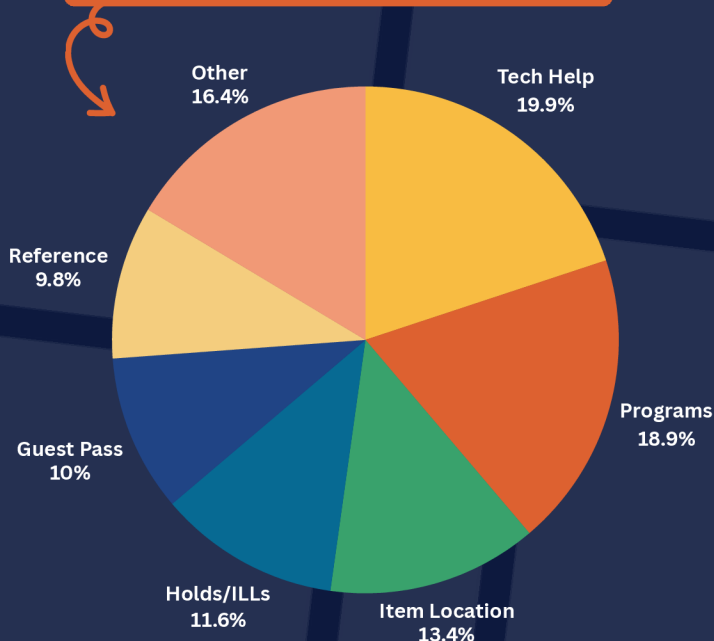
10 participants  
Discussion led by  
Colette on 11/20

## November Library Displays

- Native American Heritage Month (Lisa)
- Lose yourself in a Fantasy Graphic Novel (Mariyah)
- Cooking (Colette & Jessica)



## QUESTION CATEGORIES



## Other November Programs

- 11/04: (Virtual) Breathe and Relax with Tai Chi and Qi Gong
- 11/06: (Virtual) 3D Design with Blender®
- 11/07: (Virtual) Intro to AI Art presented by Kelly
- 11/13: (Off-Site) Senior Tech Help
- 11/13: (Virtual) Sustainable Holidays
- 11/14: (Off-Site) Stitching in the Stacks
- 11/18: (Virtual) Make Health Your Habit: Mastering Meal Planning
- 11/20: (Virtual) Job Club
- 11/20: (Off-Site) ASL: The Basics
- 11/20: (Virtual) Holiday Tips and Tricks with Chef Art Smith
- 11/25: (Off-Site) Preserving Family Heirlooms presented by Tina





# COMMUNITY RELATIONS

Board Report | Nov/Dec 2024

Prepared by Tracey Lane  
Head of Community Engagement & Marketing

## Events & Meetings

- Kiwanis Club Meeting
- Kiwanis Foundation Meeting
- PSACC Board Meeting
- PSACC Executive Board Meeting
- YMCA Groundbreaking (Shorewood Location)
- PSACC Education Committee Fundraiser
- PSACC WYSK Holiday Party
- ServPro Customer Appreciation Holiday Happy Hour

## CE&M Happenings

### → LMCC Conference

- I spent 3 days in St. Louis at the Library Marketing and Communication Conference. It's a great conference dedicated to Library marketing. This was my 7th year in attendance and every year I feel like I bring something new and fun home to make our library better. This year's two standouts were a class on incorporating mascots and a wonderful presentation on Robart Library's 50th Anniversary celebration. Both were very relatable and gave me some good ideas to bring home to Read and to incorporate in our Centennial Celebration.

### → Friends of the Library

- The Chamber donated \$300 to the Friends of the Library at the Annual Giveback Luncheon.

- Read helped decorate our construction themed tree in Village Green for Grinchmas on the Green



- Attended a cold and snow YMCA Shorewood Groundbreaking



### → Centennial

- Centennial preparation is in full force. We have started advertising for interviewees, reaching out to local businesses and organizations to partner and ordering apparel, and giveaways branded with our new 100 logo. There is so much to plan but we are excited for it all to come to life.

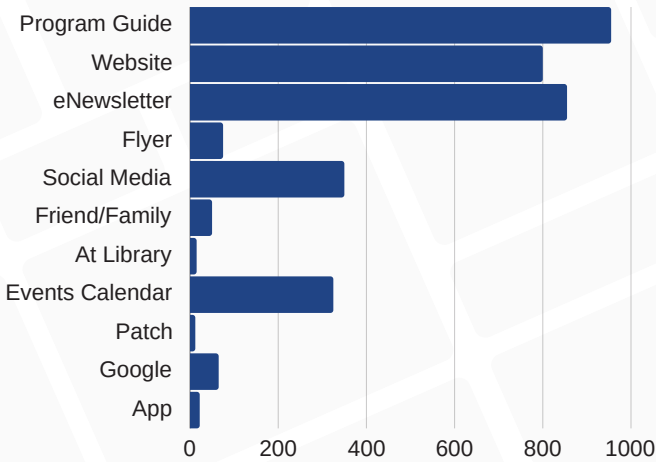


# COMMUNITY RELATIONS BY THE NUMBERS

## Program Sign Up Stats



### How Patrons Learned About November Programs

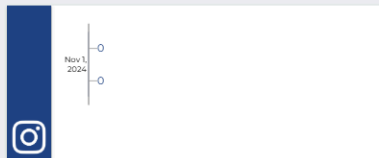
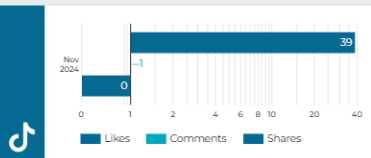
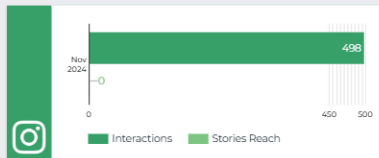
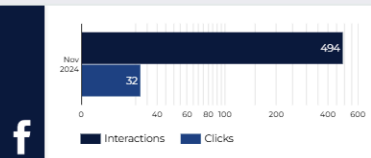


## Social Media Stats

### Dashboard



FACEBOOK	INSTAGRAM	TIKTOK	TEEN IG
Followers 8,018 ↑ 0.1%	Followers 2,948 ↑ 0.2%	Followers 629 ↑ 0.3%	Followers 998 0.0%
Content Interactions 494 ↓ -13.8%	Content Interactions 498 ↓ -27.2%	Likes 39 ↓ -92.0%	Interactions 0 N/A
Reach 7,789 ↑ 7.3%	Reach 1,159 ↓ -35.2%	Views 1,523 ↓ -74.5%	Reach 0 N/A



## Email stats



### ENews Weekly Averages

MESSAGES SENT  
18,916

OPEN RATE  
40.2%

### New Cardholder Message Totals

MESSAGES SENT  
13,898

OPEN RATE  
61.6%

### Inactive Patron Messages sent this month

MESSAGES SENT  
255

OPEN RATE  
44.24%

### Birthday\*\*

59%  
OPEN RATE

### Construction

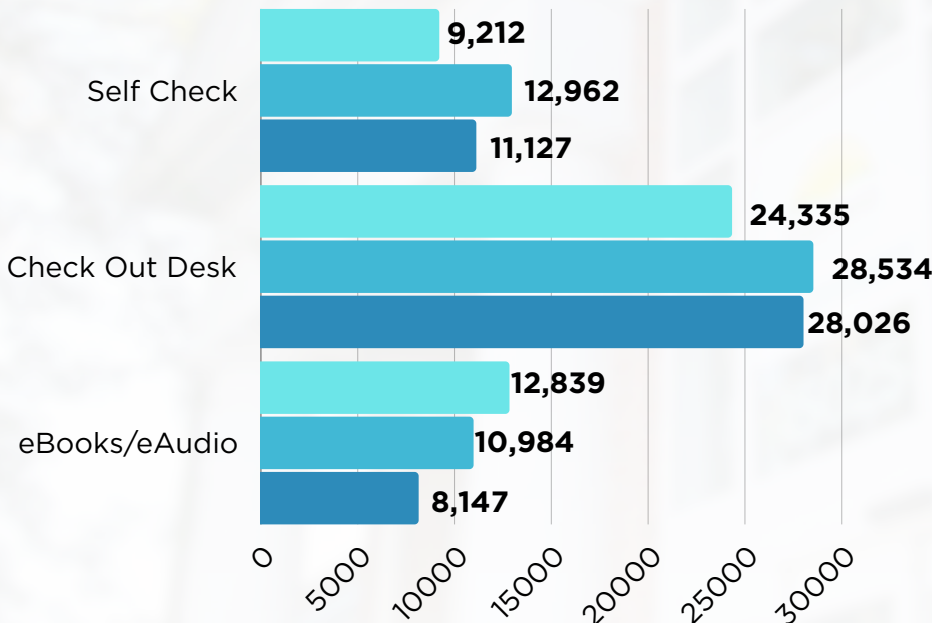
42%  
OPEN RATE

\*\* We have given away over 92 birthday gifts since starting the program in May.

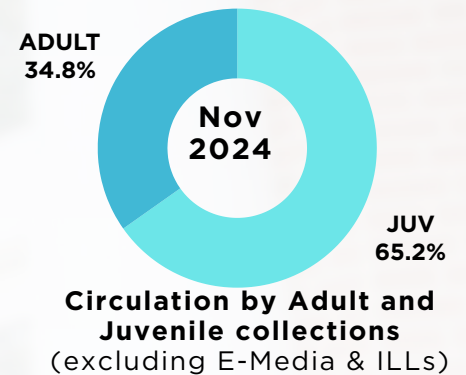
# BORROWER SERVICES NEWS

## MONTHLY CIRCULATION STATISTICS

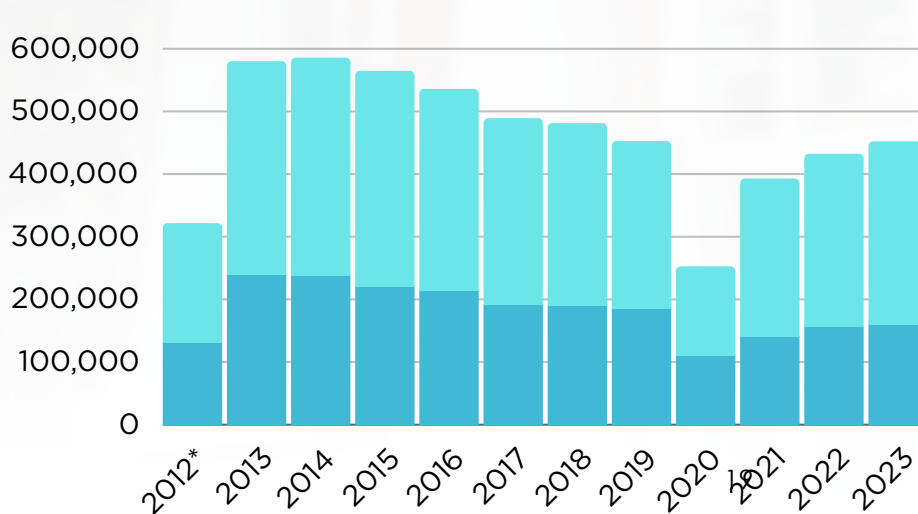
We will only be using 1 self-checkout instead of 3 during Reno.



<b>Total Nov 2024</b>	<b>46,386</b>
<b>Total Nov 2023</b>	<b>52,480</b>
<b>Total Nov 2022</b>	<b>47,300</b>



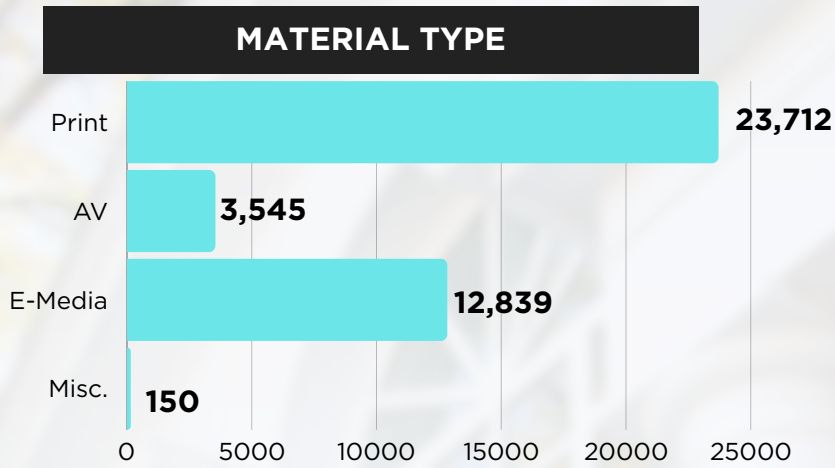
## CIRCULATION BY ADULT & JUVENILE COLLECTIONS (EXCLUDING E-MEDIA & ILLS)



	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
2023	160,121	292,096

\*Started June 2012

# MONTHLY CHECKOUTS BY FORMAT



## CARDHOLDER STATISTICS

### MONTHLY CARDHOLDERS

Total Nov 2022	31,127
Total Nov 2023	31,417
Total Nov 2024	27,612

**173**

NEW  
ADULT  
CARDS

**63**

NEW  
JUVENILE  
CARDS

**179**

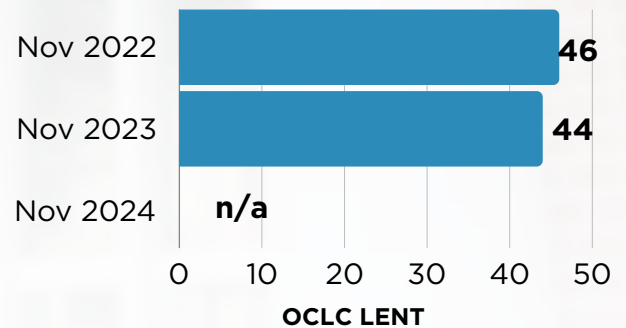
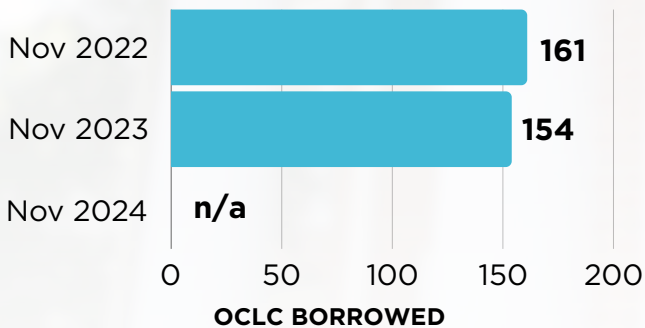
NEW  
HOUSEHOLD  
CARDS

Inactive library cards are purged every January.

**FYTD NEW HOUSEHOLD CARDS**

**946**

### MONTHLY INTERLIBRARY LOAN



# MONTHLY LOCKER, CURBSIDE & NOTARY STATISTICS

## PEHS Lockers

UNIQUE PATRON VISITS	45
REPEAT PATRON VISITS	11
FIRST TIME VISITS	1
% OF VISITS DURING CLOSED HOURS/SUNDAYS	4%
ITEMS	217

- Visited the most on Fridays
- Picked up items the most between the hour of 3pm-4pm

CURBSIDE DELIVERIES	29
---------------------	----

## Illinois Street Lockers

UNIQUE PATRON VISITS	117
REPEAT PATRON VISITS	15
FIRST TIME VISITS	9
% OF VISITS DURING CLOSED HOURS/SUNDAYS	10%
ITEMS	734

- Visited the most on Fridays
- Picked up items the most between the hour of 12pm-1pm

NOTARY TRANSACTIONS	128
---------------------	-----

# HOME DELIVERY STATISTICS



November 2024	PATRONS	ITEMS
RESIDENTS	0	0
AHCL	35	101
CIEL (used to be Harbor Chase)	3	8
HERITAGE WOODS	19	60
LAKWOOD	2	16
TOTAL	59	185

# TOP CIRCULATING ITEMS NOVEMBER 2024

## ADULT GRAPHIC NOVEL



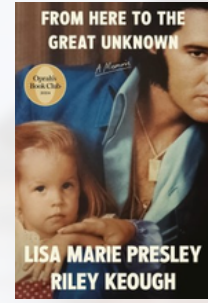
## ADULT FICTION



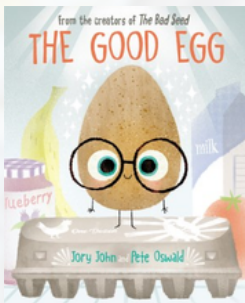
## ADULT LARGE PRINT



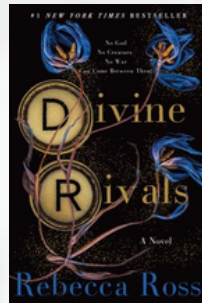
## ADULT NONFICTION



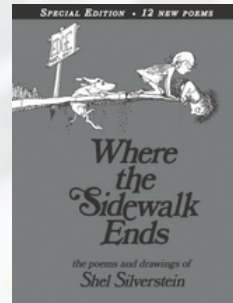
## PICTURE BOOKS FICTION



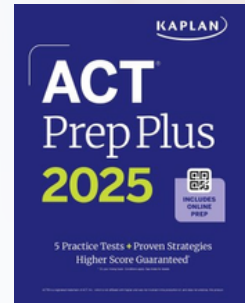
## YOUNG ADULT FICTION



## JUVENILE NONFICTION



## YOUNG ADULT NONFICTION



## ADULT MOVIES & TV



## ADULT VIDEO GAMES



## JUVENILE MOVIES & TV



## WORLD LANGUAGES ADULT MOVIES & TV



## DEPARTMENT DECORATIONS



# YOUTH & TEEN SERVICES MONTHLY REPORT

## Statistics

<b>0</b>	<b>0</b>	<b>24</b>	<b>483</b>
Total On-site Programs	On-site program attendance	Total Off-site Programs	Off-site program attendance
<b>2</b>	<b>986</b>	<b>111</b>	<b>360</b>
Self-directed Activities	Self-directed activity Participants	Teen Volunteer Hours Earned	Teen Volunteer Items made

\*All programs are offsite during renovation

## What's Happening in YTS

- **November is DInovember in YTS! The ever-popular Violet the Velociraptor came to visit again and has been hiding in a new spot every day, much to the delight of all of our patrons!**
- **Mindy Jackson presented at the AISLE conference as part of the Bluestem Award selection committee. (See picture on the following page.)**

## Outreach

School Visits/ Community Events	<b>72</b>
Number of Classes	<b>166</b>
Number of Patrons reached	<b>3,700</b>

# YOUTH & TEEN SERVICES MONTHLY REPORT

## Patron Feedback & Pictures



**Dinosaur Tea Party**



**Make & Take  
Storytime**



**Dinosaur Tea Party**



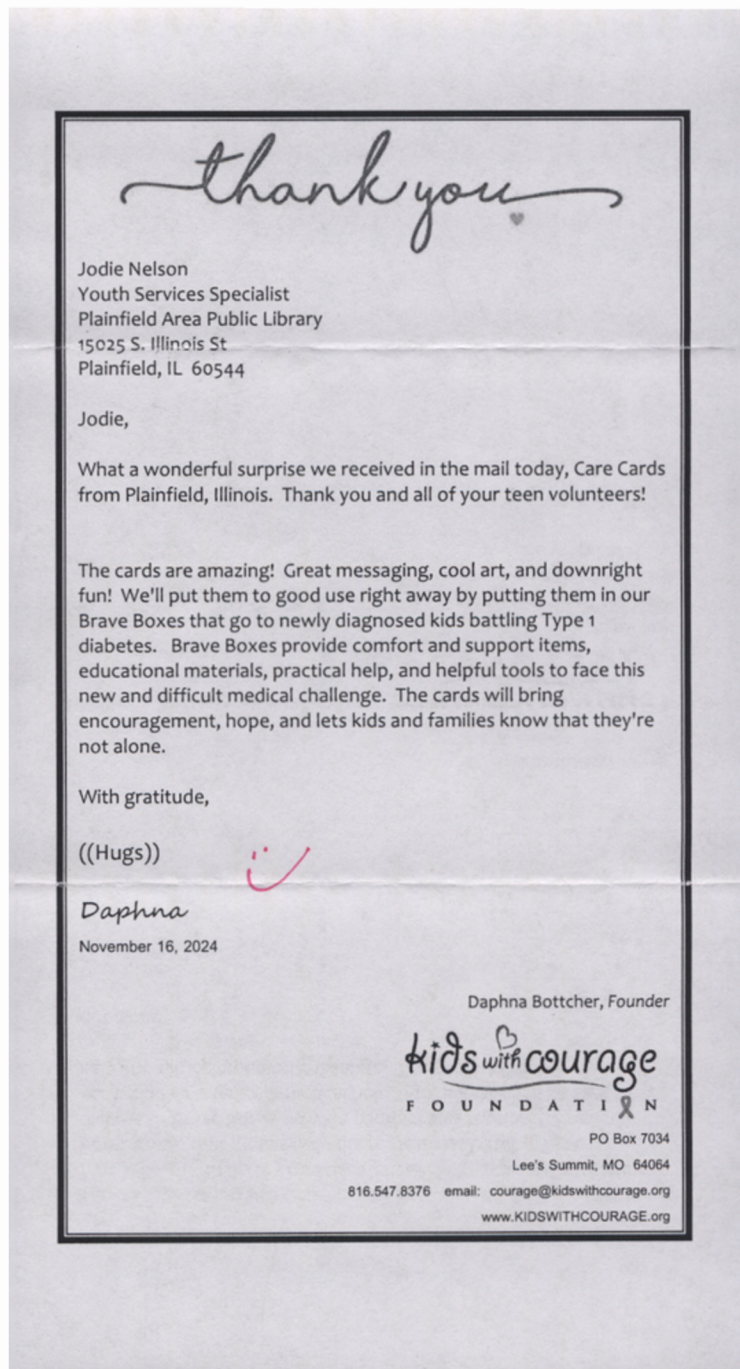
**Mindy Jackson presenting at AISLE Conference**

More photos from YTS programs can be found in albums on the Library's Flickr account:  
<https://www.flickr.com/photos/plainfieldpubliclibrarydistrict>



# YOUTH & TEEN SERVICES MONTHLY REPORT

## Patron Feedback & Pictures



**Thank You letter from founder of Kids with Courage**

More photos from YTS programs can be found in albums on the Library's Flickr account:  
<https://www.flickr.com/photos/plainfieldpubliclibrarydistrict>



# Illinois Library Association LIBRARY LEGISLATIVE MEETUPS

## 104<sup>th</sup> Illinois General Assembly | 2025 Spring Session |

### Fund Libraries

Fully fund Fiscal Year 2026 state appropriations for the Illinois Secretary of State's grant programs, equalization grants, and per capita grants for public libraries, school libraries, and library systems. Approve appropriations for the Illinois State Library and higher education institutions including state university and community college academic libraries for the benefit of students, their families, and our communities. Increase the per capita and per student grant rates for public libraries and school libraries, respectively, to keep pace with increased expenses libraries will incur throughout the year.

### Compensation Reporting Requirements

Since 2012, the Illinois General Assembly has required Illinois Municipal Retirement Fund (IMRF) participating employers to post within six business days of approving its budget employee information for those who earn a total compensation package of at least \$75,000. IMRF employers are also required to publicly post proposed compensation packages for any person who will earn at least \$150,000 for at least six days prior to an employer approving an employee compensation package. This proposal seeks to amend the Open Meetings Act to adjust current statutory dollar amounts for posting purposes to \$125,000 and \$200,000, respectively, to account for inflation and reduce small public employer administrative burdens.

### Libraries Connected Broadband

The Illinois Century Network provides a geographically diverse and redundant connection ensuring high availability of internet access to the public. This proposal, in part, amends the Illinois Century Network Act to establish schools and libraries as primary anchor institutions for purposes of connection to this high-speed internet network.

### Licensed School Librarians Task Force

The Association of Illinois School Library Educators (AISLE) and its partners will propose the creation of the "Licensed School Librarian Task Force" to make legislative recommendations on how to ensure Illinois public elementary and high schools consider, budget appropriate resources for, and employ Licensed School Librarians in future academic years from state and local resources available to them.

# The State of Illinois School Libraries

*Every student succeeds with  
licensed librarians*



## AISLE

Association of Illinois School  
Library Educators

www.aisled.org  
advocacy@aisled.org

### RECENT LEGISLATION

- **License to Read Act** provides that the State Librarian may negotiate with publishers of eBooks and audiobooks on behalf of libraries.
- **Banning Book Bans** requires libraries to adhere to the ALA's Library Bill of Rights and to create written policies against the practice of banning books in order to qualify for state grants.
- **Media Literacy** requires every public high school to include in its curriculum a unit of instruction on media literacy; sets forth what topics the unit of instruction shall include.

### THE SLATE PROJECT

In response to large gaps in the data representing Illinois school libraries discovered by the SLIDE Project, RAILS launched the School Library Data Project in January 2022 and created the SLATE database (School Library Advocacy Through Education). This database allows users to look at individual schools or districts and find statistics about their library programs, including the collection size, dollars spent, and number of licensed librarians employed. Visit SLATE using the QR code.



### STUDENTS SUCCEED WITH LICENSED LIBRARIANS

In Illinois and across the country, the majority of elementary and high schools that have a physical library are not staffed by those who have earned library certification from an accredited academic institution.

AISLE and its partners will propose the creation of the 'Licensed School Librarian Task Force' which will be filed for the Illinois General Assembly Spring 2025. The goal of this task force is to make legislative recommendations on how to ensure that Illinois K-12 schools consider, budget for, and employ licensed school librarians in future academic years using the state and local resources available to them.



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illibraryassociation



Illinois Library Association



Illinois Library Association





## Federal Funding for Libraries in Illinois: IMLS/LSTA

Administered through the Institute of Museum and Library Services (IMLS), the Library Services and Technology Act (LSTA), the only federal program that exclusively covers services and funding for libraries, provided \$5.8 million for Illinois Libraries in FY2023 under the Grants to States Program. **Please support LSTA funding in the FY2025 federal budget.**

In FY2023 this funding impacted Illinois libraries through:

**Efficiently Sharing Resources:** 10.7 million items were transferred among more than 1,700 public, school, academic, and special libraries in Illinois. LSTA-supported resource sharing allowed for an average of 3,809 delivery stops to be made during each week of the fiscal year through ground delivery services provided by the regional library systems. No one library can own everything; and sharing resources between libraries benefits library users across the entire state.

Additionally, through subscriptions for WorldCat Discovery/FirstSearch services Illinois libraries conducted 1,260,073 citation searches between July 1, 2022 and June 30, 2023 to serve their library patrons and support their library operations. Academic and college libraries constituted (17.99%) 226,765 of searches; public libraries (62.14%) 783,042; K-12 school libraries (18.08%) 227,865 and special libraries such as medical, law, corporate, and government (1.7%) 22,401. Use of these services allows libraries to identify and access the resources that are required to meet the expectations of their patrons.



**Project Next Generation Grants:** This initiative is designed to educate at-risk students and bridge the digital divide. Public libraries work closely with their school districts to identify needs; since its 2000 inception, thousands of teens have benefited. In FY2023, 30 libraries received more than \$500,000 in funding to enhance students' abilities to deal with life experiences, develop critical thinking skills, and prepare for the future. The program is designed to immerse students in learning while providing access to computers, software, and technologies. The Peoria Public Library received \$12,500 to implement a Project Next Generation program at its Lincoln Branch. Other communities benefitting from this program included Normal for a program entitled, "Code Club"; Highwood for "STEAM Powered Teens"; and Chicago Ridge for "You Can Be – Dream Big at Your Library."

**Professional Development:** The Illinois Library Association receives funding from the Illinois State Library and partners with the Reaching Across Illinois and the Illinois Heartland library systems to provide library leadership training for library directors, those who are brand new or those newer to the position, via "Directors' University." These programs enable library leaders to make the most out of local tax dollars which support the bulk of public library operations in this state.

**Questions?** Contact Executive Director Cynthia Robinson, [crobinson@ila.org](mailto:crobinson@ila.org), 312-644-1897

Illinois Library Association  
560 W. Washington Blvd, Suite 330 Chicago, IL 60661  
o: 312-644-1897 f: 312-644-1899 w: [ila.org](http://ila.org)

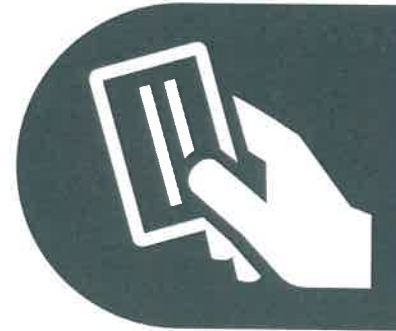


## Illinois Public Libraries by the Numbers FY2022

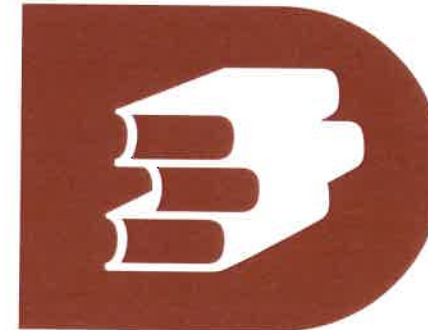


Illinois has **640** Public libraries with a service area population of **11,795,276**.\*

**4,018,681** Illinois residents have library cards, about **33%**.



Illinoisans checked out **90,669,914** materials – that's **6** per resident.



E-books, e-audiobooks, and e-videos were downloaded **16,761,285** times.



Illinois residents visited libraries **36,250,320** times.



**4,091,202** Illinoisans attended **217,940** library programs either in person or virtually.



Illinois residents connected to library Wi-Fi **23,701,627** times.



Illinois libraries do all this for only **\$70** per person!



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\*1 Million Illinois residents do not have public library services.



John F. Argoudelis  
PRESIDENT

Michelle Gibas  
VILLAGE CLERK

TRUSTEES

Margie Bonuchi  
Patricia T. Kalkanis  
Richard Kiefer  
Cally J. Larson  
Tom Ruane  
Brian Wojowski

**ATTACHMENT D**

Village of Plainfield Downtown TIF District  
Statement of Activities  
2023

The 2023 fiscal year marked a transition from the original TIF to the TIF extension, in which the Village agreed to reimburse all units of local government with 50 percent of the TIF increment. Total spending in the TIF was approximately \$854,250, as outlined below.

The largest category of activity was the 50-percent reimbursement to the local government units, which totaled \$350,222.22:

- \$237,207.19 to District 202
- \$42,229.69 to the Plainfield Fire Protection District
- \$26,154.08 to Will County
- \$12,929.49 to Joliet Junior College
- \$11,467.66 to the Plainfield Park District
- \$8,267.07 to the Plainfield Area Public Library
- \$6,078.86 to the Will County Forest Preserve District
- \$3,541.08 to Plainfield Township and
- \$2,347.10 to the Plainfield Township Road Fund

In addition, the Village of Plainfield completed the Illinois Street streetscape reconstruction, including extensive coordination with the Plainfield Area Public Library on improvements to the library's entrance and new drop-off/loading zone. The Illinois Street streetscape reconstruction expenses for Fiscal 2023 were approximately \$400,000.

Also in Fiscal 2023, the Village completed a comprehensive "refresh" of the downtown, which began in prior fiscal years. The downtown refresh expenses were approximately \$75,000.

The downtown TIF also helped fund annual maintenance, landscaping, snow removal and sound system improvements of approximately \$35,000.

The Village experienced continued interest in the façade grant program. Two façade grants were approved with a total construction cost of \$44,350 and a total reimbursement of \$22,175. Construction of the façade improvements is pending, and the reimbursements were not completed in Fiscal 2023 and are still outstanding. With the 50-percent TIF now in place during the TIF extension, the façade program can continue to support more limited façade projects, but



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**ATTACHMENT D**

Village of Plainfield Route 30 TIF District  
Statement of Activities  
2023

Route 30 TIF District continues to accumulate a TIF increment. In Fiscal 2023, the expenditures in the TIF district included the payment of 50-percent property tax rebates to the other units of local government participating in the TIF district (per the intergovernmental agreements that were established concurrently with formation of the TIF district as a “50-percent take” TIF) and payment of the property tax rebate to the developer of “The Boulevard” development per its economic incentive agreement. The economic incentive payment totaled \$329,066.13 and the total rebated to units of local government was approximately \$300,000.

With the fully stabilized Costco Wholesale site and the completion of a multi-tenant building nearing occupancy, as well as strong interest in the balance of the project, the property tax increment for the TIF district should grow in the coming years. Staff anticipates proposals for additional new commercial development during the 2023-2024 fiscal year with potential redevelopment opportunities that will require TIF assistance. Staff is also working on updating the redevelopment plan to guide request for TIF assistance as the retained Route 30 TIF increment continues to build.



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**ATTACHMENT D**

Village of Plainfield Downtown TIF District  
Statement of Activities  
2024

The 2024 fiscal year marked the second year of the TIF extension, in which the Village reimburses all units of local government with 50 percent of the TIF increment. Total spending in the TIF was approximately \$838,244, as outlined below.

The largest category of activity was the 50-percent reimbursement to the local government units, which totaled \$352,258.92:

- \$238,594.87 to Plainfield School District 202
- \$42,777.54 to Plainfield Fire Protection District
- \$26,046.56 to Will County
- \$13,329.17 to Joliet Junior College
- \$11,493.86 to Plainfield Park District
- \$8,379.39 to Plainfield Area Public Library
- \$5,825.72 to Will County Forest Preserve District
- \$3,494.50 to Plainfield Township
- \$2,317.31 to Plainfield Township Road Fund

Ongoing expenses with the remaining 50 percent of the TIF increment that remain in the Village's budget fall within four categories.

One significant expense was for the conclusion of the Illinois Street reconstruction, with the final billing of approximately \$113,000. The Village also provided façade grant reimbursements for approved projects at 24108 W. Lockport St. (\$20,361.23), 15032 S. Illinois St. (\$34,200.00) and 24038 W. Lockport St. (\$8,675.00) for a total of \$63,236.23 in façade grant reimbursements. Other categories or groupings of expenses include costs for the "downtown refresh" including costs for design of electrical systems performed by Christopher B. Burke Engineering, Ltd. And finally, the remaining costs are for ongoing snow removal, maintenance, repairs, supplies and licensing fees for public music.

Village staff believes the extension of the TIF District continues to allow the Village to stimulate investment and improvement in the downtown district that will provide an economic benefit as well as an aesthetic benefit to the public and stakeholders in the TIF District, while also now returning some financial benefit from past improvements in the TIF district to all local units of government via the 50-percent reimbursement.



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**ATTACHMENT D**

Village of Plainfield Route 30 TIF District  
Statement of Activities  
2024

Route 30 TIF District continues to accumulate a TIF increment. In Fiscal 2024, the expenditures in the TIF district included the payment of 50-percent property tax rebates to the other units of local government participating in the TIF district (per the intergovernmental agreements that were established concurrently with formation of the TIF district as a “50-percent take” TIF) and payment of the property tax rebate to the developer of “The Boulevard” development per its economic incentive agreement. The economic incentive payment totaled \$239,971.91 and the total rebated to units of local government was \$264,349.06.

Two new projects in The Boulevard were approved in April of 2024 and are now under construction, Cooper’s Hawk and Panda Express, which will generate over \$90,000 in property taxes combined. The Boulevard is seeing significant growth with more future development pending. Another project in the Route 30 TIF corridor is seeking Village approval in October 2024 that will update the current façade of a building located at 15932 S Lincoln Highway and also constructing a new 3-story self-storage facility with approximately 84,000 SF of floor space. This development should generate over \$100,000 in property taxes from a site that currently generates approximately \$28,000. As projects like these continue to grow, the Village is prepared to implement a façade and site improvement program when appropriate funding is available.

MINUTES of a regular public meeting of The Board of Library Trustees of the Plainfield Public Library District, Will and Kendall Counties, Illinois, held at the Plainfield Township Community Center, 15014 South Des Plaines Street, Plainfield, Illinois, in said Library District, at 6:30 o'clock P.M., on the 11th day of December, 2024.

\* \* \*

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, \_\_\_\_\_, the President, and the following Library Trustees at said location answered present: \_\_\_\_\_

\_\_\_\_\_

The following Library Trustees were allowed by a majority of the Library Trustees in accordance with and to the extent allowed by rules adopted by The Board of Library Trustees to attend the meeting by video or audio conference: \_\_\_\_\_

No Library Trustee was not permitted to attend the meeting by video or audio conference.

The following Library Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_

The President announced that the next item of business before the Board was the consideration of an ordinance abating the taxes heretofore levied for the year 2024 to pay debt service on the District's outstanding General Obligation Bonds (Alternate Revenue Source), Series 2024.

Whereupon the President presented and the Secretary read by title an ordinance as follows, a copy of which was provided to each Library Trustee prior to said meeting and to everyone in attendance at said meeting who requested a copy:



**ORDINANCE NO. 2024-8**

ORDINANCE abating the taxes heretofore levied for the year 2024 to pay debt service on General Obligation Bonds (Alternate Revenue Source), Series 2024, of the Plainfield Public Library District, Will and Kendall Counties, Illinois.

\* \* \*

WHEREAS, the Plainfield Public Library District, Will and Kendall Counties, Illinois (the “District”), is a duly organized and existing public library district, currently has outstanding General Obligation Bonds (Alternate Revenue Source), Series 2024 (the “2024 Bonds”); and

WHEREAS, the District has Pledged Revenues (as defined in the ordinance authorizing the issuance of the 2024 Bonds (the “Ordinance”)) on deposit in the Bond Fund (as defined in the Ordinance) available for the purpose of paying debt service on the 2024 Bonds heretofore imposed by the 2024 levy; and

WHEREAS, such Pledged Revenues are hereby directed to be used for the purpose of paying debt service on the 2024 Bonds; and

WHEREAS, it is necessary and in the best interests of the District that the taxes heretofore levied for the year 2024 to pay the 2024 Bonds be abated:

NOW, THEREFORE, Be It and It is Hereby Ordained by The Board of Library Trustees of the Plainfield Public Library District, Will and Kendall Counties, Illinois, as follows:

*Section 1. Abatement of Taxes.* The taxes heretofore levied for the year 2024 in the Ordinance are hereby abated in their entirety.

*Section 2. Filing of Ordinance.* Forthwith upon the adoption of this abatement ordinance, the Secretary of The Board of Library Trustees of the District shall file a certified copy hereof with the County Clerks of the Counties of Will and Kendall, Illinois (the “County Clerks”),

and it shall be the duty of the County Clerks to abate said taxes levied for the year 2024 in accordance with the provisions hereof.

*Section 3.*     Effective Date. This abatement ordinance shall be in full force and effect forthwith upon its adoption.

ADOPTED this 11th day of December, 2024, by a roll call vote as follows:

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_

APPROVED this 11th day of December, 2024.

\_\_\_\_\_  
President, The Board of Library Trustees

Attest:

\_\_\_\_\_  
Secretary, The Board of Library Trustees

Library Trustee \_\_\_\_\_ moved and Library Trustee \_\_\_\_\_  
seconded the motion that said ordinance as presented and read by title be adopted.

After a full discussion thereof, the President directed that the roll be called for a vote upon  
the motion to adopt said ordinance.

Upon the roll being called, the following Library Trustees voted AYE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The following Library Trustees voted NAY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Whereupon the President declared the motion carried and said ordinance adopted,  
approved, and signed the same in open meeting and directed the Secretary to record the same in  
full in the records of The Board of Library Trustees of the Plainfield Public Library District, Will  
and Kendall Counties, Illinois, which was done.

Other business not pertinent to the adoption of said ordinance was duly transacted at said  
meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned

\_\_\_\_\_  
Secretary, The Board of Library Trustees

STATE OF ILLINOIS            )  
  )  SS  
COUNTY OF WILL            )

**CERTIFICATION OF MINUTES AND ORDINANCE**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of The Board of Library Trustees of the Plainfield Public Library District, Will and Kendall Counties, Illinois (the “Board”), and as such official am the keeper of the records and files of the Board.

I further certify that the foregoing is a full, true, and complete transcript of that portion of the minutes of the meeting of the Board held on the 11th day of December, 2024, insofar as the same relates to the adoption of Ordinance No. 2024-8 entitled:

ORDINANCE abating the taxes heretofore levied for the year 2024 to pay debt service on General Obligation Bonds (Alternate Revenue Source), Series 2024, of the Plainfield Public Library District, Will and Kendall Counties, Illinois.

a true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the principal office of the Board and at the location where said meeting was held at least 48 hours in advance of the holding of said meeting, that a true, correct and complete copy of the agenda as so posted is attached hereto as Exhibit A, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, the Public Library District Act of 1991 of the State of Illinois, as amended, and the Local Government Debt Reform Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of said Library District, this 11th day of December, 2024.

---

Secretary, The Board of Library Trustees

(SEAL)

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF WILL         )

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of the County of Will, Illinois, and as such official I do further certify that on the 11th day of December, 2024, there was filed in my office a duly certified copy of an ordinance entitled:

ORDINANCE abating the taxes heretofore levied for the year 2024 to pay debt service on General Obligation Bonds (Alternate Revenue Source), Series 2024, of the Plainfield Public Library District, Will and Kendall Counties, Illinois.

duly adopted by the Board of the Plainfield Public Library District, Will and Kendall Counties, Illinois, on the 11th day of December, 2024, and that the same has been deposited in the official files and records of my office.

I do further certify that the taxes heretofore levied for the year 2024 for the payment of General Obligation Bonds (Alternate Revenue Source), Series 2024, as described in said ordinance will be abated in their entirety as provided in said ordinance.

In Witness Whereunto, I hereunto affix my official signature and the seal of said County, this 11th day of December, 2024.

---

County Clerk of Will County, Illinois

(SEAL)

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF KENDALL    )

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of the County of Kendall, Illinois, and as such official I do further certify that on the 11th day of December, 2024, there was filed in my office a duly certified copy of an ordinance entitled:

ORDINANCE abating the taxes heretofore levied for the year 2024 to pay debt service on General Obligation Bonds (Alternate Revenue Source), Series 2024, of the Plainfield Public Library District, Will and Kendall Counties, Illinois.

duly adopted by the Board of the Plainfield Public Library District, Will and Kendall Counties, Illinois, on the 11th day of December, 2024, and that the same has been deposited in the official files and records of my office.

I do further certify that the taxes heretofore levied for the year 2024 for the payment of General Obligation Bonds (Alternate Revenue Source), Series 2024, as described in said ordinance will be abated in their entirety as provided in said ordinance.

In Witness Whereunto, I hereunto affix my official signature and the seal of said County, this 11th day of December, 2024.

---

County Clerk of Kendall County, Illinois

(SEAL)