



Tuesday, October 21, 2025

Regular Board Meeting

6:30 PM

Addison Village Hall

1 Friendship Plaza

Board Room

Addison, IL 60101

1. **Call to Order**

2. **Roll Call**

Establishment of a quorum

3. **Pledge of Allegiance**

4. **Approval of the Agenda**

5. **PRESENTATION: FY2025 Annual Audit**

Nick Bava of Sikich LLP will present this year's audit report.

6. **Public Comment**

7. **Treasurer's Report**

The Treasurer will provide a report on the library's revenue for the month and year-to-date (YTD), as well as monthly and YTD expenditures, and monthly disbursements including payroll expenses.

Revenue

Received in September: \$2,615,103.00

YTD Revenue: \$6,227,734.38

Expenditures

Expended in September: \$1,470,517.62

YTD Expenditures: \$5,392,028.44

Disbursements

\$1,217,183.56 + September Payroll \$269,511.85

Grand Total for September Disbursements: \$1,486,695.41

8. **Consent Agenda**

A. Approval of Minutes

B. Approval of Bills & Disbursements

9. **Reports**

A. Director & Staff Reports

Lesley Cyrrier, Yesenia Benavidez, and Diana Magaña will attend the meeting and share information with the Board on the social services work being done by the Adult Services Department in collaboration and partnership with other agencies serving our community, and how it ties into our mission and strategic plan.

B. Statistics

C. Building Project Report

D. Friends of the Library Report

10. **New Business**

A. ACTION ITEM: Tax Levy

B. ACTION ITEM: Sam's Lab Staffing

The Board will be asked to formally approve the additional staffing that was discussed and agreed upon at the September 22, 2025 Finance Committee Meeting.

C. ACTION ITEM: Health Insurance Opt-out Incentive

D. ACTION ITEM: Surplus Equipment

- E. Discussion Item: Illinois Public Library Standards – Finance & Budget
 - F. Discussion Item: Illinois Public Library Standards – Governance & Administration
 - G. Discussion Item: Illinois Public Library Standards – Human Resources
 - H. Discussion Item: Illinois Public Library Standards – Information Services
 - I. Discussion Item: Time Capsule
 - J. Discussion: Holiday Decorations
11. **Closed Session (if needed)**
 12. **Correspondence & Announcements**
 - A. Patron Communication
 - B. Other Correspondence
 13. **Additional Discussion**
 14. **Adjournment**



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5. **PRESENTATION: FY2025 Annual Audit**
6. **Public Comment**
7. **Treasurer's Report**
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 - B. Approval of Bills & Disbursements
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 - A. Director & Staff Reports
 - B. Statistics
 - C. Building Project Report
 - D. Friends of the Library Report
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 - B. ACTION ITEM: Sam's Lab Staffing
 - C. ACTION ITEM: Health Insurance Opt-out Incentive
 - D. ACTION ITEM: Surplus Equipment
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**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

**AUDITOR'S COMMUNICATION TO THE
MEMBERS OF THE PUBLIC LIBRARY BOARD**

For the Year Ended April 30, 2025



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ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
AUDITOR'S COMMUNICATION TO THE
MEMBERS OF THE PUBLIC LIBRARY BOARD
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1415 West Diehl Road, Suite 400
Naperville, IL 60563
630.566.8400

SIKICH.COM

September 25, 2025

Members of the Public Library Board
Addison Public Library
4 Friendship Plaza
Addison, Illinois 60101

Ladies and Gentlemen:

As part of our audit process we are required to have certain communications with those charged with governance at the beginning of our audit process and at the conclusion of the audit. Those communications include information related to the planned scope and timing of our audit, as well as other information required by audit standards. Our communication at the beginning of our audit process along with our questionnaire regarding consideration of fraud in a financial statement audit was sent to you in June 2025.

In addition, auditing standards require the communication of internal control related matters to those charged with governance. Our management letter, as well as a listing of future pronouncements that may affect the Library, are enclosed within this document.

This information is intended solely for the use of the members of the Public Library Board and management of the Library and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

A handwritten signature in black ink that reads "Sikich CPA LLC".

Sikich CPA LLC
By: Nick Bava CPA, MAS
Principal

1415 West Diehl Road, Suite 400
Naperville, IL 60563
630.566.8400

SIKICH.COM

September 25, 2025

Members of the Public Library Board
Addison Public Library
Addison, Illinois

We have audited the financial statements of the governmental activities and each major fund of the Addison Public Library for the year ended April 30, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 1, 2025. Professional standards also require that we communicate to you the following information related to our audit.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Addison Public Library (the Library) are described in Note 1 to the basic financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended April 30, 2025, with the exception of GASB Statement No. 101, *Compensated Absences*. We noted no transactions entered into by the Library during the year for which there is a lack of authoritative guidance or consensus.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We noted the pension actuarial valuation is particularly sensitive estimates made by management during our audit of the financial statements.

Management's estimate of the Library's total pension liability is based on various actuarially determined amounts, including estimated investment returns, dates of employee retirement, discount rates, and mortality rates. We evaluated key factors and assumptions used to develop the management's estimate of the Library's total pension liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. We noted no particularly sensitive disclosures during our audit of the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The uncorrected misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the financial statements under audit. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole, except for AJE#03 and AJE#04.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated September 25, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Library's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Library's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Required Supplementary Information and management discussion analysis as listed in the table on contents, which is required supplementary information (RSI), that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

With respect to the supplemental data accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplemental data to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on supplementary information, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Retention on Use

This information is intended solely for the use of the members of the Public Library Board and management of the Addison Public Library and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Sikich CPA LLC

Sikich CPA LLC
By: Nick Bava, CPA, MAS
Principal

ADDISON PUBLIC LIBRARY

Year End: April 30, 2025

Adjusting Journal Entries

Date: 5/1/2024 To 4/30/2025

Account No: AJE#01 To AJE#04

Number	Date	Name	Account No	Amount
AJE#01	4/30/2025	Employee I.M.R.F. Payable	10-22-0230 LGF-10	(13,652.69)
AJE#01	4/30/2025	Employer I.M.R.F. Expense	10-50-2300 LGF-10	13,652.69
		To record the 12th month of IMRF expense		
AJE#02	4/30/2025	Prepaid Items	10-13-0100 LGF-10	39,278.76
AJE#02	4/30/2025	Other Insurance Withholding Payable	10-22-0255 LGF-10	(110.00)
AJE#02	4/30/2025	Other Insurance Withholding Payable	10-22-0255 LGF-10	(75.70)
AJE#02	4/30/2025	Other Insurance Withholding Payable	10-22-0255 LGF-10	(519.03)
AJE#02	4/30/2025	Other Insurance Withholding Payable	10-22-0255 LGF-10	(786.63)
AJE#02	4/30/2025	Health Insurance	10-50-2400 LGF-10	(34,984.52)
AJE#02	4/30/2025	Health Insurance	10-50-2400 LGF-10	(2,485.32)
AJE#02	4/30/2025	Health Insurance	10-50-2400 LGF-10	(317.56)
		To adjust 1 month of insurance that is related to May 2025		
AJE#03	4/30/2025	Books and Materials	95-14-0450 GFA-95	10,301.07
AJE#03	4/30/2025	Office Equipment	95-14-0480 GFA-95	619,822.00
AJE#03	4/30/2025	Office Equipment	95-14-0480 GFA-95	31,874.00
AJE#03	4/30/2025	Accumulated Depreciation	95-20-1000 GFA-95	(619,822.00)
AJE#03	4/30/2025	Accumulated Depreciation	95-20-1000 GFA-95	(32,860.00)
AJE#03	4/30/2025	Net Capital Assets	95-30-0600 GFA-95	(10,301.07)
AJE#03	4/30/2025	Net Capital Assets	95-30-0600 GFA-95	(31,874.00)
AJE#03	4/30/2025	Net Capital Assets	95-30-0600 GFA-95	32,860.00
		To adjust for fixed asset activity		
AJE#04	4/30/2025	Accounts Payable	80-21-2750 CIF-80	(212,689.00)
AJE#04	4/30/2025	Renovation Project	80-55-1905 CIF-80	212,689.00
		To record retainage noted during expenditure testing		

PASSED ADJUSTMENTS

Description	Addison Public Library		GOVERNMENTAL ACTIVITIES GENERAL FUND (OPINION UNITS)	
	Assets/Deferred Outflows of Resources	(Liabilities/ Deferred Inflows of Resources)	Net Position/Fund Balance	Change in Net Position/Fund Balance
For the Year Ended 4/30/2025				
All entries posted as Debit (Credit)				
ADDISON PUBLIC LIBRARY				
General Fund				
Current Effect of Prior Period Passed AJE's that have carried forward to Current Period	\$ -	\$ -	\$ -	\$ -
To record accrued interest on Ehlers investment account	54,936	-	(51,498)	(3,438)
Total General Fund	\$ 54,936	\$ -	\$ (51,498)	\$ (3,438)
Governmental Activities				
Current Effect of Prior Period Passed AJE's that have carried forward to Current Period	\$ -	\$ -	\$ -	\$ -
To record OPEB liability, deemed immaterial by the Library	-	(78,996)	78,996	-
To record accrued interest on Ehlers investment account	54,936	-	(51,498)	(3,438)
Total Governmental Activities	\$ 54,936	\$ (78,996)	\$ 27,498	\$ (3,438)

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

MANAGEMENT LETTER

April 30, 2025

1415 West Diehl Road, Suite 400
Naperville, IL 60563
630.566.8400

SIKICH.COM

Members of the Public Library Board
Addison Public Library
Addison, Illinois

In planning and performing our audit of the financial statements of the governmental activities and each major fund of the Addison Public Library, Addison, Illinois (the Library) as of and for the year ended April 30, 2025, in accordance with auditing standards generally accepted in the United States of America, we considered the Library's system of internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, we do not express an opinion on the effectiveness of the Library's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This report is intended solely for the information and use of the members of the Public Library Board and the management of the Library and is not intended to be and should not be used by anyone other than these specified parties.

SIKICH CPA LLC

Naperville, Illinois
September 25, 2025

DEFICIENCY

Year-End Close Procedures

During our audit we proposed various audit adjustments, which management has reviewed and approved. Adjustments that were proposed were the result of recurring year end accruals that were not recorded.

Generally accepted auditing standards emphasize that the external auditor cannot be part of an entity's internal control process over financial reporting. We recommend that procedures or checklists be adopted and followed to include all procedures that management determines are needed to be performed on a monthly or year-end basis to ensure general ledger accounts are properly adjusted.

OTHER COMMENTS

Future Accounting Pronouncements

GASB Statement No. 102, *Certain Risk Disclosures*, provides users of government financial statements with essential information about risks related to a government's vulnerabilities due to certain concentrations or constraints. This Statement defines a concentration as a lack of diversity related to an aspect of a significant inflow of resources or outflow of resources. A constraint is a limitation imposed on a government by an external party or by formal action of the government's highest level of decision-making authority. This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within twelve months of the date the financial statements are issued. If a government determines that those criteria for disclosure have been met for a concentration or constraint, it should disclose information in the notes to financial statements in sufficient detail to enable users of financial statements to understand the nature of the circumstances disclosed and the government's vulnerability to the risk of a substantial impact. The requirements of this Statement are effective for the fiscal year ended April 30, 2026.

GASB Statement No. 103, *Financial Reporting Model Improvements*, improves key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government's accountability. This statement also addresses certain application issues. This Statement requires that the information presented in MD&A be limited to the related topics discussed in five sections: (1) Overview of the Financial Statements, (2) Financial Summary, (3) Detailed Analyses, (4) Significant Capital Asset and Long-Term Financing Activity, and (5) Currently Known Facts, Decisions, or Conditions. Furthermore, this Statement stresses that the detailed analyses should explain why balances and results of operations changed rather than simply presenting the amounts or percentages by which they changed. This Statement describes unusual or infrequent items as transactions and other events that are either unusual in nature or infrequent in occurrence. This Statement requires that the proprietary fund statement of revenues, expenses, and

OTHER COMMENTS (Continued)

Future Accounting Pronouncements (Continued)

changes in fund net position continue to distinguish between operating and nonoperating revenues and expenses. Operating revenues and expenses are defined as revenues and expenses other than nonoperating revenues and expenses. Nonoperating revenues and expenses are defined as (1) subsidies received and provided, (2) contributions to permanent and term endowments, (3) revenues and expenses related to financing, (4) resources from the disposal of capital assets and inventory, and (5) investment income and expenses. This Statement requires governments to present each major component unit separately in the reporting entity's statement of net position and statement of activities if it does not reduce the readability of the statements. This Statement requires governments to present budgetary comparison information using a single method of communication - RSI. Governments also are required to present (1) variances between original and final budget amounts and (2) variances between final budget and actual amounts. An explanation of significant variances is required to be presented in notes to RSI. The requirements of this Statement are effective for the fiscal year ending April 30, 2027.

GASB Statement No. 104, *Disclosure of Certain Capital Assets*, requires certain types of capital assets to be disclosed separately in the capital asset note disclosures. Lease assets recognized in accordance with GASB Statement No. 87, *Leases*, and intangible right-to-use assets recognized in accordance with Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, should be disclosed separately by major class of underlying asset in the capital assets note disclosures. Subscription assets recognized in accordance with Statement No. 96, *Subscription-Based Information Technology Arrangements*, also should be separately disclosed. In addition, this Statement requires intangible assets other than those three types to be disclosed separately by major class. This Statement also requires additional disclosures for capital assets held for sale. A capital asset is a capital assets held for sale if (a) the government has decided to pursue the sale of the capital asset and (b) it is probably that the sale will be finalized within one year of the financial statement date. Governments should consider relevant factors to evaluate the likelihood of the capital asset being sold within the established time frame. This Statement requires that capital assets held for sale be evaluated each reporting period. Governments should disclose (1) the ending balance of capital assets held for sale, with separate disclosure for historical cost and accumulated depreciation by major class of asset, and (2) the carrying amount of debt for which the capital assets held for sale are pledged as collateral for each major class of asset. The requirements of this Statement are effective for the fiscal year ending April 30, 2027.

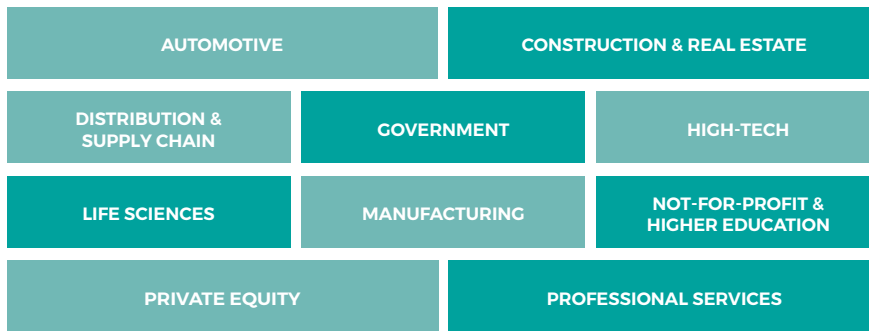
We will advise the Library of any progress made by GASB in developing this and other future pronouncements that may have an impact on the financial position and changes in financial position of the Library.

Sikich is a global company specializing in technology-enabled professional services.

Now with more than 1,900 employees, Sikich draws on a diverse portfolio of technology solutions to deliver transformative digital strategies and ranks as one of the largest CPA firms in the United States. From corporations and not-for-profits to state and local governments and federal agencies, Sikich clients utilize a broad spectrum of services and products to help them improve performance and achieve long-term, strategic goals.

INDUSTRIES

Sikich provides services and solutions to a wide range of industries. We have devoted substantial resources to develop a significant base of expertise and experience in:



SPECIALIZED SERVICES

ACCOUNTING, AUDIT, TAX & CONSULTING SERVICES

- Outsourced Accounting
- Audit & Assurance
- Consulting Services
- Employee Benefit Plan Audits
- International Tax
- Tax

TECHNOLOGY

- Business Application
- Cloud & Infrastructure
- Consulting & Implementation
- Cybersecurity & Compliance
- Digital Transformation Consulting

ADVISORY

- Forensic & Valuation Services
- Governance, Risk & Compliance Services
- Human Capital Management & Payroll Consulting
- Insurance Services
- Investment Banking
- Marketing & Communications
- Retirement Plan Services
- Regulatory, Quality & Compliance
- Site Selection & Business Incentives
- Succession Planning
- Supply Chain
- Transaction Advisory Services
- Wealth Management
- Workforce Risk Management

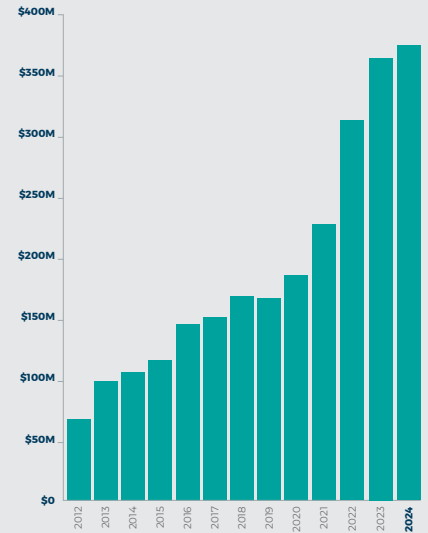
Sikich practices in an alternative practice structure in accordance with the AICPA Professional Code of Conduct and applicable law, regulations, and professional standards. Sikich CPA LLC is a licensed CPA firm that provides audit and attest services to its clients, and Sikich LLC and its subsidiaries provide tax and business advisory services to its clients. Sikich CPA LLC has a contractual arrangement with Sikich LLC under which Sikich LLC supports Sikich CPA LLC's performance of its professional services. Sikich LLC and its subsidiaries are not licensed CPA firms.

"Sikich" is the brand name under which Sikich CPA LLC and Sikich LLC provide professional services. The entities under the Sikich brand are independently owned and are not liable for the services provided by any other entity providing services under the Sikich brand. The use of the terms "our company", "we" and "us" and other similar terms denote the alternative practice structure of Sikich CPA LLC and Sikich LLC.

Securities offered through Sikich Corporate Finance LLC, member FINRA/SIPC. Investment advisory services offered through Sikich Financial, an SEC Registered Investment Advisor.

WHO WE ARE

TOTAL PERSONNEL **1,900+**
 2024 REVENUE **\$375M**



OFFICE LOCATIONS

Ahmedabad, GJ	Los Angeles, CA*
Alexandria, VA	877.279.1900
703.836.1350	Sacramento, CA*
703.836.6701	925.577.5144
Bangalore, KA	Milwaukee, WI
Boston, MA	262.754.9400
508.485.5588	Naperville, IL
Chattanooga, TN	630.566.8400
423.954.3007	Peoria, IL
Chicago, IL	309.694.4251
312.648.6666	Princeton, NJ
Cleveland, OH	609.285.5000
330.864.6661	Springfield, IL
Coimbatore, TN	217.793.3363
Decatur, IL	St. Louis, MO
217.423.6000	314.275.7277
Indianapolis, IN	
317.842.4466	

**Perform only Technology and Advisory services*

CULTURE

Our dynamic work culture fosters learning, growth and innovation, attracting top-notch team members who see the big picture. Sikich's culture is built on a flexible, trusting work environment and the key pillars of Absolute Integrity, Bias for Action, Continuous Innovation and Servant Leadership. We believe our people are our greatest asset and work hard to ensure that all team members feel empowered, comfortable and valued.



CERTIFICATIONS & AWARDS

All professional accounting staff with more than one year of experience have earned or are working toward earning the Certified Public Accountant designation. Sikich is a member of the **American Institute of Certified Public Accountants' Governmental Audit Quality Center** and the **Employee Benefit Plan Audit Quality Center**.



We adhere to the strict requirements of membership, which assure we meet the highest standards of audit quality. **In 2023, Sikich received its 12th consecutive unmodified ("pass") peer review report**, the highest level of recognition conferred upon a public accounting firm for its quality control systems.



Sikich ranks among the **top 30 firms nationally** on the **Accounting Today Top 100 Firms list**.

Sikich is among the **50 firms that place on Inside Public Accounting's 2024 Best of the Best Firms**, an exclusive list that ranks organizations on key areas of management, growth and strategic vision.



Sikich is a **Microsoft Dynamics' 2023/2024 Inner Circle** award recipient, a recognition that places Sikich in the **top 1% of all Microsoft Business Applications partners globally**.



We also maintain the **Oracle NetSuite 5 Star Award** and are among the **top three U.S. partners of Oracle NetSuite**.



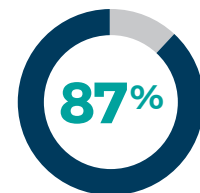
Sikich ranks on the **Redmond Channel Partner Magazine's top 350 Microsoft partners in the U.S.**, **CRN's Top 500 Managed Service Providers**, **CRN's Top 500 Solution Providers** and **Channel Futures' MSP 501**.



NET PROMOTER SCORE

The firm's overall Net Promoter Score (NPS) is 87%.

This is a measure of our clients' willingness to recommend Sikich's services and products. An NPS of 50% is considered excellent, and 70% NPS is considered world-class.





**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

ANNUAL FINANCIAL REPORT

For the Year Ended April 30, 2025



SIKICH.COM

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
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ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
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INDEPENDENT AUDITOR'S REPORT

1415 West Diehl Road, Suite 400
Naperville, IL 60563
630.566.8400

SIKICH.COM

INDEPENDENT AUDITOR'S REPORT

Members of the Public Library Board
Addison Public Library
Addison, Illinois

Opinions

We have audited the accompanying financial statements of the governmental activities and each major fund of the Addison Public Library (the Library) as of and for the year ended April 30, 2025, and the related notes to financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

In our opinion, the basic financial statements, present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Addison Public Library, as of April 30, 2025, and the respective changes in financial position, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under these standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Library and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Library's basic financial statements. The supplemental data is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplemental data is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements.

The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

We also previously audited, in accordance with auditing standards generally accepted in the United States of America, financial statements of the governmental activities and each major fund of the Library as of and for the year ended April 30, 2024, and we expressed unmodified opinions on those basic financial statements. The audit was conducted for purposes of forming an opinion on the basic financial statements as a whole. The schedules of revenues, expenditures, and changes in fund balance - budget and actual for each fund and the schedules of expenditures - budget and actual with comparative actual is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2024 basic financial statements. The information has been subjected to the auditing procedures applied in the audit of those basic financial statements and certain additional procedures including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements from which it has been derived.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the supplementary information but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Sibich CPA LLC

Naperville, Illinois
September 25, 2025

**GENERAL PURPOSE EXTERNAL
FINANCIAL STATEMENTS**

ADDISON PUBLIC LIBRARY

MANAGEMENT DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED APRIL 30, 2025

Introduction

This discussion and analysis of the Addison Public Library's financial performance provides a narrative overview of the Library's financial activities for the fiscal year ending April 30, 2025. Readers are encouraged to consider the information presented in conjunction with the financial statements as a whole.

Financial Highlights

- The assets and deferred outflows of resources of the Library exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$24,868,617. Of this amount, \$19,218,706 in unrestricted funds may be used to meet the Library's ongoing obligations to citizens and creditors.
- As of the close of the current fiscal year, the Library's governmental funds reported an ending fund balance of \$19,177,258. Of this amount, \$15,190,653 is committed for capital projects, \$53,624 is non-spendable for pre-paid items in and \$3,595,599 in unrestricted funds is available for spending at the Library's discretion. \$337,382 is restricted for special levies.

Overview of the Financial Statements

The Library's basic financial statements include three components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the financial statements

This dual focus on both the Library as a whole (government-wide) and the major individual funds allows the reader to broaden the basis for comparison (year-to-year or government to government) and enhances the Library's accountability.

Government wide financial statements are designed to provide readers with a broad overview of the Library's finances, in a manner similar to a private-sector business. There are two government-wide financial statements: **The Statement of Net Position** and **The Statement of Activities**.

The **Statement of Net Position** presents information on all of the Library's assets, deferred outflows and liabilities and deferred inflows, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Library is improving or deteriorating.

The **Statement of Activities** presents information showing how the Library's net position changed during the most recent fiscal year.

Fund financial statements tell how services were paid for as well as what remains for future spending. Fund financial statements also report the Library's operations in more detail than the government-wide financial statements.

(See independent auditor's report)

Notes to the financial statements provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements.

Financial Analysis

As noted above, net position may serve, over time, as a useful indicator of a government's financial position. The following table indicates that in the case of the Addison Public Library, assets exceed liabilities by \$24,868,617. A large portion of the Library's net position reflects its investment in capital assets (e.g. building, books, furniture and fixtures, equipment, and improvements). The Library uses these capital assets to provide services to our patrons and consequently these assets are not available to liquidate liabilities or for future spending.

For the year ended April 30, 2025, the Library's net position increased by \$1,048,177. A complete comparative analysis is presented below.

Table 1
Statement of Net Position
April 30, 2024 and April 30, 2025

	2024	2025
Current and Other Assets	\$ 26,842,144	\$ 26,470,354
Capital Assets, net of accumulated depreciation	\$ 2,986,505	\$ 2,833,074
Capital Assets, not being depreciated	\$ 544,034	\$ 3,271,496
Deferred Outflows	\$ 671,279	\$ 341,851
Total Assets and Deferred Outflows	\$ 31,043,962	\$ 32,916,775
Current Liabilities	\$ 284,585	\$ 1,248,299
Noncurrent Liabilities	\$ 924,718	\$ 745,652
Deferred Inflows	\$ 6,014,219	\$ 6,054,207
Total Liabilities and Deferred Inflows	\$ 7,223,522	\$ 8,948,158
Net Position:		
Net investment in capital assets	\$ 3,471,117	\$ 5,312,529
Restricted for special levies	\$ 200,472	\$ 337,382
Unrestricted	\$ 20,148,851	\$ 19,218,706
Total Net Position	\$ 23,820,440	\$ 24,868,617

(See independent auditor's report)

Governmental Activities

The governmental activities of the Library reflect the Library's basic services, including materials collections, reference and reader's services, programming, interlibrary loan and outreach services. The following table summarizes the revenues and expenses of the Library's governmental activities for fiscal years ended 2024 and 2025.

Table 2
Changes in Net Position
Year ended April 30, 2024 and 2025

	2024		2025	
Revenues				
Program Revenues				
Fines and Fees	\$	27,245	\$	27,722
Intergovernmental	\$	53,015	\$	57,253
General Revenues				
Property Taxes	\$	5,948,333	\$	6,032,337
Investment Income	\$	737,430	\$	882,416
Miscellaneous	\$	62,077	\$	14,111
Total Revenues	\$	6,828,100	\$	7,013,839
Expenses				
Culture and Recreation	\$	5,079,928	\$	5,965,662
Total Expenses	\$	5,079,928	\$	5,965,662
Change in Net Position	\$	1,748,172	\$	1,048,177
Total Net Position, May 1	\$	22,072,268	\$	23,820,440
Total Net Position, April 30	\$	23,820,440	\$	24,868,617

Governmental Funds Analysis

At the end of the current fiscal year, the combination of Library governmental funds had an overall deficiency of revenue over expenditures.

(See independent auditor's report)

Table 3
Statement of General Fund Revenues and Expenditures
Year ended April 30, 2024 and April 30, 2025

	2024	2025
Revenues		
Taxes	\$ 5,948,333	\$ 6,032,337
Fines and Fees	\$ 27,245	\$ 27,722
Intergovernmental	\$ 53,015	\$ 57,253
Investment Income	\$ 710,403	\$ 848,443
Miscellaneous	\$ 62,077	\$ 14,111
Total	\$ 6,801,073	\$ 6,979,866
Expenditures		
Salaries and Benefits	\$ 3,542,610	\$ 3,728,683
Library Materials	\$ 692,298	\$ 682,327
All Other Operating Expenditures*	\$ 1,065,731	\$ 1,010,305
Total	\$ 5,300,639	\$ 5,421,315

*Building insurance, general office and facility supplies, processing costs, audit, utilities, professional fees, contractual services, program expenses, automation/technology, etc.

Capital Assets

The Library's investment in capital assets for governmental activities on April 30, 2024, net of \$2,560,408 of accumulated depreciation, was \$3,530,539.

The Library's investment in capital assets for governmental activities on April 30, 2025, net of \$2,751,842 of accumulated depreciation, was \$6,104,570.

Table 4
Capital Assets
Year ended April 30, 2024 and April 30, 2025

	2024	2025
Assets		
Construction in Progress	\$ 544,034	\$ 3,271,496
Buildings and Improvements	\$ 1,060,653	\$ 1,060,653
Operating Equipment	\$ 3,316,609	\$ 3,322,738
Office Equipment	\$ 1,169,651	\$ 1,201,525
Less – Accumulated Depreciation	\$ (2,560,408)	\$ (2,751,842)
TOTAL (net of depreciation)	\$ 3,530,539	\$ 6,104,570

See Note 4 in the notes to the financial statements for additional capital asset information.

(See independent auditor's report)

Table 5
General Fund Balances
Year ended April 30, 2024 and April 30, 2025

	2025 Original Budget	2025 Final Budget	2025 Actual	2024 Actual
Revenues				
Taxes	\$ 6,079,657	6,079,657	6,032,337	5,948,333
Intergovernmental	\$ 53,660	53,660	57,253	53,015
Fines and Fees	\$ 20,000	20,000	27,722	27,245
Interest Income	\$ 320,000	320,000	848,443	710,403
Miscellaneous	\$ 10,100	10,100	14,111	62,077
Total Revenues	\$ 6,483,417	6,483,417	6,979,866	6,801,073
Expenditures				
Culture & Recreation	\$ 6,381,940	6,381,940	5,421,315	5,300,639
Total Expenditures	\$ 6,381,940	6,381,940	5,421,315	5,300,639
Excess (Deficiency) of Revenues over Expenditures	\$ 101,477	101,477	1,558,551	1,500,434
Other Financing Sources (Uses)				
Transfers (Out)	\$ -	-	(750,000)	(1,800,000)
Total other financing sources (uses)	\$ -	-	(750,000)	(1,800,000)
Fund Balance (beginning, as reported)			\$3,178,054	
Fund Balance (ending)			\$3,986,605	

Requests for Information

This financial report is designed to provide a general overview of the Addison Public Library's finances. Questions and comments concerning any information provided in this report should be addressed to Mary Medjo Me Zengue, Director, Addison Public Library, 4 Friendship Plaza, Addison, Illinois, 60101.

BASIC FINANCIAL STATEMENTS

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

STATEMENT OF NET POSITION

April 30, 2025

	Governmental Activities
ASSETS	
Cash and investments	\$ 20,371,734
Receivables (net of allowance where applicable)	
Property taxes	5,992,137
Prepaid expenses	53,624
Due from other governments	52,859
Capital assets not being depreciated	3,271,496
Capital assets being depreciated (net of accumulated depreciation)	<u>2,833,074</u>
 Total assets	 <u>32,574,924</u>
DEFERRED OUTFLOWS OF RESOURCES	
Pension related items - IMRF	<u>341,851</u>
 Total deferred outflows of resources	 <u>341,851</u>
 Total assets and deferred outflows of resources	 <u>32,916,775</u>
LIABILITIES	
Accounts payable	1,135,032
Accrued payroll	113,267
Noncurrent liabilities	
Due in less than one year	30,540
Due in more than one year	<u>715,112</u>
 Total liabilities	 <u>1,993,951</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred revenue - property taxes	5,992,137
Pension related items - IMRF	<u>62,070</u>
 Total deferred inflows of resources	 <u>6,054,207</u>
NET POSITION	
Invested in capital assets	5,312,529
Restricted for special levies	337,382
Unrestricted	<u>19,218,706</u>
 TOTAL NET POSITION	 <u><u>\$ 24,868,617</u></u>

See accompanying notes to financial statements.

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

STATEMENT OF ACTIVITIES

For the Year Ended April 30, 2025

FUNCTIONS/PROGRAMS	Program Revenues				Net (Expense) Revenue and Change in Net Position
PRIMARY GOVERNMENT	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental Activities					
Culture and recreation	\$ 5,965,662	\$ 27,722	\$ 57,253	\$ -	\$ (5,880,687)
TOTAL PRIMARY GOVERNMENT	\$ 5,965,662	\$ 27,722	\$ 57,253	\$ -	(5,880,687)
			General Revenues		
			Taxes		
			Property and replacement		6,032,337
			Investment income		882,416
			Miscellaneous		14,111
			Total		6,928,864
			CHANGE IN NET POSITION		1,048,177
			NET POSITION, MAY 1		23,820,440
			NET POSITION, APRIL 30		\$ 24,868,617

See accompanying notes to financial statements.

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

**BALANCE SHEET
GOVERNMENTAL FUNDS**

April 30, 2025

	General	Capital Projects	Total
ASSETS			
Cash and investments	\$ 4,225,643	\$ 16,146,091	\$ 20,371,734
Property taxes receivable	5,992,137	-	5,992,137
Prepaid items	53,624	-	53,624
Due from other governments	52,859	-	52,859
TOTAL ASSETS	\$ 10,324,263	\$ 16,146,091	\$ 26,470,354
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES			
LIABILITIES			
Accounts payable	\$ 179,594	\$ 955,438	\$ 1,135,032
Accrued payroll	113,267	-	113,267
Total liabilities	292,861	955,438	1,248,299
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue - property taxes	5,992,137	-	5,992,137
Unavailable revenue - grants	52,660	-	52,660
Total deferred inflows of resources	6,044,797	-	6,044,797
FUND BALANCES			
Nonspendable in form - prepaid items	53,624	-	53,624
Restricted for special levies	337,382	-	337,382
Committed for capital projects	-	15,190,653	15,190,653
Unrestricted, unassigned			
General Fund	3,595,599	-	3,595,599
Total fund balances	3,986,605	15,190,653	19,177,258
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 10,324,263	\$ 16,146,091	\$ 26,470,354

See accompanying notes to financial statements.

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

**RECONCILIATION OF FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION**

April 30, 2025

FUND BALANCES OF GOVERNMENTAL FUNDS	\$ 19,177,258
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds	6,104,570
Grant revenue appropriated by the state, but not yet issued to the local government are reported as deferred revenues at the fund level, but on the government-wide level they are reported as revenues	52,660
Deferred outflows of resources related to the Library's participation in IMRF are not financial resources and, therefore, are not reported in the governmental funds	341,851
Deferred inflows of resources related to the Library's participation in IMRF are not financial resources and, therefore, are not reported in the governmental funds	(62,070)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds Net pension liability - IMRF	(542,053)
Compensated absences are not a current liability and, therefore, is not reported in the governmental funds	<u>(203,599)</u>
NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>\$ 24,868,617</u></u>

See accompanying notes to financial statements.

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

**STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS**

For the Year Ended April 30, 2025

	General	Capital Projects	Total
REVENUES			
Taxes	\$ 6,032,337	\$ -	\$ 6,032,337
Intergovernmental	57,253	-	57,253
Fines and fees	27,722	-	27,722
Investment income	848,443	33,973	882,416
Miscellaneous	14,111	-	14,111
Total revenues	6,979,866	33,973	7,013,839
EXPENDITURES			
Culture and recreation	5,421,315	-	5,421,315
Capital outlay	-	2,940,151	2,940,151
Total expenditures	5,421,315	2,940,151	8,361,466
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES			
	1,558,551	(2,906,178)	(1,347,627)
OTHER FINANCING SOURCES (USES)			
Transfers in	-	750,000	750,000
Transfers (out)	(750,000)	-	(750,000)
Total other financing sources (uses)	(750,000)	750,000	-
NET CHANGE IN FUND BALANCES			
	808,551	(2,156,178)	(1,347,627)
FUND BALANCES, MAY 1			
	3,178,054	17,346,831	20,524,885
FUND BALANCES, APRIL 30			
	\$ 3,986,605	\$ 15,190,653	\$ 19,177,258

See accompanying notes to financial statements.

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL
FUNDS TO THE STATEMENT OF ACTIVITIES

For the Year Ended April 30, 2025

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	\$ (1,347,627)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlay as expenditures; however, they are capitalized and depreciated in the statement of activities	3,441,663
Depreciation in the statement of activities does not require the use of current financial resources and, therefore, is not reported as expenditures in governmental funds	(867,632)
Certain revenues are not available to pay liabilities of the current period	(357)
The change in deferred outflows for the Illinois Municipal Retirement Fund is reported as an expense on the statement of activities	(329,428)
The change in deferred inflows for the Illinois Municipal Retirement Fund is reported as an expense on the statement of activities	(27,508)
The change in the net pension liability is reported as an expense on the statement of activities	191,026
The change in compensated absences is shown as a functional expense on the statement of activities	<u>(11,960)</u>
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>\$ 1,048,177</u></u>

See accompanying notes to financial statements.

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

NOTES TO FINANCIAL STATEMENTS

April 30, 2025

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Addison Public Library (the Library) have been prepared in conformity with accounting principles generally accepted in the United States of America, as applied to government units (hereinafter referred to generally accepted accounting principles (GAAP)). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Library's accounting policies are described below.

a. Reporting Entity

The Library is a municipal corporation governed by an elected president and six-member board of trustees. As required by GAAP, these financial statements present the Library and any existing component units. Currently, the Library does not have any component units and based on criteria of GASB Statement No. 61, *The Financial Reporting Entity: Omnibus - an Amendment of GASB Statements No. 14 and No. 34*, the Library has been determined not to be a component unit of the Village of Addison, Illinois (the Village).

The Library has determined that the Friends of the Addison Public Library (the Friends) meets the requirements of GASB Statement No. 39, *Determining Whether Certain Organizations Are Component Units, an Amendment of GASB Statement 14*, and GASB Statement No. 61, *The Financial Reporting Entity - Omnibus*. However, the Friends is not significant to the Library and, therefore, is not included in this report.

b. Fund Accounting

The accounts of the Library are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements.

Funds are classified as governmental funds.

Governmental funds are used to account for all or most of a government's general activities, including the acquisition or construction of capital assets (capital projects funds). The General Fund is used to account for all activities of the general government not accounted for in some other fund.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the Library. The effect of material interfund activity has been eliminated from these statements. Governmental activities are normally supported by taxes and intergovernmental revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function, segment, or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and standard revenues that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for major governmental funds.

The Library reports the following major governmental funds:

The General Fund is the Library's primary operating fund. It accounts for all financial resources of the Library, except those accounted for in another fund.

The Capital Projects Fund is used to account for capital asset acquisitions.

d. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period, usually 60 days. The Library recognizes property taxes when they become both measurable and available or earned in the year intended to finance. Expenditures are recorded when the related fund liability is incurred.

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d. Measurement Focus, Basis of Accounting, and Financial Statement Presentation
(Continued)

Those revenues susceptible to accrual are property taxes and interest revenue. Fine revenue is not susceptible to accrual because generally it is not measurable until received in cash. The Library reports unavailable/deferred revenue and unearned revenue on its financial statements. Unavailable/deferred revenues arise when a potential revenue does not meet the measurable and available or earned criteria for recognition in the current period. Unearned revenues arise when resources are received by the Library before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the Library has a legal claim to the resources, the deferred inflow for unavailable/deferred revenue or the liability for unearned revenue is removed from the financial statements and revenue is recognized.

e. Investments

Investments are stated at fair value.

Investments with a maturity greater than one year when purchased and all investments are stated at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

f. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental columns in the government-wide financial statements. Capital assets are defined by the Library as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value or service capacity of the asset or materially extend asset lives are not capitalized.

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

f. Capital Assets (Continued)

Major outlays for capital assets and improvements are capitalized as projects are constructed. Property, plant, and equipment is depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Building improvements	5-40
Operating equipment	3-5
Office equipment	5-30

g. Prepaid Items/Expenses

Payments made to vendors for services that will benefit periods beyond the date of this report are recorded as prepaid items/expenses, if any.

h. Compensated Absences

The Library implemented GASB Statement 101, *Compensated Absences*, for fiscal year ended April 30, 2025. Vested or accumulated vacation and sick leave that is due to employees who have retired or terminated by the end of the year is reported as an expenditure and a fund liability of the governmental fund that will pay it. Vested or accumulated vacation and sick leave of governmental activities is recorded as an expense and liability of those funds as the benefits accrue to employees. The entire balance of vacation leave is recognized as a liability at year end. A liability is recognized for the portion of accumulating sick leave benefits that is estimated to be more likely than not to be used for time off or otherwise paid in cash or settled through noncash means.

i. Interfund Transactions

Interfund services transactions are accounted for as revenues or expenditures. Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund, are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed.

All other interfund transactions, except interfund services transactions and reimbursements, are reported as transfers.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

j. Fund Balances/Net Position

In the fund financial statements, governmental funds can report nonspendable fund balance for amounts that are either not spendable in form or legally for contractually required to be maintained intact. Restrictions of fund balance are reported for amounts constrained by legal restrictions from outside parties for use for a specific purpose, or externally imposed by outside entities. None of the restricted fund balance result from enabling legislation adopted by the Library. Committed fund balance is constrained by formal actions of the Library's Board of Trustees, which is considered the Library's highest level of decision-making authority. Formal actions include resolutions and ordinances approved by the Library's Board of Trustees. Assigned fund balance represents amounts constrained by the Library's intent to use them for a specific purpose. The authority to assign fund balance has been delegated to the Library Director by the Library Board of Trustees. Any residual fund balance in the General Fund or deficit fund balance in other funds is reported as unassigned.

The Library's flow of funds assumption prescribes that the funds with the highest level of constraint are expended first. If restricted or unrestricted funds are available for spending, the restricted funds are spent first. Additionally, if different levels of unrestricted funds are available for spending, the Library considered committed funds to be expended first following by assigned and then unassigned funds.

In the government-wide financial statements, restricted net position is legally restricted by outside parties for a specific purpose. None of the net position is restricted as a result of enabling legislation adopted by the Library. Net investment in capital assets, represents the book value of capital assets less any long-term debt principal outstanding issued to construct capital assets.

k. Accounting Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

1. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

2. DEPOSITS AND INVESTMENTS

The Library categorizes the fair value measurements within the fair value hierarchy established by GAAP. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The Library maintains a cash and investment pool that is available for use by all funds. Each fund's portion of this pool is displayed on the financial statements as "cash and investments."

Deposits and Investments

The Library's investment policy authorizes the Library to invest in all investments allowed by Illinois Compiled Statutes. These include deposits/investments in insured commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. agencies, insured credit union shares, money market mutual funds with portfolios of securities issued or guaranteed by the United States Government or agreements to repurchase these same obligations, repurchase agreements, short-term commercial paper rated within the three highest classifications by at least two standard rating services, and the Illinois Metropolitan Investment Fund (IMET), a not-for-profit investment trust formed pursuant to the Illinois Municipal Code and managed by a Board of Trustees elected from the participating members. IMET is not registered with the SEC as an investment company. Investments in IMET are valued at IMET's share price, the price for which the investment could be sold. The Library's investment policy does limit its deposits to financial institutions that are members of the FDIC system and are capable of posting collateral for amounts in excess of FDIC insurance. Investments in IMET are valued at IMET's share price, the price for which the investment could be sold.

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

2. DEPOSITS AND INVESTMENTS (Continued)

Deposits and Investments (Continued)

The Illinois Public Treasurers' Investment Pool, known as The Illinois Funds, operates as a qualified external investment pool in accordance with the criteria established in GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*, and thus, reports all investments at amortized cost rather than fair value. The investment in The Illinois Funds by participants is also reported at amortized cost. The Illinois Funds does not have any limitations or restrictions on participant withdrawals. The Illinois Treasurer's Office issues a separate financial report for The Illinois Funds which may be obtained by contacting the Administrative Office at Illinois Business Center, 400 West Monroe Street, Suite 401, Springfield, Illinois 62704.

It is the policy of the Library to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the Library and conforming to all state and local statutes governing the investment of public funds, using the "prudent person" standard for managing the overall portfolio. The primary objectives of the policy are, in order of priority, legality, safety of principal, liquidity, and rate of return.

Deposits with Financial Institutions

Custodial credit risk for deposits with financial institutions is the risk that in the event of bank failure, the Library's deposits may not be returned to it. The Library's investment policy requires pledging of collateral for all bank balances in excess of federal depository insurance, at an amount not less than 110% of the fair market value of the funds secured, with the collateral held by the Library or an independent third party and evidenced by a safekeeping agreement.

Investments

The following table presents the investments and maturities of the Library's debt securities as of April 30, 2025:

Investment Type	Fair Value	Investment Maturities (in Years)			
		Less than 1	1-5	6-10	Greater than 10
IMET	\$ 184,203	\$ -	\$ 184,203	\$ -	\$ -
U.S. agency obligations	2,039,776	1,511,150	528,626	-	-
Municipal bonds	2,656,630	1,129,470	1,527,160	-	-
U.S. Treasury notes	105,652	105,652	-	-	-
Negotiable CDs	1,102,121	1,102,121	-	-	-
TOTAL	\$ 6,088,382	\$ 3,848,393	\$ 2,239,989	\$ -	\$ -

2. DEPOSITS AND INVESTMENTS (Continued)

Investments (Continued)

IMET is a local government investment pool. Created in 1996 as a not-for-profit trust formed under the Intergovernmental Cooperation Act and the Illinois Municipal Code. IMET was formed to provide Illinois government agencies with safe, liquid, attractive alternatives for investing and is managed by a Board of Trustees elected from the participating members. IMET offers participants two separate vehicles to meet their investment needs. The IMET Core Fund is designed for public funds that may be invested for longer than one year. The Core Fund carries the highest rating available (AAAf/bf) from Moody's for such funds. Member withdrawals can be made from the core fund with a five day notice.

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. In accordance with its investment policy, the Library limits its exposure to interest rate risk by structuring the portfolio to provide liquidity for short and long-term cash flow needs while providing a reasonable rate of return based on the current market.

The Library has the following recurring fair value measurements as of April 30, 2025. The U.S. Treasury notes are valued using quoted prices in active markets for identical assets (Level 1 inputs). U.S. agency obligations, municipal bonds, and negotiable certificates for deposit are valued using quoted matrix pricing models (Level 2 inputs).

Credit risk is the risk that the issuer of a debt security will not pay its par value upon maturity. The Library limits its exposure to credit risk by primarily investing in external investment pools and U.S. agency obligations. The Illinois Funds and IMET are rated AAA. The U.S. agency obligations are rated AA+. The municipal bonds are rated AA+-AA-. The negotiable CDs are not rated.

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to the investment, the Library will not be able to recover the value of its investments that are in possession of an outside party. The Library's investment policy does not address this risk. The Illinois Funds and IMET are not subject to custodial credit risk.

Concentration of credit risk is the risk that the Library has a high percentage of its investments invested in one type of investment. The Library's investment policy requires diversification of investments to avoid unreasonable risk. No financial institution shall hold investments greater than 50% of its capital stock and surplus.

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

3. RECEIVABLES - TAXES

Property taxes for 2024 attach as an enforceable lien on January 1, 2024 on property values assessed as of the same date. Taxes are levied by December 31 of the subsequent fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by the County and issued on or about May 1, 2025 and are payable in two installments, on or about June 1, 2025 and September 1, 2025. The County collects such taxes and remits them periodically. As the 2024 tax levy is collected to fund the expenditures for the 2025-2026 fiscal year, these taxes are deferred as of April 30, 2025.

The 2025 tax levy, which attached as an enforceable lien on property as of January 1, 2025, has not been recorded as a receivable as of April 30, 2025, as the tax has not yet been levied by the Library and will not be levied until December 2025 and, therefore, the levy is not yet measurable at April 30, 2025.

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

4. CAPITAL ASSETS

Capital asset activity for the year ended April 30, 2025 was as follows:

	Balances May 1	Increases	Decreases	Balances April 30
GOVERNMENTAL ACTIVITIES				
Capital assets not being depreciated				
Construction in progress	\$ 544,034	\$ 2,727,462	\$ -	\$ 3,271,496
Total capital assets not being depreciated	544,034	2,727,462	-	3,271,496
Capital assets being depreciated				
Building improvements	1,060,653	-	-	1,060,653
Operating equipment	3,316,609	682,327	676,198	3,322,738
Office equipment	1,169,651	31,874	-	1,201,525
Total capital assets being depreciated	5,546,913	714,201	676,198	5,584,916
Less accumulated depreciation for				
Building improvements	427,557	50,682	-	478,239
Operating equipment	1,326,273	756,655	676,198	1,406,730
Office equipment	806,578	60,295	-	866,873
Total accumulated depreciation	2,560,408	867,632	676,198	2,751,842
Total capital assets being depreciated, net	2,986,505	(153,431)	-	2,833,074
GOVERNMENTAL ACTIVITIES				
CAPITAL ASSETS, NET	\$ 3,530,539	\$ 2,574,031	\$ -	\$ 6,104,570

Depreciation expense was charged to functions/programs of the governmental activities as follows:

GOVERNMENTAL ACTIVITIES

Culture and recreation	<u>\$ 867,632</u>
------------------------	-------------------

5. RISK MANAGEMENT

The Library is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; illnesses of employees; and natural disasters. These risks are covered by commercial insurance purchased from independent third parties. Settled claims from these risks have not exceeded commercial insurance coverage for the past three fiscal years.

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

6. INDIVIDUAL FUND DISCLOSURES

Interfund transfers during the year were as follows:

Fund	Transfers In	Transfers Out
Capital Projects	\$ 750,000	\$ -
General	-	750,000
TOTAL	\$ 750,000	\$ 750,000

The General Fund transferred \$750,000 to the Capital Projects Fund for future capital improvements. This transfer will not be repaid.

7. OTHER POSTEMPLOYMENT BENEFITS

a. Plan Description

In addition to providing the pension benefits described, the Library provides postemployment health care benefits (OPEB) for retired employees through a single-employer defined benefit plan. The benefits, benefit levels, employee contributions and any employer contributions are governed by the Library and can be amended by the Library through its personnel manual. The plan does not issue a separate report. The activity of the plan is reported in the Library's governmental activities. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

b. Benefits Provided

The Library provides postemployment health care benefits to its retirees. To be eligible for benefits, an employee must qualify for retirement under the Library's retirement plan or meet COBRA requirements.

All health care benefits are provided through the Library's health insurance plan. The benefit levels are the same as those afforded to active employees. Benefits include general inpatient and outpatient medical services; mental, nervous and substance abuse care; vision care; dental care; and prescriptions. Eligibility in library sponsored health care plans is discontinued upon eligibility for federally sponsored health care benefits. Retirees pay the full premium to continue in the plan, however the premium is a blended premium, not an age adjusted premium, which creates an implicit benefit as defined by GASB Statement No. 75.

7. OTHER POSTEMPLOYMENT BENEFITS (Continued)

c. Total OPEB Liability

Based on the size of the Library, the number of active plan members, the lack of any retirees participating in the plan and comparison of actuarial valuations for similar entities with similar benefits, the Library's total OPEB liability as of April 30, 2025 is immaterial and, therefore, not recorded by the Library and no further disclosure is deemed necessary.

8. DEFINED BENEFIT PENSION PLANS

The Library contributes, through the Village, to the Illinois Municipal Retirement Fund (IMRF), an agent multiple-employer public employee retirement system. However, the Library's participation in IMRF is equivalent to a cost sharing multiple-employer pension plan since only one actuarial valuation is performed for both the Village and the Library combined. All disclosures for an agent plan can be found in the Village's annual comprehensive financial report.

a. Plan Description

Illinois Municipal Retirement Fund

Plan Administration

All employees hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members.

The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable. Investments are reported at fair value.

Benefits Provided

IMRF provides two tiers of pension benefits. Employees hired prior to January 1, 2011 are eligible for Tier 1 benefits. For Tier 1 employees, pension benefits vest after eight years of service. Participating members who retire at age 55 (reduced benefits) or after age 60 (full benefits) with eight years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter. Employees hired on or after January 1, 2011 are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service.

8. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Description (Continued)

Illinois Municipal Retirement Fund (Continued)

Benefits Provided (Continued)

Participating members who retire at age 62 (reduced benefits) or after age 67 (full benefits) with ten years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter. IMRF also provides death and disability benefits. These benefit provisions and all other requirements are established by state statute.

Contributions

Participating members are required to contribute 4.50% of their annual salary to IMRF. The Village and the Library are required to contribute the remaining amounts necessary to fund IMRF as specified by statute. The employer contribution rate for the fiscal year ending April 30, 2025 was 7.62% of covered payroll.

Net Pension Liability

At April 30, 2025, the Library reported a liability of \$542,053 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. At April 30, 2025, the Library's proportion was 8.88% of the total contribution.

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

8. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Description (Continued)

Illinois Municipal Retirement Fund (Continued)

Actuarial Assumptions

The Library's net pension liability was measured as of December 31, 2024 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of the same date using the following actuarial methods and assumptions.

Actuarial valuation date	December 31, 2024
Actuarial cost method	Entry-age normal
Assumptions	
Inflation	2.25%
Salary increases	2.85% to 13.75%
Interest rate	7.25%
Cost of living adjustments	3.00%
Asset valuation method	Fair value

For non-disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 108.0%) and Female (adjusted 106.4%) tables, and future mortality improvements projected using scale MP-2021. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2021. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2021.

8. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Description (Continued)

Illinois Municipal Retirement Fund (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that the Library contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the IMRF's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was used to determine the total pension liability.

Long-Term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Portfolio Target Percentage	Long-Term Expected Real Rate of Return
Domestic equity	33.50%	4.35%
International equity	18.00%	5.40%
Fixed income	24.50%	5.20%
Real estate	10.50%	6.40%
Alternative investments	12.50%	4.85% to 6.25%
Cash equivalents	1.00%	3.60%
TOTAL	100.00%	

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

8. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Description (Continued)

Illinois Municipal Retirement Fund (Continued)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources

For the year ended April 30, 2025, the Library recognized pension expense (income) of \$337,038. At April 30, 2025, the Library reported deferred outflows of resources and deferred inflows of resources related to IMRF from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
	<u> </u>	<u> </u>
Difference between expected and actual experience	\$ 50,833	\$ 59,471
Changes in assumption	-	2,599
Net difference between projected and actual earnings on pension plan investments	236,433	-
Contributions subsequent to measurement date	<u>54,585</u>	<u>-</u>
 TOTAL	 <u>\$ 341,851</u>	 <u>\$ 62,070</u>

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

8. DEFINED BENEFIT PENSION PLANS (Continued)

a. Plan Description (Continued)

Illinois Municipal Retirement Fund (Continued)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources (Continued)

\$54,585 reported as deferred outflows of resources related to pensions resulting from library contributions subsequent to the measurement date will be recognized as a reduction of net pension liability in the reporting year ending April 30, 2026. Other amounts reported as deferred outflows of resources related to IMRF will be recognized in pension expense as follows:

Year Ending April 30,	
2026	\$ 114,744
2027	305,638
2028	(138,112)
2029	(57,074)
2030	-
Thereafter	-
TOTAL	\$ 225,196

Discount Rate Sensitivity

The following is a sensitive analysis of the net pension liability (asset) to changes in the discount rate. The table below presents the net pension liability (asset) of the Library calculated using the discount rate of 7.25% as well as what the Library's net pension liability (asset) would be if it were calculated using a discount rate that is 1 percentage point lower (6.25%) or 1 percentage point higher (8.25%) than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Net pension liability (asset)	\$ 1,831,533	\$ 542,053	\$ (491,587)

ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

9. LONG-TERM DEBT

The following is a summary of changes in long-term liabilities for the year ended April 30, 2025:

	Balances May 1	Issuances/ Increases	Reductions	Balances April 30	Due Within One Year
Compensated absences*	\$ 191,639	\$ 11,960	\$ -	\$ 203,599	\$ 30,540
Net pension liability	733,079	-	191,026	542,053	-
TOTAL	\$ 924,718	\$ 11,960	\$ 191,026	\$ 745,652	\$ 30,540

*The amount displayed as additions or reductions represents the net change in the liability.

REQUIRED SUPPLEMENTARY INFORMATION

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL FUND

For the Year Ended April 30, 2025

	Original Budget	Final Budget	Actual
REVENUES			
Taxes			
Property taxes	\$ 5,979,657	\$ 5,979,657	\$ 5,958,964
Replacement taxes	100,000	100,000	73,373
Intergovernmental			
Reciprocal borrowing reimbursements	1,000	1,000	1,936
Per capita grant	52,660	52,660	53,017
Other grants	-	-	300
Pathways to Success grant	-	-	2,000
Fines	5,000	5,000	6,583
Fees	15,000	15,000	21,139
Investment income	320,000	320,000	848,443
Miscellaneous			
Other	10,100	10,100	14,111
	<hr/>	<hr/>	<hr/>
Total revenues	6,483,417	6,483,417	6,979,866
EXPENDITURES			
Culture and recreation			
Personnel	4,402,415	4,402,415	3,728,683
Library books and materials	708,500	708,500	682,327
General contractual services	163,690	163,690	138,394
Physical services	307,265	307,265	218,876
Automation	216,000	216,000	171,554
Professional services	64,115	64,115	49,769
Programs and communications	205,075	205,075	172,703
Other operating expenditures	192,220	192,220	166,170
Grants	52,660	52,660	27,726
Insurance	70,000	70,000	65,113
	<hr/>	<hr/>	<hr/>
Total expenditures	6,381,940	6,381,940	5,421,315
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<hr/>	<hr/>	<hr/>
	101,477	101,477	1,558,551
OTHER FINANCING SOURCES (USES)			
Transfers (out)	<hr/>	<hr/>	<hr/>
	-	-	(750,000)
	<hr/>	<hr/>	<hr/>
Total other financing sources (uses)	-	-	(750,000)
NET CHANGE IN FUND BALANCE	<hr/>	<hr/>	<hr/>
	\$ 101,477	\$ 101,477	808,551
FUND BALANCE, MAY 1			<hr/>
			3,178,054
FUND BALANCE, APRIL 30			<hr/>
			\$ 3,986,605

(See independent auditor's report.)

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

**SCHEDULE OF EMPLOYER CONTRIBUTIONS
ILLINOIS MUNICIPAL RETIREMENT FUND**

Last Ten Fiscal Years

FISCAL YEAR ENDED APRIL 30,	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Contractually required contribution	\$ 176,277	\$ 181,921	\$ 194,765	\$ 186,972	\$ 192,981	\$ 211,501	\$ 215,494	\$ 187,663	\$ 169,860	\$ 171,127
Contributions in relation to the contractually required contribution	176,277	181,921	194,765	186,972	192,981	211,501	215,494	187,663	169,860	171,127
CONTRIBUTION DEFICIENCY (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 1,364,411	\$ 1,380,687	\$ 1,523,741	\$ 1,552,447	\$ 1,757,511	\$ 1,763,926	\$ 1,867,190	\$ 1,928,025	\$ 2,120,527	\$ 2,246,348
Contributions as a percentage of covered payroll	12.92%	13.18%	12.78%	12.04%	10.98%	11.99%	11.54%	9.73%	8.01%	7.62%

Notes to Required Supplementary Information

The information presented was determined as part of the actuarial valuations as of December 31 each year, which is 12 months prior to the beginning of the fiscal year in which contributions are reported. Additional information as of the latest actuarial valuation presented is as follows: the actuarial cost method was entry-age normal; the amortization method was level percent of pay, closed, and the amortization period was 19 years; the asset valuation method was at smoothed fair value, projected salary increases assumption of 2.75% to 13.75% compounded annually, and postretirement benefit increases of 3.00% compounded annually.

(See independent auditor's report.)

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

SCHEDULE OF THE LIBRARY'S PROPORTIONATE
SHARE OF THE NET PENSION LIABILITY
ILLINOIS MUNICIPAL RETIREMENT FUND

Last Ten Calendar Years

MEASUREMENT DATE DECEMBER 31,	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Employer's proportion of net pension liability	9.58%	9.58%	8.87%	8.88%	8.88%	8.88%	8.88%	8.88%	8.88%	8.88%
Employer's proportionate share of net pension liability (asset)	\$ 1,585,038	\$ 1,418,335	\$ 537,466	\$ 1,585,038	\$ 891,636	\$ 281,624	\$ (781,692)	\$ 1,247,115	\$ 733,079	\$ 542,053
Employer's covered payroll	1,335,315	1,417,040	1,468,199	1,571,347	1,623,359	1,698,277	1,714,754	1,805,567	1,842,917	1,906,990
Employer's proportionate share of the net pension liability as a percentage of its covered payroll	102.89%	100.09%	36.61%	100.87%	54.93%	16.58%	(45.59%)	69.07%	39.78%	28.42%
Plan fiduciary net position as a percentage of the total pension liability	82.87%	83.42%	93.41%	82.15%	90.53%	97.17%	107.57%	88.38%	93.48%	95.32%

(See independent auditor's report.)

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

April 30, 2025

BUDGETS

The Library Board of Trustees has the authority to approve the budget for the General (Public Library) and Capital Projects Funds; the Village Board of Trustees passes the tax levy for the General Fund.

Budgets are adopted on a basis consistent with GAAP. The budget is prepared for the General Fund and the Capital Projects Fund by function and activity, and includes information on the past year, current year estimates, and requested appropriations for the next fiscal year. The proposed budget is presented to the Library Board of Trustees for review. This governing body holds public meetings and may add to, subtract from, or change appropriations. The budget may be amended by the governing body. State statutes and local ordinances require that the budget be approved before the beginning of the fiscal year.

Expenditures may not legally exceed budgeted appropriations at the fund level. During the year, no supplementary appropriations were necessary.

SUPPLEMENTAL DATA

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND

For the Year Ended April 30, 2025
(with prior year actual)

	2025			2024 Actual
	Original Budget	Final Budget	Actual	
PERSONNEL				
Administrator and staff salaries	\$ 3,440,882	\$ 3,440,882	\$ 2,929,704	\$ 2,773,449
Employee benefits	443,938	443,938	390,474	377,305
Health insurance	513,175	513,175	405,092	388,606
Employee assistance program	3,420	3,420	3,413	3,250
Recruiting	1,000	1,000	-	-
Total personnel	4,402,415	4,402,415	3,728,683	3,542,610
LIBRARY BOOKS AND MATERIALS				
Books - children	71,000	71,000	68,307	66,622
Books - adult	167,000	167,000	154,060	162,797
Periodicals	10,500	10,500	10,533	9,870
Online databases	223,000	223,000	207,141	216,221
E-Books	75,000	75,000	89,730	75,636
Other expenditures	162,000	162,000	152,556	161,152
Total library books and materials	708,500	708,500	682,327	692,298
GENERAL CONTRACTUAL SERVICES				
Legal fees	12,000	12,000	10,710	6,491
Collection agency fees	3,500	3,500	3,492	2,668
Equipment rental and fees	4,000	4,000	3,326	1,218
Accounting service fees	23,830	23,830	23,770	22,970
Payroll service fees	56,210	56,210	51,010	55,568
Audit service fees	4,150	4,150	6,798	3,850
Contractual service fees	60,000	60,000	39,288	47,317
Total general contractual services	163,690	163,690	138,394	140,082
PHYSICAL SERVICES				
Utilities and maintenance	113,265	113,265	93,449	98,550
Telecommunications	19,000	19,000	15,542	13,972
Maintenance and repair	175,000	175,000	109,885	132,363
Total physical services	307,265	307,265	218,876	244,885
AUTOMATION				
System development	49,000	49,000	38,000	54,542
Innovative millennium maintenance	67,000	67,000	60,288	54,542
OCLS	-	-	-	290
Software/licenses	100,000	100,000	73,266	75,634
Total automation	216,000	216,000	171,554	185,008

(This schedule is continued on the following page.)

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL (Continued)
GENERAL FUND

For the Year Ended April 30, 2025
(with prior year actual)

	2025			2024 Actual
	Original Budget	Final Budget	Actual	
PROFESSIONAL DEVELOPMENT				
Organization memberships	\$ 11,000	\$ 11,000	\$ 8,557	\$ 9,655
Programs and meetings	26,315	26,315	18,871	18,394
Tuition reimbursement	6,500	6,500	5,664	7,669
Travel	20,300	20,300	16,677	20,321
Total professional development	64,115	64,115	49,769	56,039
PROGRAMS AND COMMUNICATIONS				
Programming	75,575	75,575	63,937	69,762
PR/marketing	129,500	129,500	108,766	70,848
Total programs and communications	205,075	205,075	172,703	140,610
OTHER OPERATING EXPENDITURES				
Supplies	105,320	105,320	93,473	88,739
Hardware	50,000	50,000	43,357	46,025
Furniture/equipment	10,000	10,000	9,863	10,818
Reciprocal borrowing	1,000	1,000	163	197
Recording for cable broadcast	4,800	4,800	5,200	4,000
Back to School Fair	-	-	-	9,600
Friends of the library	7,500	7,500	2,622	17,266
FUNshine committee	4,500	4,500	4,215	4,035
Staff Recognition	9,100	9,100	6,114	4,959
PLA digital literacy workshop incentive	-	-	-	4,583
Gifts	-	-	1,163	-
Total other operating expenditures	192,220	192,220	166,170	190,222
GRANTS				
Per capita grant	52,660	52,660	25,666	16,045
Pathways to Success	-	-	2,000	-
Friends Hispanic Program	-	-	60	-
RAILS Catalog Membership	-	-	-	33,174
Total grants	52,660	52,660	27,726	49,219
INSURANCE				
Liability insurance	5,000	5,000	2,700	2,733
Unemployment compensation	9,500	9,500	10,867	9,100
Workers' compensation insurance	55,500	55,500	51,546	47,933
Total insurance	70,000	70,000	65,113	59,766
TOTAL EXPENDITURES	\$ 6,381,940	\$ 6,381,940	\$ 5,421,315	\$ 5,300,739

(See independent auditor's report.)

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

**SCHEDULE OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
CAPITAL PROJECTS FUND**

For the Year Ended April 30, 2025
(with prior year actual)

	2025			2024
	Original Budget	Final Budget	Actual	
REVENUES				
Investment income	\$ 20,000	\$ 20,000	\$ 33,973	\$ 27,027
Capital Donations	100,000	100,000	-	-
Total revenues	<u>120,000</u>	<u>120,000</u>	<u>33,973</u>	<u>27,027</u>
EXPENDITURES				
Capital outlay	10,300,000	10,300,000	2,940,151	276,290
Total expenditures	<u>10,300,000</u>	<u>10,300,000</u>	<u>2,940,151</u>	<u>276,290</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(10,180,000)</u>	<u>(10,180,000)</u>	<u>(2,906,178)</u>	<u>(249,263)</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	-	-	750,000	1,800,000
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>750,000</u>	<u>1,800,000</u>
NET CHANGE IN FUND BALANCE	<u>\$ (10,180,000)</u>	<u>\$ (10,180,000)</u>	(2,156,178)	1,550,737
FUND BALANCE, MAY 1			<u>17,346,831</u>	<u>15,796,094</u>
FUND BALANCE, APRIL 30			<u>\$ 15,190,653</u>	<u>\$ 17,346,831</u>

(See independent auditor's report.)

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

SCHEDULE OF RESTRICTIONS OF FUND BALANCE FOR SPECIAL LEVIES

April 30, 2025

Fund	Beginning Balances	Increases	Decreases	Ending Balances
FICA	\$ (109,284)	\$ 285,213	\$ 219,347	\$ (43,418)
IMRF	144,315	300,465	171,127	273,653
Unemployment compensation	14,875	4,576	1,012	18,439
Liability insurance	11,718	61,008	51,546	21,180
Audit	8,956	7,626	6,789	9,793
Workers' compensation	20,608	4,576	10,867	14,317
TOTAL ALL FUNDS	\$ 91,188	\$ 663,464	\$ 460,688	\$ 293,964

(See independent auditor's report.)

SUPPLEMENTARY INFORMATION

**ADDISON PUBLIC LIBRARY
ADDISON, ILLINOIS**

PROPERTY TAX ASSESSED VALUATIONS, RATES, EXTENSIONS, AND COLLECTIONS

Last Ten Levy Years

Tax Levy Year	2024		2023		2022		2021	
ASSESSED VALUATION	\$	1,663,096,601	\$	1,530,498,318	\$	1,433,589,209	\$	1,363,387,488
	Rate*	Amount	Rate*	Amount	Rate*	Amount	Rate*	Amount
TAX EXTENSIONS								
General library	0.3194	\$ 5,311,932	0.3472	\$ 5,313,892	0.3798	\$ 5,444,772	0.3863	\$ 5,281,763
IMRF	0.0181	301,020	0.0197	301,508	0.0161	230,808	0.0045	61,532
Social Security tax	0.0181	301,020	0.0187	286,203	0.0053	75,980	0.0162	220,869
Audit	0.0004	6,652	0.0005	7,652	0.0004	5,734	0.0007	9,544
Unemployment insurance	0.0003	4,989	0.0003	4,591	0.0004	5,734	0.0002	2,727
Workers' compensation insurance	0.0003	4,989	0.0003	4,591	0.0004	5,734	0.0002	2,727
Liability insurance	0.0037	61,535	0.0040	61,220	0.0042	60,211	0.0041	55,899
TOTAL TAX EXTENSIONS	0.3603	\$ 5,992,137	0.3907	\$ 5,979,657	0.4066	\$ 5,828,973	0.4122	\$ 5,635,061
TOTAL COLLECTIONS	\$	-	\$	5,958,964	\$	5,808,036	\$	5,599,387
PERCENT COLLECTED	0.00%		99.65%		99.64%		99.37%	

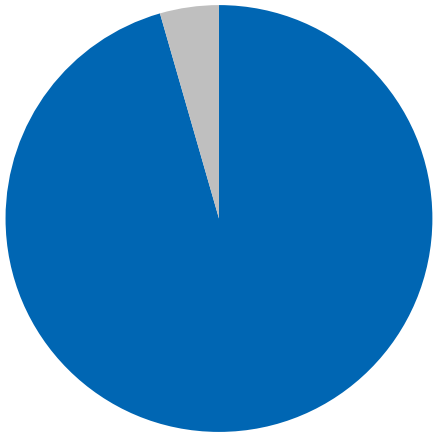
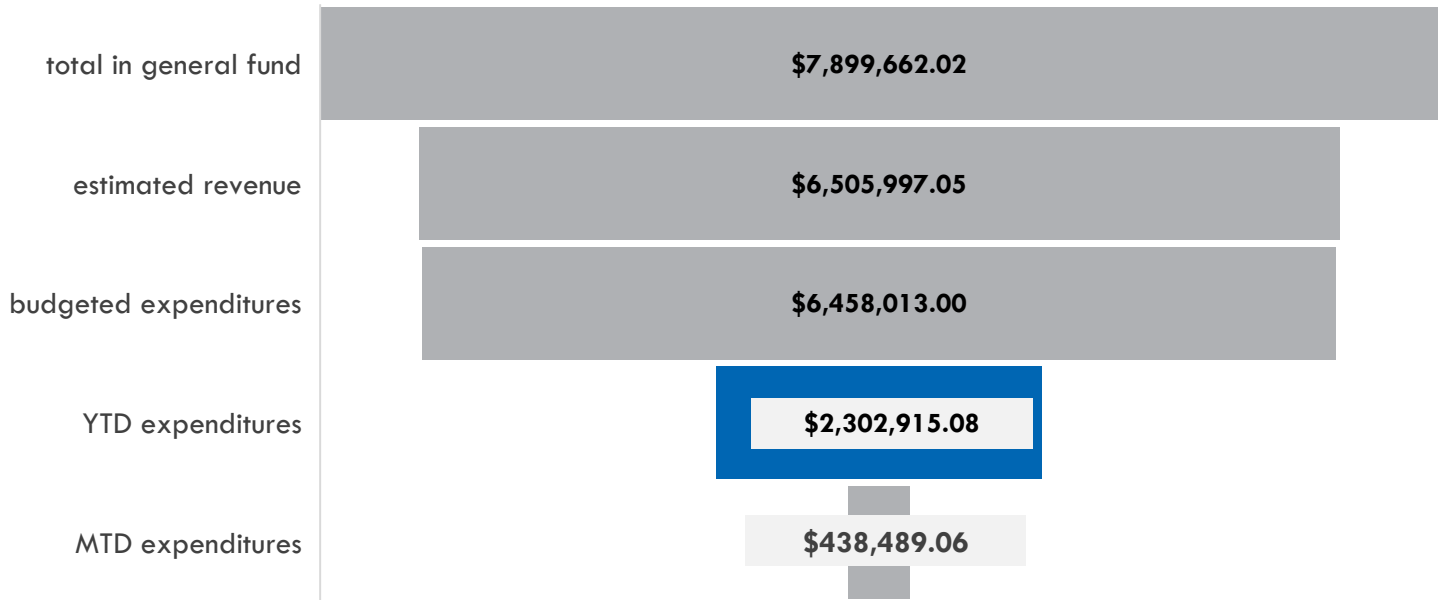
*Property tax rates are per \$100 of assessed valuation.

2020		2019		2018		2017		2016		2015	
\$	1,308,308,708	\$	1,267,426,126	\$	1,194,498,063	\$	1,141,152,957	\$	1,061,279,248	\$	984,832,704
Rate*	Amount	Rate*	Amount	Rate*	Amount	Rate*	Amount	Rate*	Amount	Rate*	Amount
0.4102	\$ 5,239,776	0.4102	\$ 5,192,057	0.4054	\$ 4,838,530	0.4199	\$ 4,789,575	0.4509	\$ 4,759,948	0.4684	\$ 4,591,846
0.0080	23,550	0.0080	101,259	0.0222	264,961	0.0229	261,208	0.0244	257,580	0.0261	255,865
0.0100	202,788	0.0100	126,574	0.0087	103,836	0.0090	102,658	0.0096	101,343	0.0078	76,465
0.0008	9,158	0.0008	10,126	0.0007	8,355	0.0007	7,985	0.0005	5,278	0.0003	980
0.0002	2,617	0.0002	2,531	0.0002	2,387	0.0002	2,281	0.0004	4,223	0.0004	3,921
0.0004	2,617	0.0004	5,063	0.0017	20,290	0.0025	28,516	0.0023	24,280	0.0021	20,587
0.0032	56,257	0.0032	40,504	0.0021	25,064	0.0014	15,969	0.0001	1,056	0.0002	1,961
0.4328	\$ 5,536,763	0.4328	\$ 5,478,114	0.441	\$ 5,263,423	0.4566	\$ 5,208,192	0.4882	\$ 5,153,708	0.5053	\$ 4,951,625
	<u>\$ 5,520,543</u>		<u>\$ 5,458,939</u>		<u>\$ 5,242,664</u>		<u>\$ 5,200,323</u>		<u>\$ 5,143,872</u>		<u>\$ 4,937,082</u>
	<u>99.71%</u>		<u>99.65%</u>		<u>99.61%</u>		<u>99.85%</u>		<u>99.81%</u>		<u>99.71%</u>

(See independent auditor's report.)

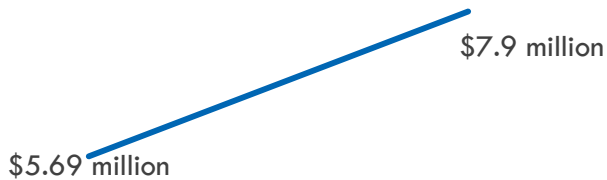
September 2025 Financial Highlights

General Fund



We have received 96% of our estimated revenue for the fiscal year including \$2,612,005.68 this month.

At this point last year, we had received 98% of our estimated revenue for FY25.



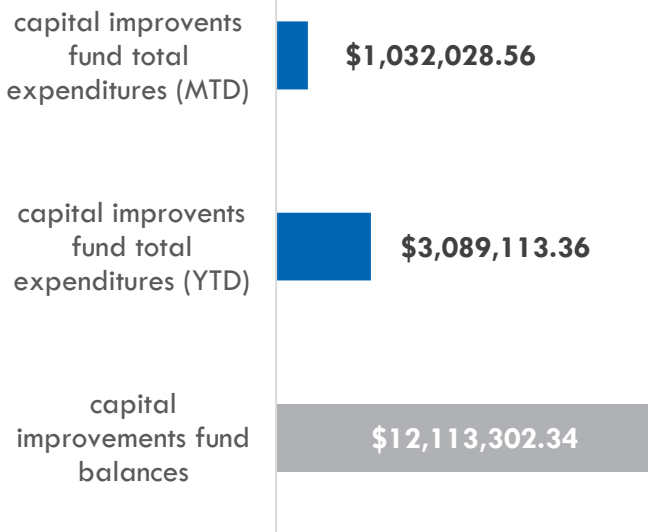
The general fund increased from \$5.69 million to \$7.9 million from 9/1/2025 to 9/30/2025.

This is a result of \$2.61 million revenue coming in and \$438k (general fund + asset replacement) expended.

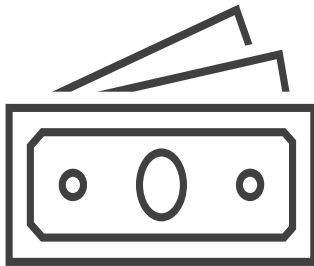
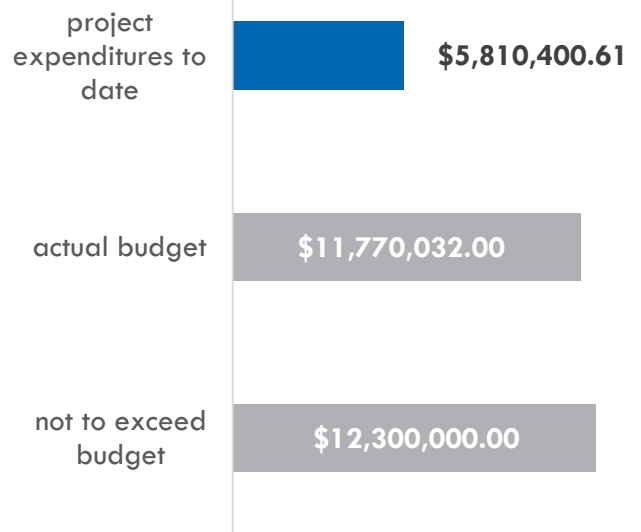
September 2025 Financial Highlights

General Fund

building project + asset replacement (FY26)



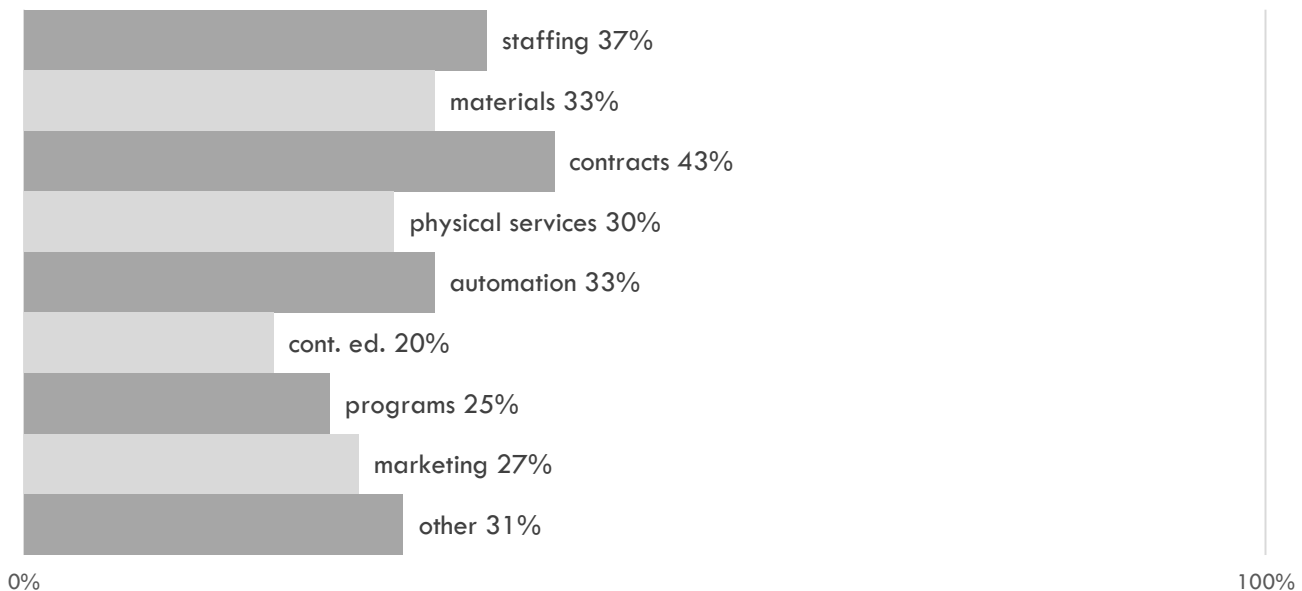
building project (January 2024 - present)



We have spent 36% of our estimated budget.

At this point last year, we had spent 35% of our estimated budget for FY25, so we're ahead of the previous year's spending.

Year-to-date spending by budget group



Addison Public Library Balance Sheet as of September 30, 2025

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<hr/> General Fund <hr/>			
<u>Assets</u>			
10-11-1030 - Cash on Hand - Petty Cash	205.35	0.00	205.35
10-11-1060 - Cash on Hand - Cash Registers	344.14	0.00	344.14
10-11-1065 - Cash in Bank - Harris Bank Friends	9,781.16	0.00	9,781.16
10-11-1075 - Cash in Bank - Harris Bank Comingled	607,896.97	1,230.09	609,127.06
10-11-1085 - Cash in Bank - Ehlers	13,342,297.48	(630,697.64)	12,711,599.84
10-11-1105 - Cash in Bank - Wintrust Bank Tax Account	4,985,533.95	2,131,947.70	7,117,481.65
10-11-1106 - Cash in Bank - Wintrust Bank Librarian's Fund	1,588.70	411.30	2,000.00
10-11-1107 - Cash in Bank - Wintrust Bank General Fund	118,735.18	(12,649.21)	106,085.97
10-11-1108 - Cash in Bank - Wintrust Bank Friends	4.00	573.28	577.28
10-11-2000 - Allocated Cash	(13,144,717.56)	674,139.00	(12,470,578.56)
10-12-0100 - Property Taxes Receivable	5,992,137.05	0.00	5,992,137.05
10-12-0101 - Due from State	52,858.61	0.00	52,858.61
10-13-0100 - Prepaid Items	39,278.76	0.00	39,278.76
	<u>12,005,943.79</u>	<u>2,164,954.52</u>	<u>14,170,898.31</u>
Liabilities and Fund Balance			
<u>Liabilities</u>			
10-21-2750 - Accounts Payable	132,831.41	(7,065.79)	125,765.62
10-22-0230 - Employee I.M.R.F. Payable	9,840.35	(4.95)	9,835.40
10-22-0255 - Other Insurance Withholding Payable	1,491.36	(1,491.36)	0.00
10-22-0260 - Def Annuity Withholding Payable	(4,775.00)	(900.00)	(5,675.00)
10-22-0270 - Roth 457 Payable	4,650.00	900.00	5,550.00
10-22-0390 - Accrued Payroll	92,749.80	0.00	92,749.80
10-24-0300 - Deferred Property Taxes	5,992,137.05	0.00	5,992,137.05
10-24-0301 - Deferred Revenue - Per Capita Grant	52,660.45	0.00	52,660.45
	<u>6,281,585.42</u>	<u>(8,562.10)</u>	<u>6,273,023.32</u>
Fund Balance			
10-30-2920 - Reserved - F.I.C.A.	(43,418.80)	0.00	(43,418.80)
10-30-2930 - Reserved - I.M.R.F.	287,303.67	0.00	287,303.67
10-30-2940 - Reserved - Unemployment Comp.	18,437.12	0.00	18,437.12
10-30-2950 - Reserved - Liability Insurance	21,179.61	0.00	21,179.61
10-30-2960 - Reserved - Audit	9,784.00	0.00	9,784.00
10-30-2965 - Reserved - Workers Comp	14,316.79	0.00	14,316.79
10-30-2970 - Reserved - Per Capita Grant	235,973.10	0.00	235,973.10
10-30-2990 - Unreserved Fund Balance	3,441,242.77	0.00	3,441,242.77
	<u>3,984,818.26</u>	<u>0.00</u>	<u>3,984,818.26</u>
Total Liabilities and Fund Balance	<u>10,266,403.68</u>	<u>(8,562.10)</u>	<u>10,257,841.58</u>
 Excess Revenues Over Expenses	<u>1,739,540.11</u>	<u>2,173,516.62</u>	<u>3,913,056.73</u>

Addison Public Library Balance Sheet as of September 30, 2025

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<hr/> Capital Improvement Fund <hr/>			
<u>Assets</u>			
80-11-1110 - Cash in Bank - III Metropolitan	673,522.05	3,097.32	676,619.37
80-11-2000 - Allocated Cash	13,142,930.53	(674,139.00)	12,468,791.53
	<u>13,816,452.58</u>	<u>(671,041.68)</u>	<u>13,145,410.90</u>
Liabilities and Fund Balance			
<u>Liabilities</u>			
80-21-2750 - Accounts Payable	674,219.00	357,889.56	1,032,108.56
	<u>674,219.00</u>	<u>357,889.56</u>	<u>1,032,108.56</u>
<u>Fund Balance</u>			
80-30-2999 - Reserved for Capital Projects	15,190,653.13	0.00	15,190,653.13
	<u>15,190,653.13</u>	<u>0.00</u>	<u>15,190,653.13</u>
Total Liabilities and Fund Balance	<u>15,864,872.13</u>	<u>357,889.56</u>	<u>16,222,761.69</u>
Excess Revenues Over Expenses	<u>(2,048,419.55)</u>	<u>(1,028,931.24)</u>	<u>(3,077,350.79)</u>

<hr/> Rebillables Fund <hr/>			
<u>Assets</u>			
90-11-2000 - Allocated Cash	1,787.03	0.00	1,787.03
	<u>1,787.03</u>	<u>0.00</u>	<u>1,787.03</u>
Liabilities and Fund Balance			
<u>Liabilities</u>			
<u>Fund Balance</u>			
90-30-2990 - Fund Balance	1,787.03	0.00	1,787.03
	<u>1,787.03</u>	<u>0.00</u>	<u>1,787.03</u>
Total Liabilities and Fund Balance	<u>1,787.03</u>	<u>0.00</u>	<u>1,787.03</u>

Addison Public Library Balance Sheet as of September 30, 2025

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
<hr/> Total All Funds <hr/>			
<u>Assets</u>			
Cash on Hand - Petty Cash	205.35	0.00	205.35
Cash on Hand - Cash Registers	344.14	0.00	344.14
Cash in Bank - Harris Bank Friends	9,781.16	0.00	9,781.16
Cash in Bank - Harris Bank Comingled	607,896.97	1,230.09	609,127.06
Cash in Bank - Ehlers	13,342,297.48	(630,697.64)	12,711,599.84
Cash in Bank - Wintrust Bank Tax Account	4,985,533.95	2,131,947.70	7,117,481.65
Cash in Bank - Wintrust Bank Librarian's Fund	1,588.70	411.30	2,000.00
Cash in Bank - Wintrust Bank General Fund	118,735.18	(12,649.21)	106,085.97
Cash in Bank - Wintrust Bank Friends	4.00	573.28	577.28
Cash in Bank - Ill Metropolitan	673,522.05	3,097.32	676,619.37
Property Taxes Receivable	5,992,137.05	0.00	5,992,137.05
Due from State	52,858.61	0.00	52,858.61
Prepaid Items	39,278.76	0.00	39,278.76
	<u>25,824,183.40</u>	<u>1,493,912.84</u>	<u>27,318,096.24</u>
 Liabilities and Fund Balance			
<u>Liabilities</u>			
Accounts Payable	807,050.41	350,823.77	1,157,874.18
Employee I.M.R.F. Payable	9,840.35	(4.95)	9,835.40
Other Insurance Withholding Payable	1,491.36	(1,491.36)	0.00
Def Annuity Withholding Payable	(4,775.00)	(900.00)	(5,675.00)
Roth 457 Payable	4,650.00	900.00	5,550.00
Accrued Payroll	92,749.80	0.00	92,749.80
Deferred Property Taxes	5,992,137.05	0.00	5,992,137.05
Deferred Revenue - Per Capita Grant	52,660.45	0.00	52,660.45
	<u>6,955,804.42</u>	<u>349,327.46</u>	<u>7,305,131.88</u>
 Fund Balance			
Reserved - F.I.C.A.	(43,418.80)	0.00	(43,418.80)
Reserved - I.M.R.F.	287,303.67	0.00	287,303.67
Reserved - Unemployment Comp.	18,437.12	0.00	18,437.12
Reserved - Liability Insurance	21,179.61	0.00	21,179.61
Reserved - Audit	9,784.00	0.00	9,784.00
Reserved - Workers Comp	14,316.79	0.00	14,316.79
Reserved - Per Capita Grant	235,973.10	0.00	235,973.10
Unreserved Fund Balance	3,443,029.80	0.00	3,443,029.80
Reserved for Capital Projects	15,190,653.13	0.00	15,190,653.13
	<u>19,177,258.42</u>	<u>0.00</u>	<u>19,177,258.42</u>
 Total Liabilities & Fund Balance	 <u><u>26,133,062.84</u></u>	 <u><u>349,327.46</u></u>	 <u><u>26,482,390.30</u></u>
 Excess Revenues Over Expenditures	 <u><u>(308,879.44)</u></u>	 <u><u>1,144,585.38</u></u>	 <u><u>835,705.94</u></u>

Addison Public Library Balance Sheet as of September 30, 2025

	<u>Beginning Balance</u>	<u>M.T.D. Changes</u>	<u>Ending Balance</u>
General Capital Assets Fund			
<u>Assets</u>			
95-14-0400 - Building Improvements	1,060,653.18	0.00	1,060,653.18
95-14-0410 - Construction in Progress	3,271,496.00	0.00	3,271,496.00
95-14-0450 - Books and Materials	3,322,737.89	0.00	3,322,737.89
95-14-0480 - Office Equipment	<u>1,201,525.00</u>	<u>0.00</u>	<u>1,201,525.00</u>
	<u>8,856,412.07</u>	<u>0.00</u>	<u>8,856,412.07</u>
Liabilities and Fund Balance			
<u>Liabilities</u>			
95-20-1000 - Accumulated Depreciation	<u>2,751,842.00</u>	<u>0.00</u>	<u>2,751,842.00</u>
	<u>2,751,842.00</u>	<u>0.00</u>	<u>2,751,842.00</u>
<u>Net Capital Assets</u>			
95-30-0600 - Net Capital Assets	<u>6,104,570.07</u>	<u>0.00</u>	<u>6,104,570.07</u>
	<u>6,104,570.07</u>	<u>0.00</u>	<u>6,104,570.07</u>
Total Liabilities and Net Capital Assets	<u><u>8,856,412.07</u></u>	<u><u>0.00</u></u>	<u><u>8,856,412.07</u></u>

Addison Public Library Revenue Report For the 5 Months Ended September 30, 2025

<u>General Fund</u>	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Taxes</u>					
10-41-3201 - Property Current - General	2,231,042.11	5,115,464.56	5,285,321.00	169,856.44	96.79
10-41-3202 - Property Current - F.I.C.A.	127,066.90	291,346.47	301,020.48	9,674.01	96.79
10-41-3203 - Property Current - I.M.R.F.	127,066.90	291,346.47	301,020.48	9,674.01	96.79
10-41-3205 - Property Current - Liability Insurance	25,975.00	59,557.00	61,534.57	1,977.57	96.79
10-41-3206 - Property Current - Audit	2,808.11	6,438.61	6,652.39	213.78	96.79
10-41-3207 - Property Current - Unemployment	2,106.08	4,828.94	4,989.29	160.35	96.79
10-41-3208 - Property Current - Workers Compensation	2,106.08	4,828.94	4,989.29	160.35	96.79
10-41-3301 - Replacement Taxes	12,035.68	37,695.04	75,000.00	37,304.96	50.26
10-41-3400 - Aggregate Refunds	<u>11,232.43</u>	<u>25,754.39</u>	<u>26,609.55</u>	<u>855.16</u>	<u>96.79</u>
	<u>2,541,439.29</u>	<u>5,837,260.42</u>	<u>6,067,137.05</u>	<u>229,876.63</u>	<u>96.21</u>
<u>Fines & Fees</u>					
10-42-3010 - Fines	230.45	1,870.59	6,000.00	4,129.41	31.18
10-42-3011 - Reciprocal Borrowing Reimbursements	268.37	2,245.33	1,000.00	(1,245.33)	224.53
10-42-3012 - Nonresident Fees	901.34	1,676.84	1,500.00	(176.84)	111.79
10-42-3016 - Scanner Fees	775.50	3,536.91	7,500.00	3,963.09	47.16
10-42-3099 - Printing and Copying Fee	<u>588.55</u>	<u>4,943.88</u>	<u>5,000.00</u>	<u>56.12</u>	<u>98.88</u>
	<u>2,764.21</u>	<u>14,273.55</u>	<u>21,000.00</u>	<u>6,726.45</u>	<u>67.97</u>
<u>Intergovernmental</u>					
10-43-3004 - Per Capita Grant - Current Year	0.00	52,660.45	52,660.00	(0.45)	100.00
10-43-3015 - Wellness Initiatives	<u>0.00</u>	<u>3,700.00</u>	<u>3,700.00</u>	<u>0.00</u>	<u>100.00</u>
	<u>0.00</u>	<u>56,360.45</u>	<u>56,360.00</u>	<u>(0.45)</u>	<u>100.00</u>
<u>Interest</u>					
10-46-3028 - Other Interest Income	23,694.04	48,367.57	50,000.00	1,632.43	96.74
10-46-3029 - Ehlers Interest	<u>43,523.36</u>	<u>257,753.10</u>	<u>200,000.00</u>	<u>(57,753.10)</u>	<u>128.88</u>
	<u>67,217.40</u>	<u>306,120.67</u>	<u>250,000.00</u>	<u>(56,120.67)</u>	<u>122.45</u>
<u>Miscellaneous</u>					
10-47-3014 - Donations	0.50	57.91	100,000.00	99,942.09	0.06
10-47-3024 - Other Income	0.00	545.24	6,500.00	5,954.76	8.39
10-47-3030 - Friends of Addison Public Library	<u>584.28</u>	<u>1,353.57</u>	<u>5,000.00</u>	<u>3,646.43</u>	<u>27.07</u>
	<u>584.78</u>	<u>1,956.72</u>	<u>111,500.00</u>	<u>109,543.28</u>	<u>1.75</u>
Total Non-Tax Revenues	<u>70,566.39</u>	<u>378,711.39</u>	<u>438,860.00</u>	<u>60,148.61</u>	<u>86.29</u>
Total General Fund Revenues	<u>2,612,005.68</u>	<u>6,215,971.81</u>	<u>6,505,997.05</u>	<u>290,025.24</u>	<u>95.54</u>

**Addison Public Library
Revenue Report
For the 5 Months Ended September 30, 2025**

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Receipts</u>	<u>Uncollected Receipts</u>	<u>Prct. Collected</u>
<u>Capital Improvement Fund</u>					
<u>Other</u>					
80-46-3029 - Interest on IMET	3,097.32	11,762.57	0.00	(11,762.57)	0.00
	<u>3,097.32</u>	<u>11,762.57</u>	<u>0.00</u>	<u>(11,762.57)</u>	<u>0.00</u>
<u>Transfers</u>					
Total Capital Improvement Fund Revenues	<u>3,097.32</u>	<u>11,762.57</u>	<u>0.00</u>	<u>(11,762.57)</u>	<u>0.00</u>
<u>Rebillables Fund</u>					
<u>Miscellaneous</u>					
Total All Funds	<u>2,615,103.00</u>	<u>6,227,734.38</u>	<u>6,505,997.05</u>	<u>278,262.67</u>	<u>95.72</u>

Addison Public Library Expense Report For the 5 Months Ended September 30, 2025

	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>	<u>Prct.</u> <u>Remain.</u>
<u>General Fund</u>						
<u>Staffing</u>						
10-50-1100 - Staff Salaries and Wages	237,425.32	1,301,083.83	3,452,600.00	2,151,516.17	37.68	62.32
10-50-2200 - Employer F.I.C.A. Expense	17,793.11	97,797.76	264,124.00	166,326.24	37.03	62.97
10-50-2300 - Employer I.M.R.F. Expense	14,293.42	63,841.37	190,000.00	126,158.63	33.60	66.40
10-50-2400 - Health Insurance	38,286.94	184,019.63	512,000.00	327,980.37	35.94	64.06
10-50-2450 - Employee Assistance Program	3,755.00	3,755.00	3,755.00	0.00	100.00	0.00
10-50-2500 - Recruiting	0.00	58.00	3,500.00	3,442.00	1.66	98.34
10-50-2600 - Wellness Initiatives EXP	<u>0.00</u>	<u>0.00</u>	<u>3,700.00</u>	<u>3,700.00</u>	<u>0.00</u>	<u>100.00</u>
	<u>311,553.79</u>	<u>1,650,555.59</u>	<u>4,429,679.00</u>	<u>2,779,123.41</u>	<u>37.26</u>	<u>62.74</u>
<u>Library Materials</u>						
<u>Children Services</u>						
10-52-3100 - Children Books	8,887.42	24,020.21	71,000.00	46,979.79	33.83	66.17
10-52-3900 - Children Other Expenditures	<u>3,641.16</u>	<u>9,878.09</u>	<u>28,000.00</u>	<u>18,121.91</u>	<u>35.28</u>	<u>64.72</u>
	<u>12,528.58</u>	<u>33,898.30</u>	<u>99,000.00</u>	<u>65,101.70</u>	<u>34.24</u>	<u>65.76</u>
<u>Adult Services</u>						
10-54-3110 - Adult Books	8,045.67	40,351.89	167,000.00	126,648.11	24.16	75.84
10-54-3900 - Adult Other Expenditures	<u>10,749.15</u>	<u>29,816.25</u>	<u>80,500.00</u>	<u>50,683.75</u>	<u>37.04</u>	<u>62.96</u>
	<u>18,794.82</u>	<u>70,168.14</u>	<u>247,500.00</u>	<u>177,331.86</u>	<u>28.35</u>	<u>71.65</u>
<u>Other Library Materials</u>						
10-55-3400 - Magazines/News	492.00	7,977.91	10,500.00	2,522.09	75.98	24.02
10-55-3500 - Online Databases	29,643.12	98,279.43	223,000.00	124,720.57	44.07	55.93
10-55-3860 - E-Books	8,616.15	17,376.45	75,000.00	57,623.55	23.17	76.83
10-55-3900 - Other Digital Media	<u>0.00</u>	<u>4,200.00</u>	<u>46,000.00</u>	<u>41,800.00</u>	<u>9.13</u>	<u>90.87</u>
	<u>38,751.27</u>	<u>127,833.79</u>	<u>354,500.00</u>	<u>226,666.21</u>	<u>36.06</u>	<u>63.94</u>
Total Library Materials	<u>70,074.67</u>	<u>231,900.23</u>	<u>701,000.00</u>	<u>469,099.77</u>	<u>33.08</u>	<u>66.92</u>
<u>General Contractual Services</u>						
10-56-4100 - Legal Fees	630.84	6,004.87	8,500.00	2,495.13	70.65	29.35
10-56-4410 - Collection Agency Fees	591.00	1,141.60	3,500.00	2,358.40	32.62	67.38
10-56-4420 - Equipment Rental & Leasing	254.85	614.70	4,000.00	3,385.30	15.37	84.63
10-56-4450 - Accounting Service Fees	1,850.00	9,200.00	24,500.00	15,300.00	37.55	62.45
10-56-4500 - Payroll Service Fees	4,776.98	20,599.74	58,575.00	37,975.26	35.17	64.83
10-56-4600 - Audit Service Fees	1,750.00	7,002.00	7,050.00	48.00	99.32	0.68
10-56-4900 - Other Contracts	<u>6,222.57</u>	<u>22,104.30</u>	<u>50,000.00</u>	<u>27,895.70</u>	<u>44.21</u>	<u>55.79</u>
	<u>16,076.24</u>	<u>66,667.21</u>	<u>156,125.00</u>	<u>89,457.79</u>	<u>42.70</u>	<u>57.30</u>

Addison Public Library Expense Report For the 5 Months Ended September 30, 2025

	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>	<u>Prct.</u> <u>Remain.</u>
<u>Physical Services</u>						
<u>Utilities and Services</u>						
10-58-5100 - Natural Gas Service	671.70	992.25	25,000.00	24,007.75	3.97	96.03
10-58-5120 - Water Service	0.00	1,229.26	4,200.00	2,970.74	29.27	70.73
10-58-5310 - Refuse Disposal Service	827.44	2,016.85	4,265.00	2,248.15	47.29	52.71
10-58-5320 - Cleaning Service	<u>4,813.00</u>	<u>28,878.00</u>	<u>78,040.00</u>	<u>49,162.00</u>	<u>37.00</u>	<u>63.00</u>
	<u>6,312.14</u>	<u>33,116.36</u>	<u>111,505.00</u>	<u>78,388.64</u>	<u>29.70</u>	<u>70.30</u>
<u>Telecommunications</u>						
10-58-5510 - Telephone	756.38	2,742.92	11,000.00	8,257.08	24.94	75.06
10-58-5570 - Leased Internet Access Line	<u>1,052.60</u>	<u>2,772.56</u>	<u>10,700.00</u>	<u>7,927.44</u>	<u>25.91</u>	<u>74.09</u>
	<u>1,808.98</u>	<u>5,515.48</u>	<u>21,700.00</u>	<u>16,184.52</u>	<u>25.42</u>	<u>74.58</u>
<u>Maintenance and Repair</u>						
10-58-5610 - Building Supplies	3,764.73	14,751.93	45,000.00	30,248.07	32.78	67.22
10-58-5620 - HVAC	0.00	0.00	20,000.00	20,000.00	0.00	100.00
10-58-5690 - Other Building Materials & Repair	404.02	637.01	11,000.00	10,362.99	5.79	94.21
10-58-5710 - Equipment Maintenance & Repair	<u>6,707.56</u>	<u>27,652.20</u>	<u>65,000.00</u>	<u>37,347.80</u>	<u>42.54</u>	<u>57.46</u>
	<u>10,876.31</u>	<u>43,041.14</u>	<u>141,000.00</u>	<u>97,958.86</u>	<u>30.53</u>	<u>69.47</u>
Total Physical Services	<u>18,997.43</u>	<u>81,672.98</u>	<u>274,205.00</u>	<u>192,532.02</u>	<u>29.79</u>	<u>70.21</u>
<u>Automation</u>						
10-61-4800 - System Development	0.00	1,584.00	39,000.00	37,416.00	4.06	95.94
10-61-6100 - ILS Services	0.00	15,242.50	62,000.00	46,757.50	24.58	75.42
10-61-6200 - Software/Licenses	<u>5,043.63</u>	<u>51,211.02</u>	<u>105,000.00</u>	<u>53,788.98</u>	<u>48.77</u>	<u>51.23</u>
	<u>5,043.63</u>	<u>68,037.52</u>	<u>206,000.00</u>	<u>137,962.48</u>	<u>33.03</u>	<u>66.97</u>
<u>Continuing Education</u>						
10-62-7410 - Administration	500.00	1,205.00	3,000.00	1,795.00	40.17	59.83
10-62-7420 - Information Technology	0.00	0.00	800.00	800.00	0.00	100.00
10-62-7430 - Guest Services	90.00	440.00	1,000.00	560.00	44.00	56.00
10-62-7440 - Adult Services	446.38	1,814.38	4,300.00	2,485.62	42.19	57.81
10-62-7450 - Children Services	0.00	385.00	1,000.00	615.00	38.50	61.50
10-62-7455 - Teen Services	0.00	560.00	1,200.00	640.00	46.67	53.33
10-62-7460 - Materials Management	90.00	630.10	2,000.00	1,369.90	31.51	68.49
10-62-7470 - Staff In-Service	145.01	3,074.47	10,400.00	7,325.53	29.56	70.44
10-62-7480 - Board	1,350.00	1,350.00	3,500.00	2,150.00	38.57	61.43
10-62-7500 - Community Engagement	13.21	593.21	2,254.00	1,660.79	26.32	73.68
10-62-7510 - Memberships (Staff & Board)	1,661.00	5,704.00	12,000.00	6,296.00	47.53	52.47
10-62-7550 - In-State Travel	132.86	566.83	15,200.00	14,633.17	3.73	96.27
10-62-7560 - Out-of-State Travel	0.00	(1,460.70)	14,000.00	15,460.70	(10.43)	110.43
10-62-7600 - Tuition Reimbursement	<u>0.00</u>	<u>836.21</u>	<u>7,500.00</u>	<u>6,663.79</u>	<u>11.15</u>	<u>88.85</u>
	<u>4,428.46</u>	<u>15,698.50</u>	<u>78,154.00</u>	<u>62,455.50</u>	<u>20.09</u>	<u>79.91</u>

Addison Public Library Expense Report For the 5 Months Ended September 30, 2025

	<u>M.T.D.</u> <u>Expended</u>	<u>Y.T.D.</u> <u>Expended</u>	<u>Budgeted</u> <u>Amount</u>	<u>Budgeted</u> <u>Remain.</u>	<u>Prct.</u> <u>Expend.</u>	<u>Prct.</u> <u>Remain.</u>
<u>Programs</u>						
10-64-8100 - Adult Services Programs	2,262.23	7,057.67	32,000.00	24,942.33	22.06	77.94
10-64-8110 - Adult Computer Programs	0.00	47.98	0.00	(47.98)	0.00	100.00
10-64-8120 - Children Services Programs - General	398.95	2,721.87	18,500.00	15,778.13	14.71	85.29
10-64-8160 - Teen Program	569.47	5,753.20	19,000.00	13,246.80	30.28	69.72
10-64-8165 - Community Engagement Program	386.93	2,470.39	8,250.00	5,779.61	29.94	70.06
10-64-8170 - IT Programs	<u>335.00</u>	<u>2,788.46</u>	<u>7,000.00</u>	<u>4,211.54</u>	<u>39.84</u>	<u>60.16</u>
	<u>3,952.58</u>	<u>20,839.57</u>	<u>84,750.00</u>	<u>63,910.43</u>	<u>24.59</u>	<u>75.41</u>
<u>PR/Marketing</u>						
10-64-8210 - Newsletter	0.00	14,549.06	55,380.00	40,830.94	26.27	73.73
10-64-8220 - Flyers/Brochures	886.67	2,276.01	16,475.00	14,198.99	13.81	86.19
10-64-8910 - Other Promotions	<u>250.00</u>	<u>6,852.25</u>	<u>16,000.00</u>	<u>9,147.75</u>	<u>42.83</u>	<u>57.17</u>
	<u>1,136.67</u>	<u>23,677.32</u>	<u>87,855.00</u>	<u>64,177.68</u>	<u>26.95</u>	<u>73.05</u>
<u>Other Operating Expenses</u>						
<u>Supplies</u>						
10-66-9210 - Office Supplies	38.78	2,915.85	6,500.00	3,584.15	44.86	55.14
10-66-9220 - Guest Services Supplies	40.56	902.67	6,085.00	5,182.33	14.83	85.17
10-66-9230 - Adult Services Supplies	52.95	658.00	1,500.00	842.00	43.87	56.13
10-66-9240 - Children Services Supplies	93.55	975.43	2,500.00	1,524.57	39.02	60.98
10-66-9245 - Teen Services Supplies	242.77	776.51	1,000.00	223.49	77.65	22.35
10-66-9250 - Materials Management Supplies	1,054.39	5,848.09	30,500.00	24,651.91	19.17	80.83
10-66-9260 - Public Relations Supplies	0.00	34.51	0.00	(34.51)	0.00	100.00
10-66-9270 - Information Technology Supplies	2,246.66	12,886.12	44,000.00	31,113.88	29.29	70.71
10-66-9290 - Postage	0.00	4,900.00	8,500.00	3,600.00	57.65	42.35
10-66-9300 - Library Wide Supplies	529.02	2,723.57	11,000.00	8,276.43	24.76	75.24
10-66-9330 - Community Engagement Supplies	<u>698.18</u>	<u>3,125.73</u>	<u>5,550.00</u>	<u>2,424.27</u>	<u>56.32</u>	<u>43.68</u>
	<u>4,996.86</u>	<u>35,746.48</u>	<u>117,135.00</u>	<u>81,388.52</u>	<u>30.52</u>	<u>69.48</u>
<u>Insurance</u>						
10-66-9510 - Unemployment Compensation Insurance	0.00	610.05	5,000.00	4,389.95	12.20	87.80
10-66-9520 - Workers' Compensation Insurance	0.00	11,397.00	11,500.00	103.00	99.10	0.90
10-66-9530 - Liability Insurance	<u>0.00</u>	<u>46,253.31</u>	<u>64,000.00</u>	<u>17,746.69</u>	<u>72.27</u>	<u>27.73</u>
	<u>0.00</u>	<u>58,260.36</u>	<u>80,500.00</u>	<u>22,239.64</u>	<u>72.37</u>	<u>27.63</u>
<u>Grant Expenses</u>						
10-66-9840 - Per Capita Grant - Current Year	<u>1,594.32</u>	<u>16,407.15</u>	<u>52,660.00</u>	<u>36,252.85</u>	<u>31.16</u>	<u>68.84</u>
	<u>1,594.32</u>	<u>16,407.15</u>	<u>52,660.00</u>	<u>36,252.85</u>	<u>31.16</u>	<u>68.84</u>

**Addison Public Library
Expense Report
For the 5 Months Ended September 30, 2025**

	<u>M.T.D. Expended</u>	<u>Y.T.D. Expended</u>	<u>Budgeted Amount</u>	<u>Budgeted Remain.</u>	<u>Prct. Expend.</u>	<u>Prct. Remain.</u>
<u>Other Expenses</u>						
10-66-9910 - Hardware	21.99	29,879.32	55,000.00	25,120.68	54.33	45.67
10-66-9920 - Furniture and Equipment	(16.15)	407.71	10,000.00	9,592.29	4.08	95.92
10-66-9930 - Reciprocal Borrowing Expense	0.00	50.00	750.00	700.00	6.67	93.33
10-66-9940 - Cable Broadcast	0.00	450.00	5,400.00	4,950.00	8.33	91.67
10-66-9960 - Friends of the Library	0.00	113.28	4,000.00	3,886.72	2.83	97.17
10-66-9970 - FUNshine Committee	488.84	1,574.92	4,800.00	3,225.08	32.81	67.19
10-66-9980 - Staff Recognition	139.73	976.94	10,000.00	9,023.06	9.77	90.23
10-66-9985 - Sam's Lab	0.00	0.00	100,000.00	100,000.00	0.00	100.00
	<u>634.41</u>	<u>33,452.17</u>	<u>189,950.00</u>	<u>156,497.83</u>	<u>17.61</u>	<u>82.39</u>
<u>Transfers</u>						
Total Other Operating Expenses	<u>7,225.59</u>	<u>143,866.16</u>	<u>440,245.00</u>	<u>296,378.84</u>	<u>32.68</u>	<u>67.32</u>
Total General Fund Expenditures	<u>438,489.06</u>	<u>2,302,915.08</u>	<u>6,458,013.00</u>	<u>4,155,097.92</u>	<u>35.66</u>	<u>64.34</u>
<u>Capital Improvement Fund</u>						
<u>Asset Replacement</u>						
80-55-1900 - Asset Replacement Expense	0.00	6,050.00	135,000.00	128,950.00	4.48	95.52
80-55-1905 - Renovation Project	<u>1,032,028.56</u>	<u>3,083,063.36</u>	<u>10,000,000.00</u>	<u>6,916,936.64</u>	<u>30.83</u>	<u>69.17</u>
	<u>1,032,028.56</u>	<u>3,089,113.36</u>	<u>10,135,000.00</u>	<u>7,045,886.64</u>	<u>30.48</u>	<u>69.52</u>
<u>RFID Project</u>						
80-65-1940 - RFID Project	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
Total Capital Improvement Fund Expenditures	<u>1,032,028.56</u>	<u>3,089,113.36</u>	<u>10,135,000.00</u>	<u>7,045,886.64</u>	<u>30.48</u>	<u>69.52</u>
<u>Rebillables Fund</u>						
90-50-5900 - Personal Orders	0.00	0.00	0.00	0.00	0.00	100.00
90-50-5950 - Interlibrary Loans, etc.	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
Total All Funds	<u>1,470,517.62</u>	<u>5,392,028.44</u>	<u>16,593,013.00</u>	<u>11,200,984.56</u>	<u>32.50</u>	<u>67.50</u>

**Addison Public Library
Check Register**

All Bank Accounts
September 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
ADP, LLC #110146				21805	09/15/25	<u>4,776.98</u>
10-56-4500	Payroll Service Fees	Inv #700376619	4,376.78			
10-56-4500	Payroll Service Fees	Inv #700376989	400.20			
Amazon Capital Services 112300				21806	09/15/25	<u>10.44</u>
10-66-9270	Information Technology Supplies	INV #11ML-W3G3-V6F6	10.44			
Mission Square 231901				21807	09/15/25	<u>3,807.07</u>
10-22-0260	Def Annuity Withholding Payable	Plan #306740 9/10/2025 Payroll	3,807.07			
Republic Services #551 122869				21808	09/15/25	<u>465.47</u>
10-58-5310	Refuse Disposal Service	Inv #0551-016347781	465.47			
Village of Addison - HSA				21809	09/15/25	<u>2,536.06</u>
10-50-2400	Health Insurance	HSA ER & EE Contribution 9/10/25 Payroll	2,536.06			
Albertsons - Safeway 112213				21810	09/24/25	<u>298.90</u>
10-66-9300	Library Wide Supplies	7/8/25	7.99			
10-64-8120	Children Services Programs - General	7/8/25 Shaving Cream/Fruit Snacks	15.97			
10-66-9970	FUNshine Committee	7/8/25 Various Ice Cream	63.68			
10-64-8100	Adult Services Programs	7/21/25 Cookie Trays/Popcorn	50.96			
10-66-9970	FUNshine Committee	7/24/25 Stef's Party/Cookie Trays	24.97			
10-64-8160	Teen Program	7/25/25 Teen Volunteer Party	45.94			
10-64-8120	Children Services Programs - General	8/4/25	40.95			
10-66-9980	Staff Recognition	8/4/25 Shout Out	48.44			
IL Library Association 192210				21811	09/24/25	<u>300.00</u>
10-62-7480	Board	Inv #321950 Navrocki Conference	300.00			
IL Library Association 192210				21812	09/24/25	<u>300.00</u>
10-62-7480	Board	Inv #321951 Sellas Conference	300.00			
IL Library Association 192210				21813	09/24/25	<u>300.00</u>
10-62-7480	Board	Pudelek - Conference	300.00			
IL Library Association 192210				21814	09/24/25	<u>150.00</u>
10-62-7510	Memberships (Staff & Board)	Inv #318399 Dini Membership	150.00			
IL Library Association 192210				21815	09/24/25	<u>150.00</u>

Addison Public Library Check Register

All Bank Accounts
September 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-62-7510	Memberships (Staff & Board)	Inv #318256 Morris Membership	150.00			
IL Library Association 192210				21816	09/24/25	<u>450.00</u>
10-62-7480	Board	Inv #854557 Willis Conference	450.00			
Mission Square 231901				21817	09/24/25	<u>3,807.07</u>
10-22-0260	Def Annuity Withholding Payable	Plan #306740 9/24/25 Payroll	3,807.07			
Verizon				21818	09/24/25	<u>100.20</u>
10-58-5570	Leased Internet Access Line	Inv #6122879778	100.20			
Village of Addison:Health Ins 500011				21819	09/24/25	<u>2,536.06</u>
10-50-2400	Health Insurance	ER & EE HSA 9/24/25 Payroll Contribution	2,536.06			
Albertsons - Safeway 112213				21820	09/30/25	<u>352.14</u>
10-64-8100	Adult Services Programs	7/16/2025	87.93			
10-62-7470	Staff In-Service	8/7/2025	66.92			
10-66-9300	Library Wide Supplies	9/3/2025	20.00			
10-64-8160	Teen Program	9/3/2025	177.29			
Village of Addison: Misc Exp 500010				21821	09/30/25	<u>85.65</u>
10-22-0255	Other Insurance Withholding Payable	Allstate ID Protection October 2025	85.65			
Village of Addison: Misc Exp 500010				21822	09/30/25	<u>88.00</u>
10-22-0255	Other Insurance Withholding Payable	MetLife Hyatt Legal - October 2025	88.00			
Village of Addison: Misc Exp 500010				21823	09/30/25	<u>582.85</u>
10-22-0255	Other Insurance Withholding Payable	Mutual of Omaha Worksite Benefits October 2025	582.85			
Village of Addison: Misc Exp 500010				21824	09/30/25	<u>864.43</u>
10-22-0255	Other Insurance Withholding Payable	Mutual of Omaha Self Bill Life/AD&D October 2025	864.43			
Village of Addison: Misc Exp 500010				21825	09/30/25	<u>240.01</u>
10-22-0255	Other Insurance Withholding Payable	TransAmerica - August 2025	240.01			
Village of Addison:Health Ins 500011				21826	09/30/25	<u>34,321.39</u>
10-50-2400	Health Insurance	BCBS October 2025	34,321.39			
Village of Addison:Health Ins 500011				21827	09/30/25	<u>2,431.90</u>

**Addison Public Library
Check Register**

All Bank Accounts
September 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-50-2400	Health Insurance	Delta Dental October 2025	2,431.90			
Village of Addison:Health Ins 500011				21828	09/30/25	<u>319.53</u>
10-50-2400	Health Insurance	VSP October 2025	319.53			
Deborah Sanchez 829116				39161	09/30/25	<u>(14.77)</u>
10-62-7550	In-State Travel	To void Check# 829116	-14.77			
4imprint, Inc. 162600				39867	10/09/25	<u>821.13</u>
10-64-8220	Flyers/Brochures	Inv# 30284754	821.13			
Addison Public Library 500004				39868	10/09/25	<u>411.30</u>
10-11-1106	Cash in Bank - Wintrust Bank Librarian's Fund	To replenish Deluxe Purchase - 08.31.25	411.30			
Albertsons - Safeway 112213				39869	10/09/25	<u>331.69</u>
10-64-8165	Community Engagement Program	Jewel Osco 09.12.25	11.97			
10-64-8100	Adult Services Programs	Jewel Osco 09.12.25	64.43			
10-66-9240	Children Services Supplies	Jewel Osco 09.16.25	28.95			
10-66-9220	Guest Services Supplies	Jewel Osco 09.25.25	20.97			
10-66-9970	FUNshine Committee	Jewel Osco 09.29.25	100.84			
10-64-8160	Teen Program	Jewel Osco 09.29.25	58.97			
10-66-9240	Children Services Supplies	Jewel Osco 09.30.25	17.95			
10-64-8160	Teen Program	Jewel Osco 10.06.25	27.61			
Amazon Capital Services 112300				39870	10/09/25	<u>1,735.39</u>
10-58-5610	Building Supplies	Inv# 13XD-QNKR-FFYY	11.24			
10-66-9270	Information Technology Supplies	Inv# 1JYC-W9CC-KC46	613.60			
10-66-9270	Information Technology Supplies	Inv# 13XD-QNKR-GWFN	417.97			
10-66-9910	Hardware	Inv# 1FGT-NQD6-CMFP	21.99			
10-66-9270	Information Technology Supplies	Inv# 1GWF-V6DL-MHW6	54.67			
10-66-9270	Information Technology Supplies	Inv# 1ML6-4H37-K6RN	116.59			
10-66-9980	Staff Recognition	Inv# 1NLD-HJFX-M9F1	91.29			
10-66-9330	Community Engagement Supplies	Inv# 1XJJ-M264-93NL	29.39			
10-66-9240	Children Services Supplies	Inv# 1GN1-DRQP-XCQD	46.65			
10-64-8120	Children Services Programs - General	Inv# 1FV3-1PNK-TTFF	342.03			
10-54-3110	Adult Books	Inv# 1XPK-L7K1-WNMC	50.73			
10-54-3110	Adult Books	Inv# 19DJ-Y76Y-34CR	-60.76			
Amazon Capital Services 112300				39871	10/09/25	<u>510.75</u>
10-66-9270	Information Technology Supplies	Inv# 1QJN-Q4N1-VC1Y	-306.80			
10-64-8170	IT Programs	Inv# 1MFQ-JHKK-WK3T	16.24			

Addison Public Library Check Register

All Bank Accounts
September 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-64-8100	Adult Services Programs	Inv# 1FQ9-W3DD-WGL1	207.80			
10-66-9270	Information Technology Supplies	Inv# 1MF7-MLM6-WXH3	115.20			
10-66-9270	Information Technology Supplies	Inv# 1MFQ-JHKK-VVVV	52.98			
10-66-9330	Community Engagement Supplies	Inv# 1MDG-L1V3-WY3R	59.59			
10-66-9330	Community Engagement Supplies	Inv# 1474-PMLJ-XPP3	40.98			
10-64-8100	Adult Services Programs	Inv# 1DQ3-9GFH-X449	45.72			
10-64-8100	Adult Services Programs	Inv# 14JP-C4C9-WN3L	9.99			
10-66-9270	Information Technology Supplies	Inv# 1HJ7-M1J4-WT6J	142.97			
10-66-9270	Information Technology Supplies	Inv# 1QK4- HGW6-X9W7	62.98			
10-62-7470	Staff In-Service	Inv# 1DQ3-9GFH-WPX1	63.10			
Amazon Capital Services 112300				39872	10/09/25	<u>379.62</u>
10-66-9245	Teen Services Supplies	Inv# 1HHL-HJMD-WJMY	242.77			
10-54-3900	Adult Other Expenditures	Inv# 1K34-1NN3-YTHT	29.33			
10-54-3110	Adult Books	Inv# 111D-N9TR-XH79	-15.33			
10-52-3100	Children Books	Inv# 1QK4-HGW6-W3L4	12.23			
10-52-3900	Children Other Expenditures	Inv# 1MDG-L1V3-WYXY	15.99			
10-52-3900	Children Other Expenditures	Inv# 1VTG-LL17-XK1Y	50.28			
10-54-3110	Adult Books	Inv# 13QT-GPLW-XK7M	44.35			
Anthony Szabelski 112600				39873	10/09/25	<u>100.00</u>
10-64-8100	Adult Services Programs	Voices from Addison's Past 10.16.25	100.00			
BMO Harris Bank N.A. 22301				39874	10/09/25	<u>4,319.52</u>
10-61-6200	Software/Licenses	CyberFox - Inv# 088900	87.50			
10-64-8160	Teen Program	Universal Yums - Gift boxes	177.00			
10-66-9220	Guest Services Supplies	Ziptie.com - Cable tie	19.59			
10-58-5610	Building Supplies	Granger - Vacuum, Battery	470.55			
10-58-5610	Building Supplies	Home Depot - Water filter	89.96			
10-64-8100	Adult Services Programs	Michaels - Vinyl, Tote bag	76.33			
10-64-8100	Adult Services Programs	Michaels - Vinyl, Tote bag	76.34			
10-62-7410	Administration	ILA Registration- Brooke Sievers	500.00			
10-64-8165	Community Engagement Program	Airtable - Inv# 98767CBE-0007	96.00			
10-61-6200	Software/Licenses	Lightspeed - Inv# 940722	189.00			
10-61-6200	Software/Licenses	Screenconnect - Access Membership	41.00			
10-61-6200	Software/Licenses	SRFAX- Inv# 5551372	12.60			
10-61-6200	Software/Licenses	ZOHO - Inv# 50101039536	155.00			
10-64-8100	Adult Services Programs	Panera - CHAD Meet and Greet	164.41			
10-66-9970	FUNshine Committee	Sam's Club - 9.19.25	96.88			
10-61-6200	Software/Licenses	Network Solutions SSL Certificate	669.00			

Addison Public Library Check Register

All Bank Accounts
September 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-56-4100	Legal Fees	Custom Vantage - Inv# 208272	59.90			
10-61-6200	Software/Licenses	ZOHO - Inv# 50101102458	123.50			
10-61-6200	Software/Licenses	Screenconnect - Connectwise Support	39.00			
10-58-5610	Building Supplies	Petco - Fish Supplies	59.96			
10-54-3900	Adult Other Expenditures	Mobile Beacon- Order# MB-197688	1,116.00			
Business Office Systems 123175				39875	10/09/25	<u>51,281.81</u>
80-55-1905	Renovation Project	Inv# 76436	4,389.23			
80-55-1905	Renovation Project	Inv# 76437	5,756.51			
80-55-1905	Renovation Project	Inv# 76895	176.95			
80-55-1905	Renovation Project	Inv# 76896	31,316.96			
80-55-1905	Renovation Project	Inv# 77202	480.00			
80-55-1905	Renovation Project	Inv# 77203	9,162.16			
Center Point Publishing 131571				39876	10/09/25	<u>400.32</u>
10-54-3110	Adult Books	Inv# 21097161	349.98			
10-54-3110	Adult Books	Inv# 2202044	25.77			
10-54-3110	Adult Books	Inv# 2198183	24.57			
Chicago Filter Supply 131842				39877	10/09/25	<u>617.80</u>
10-58-5610	Building Supplies	Inv# 2025-SO-11094	617.80			
Comcast 132548				39878	10/09/25	<u>76.00</u>
10-58-5510	Telephone	Acct# 8771-20-183-0148973	76.00			
Comcast 132554				39879	10/09/25	<u>405.43</u>
10-58-5510	Telephone	Inv# 252856493	405.43			
Convergent Technologies LLC 132568				39880	10/09/25	<u>3,133.00</u>
10-61-6200	Software/Licenses	Inv# IN00392610	1,515.50			
10-58-5710	Equipment Maintenance & Repair	Inv# IN00372076	1,617.50			
D&Z House of Books Inc 143662				39881	10/09/25	<u>76.04</u>
10-52-3100	Children Books	Inv# 2025/I003908	76.04			
DuPage Security Solutions Inc 143105				39882	10/09/25	<u>10.50</u>
10-58-5610	Building Supplies	Inv# 65281	10.50			
Ehler Investment Partners, LLC 151700				39883	10/09/25	<u>5,458.77</u>
10-56-4900	Other Contracts	Inv# 24-2226	2,875.67			

Addison Public Library Check Register

All Bank Accounts
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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-56-4900	Other Contracts	Inv# 24-6169	2,583.10			
Elan Financial Services				39884	10/09/25	<u>435.97</u>
10-62-7510	Memberships (Staff & Board)	Annual Membership Fee for CC	99.00			
10-61-6200	Software/Licenses	Inv# 3209641207 - Adobe	336.97			
Forest Preserve District of DuPage County				39885	10/09/25	<u>100.00</u>
10-64-8100	Adult Services Programs	Inv# 1003521.090	100.00			
Francotyp-Postalia, Inc 162817				39886	10/09/25	<u>149.85</u>
10-56-4420	Equipment Rental & Leasing	Inv# RI106776578	149.85			
GALE/CENGAGE Learning 171152				39887	10/09/25	<u>368.12</u>
10-54-3110	Adult Books	Inv# 999101285743	320.89			
10-54-3110	Adult Books	Inv# 999101307795	20.99			
10-54-3110	Adult Books	Inv# 999101114620	26.24			
Garvey's Office Products 171197				39888	10/09/25	<u>240.00</u>
10-66-9330	Community Engagement Supplies	Inv# OE-QT-6997-1	240.00			
Grainger 333337				39889	10/09/25	<u>736.78</u>
10-58-5610	Building Supplies	Inv# 9633509709	332.76			
10-58-5690	Other Building Materials & Repair	Inv# 9631617579	404.02			
Libraria 131861				39890	10/09/25	<u>36.11</u>
10-52-3100	Children Books	Inv# 266734	36.11			
Nicor Gas 241916				39891	10/09/25	<u>671.70</u>
10-58-5100	Natural Gas Service	Acct# 66-89-55-1902 4	671.70			
Norcomm Public Safety 242571				39892	10/09/25	<u>210.00</u>
10-58-5710	Equipment Maintenance & Repair	Inv# 28476	105.00			
10-56-4420	Equipment Rental & Leasing	Inv# 28476	105.00			
OCLC Inc 251352				39893	10/09/25	<u>7,361.94</u>
10-55-3860	E-Books	Inv# 1000467569	4,526.81			
10-55-3860	E-Books	Inv# 1000462626	2,835.13			
OTC Brands, Inc 252842				39894	10/09/25	<u>35.26</u>
10-66-9250	Materials Management Supplies	Inv# 73854043701	35.26			
Patricia Trampas 261181				39895	10/09/25	<u>80.00</u>

Addison Public Library Check Register

All Bank Accounts
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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-64-8100	Adult Services Programs	Essentrics 10.15.25	80.00			
Quill 273145				39896	10/09/25	<u>608.96</u>
10-66-9210	Office Supplies	Inv# 45608067	19.35			
10-66-9210	Office Supplies	Inv# 45616861	12.84			
10-66-9300	Library Wide Supplies	Inv# 45616861	129.92			
10-66-9300	Library Wide Supplies	Inv# 45643963	32.46			
10-66-9330	Community Engagement Supplies	Inv# 45617476	23.99			
10-66-9330	Community Engagement Supplies	Inv# 45469796	53.23			
10-66-9300	Library Wide Supplies	Inv# 45429869	330.58			
10-66-9210	Office Supplies	Inv# 45429869	6.59			
Rails 281145				39897	10/09/25	<u>5,600.00</u>
10-55-3500	Online Databases	Inv# 14444	5,600.00			
Republic Services #551 122869				39898	10/09/25	<u>361.97</u>
10-58-5310	Refuse Disposal Service	Inv# 0551-016369966	361.97			
Rogers Pump Sales & Service 282532				39899	10/09/25	<u>1,728.00</u>
10-58-5710	Equipment Maintenance & Repair	Inv# 228846-1, 228846-2	1,728.00			
Sherie C Shapiro 291967				39900	10/09/25	<u>75.00</u>
10-64-8100	Adult Services Programs	Ageless Grace 10.16.25	75.00			
Sir Speedy Printing 291970				39901	10/09/25	<u>65.54</u>
10-64-8220	Flyers/Brochures	Inv# 91289	65.54			
Telus Health (US) Ltd. 333569				39902	10/09/25	<u>3,755.00</u>
10-50-2450	Employee Assistance Program	Inv# 2351674	3,755.00			
Village of Addison - HSA				39903	10/09/25	<u>2,536.06</u>
10-50-2400	Health Insurance	HSA ER, EE Contributions for Payroll 10.8.25	2,536.06			
Village of Addison: Misc Exp 500010				39904	10/09/25	<u>160.00</u>
10-56-4900	Other Contracts	Elevator Inspection 8.18.25	160.00			
Village of Addison: Misc Exp 500010				39905	10/09/25	<u>200.00</u>
10-56-4900	Other Contracts	Case# ADP25024802 False Alarm	200.00			
Addison Trail Theatre Boosters 111427				39906	10/21/25	<u>250.00</u>

Addison Public Library Check Register

All Bank Accounts
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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-64-8910	Other Promotions	Grand Benefactor Sponsorship Level	250.00			
Ale Ramirez 10-64-8160	Teen Program	DnD 10.22.25	150.00	39907	10/21/25	<u>150.00</u>
Ale Ramirez 10-64-8160	Teen Program	DnD 11.5.25	150.00	39908	10/21/25	<u>150.00</u>
Amazon Capital Services 112300				39909	10/21/25	<u>1,160.60</u>
10-66-9270	Information Technology Supplies	Inv# 1HMM-WRQL-3DG6	280.95			
10-62-7470	Staff In-Service	Inv# 11HH-YKHW-1R1V	14.99			
10-66-9970	FUNshine Committee	Inv# 1HVR-C13K-3JYL	40.92			
10-54-3900	Adult Other Expenditures	Inv# 179W-6LYY-3VH4	13.78			
10-54-3900	Adult Other Expenditures	Inv# 1WYC-6DTM-37J1	19.78			
10-54-3900	Adult Other Expenditures	Inv# 1XM6-DVKR-3F9Q	138.00			
10-54-3900	Adult Other Expenditures	Inv# 1NR9-J3FX-33KX	39.88			
10-66-9250	Materials Management Supplies	Inv# 143C-Q6X1-1R66	173.39			
10-54-3900	Adult Other Expenditures	Inv# 1HRJ-GJQ9-1V9J	23.30			
10-66-9330	Community Engagement Supplies	Inv# 1YM1-PVPC-3JRX	119.98			
10-66-9250	Materials Management Supplies	Inv# 19CT-JXTG-3CGM	9.99			
10-64-8160	Teen Program	Inv# 19CT-JXTG-3CGM	51.66			
10-54-3900	Adult Other Expenditures	Inv# 1TN7-DTF1-1KXF	233.98			
Amazon Capital Services 112300				39910	10/21/25	<u>590.98</u>
10-54-3110	Adult Books	Inv# 1HVR-C13K-1LDX	63.37			
10-54-3110	Adult Books	Inv# 1RXR-MWVM-3GV4	126.74			
10-52-3100	Children Books	Inv# 1FK3-3L4T-3FJP	25.69			
10-66-9970	FUNshine Committee	Inv# 1GQT-VRRT-39JG	36.99			
10-54-3110	Adult Books	Inv# 1JHP-LVGY-3DMT	12.00			
10-52-3100	Children Books	Inv# 1R4N-WJ4W-3TWK	21.08			
10-54-3110	Adult Books	Inv# 1Q9F-RK3R-4C44	12.95			
10-52-3100	Children Books	Inv# 1PCH-TQ1P-4DNP	32.16			
10-54-3900	Adult Other Expenditures	Inv# 11XV-9MN9-GP1G	138.99			
10-54-3900	Adult Other Expenditures	Inv# 17GT-HMPT-GY9M	105.62			
10-52-3100	Children Books	Inv# 1319-9LL3-GXTF	6.40			
10-52-3100	Children Books	Inv# 13JC-7F7F-H9LD	8.99			
Amazon Capital Services 112300				39911	10/21/25	<u>1,020.73</u>
10-54-3110	Adult Books	Inv# 13WD-CHF9-H6CN	32.60			
10-52-3100	Children Books	Inv# 1PKQ-CL3J-J313	18.42			
10-52-3100	Children Books	Inv# 1NR6-9RD1-GWCV	20.29			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-66-9270	Information Technology Supplies	Inv# 1YYL-C1M9-HYQG	498.75			
10-64-8165	Community Engagement Program	Inv# 1KPN-7TWT-HTVJ	78.96			
10-64-8170	IT Programs	Inv# 11XV-9MN9-GY6V	318.76			
10-66-9230	Adult Services Supplies	Inv# 1NML-MKN4-HKK7	52.95			
Amber Zamora Gomez				39912	10/21/25	<u>325.00</u>
10-64-8100	Adult Services Programs	Spanish Program 10.30.25	325.00			
American Library Association				39913	10/21/25	<u>737.00</u>
10-62-7510	Memberships (Staff & Board)	Dini 0261961	215.00			
10-62-7510	Memberships (Staff & Board)	Tafolla 2312663	215.00			
10-62-7510	Memberships (Staff & Board)	Moore 2152903	187.00			
10-62-7510	Memberships (Staff & Board)	Heyden 2313014	120.00			
Anderson Lock Company, Ltd				39914	10/21/25	<u>6,017.00</u>
80-55-1905	Renovation Project	Payment 10 - 9.30.25	6,017.00			
Aurelio's Pizza 113172				39915	10/21/25	<u>74.32</u>
10-64-8100	Adult Services Programs	ELL Book and Bite 10.2.25	42.57			
10-64-8100	Adult Services Programs	Book Club 9.9.25	31.75			
Baker & Taylor 120290				39916	10/21/25	<u>943.47</u>
10-66-9250	Materials Management Supplies	Inv# 2039273156	1.19			
10-52-3100	Children Books	Inv# 2039263075	206.74			
10-66-9250	Materials Management Supplies	Inv# 2039263076	5.95			
10-66-9250	Materials Management Supplies	Inv# 2039266041	3.57			
10-52-3100	Children Books	Inv# 2039266040	176.16			
10-66-9250	Materials Management Supplies	Inv# 2039276290	10.71			
10-66-9250	Materials Management Supplies	Inv# 2039278638	2.38			
10-52-3100	Children Books	Inv# 2039276289	362.29			
10-52-3100	Children Books	Inv# 2039278637	85.82			
10-52-3100	Children Books	Inv# 2039285288	6.11			
10-52-3100	Children Books	Inv# 2039273155	82.55			
Baker & Taylor 120310				39917	10/21/25	<u>3,507.55</u>
10-66-9250	Materials Management Supplies	Inv# 2039260453	29.75			
10-66-9250	Materials Management Supplies	Inv# 2039251568	36.89			
10-54-3110	Adult Books	Inv# 2039251567	940.49			
10-66-9250	Materials Management Supplies	Inv# 2039263644	22.61			
10-54-3110	Adult Books	Inv# 2039260452	667.91			
10-54-3110	Adult Books	Inv# 2039263643	582.14			
10-66-9250	Materials Management Supplies	Inv# 2039276313	22.61			

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10-54-3110	Adult Books	Inv# 2039276312	621.55			
10-54-3110	Adult Books	Inv# 2039273740	231.85			
10-66-9250	Materials Management Supplies	Inv# 2039273741	13.09			
10-54-3110	Adult Books	Inv# 2039284221	25.61			
10-54-3110	Adult Books	Inv# 2039285460	307.10			
10-66-9250	Materials Management Supplies	Inv# 2039285461	5.95			
Betsi Beltran				39918	10/21/25	<u>10.29</u>
10-62-7550	In-State Travel	14.7 miles - Daycare, G.S. Elem., FPD	10.29			
Brooke Sievers 829192				39919	10/21/25	<u>12.04</u>
10-62-7550	In-State Travel	17.2 miles - RAILS	12.04			
Built Rite Construction LLC				39920	10/21/25	<u>124,381.00</u>
80-55-1905	Renovation Project	Payment 10, 9.30.25	124,381.00			
CDS Office Technologies 131476				39921	10/21/25	<u>745.20</u>
10-58-5710	Equipment Maintenance & Repair	Inv# INV1722660	492.20			
10-58-5710	Equipment Maintenance & Repair	Inv# INV1725504	253.00			
Center Point Publishing 131571				39922	10/21/25	<u>74.91</u>
10-54-3110	Adult Books	Inv# 2194481	74.91			
Chicago Distribution Center 131855				39923	10/21/25	<u>60.68</u>
10-54-3110	Adult Books	Inv# 12867038	60.68			
Chicago Filter Supply 131842				39924	10/21/25	<u>538.60</u>
10-58-5610	Building Supplies	Inv# 2025-SO-11878	538.60			
Christina LePage				39925	10/21/25	<u>400.00</u>
10-62-7440	Adult Services	Supervision Hours for Benavidez	400.00			
Cintas Fire Protection 131961				39926	10/21/25	<u>1,841.86</u>
10-58-5710	Equipment Maintenance & Repair	Inv# OF94763963	1,841.86			
Claire Bartlett				39927	10/21/25	<u>2.94</u>
10-62-7550	In-State Travel	4.2 miles - Rec Center	2.94			
Colley Elevator 132555				39928	10/21/25	<u>670.00</u>
10-58-5710	Equipment Maintenance & Repair	Inv# 287968	670.00			

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Complete Cleaning 132523				39929	10/21/25	<u>4,813.00</u>
10-58-5320	Cleaning Service	Inv# C31297 , October Services	4,813.00			
Crimson Multimedia Dist. 132835				39930	10/21/25	<u>4,774.67</u>
10-52-3900	Children Other Expenditures	Inv# 024183	110.00			
10-52-3900	Children Other Expenditures	Inv# 024186	120.00			
10-52-3900	Children Other Expenditures	Inv# 024040	212.04			
10-52-3900	Children Other Expenditures	Inv# 024041	408.14			
10-52-3900	Children Other Expenditures	Inv# 024187	135.00			
10-52-3900	Children Other Expenditures	Inv# 024181	35.00			
10-54-3900	Adult Other Expenditures	Inv# 024185	65.00			
10-54-3900	Adult Other Expenditures	Inv# 024182	175.42			
10-54-3900	Adult Other Expenditures	Inv# 024184	346.71			
10-54-3900	Adult Other Expenditures	Inv# 024042	150.00			
10-54-3900	Adult Other Expenditures	Inv# 024039	40.00			
10-54-3900	Adult Other Expenditures	Inv# 023352	170.00			
10-54-3900	Adult Other Expenditures	Inv# 023351	105.00			
10-54-3900	Adult Other Expenditures	Inv# 023747	185.34			
10-54-3900	Adult Other Expenditures	Inv# 023621	60.00			
10-54-3900	Adult Other Expenditures	Inv# 023620	346.22			
10-52-3900	Children Other Expenditures	Inv# 023350	237.34			
10-52-3900	Children Other Expenditures	Inv# 023748	40.00			
10-52-3900	Children Other Expenditures	Inv# 023353	106.22			
10-52-3900	Children Other Expenditures	Inv# 023749	163.07			
10-52-3900	Children Other Expenditures	Inv# 023622	151.03			
10-54-3900	Adult Other Expenditures	Inv# 023990	65.00			
10-54-3900	Adult Other Expenditures	Inv# 023989	40.00			
10-52-3900	Children Other Expenditures	Inv# 023988	166.42			
10-54-3900	Adult Other Expenditures	Inv# 023272	40.00			
10-54-3900	Adult Other Expenditures	Inv# 023144	40.00			
10-54-3900	Adult Other Expenditures	Inv# 023142	90.00			
10-54-3900	Adult Other Expenditures	Inv# 023143	357.43			
10-54-3900	Adult Other Expenditures	Inv# 023270	277.22			
10-54-3900	Adult Other Expenditures	Inv# 023271	40.00			
10-52-3900	Children Other Expenditures	Inv# 023141	40.00			
10-52-3900	Children Other Expenditures	Inv# 023273	60.00			
10-52-3900	Children Other Expenditures	Inv# 023145	197.07			
D&Z House of Books Inc 143662				39931	10/21/25	<u>876.00</u>
10-54-3110	Adult Books	Inv# 2025/I005014	232.44			
10-52-3100	Children Books	Inv# 2025/I003852	23.76			
10-54-3110	Adult Books	Inv# 2025/I003673	127.40			

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10-54-3110	Adult Books	Inv# 2025/1003672	362.60			
10-54-3110	Adult Books	Inv# 2025/1003463	129.80			
Deborah Sanchez 829116				39932	10/21/25	<u>19.67</u>
10-62-7550	In-State Travel	7 miles - Rec Center and Daycare	4.90			
10-62-7550	In-State Travel	Reissued Check# 39161	14.77			
Dell 141554				39933	10/21/25	<u>186.36</u>
10-66-9270	Information Technology Supplies	Inv# 1838849116	186.36			
Demco Inc 141551				39934	10/21/25	<u>485.25</u>
10-66-9250	Materials Management Supplies	Inv# 7704341	485.25			
Douglas Fischer 161980				39935	10/21/25	<u>6,300.00</u>
80-55-1905	Renovation Project	Resilient & Carpenting - Pmt. 10	6,300.00			
Ebsco Information Services 151271				39936	10/21/25	<u>4,792.32</u>
10-66-9840	Per Capita Grant - Current Year	Inv# 2600318	314.32			
10-55-3500	Online Databases	Inv# 91011031377	2,831.00			
10-55-3500	Online Databases	Inv# 91011032902	1,200.00			
10-55-3400	Magazines/News	Inv# 1805018	447.00			
Eco Lighting Services and Technology LLC 151341				39937	10/21/25	<u>125,828.00</u>
80-55-1905	Renovation Project	Electrical/ Low Voltage - Pmt. 10	125,828.00			
Elizabeth Freebairn				39938	10/21/25	<u>6.16</u>
10-62-7550	In-State Travel	4.4 miles - Aurelio's Pizza 9.9.25	3.08			
10-62-7550	In-State Travel	4.4 miles - Aurelio's Pizza 10.2.25	3.08			
Elliot Construction Corporation 331557				39939	10/21/25	<u>40,388.00</u>
80-55-1905	Renovation Project	Earth Work/ Concrete - Pmt. 10	40,388.00			
Erica Reckamp- Job Search Like a Pro 281521				39940	10/21/25	<u>200.00</u>
10-64-8165	Community Engagement Program	Present Fee - 11.06.25 Revitalizing	200.00			
Frederick Quinn Corporation 162815				39941	10/21/25	<u>56,121.00</u>
80-55-1905	Renovation Project	Construction Management - Pmt. 10	56,121.00			
Gabriela Tafolla 162821				39942	10/21/25	<u>3.92</u>
10-62-7550	In-State Travel	5.6 miles - CL. Senior Living, GC, OM CP	3.92			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
GALE/CENGAGE Learning 171152				39943	10/21/25	<u>718.98</u>
10-54-3110	Adult Books	Inv# 999101551952	23.25			
10-54-3110	Adult Books	Inv# 999101381664	20.99			
10-54-3110	Adult Books	Inv# 999100804626	455.08			
10-54-3110	Adult Books	Inv# 999100883946	219.66			
Grainger 333337				39944	10/21/25	<u>20.62</u>
10-58-5610	Building Supplies	Inv# 9643692685	20.62			
Hallett Movers 182563				39945	10/21/25	<u>141,635.75</u>
80-55-1905	Renovation Project	Inv# 68237	61,425.24			
80-55-1905	Renovation Project	Inv# 68238	53,217.26			
80-55-1905	Renovation Project	Inv# 68239	22,292.75			
80-55-1905	Renovation Project	Inv# 68240	1,147.50			
80-55-1905	Renovation Project	Inv# 68241	3,102.50			
80-55-1905	Renovation Project	Inv# 68242	450.50			
Hargrave Builders, Inc. 181171				39946	10/21/25	<u>144,261.00</u>
80-55-1905	Renovation Project	Carpentry/ General Trades - Pmt. 10	144,261.00			
Heitkotter, Inc. 181547				39947	10/21/25	<u>10,530.00</u>
80-55-1905	Renovation Project	Acoustical Ceilings - Pmt. 10	10,530.00			
Heyl Royster 181565				39948	10/21/25	<u>140.00</u>
10-56-4100	Legal Fees	Inv# 1807027	140.00			
High-Definition Genealogy LLC 181937				39949	10/21/25	<u>150.00</u>
10-64-8100	Adult Services Programs	Inv# 2025-257	150.00			
IL Library Association 192210				39950	10/21/25	<u>250.00</u>
10-62-7510	Memberships (Staff & Board)	Inv# 323060 - Medigo Me Zengue - Membership	250.00			
Information Today 192436				39951	10/21/25	<u>352.03</u>
10-54-3110	Adult Books	Inv# 1789883-B1	352.03			
Ingram Library Services 192453				39952	10/21/25	<u>7,834.95</u>
10-54-3110	Adult Books	Inv# 90232791	218.84			
10-66-9250	Materials Management Supplies	Inv# 90232792	12.80			
10-66-9250	Materials Management Supplies	Inv# 90743804	9.60			

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10-52-3100	Children Books	Inv# 90567600	470.36			
10-52-3100	Children Books	Inv# 90567599	83.73			
10-52-3100	Children Books	Inv# 90743802	18.16			
10-52-3100	Children Books	Inv# 90743803	157.87			
10-54-3110	Adult Books	Inv# 90567603	62.66			
10-52-3100	Children Books	Inv# 90567604	220.19			
10-52-3100	Children Books	Inv# 90567602	7.19			
10-66-9250	Materials Management Supplies	Inv# 90567601	39.68			
10-52-3100	Children Books	Inv# 90567598	11.29			
10-52-3100	Children Books	Inv# 90929417	12.02			
10-52-3100	Children Books	Inv# 90763857	790.08			
10-52-3100	Children Books	Inv# 90763858	3,295.55			
10-52-3100	Children Books	Inv# 90929418	33.88			
10-54-3110	Adult Books	Inv# 90902497	877.61			
10-52-3100	Children Books	Inv# 90763856	11.30			
10-66-9250	Materials Management Supplies	Inv# 90567605	7.04			
10-54-3110	Adult Books	Inv# 90946626	-8.24			
10-54-3110	Adult Books	Inv# 90824102	332.50			
10-54-3110	Adult Books	Inv# 90801894	91.72			
10-52-3100	Children Books	Inv# 90824101	33.08			
10-52-3100	Children Books	Inv# 90801895	105.91			
10-52-3100	Children Books	Inv# 90801893	5.26			
10-52-3100	Children Books	Inv# 90902502	12.83			
10-52-3100	Children Books	Inv# 90902501	12.19			
10-52-3900	Children Other Expenditures	Inv# 90902494	21.50			
10-52-3100	Children Books	Inv# 90902495	39.06			
10-52-3100	Children Books	Inv# 90902496	670.94			
10-52-3100	Children Books	Inv# 90902499	52.27			
10-66-9250	Materials Management Supplies	Inv# 90824103	19.20			
10-66-9250	Materials Management Supplies	Inv# 90902500	3.20			
10-66-9250	Materials Management Supplies	Inv# 90902503	1.28			
10-66-9250	Materials Management Supplies	Inv# 90902498	90.24			
10-66-9250	Materials Management Supplies	Inv# 90801896	12.16			
Kessor D/B/A Superior 211533				39953	10/21/25	<u>8,836.00</u>
80-55-1905	Renovation Project	Cleaning Services - Pmt. 10	8,836.00			
Kiwanis Club of Addison 211991				39954	10/21/25	<u>400.00</u>
10-62-7510	Memberships (Staff & Board)	FY25-26 Kiwanis Membership	400.00			
Lakeshore Learning Material 221153				39955	10/21/25	<u>67.82</u>
10-52-3900	Children Other Expenditures	Inv# 91987670	67.82			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Lauterbach&Amen LLP 172582 10-56-4450	Accounting Service Fees	Inv# 108886 - August 2025	1,850.00	39956	10/21/25	<u>1,850.00</u>
Len's Ace Hardware, Inc. 221567 10-66-9330	Community Engagement Supplies	Inv# 537934/1	81.85	39957	10/21/25	<u>1,049.39</u>
10-58-5610	Building Supplies	Inv# 537934/1	40.47			
10-58-5610	Building Supplies	Inv# 538077/1	61.13			
10-58-5610	Building Supplies	Inv# 538345/1	82.76			
10-66-9300	Library Wide Supplies	Inv# 538430/1	8.07			
10-58-5610	Building Supplies	Inv# 538430/1	26.97			
10-58-5610	Building Supplies	Inv# 538437/1	341.58			
10-58-5610	Building Supplies	Inv# 538643/1	17.99			
10-58-5610	Building Supplies	Inv# 538792/1	192.49			
10-58-5610	Building Supplies	Inv# 538807/1	107.97			
10-58-5610	Building Supplies	Inv# 538881/1	53.03			
10-58-5610	Building Supplies	Inv# 538933/1	35.08			
Lesley Cyrier 892152 10-62-7550	In-State Travel	4.2 miles - Aurelios	3.08	39958	10/21/25	<u>52.54</u>
10-62-7440	Adult Services	Aurelios Meal - 9.9.25	15.84			
10-62-7550	In-State Travel	4.4 miles - Aurelios	3.08			
10-62-7440	Adult Services	Aurelios - Sara L and Lesley - 10.7.25	30.54			
Libraria 131861 10-66-9250	Materials Management Supplies	Inv# 266257	0.60	39959	10/21/25	<u>1,644.02</u>
10-52-3100	Children Books	Inv# 266256	1,643.42			
Marti LaHood 281914 10-64-8100	Adult Services Programs	Chair Yoga 10.23.25	80.00	39960	10/21/25	<u>80.00</u>
Matthew Williams 892182 10-62-7550	In-State Travel	39.6 miles - Newsletter Del., Worknet, Viso	27.72	39961	10/21/25	<u>40.93</u>
10-62-7500	Community Engagement	Aurelios Meal - 9.9.25	13.21			
Mechanical Inc 181301 80-55-1905	Renovation Project	Payment 10, 9.30.25	35,700.00	39962	10/21/25	<u>35,700.00</u>
MG Mechanical Contracting, Inc 231980 80-55-1905	Renovation Project	Payment 10, 9.30.25	255,986.00	39963	10/21/25	<u>255,986.00</u>

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Midwest Tape 231925				39964	10/21/25	8,082.89
10-52-3900	Children Other Expenditures	Inv# 507697014	182.93			
10-52-3900	Children Other Expenditures	Inv# 507697042	143.20			
10-52-3900	Children Other Expenditures	Inv# 507697017	11.24			
10-54-3900	Adult Other Expenditures	Inv# 507692217	55.99			
10-54-3900	Adult Other Expenditures	Inv# 507692218	42.99			
10-54-3900	Adult Other Expenditures	Inv# 507697043	14.99			
10-54-3900	Adult Other Expenditures	Inv# 507697013	88.07			
10-54-3900	Adult Other Expenditures	Inv# 507697015	27.89			
10-54-3900	Adult Other Expenditures	Inv# 507697040	68.97			
10-54-3900	Adult Other Expenditures	Inv# 507697018	98.19			
10-54-3900	Adult Other Expenditures	Inv# 507697041	141.70			
10-54-3900	Adult Other Expenditures	Inv# 507697016	41.24			
10-54-3900	Adult Other Expenditures	Inv# 507697012	11.24			
10-55-3860	E-Books	Inv# 507702631	95.00			
10-54-3900	Adult Other Expenditures	Inv# 507652539	198.96			
10-54-3900	Adult Other Expenditures	Inv# 507652722	38.24			
10-52-3900	Children Other Expenditures	Inv# 507652721	26.24			
10-55-3860	E-Books	Inv# 507751940	1,071.27			
10-55-3860	E-Books	Inv# 507819290	87.94			
10-54-3900	Adult Other Expenditures	Inv# 507658583	19.48			
10-54-3900	Adult Other Expenditures	Inv# 507658581	80.21			
10-54-3900	Adult Other Expenditures	Inv# 507658580	54.72			
10-54-3900	Adult Other Expenditures	Inv# 507657658	158.60			
10-54-3900	Adult Other Expenditures	Inv# 507719825	13.49			
10-54-3900	Adult Other Expenditures	Inv# 507719828	26.24			
10-54-3900	Adult Other Expenditures	Inv# 507719827	106.44			
10-54-3900	Adult Other Expenditures	Inv# 507719823	97.46			
10-54-3900	Adult Other Expenditures	Inv# 507719824	44.97			
10-54-3900	Adult Other Expenditures	Inv# 507757628	275.15			
10-54-3900	Adult Other Expenditures	Inv# 507757627	213.69			
10-54-3900	Adult Other Expenditures	Inv# 507747355	47.99			
10-54-3900	Adult Other Expenditures	Inv# 507747356	39.99			
10-54-3900	Adult Other Expenditures	Inv# 507747353	684.85			
10-54-3900	Adult Other Expenditures	Inv# 507747357	9.99			
10-54-3900	Adult Other Expenditures	Inv# 507757629	169.44			
10-54-3900	Adult Other Expenditures	Inv# 507757623	13.49			
10-54-3900	Adult Other Expenditures	Inv# 507757790	45.72			
10-54-3900	Adult Other Expenditures	Inv# 507757624	28.93			
10-54-3900	Adult Other Expenditures	Inv# 507757625	661.67			
10-52-3900	Children Other Expenditures	Inv# 507658582	12.74			

**Addison Public Library
Check Register**

All Bank Accounts
September 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-52-3900	Children Other Expenditures	Inv# 507658584	10.49			
10-54-3900	Adult Other Expenditures	Inv# 507768618	89.98			
10-54-3900	Adult Other Expenditures	Inv# 507669136	38.98			
10-54-3900	Adult Other Expenditures	Inv# 507669134	156.97			
10-54-3900	Adult Other Expenditures	Inv# 507669133	137.98			
10-54-3900	Adult Other Expenditures	Inv# 507814003	217.96			
10-54-3900	Adult Other Expenditures	Inv# 507814002	79.98			
10-54-3900	Adult Other Expenditures	Inv# 507820166	87.71			
10-54-3900	Adult Other Expenditures	Inv# 507820163	99.71			
10-54-3900	Adult Other Expenditures	Inv# 507820164	29.99			
10-54-3900	Adult Other Expenditures	Inv# 507820162	202.43			
10-54-3900	Adult Other Expenditures	Inv# 507820049	152.94			
10-54-3900	Adult Other Expenditures	Inv# 507820048	194.61			
10-54-3900	Adult Other Expenditures	Inv# 507820047	218.88			
10-54-3900	Adult Other Expenditures	Inv# 507790946	29.99			
10-54-3900	Adult Other Expenditures	Inv# 507790943	132.72			
10-54-3900	Adult Other Expenditures	Inv# 507790940	22.49			
10-54-3900	Adult Other Expenditures	Inv# 507790944	676.39			
10-54-3900	Adult Other Expenditures	Inv# 507790941	83.21			
10-54-3900	Adult Other Expenditures	Inv# 507790942	23.24			
10-52-3900	Children Other Expenditures	Inv# 507820160	14.99			
10-52-3900	Children Other Expenditures	Inv# 507820165	129.70			
Midwest Wrecking Co, Inc 231979 80-55-1905	Renovation Project	Payment 10, 9.30.25	7,170.00	39965	10/21/25	<u>7,170.00</u>
Natalie Hernandez 10-62-7550	In-State Travel	5.5 miles - Old Mill Park	3.85	39966	10/21/25	<u>3.85</u>
Nicole Valenta 892111 10-62-7550	In-State Travel	47.1 miles - Palos Hills Comm. College	32.97	39967	10/21/25	<u>32.97</u>
NobleTec LLC 10-61-6200	Software/Licenses	Inv# C20454	1,834.56	39968	10/21/25	<u>1,834.56</u>
ODP Business Solutions 251353 10-66-9330	Community Engagement Supplies	Inv# 437690903001	49.17	39969	10/21/25	<u>49.17</u>
Patti Gebala 892144 10-62-7550	In-State Travel	31.3 miles - CSL, CF, RC, ATHS, OMP	21.91	39970	10/21/25	<u>21.91</u>

**Addison Public Library
Check Register**

All Bank Accounts
September 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Playaway Products 262219				39971	10/21/25	<u>772.71</u>
10-52-3900	Children Other Expenditures	Inv# 512924	77.18			
10-52-3900	Children Other Expenditures	Inv# 510944	59.51			
10-52-3900	Children Other Expenditures	Inv# 512267	636.02			
Prime Architectural Metal & Glass Inc.				39972	10/21/25	<u>5,593.00</u>
80-55-1905	Renovation Project	Payment 10, 9.30.25	5,593.00			
Product Architecture + Design 262850				39973	10/21/25	<u>12,000.00</u>
80-55-1905	Renovation Project	Inv# 1650.0965	12,000.00			
Pyramid Sports Bar				39974	10/21/25	<u>124.56</u>
10-66-9970	FUNshine Committee	Pizzas on 9.22.25	124.56			
Robbins Schwartz 282514				39975	10/21/25	<u>430.94</u>
10-56-4100	Legal Fees	Client# 008872 , August Services	430.94			
Rock Valley Publishing, LLC 282528				39976	10/21/25	<u>45.00</u>
10-55-3400	Magazines/News	Annual Subscription Renewal	45.00			
Scholastic Library Publishing 172866				39977	10/21/25	<u>8,037.00</u>
10-55-3500	Online Databases	Inv# 73768811	8,037.00			
Sharon Gladys Bowers				39978	10/21/25	<u>225.00</u>
10-64-8100	Adult Services Programs	Navigating Grief 11.8.25	225.00			
Sikich LLP 291934				39979	10/21/25	<u>1,750.00</u>
10-56-4600	Audit Service Fees	Audit, Inv# 109486	1,750.00			
Swan 293316				39980	10/21/25	<u>180.00</u>
10-62-7460	Materials Management	Inv# 12085	90.00			
10-62-7430	Guest Services	Inv# 12085	90.00			
Technology Management Revolving Fund 132558				39981	10/21/25	<u>952.40</u>
10-58-5570	Leased Internet Access Line	Inv# T2600177	476.20			
10-58-5570	Leased Internet Access Line	Inv# T2602512	476.20			
Telephonetics, Inc 301553				39982	10/21/25	<u>274.95</u>
10-58-5510	Telephone	Inv# 479512	274.95			
Traliant Holdings, LLC 302825				39983	10/21/25	<u>1,280.00</u>

Addison Public Library

Check Register

All Bank Accounts

September 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-66-9840	Per Capita Grant - Current Year	Inv# INV021436	1,280.00			
Uline 312246 10-58-5610	Building Supplies	Inv# 198183196	91.75	39984	10/21/25	<u>91.75</u>
Unique Management Services Inc 312430 10-56-4410	Collection Agency Fees	Inv# 6144539	462.95	39985	10/21/25	<u>631.00</u>
10-56-4410	Collection Agency Fees	Inv# 6143405	128.05			
10-61-6200	Software/Licenses	Inv# 6144164	40.00			
Value Line Publishing, LLC 321159 10-55-3500	Online Databases	Inv# KF-648405-2510	8,875.00	39986	10/21/25	<u>8,875.00</u>
Villa Park Electrical Supply 321940 10-58-5610	Building Supplies	Inv# 287965-00	561.52	39987	10/21/25	<u>561.52</u>
Village of Addison: Misc Exp 500010 10-56-4900	Other Contracts	Elevator Inspection 9.24.25	160.00	39988	10/21/25	<u>160.00</u>
World Book School & Library 332571 10-55-3500	Online Databases	Inv# ARI0012056	3,100.12	39989	10/21/25	<u>3,100.12</u>
Check List Total						<u><u>1,217,183.56</u></u>

Addison Public Library Check List

All Bank Accounts

September 1, 2025 - October 21, 2025

Check Number	Check Date	Payee	Amount
Vendor Checks			
21805	09/15/25	ADP, LLC #110146	4,776.98
21806	09/15/25	Amazon Capital Services 112300	10.44
21807	09/15/25	Mission Square 231901	3,807.07
21808	09/15/25	Republic Services #551 122869	465.47
21809	09/15/25	Village of Addison - HSA	2,536.06
21810	09/24/25	Albertsons - Safeway 112213	298.90
21811	09/24/25	IL Library Association 192210	300.00
21812	09/24/25	IL Library Association 192210	300.00
21813	09/24/25	IL Library Association 192210	300.00
21814	09/24/25	IL Library Association 192210	150.00
21815	09/24/25	IL Library Association 192210	150.00
21816	09/24/25	IL Library Association 192210	450.00
21817	09/24/25	Mission Square 231901	3,807.07
21818	09/24/25	Verizon	100.20
21819	09/24/25	Village of Addison:Health Ins 500011	2,536.06
21820	09/30/25	Albertsons - Safeway 112213	352.14
21821	09/30/25	Village of Addison: Misc Exp 500010	85.65
21822	09/30/25	Village of Addison: Misc Exp 500010	88.00
21823	09/30/25	Village of Addison: Misc Exp 500010	582.85
21824	09/30/25	Village of Addison: Misc Exp 500010	864.43
21825	09/30/25	Village of Addison: Misc Exp 500010	240.01
21826	09/30/25	Village of Addison:Health Ins 500011	34,321.39
21827	09/30/25	Village of Addison:Health Ins 500011	2,431.90
21828	09/30/25	Village of Addison:Health Ins 500011	319.53
39161	09/30/25	Deborah Sanchez 829116	(14.77)
39867	10/09/25	4imprint, Inc. 162600	821.13
39868	10/09/25	Addison Public Library 500004	411.30
39869	10/09/25	Albertsons - Safeway 112213	331.69
39870	10/09/25	Amazon Capital Services 112300	1,735.39
39871	10/09/25	Amazon Capital Services 112300	510.75
39872	10/09/25	Amazon Capital Services 112300	379.62
39873	10/09/25	Anthony Szabelski 112600	100.00
39874	10/09/25	BMO Harris Bank N.A. 22301	4,319.52
39875	10/09/25	Business Office Systems 123175	51,281.81
39876	10/09/25	Center Point Publishing 131571	400.32
39877	10/09/25	Chicago Filter Supply 131842	617.80
39878	10/09/25	Comcast 132548	76.00
39879	10/09/25	Comcast 132554	405.43
39880	10/09/25	Convergint Technologies LLC 132568	3,133.00
39881	10/09/25	D&Z House of Books Inc 143662	76.04
39882	10/09/25	DuPage Security Solutions Inc 143105	10.50
39883	10/09/25	Ehler Investment Partners, LLC 151700	5,458.77
39884	10/09/25	Elan Financial Services	435.97
39885	10/09/25	Forest Preserve District of DuPage County	100.00
39886	10/09/25	Francotyp-Postalia, Inc 162817	149.85
39887	10/09/25	GALE/CENGAGE Learning 171152	368.12
39888	10/09/25	Garvey's Office Products 171197	240.00
39889	10/09/25	Grainger 333337	736.78
39890	10/09/25	Libraria 131861	36.11
39891	10/09/25	Nicor Gas 241916	671.70
39892	10/09/25	Norcomm Public Safety 242571	210.00
39893	10/09/25	OCLC Inc 251352	7,361.94
39894	10/09/25	OTC Brands, Inc 252842	35.26
39895	10/09/25	Patricia Trampas 261181	80.00
39896	10/09/25	Quill 273145	608.96
39897	10/09/25	Rails 281145	5,600.00
39898	10/09/25	Republic Services #551 122869	361.97

Addison Public Library**Check List**

All Bank Accounts

September 1, 2025 - October 21, 2025

Check Number	Check Date	Payee	Amount
39899	10/09/25	Rogers Pump Sales & Service 282532	1,728.00
39900	10/09/25	Sherie C Shapiro 291967	75.00
39901	10/09/25	Sir Speedy Printing 291970	65.54
39902	10/09/25	Telus Health (US) Ltd. 333569	3,755.00
39903	10/09/25	Village of Addison - HSA	2,536.06
39904	10/09/25	Village of Addison: Misc Exp 500010	160.00
39905	10/09/25	Village of Addison: Misc Exp 500010	200.00
39906	10/21/25	Addison Trail Theatre Boosters 111427	250.00
39907	10/21/25	Ale Ramirez	150.00
39908	10/21/25	Ale Ramirez	150.00
39909	10/21/25	Amazon Capital Services 112300	1,160.60
39910	10/21/25	Amazon Capital Services 112300	590.98
39911	10/21/25	Amazon Capital Services 112300	1,020.73
39912	10/21/25	Amber Zamora Gomez	325.00
39913	10/21/25	American Library Association	737.00
39914	10/21/25	Anderson Lock Company, Ltd	6,017.00
39915	10/21/25	Aurelio's Pizza 113172	74.32
39916	10/21/25	Baker & Taylor 120290	943.47
39917	10/21/25	Baker & Taylor 120310	3,507.55
39918	10/21/25	Betsi Beltran	10.29
39919	10/21/25	Brooke Sievers 829192	12.04
39920	10/21/25	Built Rite Construction LLC	124,381.00
39921	10/21/25	CDS Office Technologies 131476	745.20
39922	10/21/25	Center Point Publishing 131571	74.91
39923	10/21/25	Chicago Distribution Center 131855	60.68
39924	10/21/25	Chicago Filter Supply 131842	538.60
39925	10/21/25	Christina LePage	400.00
39926	10/21/25	Cintas Fire Protection 131961	1,841.86
39927	10/21/25	Claire Bartlett	2.94
39928	10/21/25	Colley Elevator 132555	670.00
39929	10/21/25	Complete Cleaning 132523	4,813.00
39930	10/21/25	Crimson Multimedia Dist. 132835	4,774.67
39931	10/21/25	D&Z House of Books Inc 143662	876.00
39932	10/21/25	Deborah Sanchez 829116	19.67
39933	10/21/25	Dell 141554	186.36
39934	10/21/25	Demco Inc 141551	485.25
39935	10/21/25	Douglas Fischer 161980	6,300.00
39936	10/21/25	Ebsco Information Services 151271	4,792.32
39937	10/21/25	Eco Lighting Services and Technology LLC 151341	125,828.00
39938	10/21/25	Elizabeth Freebairn	6.16
39939	10/21/25	Elliot Construction Corporation 331557	40,388.00
39940	10/21/25	Erica Reckamp- Job Search Like a Pro 281521	200.00
39941	10/21/25	Frederick Quinn Corporation 162815	56,121.00
39942	10/21/25	Gabriela Tafolla 162821	3.92
39943	10/21/25	GALE/CENGAGE Learning 171152	718.98
39944	10/21/25	Grainger 333337	20.62
39945	10/21/25	Hallett Movers 182563	141,635.75
39946	10/21/25	Hargrave Builders, Inc. 181171	144,261.00
39947	10/21/25	Heitkotter, Inc. 181547	10,530.00
39948	10/21/25	Heyl Royster 181565	140.00
39949	10/21/25	High-Definition Genealogy LLC 181937	150.00
39950	10/21/25	IL Library Association 192210	250.00
39951	10/21/25	Information Today 192436	352.03
39952	10/21/25	Ingram Library Services 192453	7,834.95
39953	10/21/25	Kessor D/B/A Superior 211533	8,836.00
39954	10/21/25	Kiwanis Club of Addison 211991	400.00
39955	10/21/25	Lakeshore Learning Material 221153	67.82
39956	10/21/25	Lauterbach&Amen LLP 172582	1,850.00

Addison Public Library

Check List

All Bank Accounts

September 1, 2025 - October 21, 2025

Check Number	Check Date	Payee	Amount
39957	10/21/25	Len's Ace Hardware, Inc. 221567	1,049.39
39958	10/21/25	Lesley Cyrier 892152	52.54
39959	10/21/25	Libraria 131861	1,644.02
39960	10/21/25	Marti LaHood 281914	80.00
39961	10/21/25	Matthew Williams 892182	40.93
39962	10/21/25	Mechanical Inc 181301	35,700.00
39963	10/21/25	MG Mechanical Contracting, Inc 231980	255,986.00
39964	10/21/25	Midwest Tape 231925	8,082.89
39965	10/21/25	Midwest Wrecking Co, Inc 231979	7,170.00
39966	10/21/25	Natalie Hernandez	3.85
39967	10/21/25	Nicole Valenta 892111	32.97
39968	10/21/25	NobleTec LLC	1,834.56
39969	10/21/25	ODP Business Solutions 251353	49.17
39970	10/21/25	Patti Gebala 892144	21.91
39971	10/21/25	Playaway Products 262219	772.71
39972	10/21/25	Prime Architectural Metal & Glass Inc.	5,593.00
39973	10/21/25	Product Architecture + Design 262850	12,000.00
39974	10/21/25	Pyramid Sports Bar	124.56
39975	10/21/25	Robbins Schwartz 282514	430.94
39976	10/21/25	Rock Valley Publishing, LLC 282528	45.00
39977	10/21/25	Scholastic Library Publishing 172866	8,037.00
39978	10/21/25	Sharon Gladys Bowers	225.00
39979	10/21/25	Sikich LLP 291934	1,750.00
39980	10/21/25	Swan 293316	180.00
39981	10/21/25	Technology Management Revolving Fund 132558	952.40
39982	10/21/25	Telephonetics, Inc 301553	274.95
39983	10/21/25	Traliant Holdings, LLC 302825	1,280.00
39984	10/21/25	Uline 312246	91.75
39985	10/21/25	Unique Management Services Inc 312430	631.00
39986	10/21/25	Value Line Publishing, LLC 321159	8,875.00
39987	10/21/25	Villa Park Electrical Supply 321940	561.52
39988	10/21/25	Village of Addison: Misc Exp 500010	160.00
39989	10/21/25	World Book School & Library 332571	3,100.12
Vendor Check Total			<u>1,217,183.56</u>
Check List Total			<u><u>1,217,183.56</u></u>

Check count = 148

Addison Public Library
Payroll Distribution Summary

Board Meeting 10/21/2025

<u>Description</u>	<u>Amount</u>
Payroll	\$269,511.85

Approved by Board of Trustees

President

Date

Secretary

Date



Director's Report – September 2025

Personnel – Resignation(s) since last meeting: Margaret Walsh, Guest Services Associate

Our HR Coordinator and Head of Guest Services are in the process of interviewing candidates for the vacancy created with Margaret's departure and also the part-time vacancy that was never filled when Javier in Guest Services transitioned from part-time to full-time almost a year ago. Filling both of these vacancies now will ensure that we have staff fully trained by February when the Guest Services department will transition back to their newly renovated department and our staffing levels will be where they need to be to cover two service points (the drive-up window and the service desk).

RFP – In April, after receiving a 40% increase in the contract renewal from our current auditor, the Board directed me to send out an RFP to solicit proposals from other auditing firms in order to compare pricing. This RFP was sent out in September, and proposals are due back by 9 AM on Friday, November 7. My goal will be to have a recommendation on audit services for next year to present to the Board at the November board meeting.

Compensation Structure Adjustment Project – One of my goals for this year was to work with HR Source on updated market benchmarking for all of our job descriptions and a complete refresh of our compensation structure, which divides our positions up into pay grades and establishes a range of pay for each of those ranges. Sundae and I had a kick-off meeting on 10/2 with Kathryn O'Connor, the Director of Compensation Services, who will be working with us on this project. We expect the project to take around 8 weeks to complete.

Employee Handbook – Our staff Supervisors group has completed our review of the Employee Handbook and has come up with some proposed changes. The current Handbook along with our proposed revisions have now been handed off to Sonal Shah, an attorney with HR Source who specializes in employment law. She will now review, focusing on:

- Checking all current policies to ensure compliance with applicable federal and state laws.
- An assessment of whether policies are clearly written, compliant with best practices, and easy to administer.
- A benchmark comparison of our current policies to industry standards.

Once we receive her recommendations back, we will bring the Handbook to the Board Policies Committee and then ultimately to the full Board for consideration and approval of recommended changes. I expect this to be in December or January.

Robert's Rules of Order – I participated in the RAILS webinar that was offered on 9/27 on Robert's Rules of Order which was presented by Steve Anderson, a professional Registered Parliamentarian. He covered the essentials of meeting management, including bylaws, agendas and the order of business, how to handle motions and debate, conducting elections and voting, and more. I found it very useful. If you missed it, but are interested, you can find the recording on the RAILS website: <https://railslibraries.org/education/archives/123090> (You will need to log in to your L2 account to access it. If you need help with that, please let me know.)

Aetna – Sundae and I participated in a conference call with the staff at Village Hall, our insurance brokers from Marsh McLennan, and the implementation and sales team from Aetna to discuss details of our new health insurance plan and the implementation process.

Our team from Marsh McLennan were also immensely helpful to us in researching the compliance requirements for offering an opt-out incentive for our health insurance plan.

Baker & Taylor – Founded in 1828, <https://www.baker-taylor.com/> Baker & Taylor is one of, if not the largest library book distributor in the nation. We have used Baker & Taylor to supply books and other materials for our collection for years as have most other public libraries in our area. Last year, we spent nearly ¼ of our total materials budget with this company. Early this summer, our staff began noticing problems such lengthy delays in fulfillment and hearing rumors that the company may be in trouble. Jenny Cuevas, APL's Head of Materials Management reached out to [Ingram](#), a competitor to Baker & Taylor, and we started ordering materials from them. This visionary decision was truly fortuitous because Baker & Taylor announced on October 6 that it was shutting down by the end of this year. Libraries that have not already established accounts with Ingram are now finding that Ingram is overwhelmed by demand and is currently not taking on new clients. There aren't a lot of other options out there, and the loss of competition in the marketplace is likely to have a significant impact on all libraries. One other option we will keep an eye on is Amazon who just launched Amazon Library Services this summer, a hub for procuring office supplies, IT equipment, furniture, facility maintenance products, and more along with a curated selection of print materials with discounts ranging from 30-40% which is in line with the discounts we are accustomed to receiving from both Baker & Taylor and Ingram.

Through our membership in eRead Illinois, we currently offer patrons access to an expansive e-book collection via the Boundless software platform (formerly Axis 360) which is also from Baker & Taylor. RAILS Director of Marketing & Communications, Dan Bostrom, reported on 10/7: "Currently, the Boundless platform remains intact, although we are not able to purchase additional content. In the coming weeks, we will be transitioning the eRead Illinois collection away from Boundless to an alternative platform. Any necessary updates will be communicated through RAILS channels." We will, of course, share information on this with patrons as it becomes available.

My Schedule – I will be on vacation from October 24 – October 31, returning to work on Monday, November 3rd. If you need anything during that time, please reach out to Brooke (sievers@addisonlibrary.org or 630.458-3309.)

TEEN SERVICES – SEPTEMBER 2025

SNAPSHOT



We are serving an average of 96 snacks a day.

We had a huge start to this year's Lunch Bunch club with over 100 sixth graders showing up on Wednesdays to listen to Courtney read *The Horrible Bag of Terrible Things*. The book is mildly spooky, action-packed, and includes some great vocabulary words: a perfect read-aloud. For one sixth grader, once a week wasn't enough and she showed up to the library to beg Courtney for her own copy of the book or something similar. Seventh and eighth grade are also filled with enthusiastic teens and we even had to split our eighth grade into two groups, listening to two different books. We hope the great turnout is a sign of a bookish year to come!

We introduced a new program on Thursdays called Art Deep Dive. We take a close look at a single work of art. We use an extremely high-resolution photo to literally look closely at the work, but we also discuss the life of the artist, symbols, and history to put the work in context. We incorporate games or activities that force teens to focus and use their observational skills. For example, in the picture above, the teens are trying to put a series of medieval tapestries into chronological order based on the narrative elements in each image. The teens that participate are drawing connections between the art of the week and movies, books, and art they've already seen. And some are even sharing relevant facts from their history classes! After a few weeks we decided to add the chance to put the artists' techniques into practice. Courtney is designing a hands-on art project to compliment the work we looked at the week before. The teens told us they love the opportunity to explore the art in these two different ways and are even asking for a field trip to the Art Institute.

Elizabeth worked with Lesley, Head of Adult Services, to design an online form for Resource Guide vetting in 2026. We found our system of spreadsheets and emails was difficult for people doing the vetting, especially those outside the library. We utilized Microsoft Forms' branching system to make it easy for people to find each organization and program. The form also walks them through the information they need to confirm and automatically displays follow-up questions. We hope the work we put into this form will make next year's vetting process quicker and easier for all.



MATERIALS MANAGEMENT – SEPTEMBER 2025

SNAPSHOT

We've started our cookbook reclassification project! We are using a "blended Dewey" classification system to make our adult cookbooks more browsable. Cookbooks will continue to use the base number 641 (the Dewey number for cookbooks), followed by a category. Currently, we have 15 main categories, such as Baking, Beverages, Dishes, Method, Seafood, and more.

A huge thank you to Karen, Eden, and Paul for being part of this reclassification project!

Collection Development staff submitted most of their orders through Ingram, as we continue to struggle to receive materials from Baker & Taylor. We will be transitioning to ordering our materials through Ingram, as Baker & Taylor has announced they will be shutting down. They were one of the largest distributors of books and materials.

PROJECTS

Jenny will be presenting at the ILA Conference in October and has been actively practicing for her presentation. She is also participating in the RAILS Illinois Cataloging Mentorship Program (ICAMP), which kicked off in September.

Karen collaborated with Adult Services to complete the Mock Challenges for the year. She is also a member of the Time Capsule Committee, which has met several times.

Sue created a "Hispanic Heritage Month" browse category in the catalog to celebrate and highlight materials throughout September.

Raghda and Sue are members of the Wellness Room Committee.

Tatiana assisted with reshelving weeded science fiction books and shifted the "New" Large Type section.

Diana began placing readalongs into holders, which had been removed during the Hallett move.

Eden took part in Voter Registration Day on September 16.

Matt is now adding new stickers and RFID tags to all magazines added to the collection. Magazines are now new since our newly added magazines were going out through SWAN and fulfilling holds for non-Addison patrons first.

Staff received Guest Services training in preparation for helping during October, due to coverage needs.

STATISTICS

MM staff completed **20** hours of CE.

MM staff added **781** items.

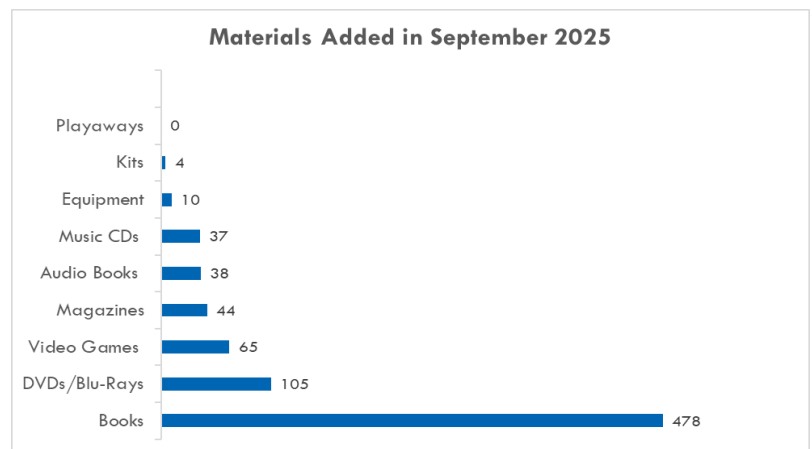
MM staff withdrew **3,073** items.

Library Aides shelved **221** carts.

APL patrons borrowed **25** items from other libraries through interlibrary loan.

- Average time patrons had to wait for item to arrive through OCLC: **8.12** days.

APL sent **208** items to other libraries through interlibrary loan.



CHILDREN'S SERVICES – SEPTEMBER 2025

SNAPSHOT

- Our weekly storytimes transitioned to the Addison Park District's Community Rec Center. So far attendance is steady, and we've received positive feedback from families.
- We are starting to receive more requests for one-on-one appointments again in all three of our main categories: reading, math, and early literacy.
- We hosted Lora Vodicka of Innovative Dance Connections for an outdoor Animal Action Dance Party. Participants enjoyed being outside and having more space to move around.
- Maria planned and presented a Fall Wreath Craft on a Saturday mid-month. While it may not have exactly felt like fall outside, patrons still enjoyed decorating their own fall wreaths to take home.
- For September's installment of *Viviendo y Aprendiendo* (Growing and Learning), Selene put together lava lamp kits for patrons to complete in person or take home with them, along with Science Passports encouraging learning about the scientific method and the utilization of the library's online resources.
- Another Saturday event was the Supa Dog Man Celebration, planned and presented by Claire. Participants were able to choose from several arts activities as well as a "Which Dog Man character are you?" quiz, a Police Academy obstacle course, and a "Knock Down the Villains" game.



STATISTICS

Children's Programs: 28 programs, 525 participants

Asynchronous Programs: 7 programs; 400 participants | Appointments: 14 | Continuing Education: 14.75

Reference Questions: 148 | Directional Questions: 223 | Teacher Resource Room: 3

Book Displays: Hispanic Heritage Month; Osos, peluches, y más; Graphic Novels; The Great Outdoors; If You Like ... *Bad Kitty*.

ADULT SERVICES – SEPTEMBER 2025

SNAPSHOT

With school back in session and Labor Day in the rearview mirror, Adult Services staff jumped fully into programs and events. This time of year typically sees an uptick in adult patrons returning to the library to reengage after the summer. This fall does look a bit different as we only have one study room, but the tables surrounding the stacks and those throughout the second floor are consistently full with patrons here to work, study, or relax even in the midst of construction.



Newly registered voters showing off their VRD craft!

Our annual Voter Registration Day (VRD) event was held September 16th. A couple who just moved to Addison came in to get library cards saw the event in the newsletter GS staff gave them. They then specifically came to the event to register to vote and ensure they are fully ready to be involved in their new community!

In September our book group discussed *Foul Lady Fortune* by Chloe Gong as a part of the College of DuPage's Great Read series. As part of the series, they offered to lead a program that ties in with the story. Two days after the book discussion a COD history professor presented *Shanghai in the 1920s-30s: Warlords and Civil War* via zoom. It was an unexpected hit! 16 people attended live and 19 more have watched the recording on YouTube. As this worked so well, we plan to offer similar corresponding programs in the future.

Due to the construction project we moved Dungeons & Dragons to Sundays and while some of the normal attendees for that program can not attend at that time, the different day has drawn in new users who plan to follow the program when it returns to Thursdays in December! One attendee stated that D&D at the library is the "highlight of my week."

The warmer than usual September weather also allowed our outdoor programs to continue comfortably and patrons are so grateful! One patron shared, "The class went well outside and the weather was ideal. Appreciate the library making it available."

To celebrate Hispanic Heritage Month and Italian Heritage Month Ana developed different passive programs to engage patrons. From word searches and giant puzzles to daily polls, all ages joined in the fun.

With adult collection much closer to its final layout, AS and Collection Development staff meet in September and are returning to meeting quarterly. Staff are getting excited about plans for displays once the second floor is complete!

Interesting Question

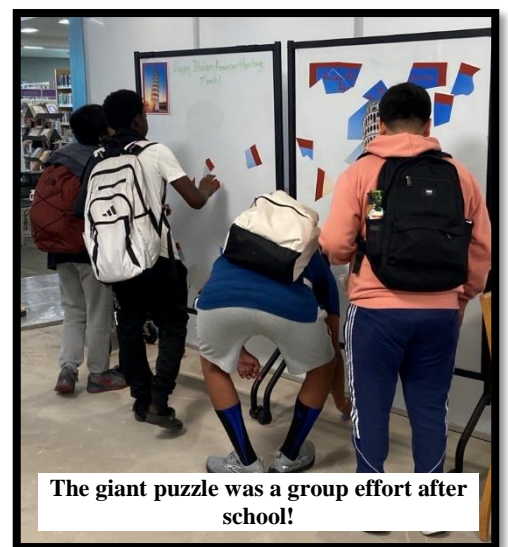
Question: Do I owe the court any fees or have any outstanding debts with them?

Answer: By helping the patron review the court paperwork they brought with them, Diana was able to show that there are fees for mandated drug tests and a daily charge for court mandated ankle monitoring services.

Success Stories

A patron came into the library looking for science fiction or fantasy books with disability representation. Megan did some research and came up with a list of options, including one book she'd read herself and highly recommended. The patron returned a few days later, having read the book, and told Megan, "that is the first time I've ever read a book where I saw myself represented."

A patron came in during the weekend and was very excited to see a Spanish display for Latin authors. It also turned out that the book they were looking for was on that display!



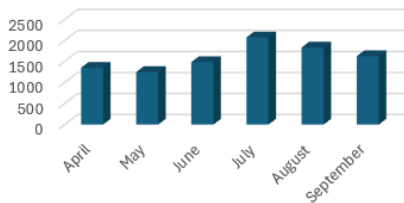
The giant puzzle was a group effort after school!

IT Services – September 2025

SNAPSHOT – Usage Statistics of the Temporary Computer Lab

- Computer sessions by patrons in September decreased 11% compared to August and 22% compared to the peak month in July.
- Pages printed by patrons increased 7% compared to August and 22% compared to the slowest month in May. (Note: The Temporary Computer Lab opened to the public on May 8th.)
- Pages scanned by patrons decreased 2% compared to August and increased 40% compared to the slowest month in May.

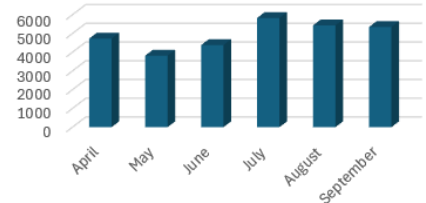
Computer Sessions by Patrons
(April - September 2025)



Pages Printed by Patrons
(April - September 2025)



Pages Scanned by Patrons
(April - September 2025)



PROJECTS

The IT Services Associates

- Answered a total of 635 patron queries, a 29% increase from August. The Head of IT Services was concerned about a 20% decrease in patron queries in August compared to July. She touched base with a couple of IT Associates, learning that IT Associates may forget to document patron encounters at busy times. The Head of IT Services reminded staff about how to retrospectively document patron queries. The Creative Services Coordinator followed up with hands-on training. Fortunately, we were able to identify the cause of the problem, and the solution worked.

The Creative Services Coordinator

- Worked with Head of Teen Services and IT System Administrator to set up a School Visits Appointment system in LibCal.
- Worked with SWAN to configure LibAuth feature for LibApps. This feature validates patrons' library cards when booking study rooms.

The IT System Administrator

- Responded to and resolved a total of 14 IT tickets.
- Worked diligently on upgrading public computers to Windows 11.
- Replace Guest Services RFID pad & handheld scanner.

The Head of IT Services

- Removed unnecessary cables from the network in preparation for the upcoming renovation phases.
- Attended 8 training sessions to catch up on continuing education.

COMMUNITY ENGAGEMENT SEPTEMBER 2025



ADDISON
PUBLIC LIBRARY

SNAPSHOT

The Mini Gardening Group's season ended with a well-attended presentation by Conservation Foundation on Sustainable Cleanup & Seed Saving. Natalie, Patti and Gaby then cleared out the library plot at the community garden in Old Mill Park.

They also assisted with cross-departmental efforts like the National Voter Registration Day table (Patti) & the visit from CHAD (Gaby & Matt), coordinated by Adult Services.

The Community Engagement department put the "out" in outreach at...

- Our local schools: Staff participated in Lincoln PTA's Color Run, the year's 1st Bilingual Planning Advisory Committee (BPAC) meeting & Indian Trail Junior High's Ice Cream Social. In addition to all the fun events, Patti resumed her role as a mentor at the Addison Trail High School.
- Spooky events: Hamdard Health kicked off the Halloween fun with their Boo to the Flu event.
- Matt presented to members of DuPage Pads on how to start a business in Illinois.
- Clarendale: The Memory Care presentation theme was Oktoberfest, filled with stories on the celebration in Germany & the United States, beers, and of course the origin of the pretzel with polka music to set the mood.

PROJECTS / COMMITTEES

Marketing Updates

- Samantha and Sarah (IT) continue working closely with LibraryMarket on the first and second rounds of Sam's Lab logos. The collaboration with LibraryMarket has been seamless, and selecting a final logo will be a tough but exciting decision!
- Jodi collected inspiring patron stories about friendships formed at the library, which were turned into a blog post. The story has been featured on the library's website, the ILA e-newsletter, and will appear in the Nov./Dec. library newsletter.
- In addition to the colorful book wings photo ops were installed on the first and second floors, Samantha assisted Children's Services in designing and printing some interactive displays to show off staff pick books, what little ones are reading, and a map highlighting countries for Hispanic Heritage Month.
- Samantha and Matt visited VisoGraphic, the local Addison business that prints the bi-monthly library newsletter. They received a tour of the facility and discussed options that could lead to cost savings for the library. They also discussed how the library can support VisoGraphic through community connections & library resources.

Improving Workflows: With outreach events temporarily slowing down to single digits, the team made some tweaks to improve efficiency. Natalie translated, organized and updated the collection of prize wheel inserts used at outreach events. Gaby explored Microsoft's Power Automate system and created a new automation to streamline requests for notary services.

STATISTICS

- The CE department connected with **8** community members at **213** outreach events!
- **8** New Job Toolkits distributed, **14** one-on-one appointments with Job Seekers & Business Owners, and **0** new business library cards.
- Matt & Gaby notarized a total of **29** signatures this month.



Top to bottom: Patti working the table alongside Sara L. on National Voter Registration Day; Samantha facilitating a math game at the ASD4 Ice Cream Social; New cardholders during Library Card Sign Up Month.



GUEST SERVICES – SEPTEMBER 2025

SNAPSHOT

Staffing: Anniversaries: Socorro (3 years on 9/6) and Eva (9 years on 9/7). Margaret's last day was 9/23. She was at APL a little over 22 years. Sundae and Kathy started interviewing for Margaret's replacement and to fill the open 26.25-hour IMRF position that had previously been budgeted for.

In September 127 patrons were purged and \$45.00 in charges were waived.

September was the first full month of the online Patron Point registration where patrons can register online for a full access library card. Each day this list is emailed and Kathy reviews it to make sure no one is registered that should not be. 10 cards were correctly created via Patron Point in September.

Guest Services Associates continue to work together to improve the workflow in the large meeting room. They rearranged and labelled shelving to make it easier and more efficient to find things, in turn providing better service to the patrons.

Kathy trained staff from Materials Management, Admin, Adult Services, Teen Services, and Youth Services to assist in Guest Services during October when Guest Services is short-handed.

Guest Services participated in hosting CHAD Meet & Greet on 9/13 by creating library cards for attendees.

9/16, Nicole participated in the Voter Registration Day, registering people to vote.

9/26, Guest Services met after hours for a staff meeting and had great conversation. The Guest Services Associates provided Kathy with valuable feedback.

Javier joined the Time Capsule Committee.

Some of the highlights from September were giving out Library Card Sign-up Month gifts, helping patrons clean up their accounts, and the construction tours of the 1st and 2nd floors.

There were two lowlights in September that all of Guest Services felt, which were Margaret's last day and the HVAC system not working when it's been hot.

STATISTICS

There were 3 curbside pickups this month.

4 items that were on the overdue lists were found on the shelf.

26 patrons are new adults in September. Their accounts will be updated in October.

Guest Services completed 3.5 hours of Continuing Education.

25 non-SWAN ILLs were checked out this month.

Kathy did 0 notarizations.

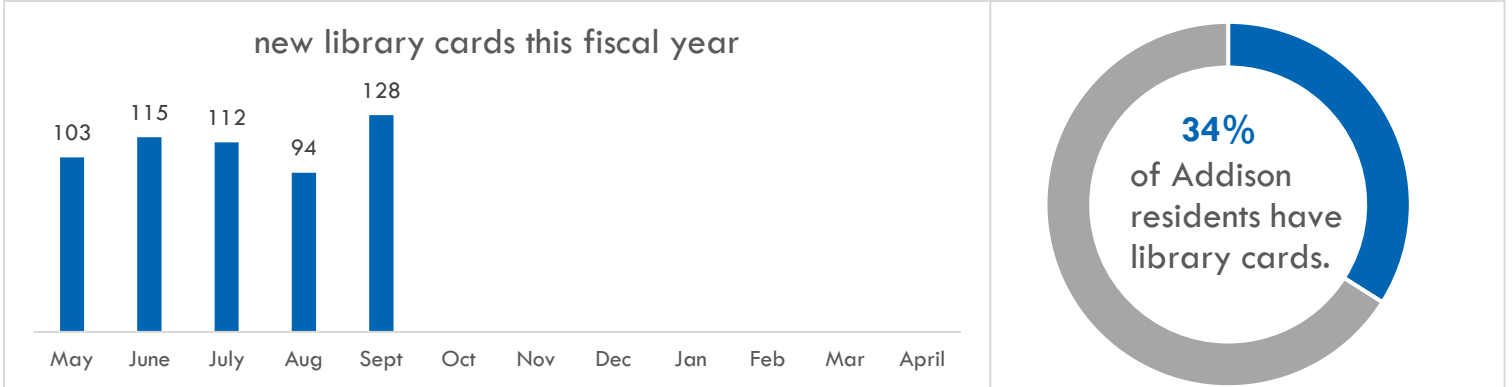
The self-check percentage was 25%.

September 2025 Library Usage Report

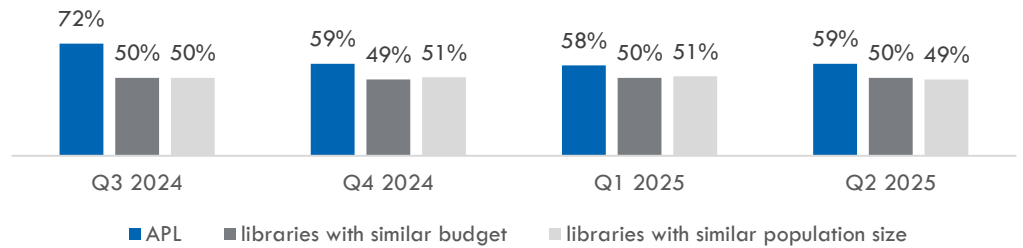


Library Cards

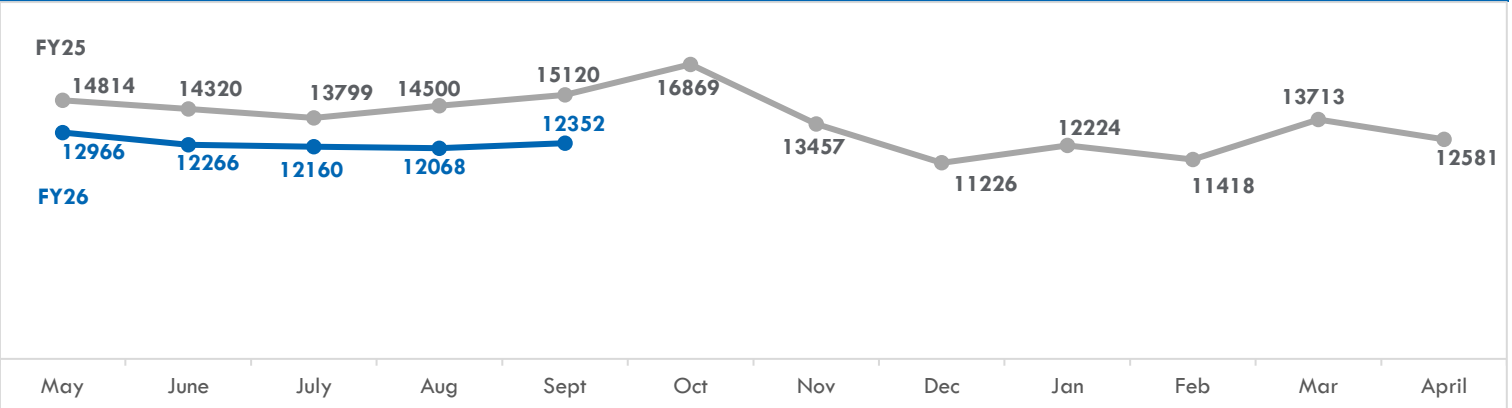
128 new library cards this month.



percentage of new cardholders who signed up between 12 and 24 months ago and actively use the library

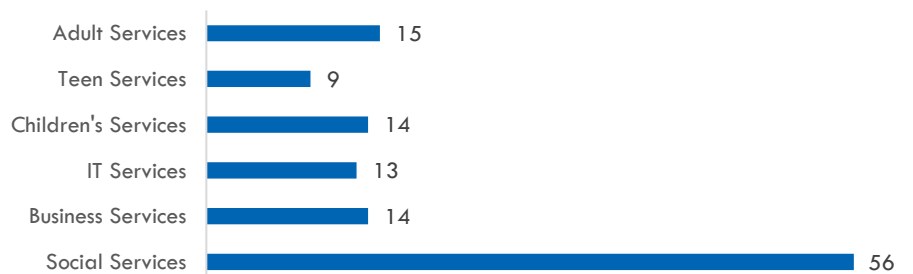


Library Visits



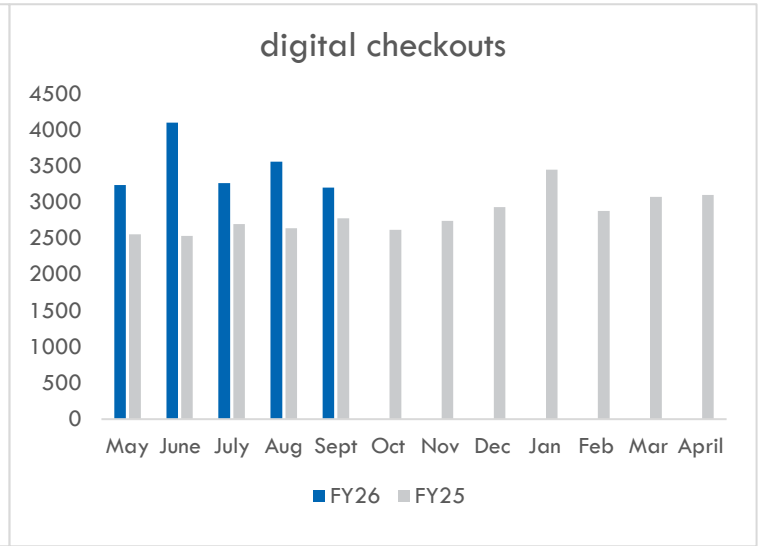
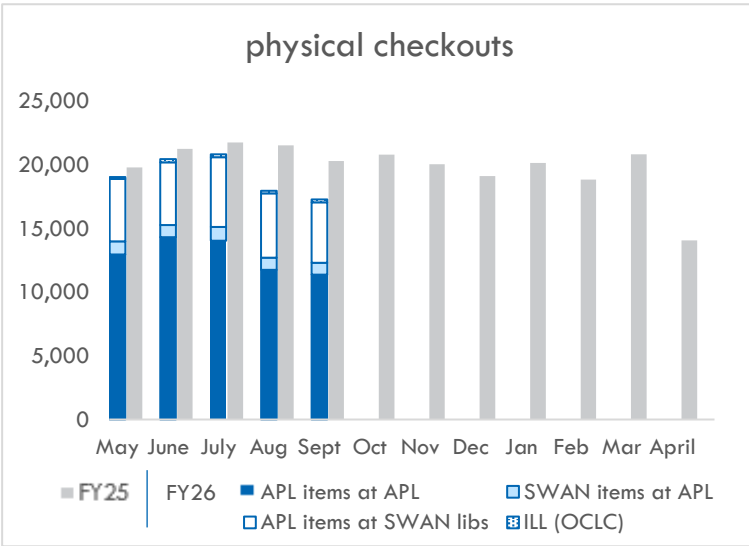
1-on-1 appointments

- 121 1-on-1 appointments
- 1628 computer logins
- 863 wifi sessions
- 0 large meeting room bookings
- 135 study room bookings
- 0 Creative Studio bookings
- 13 Sound Studio bookings

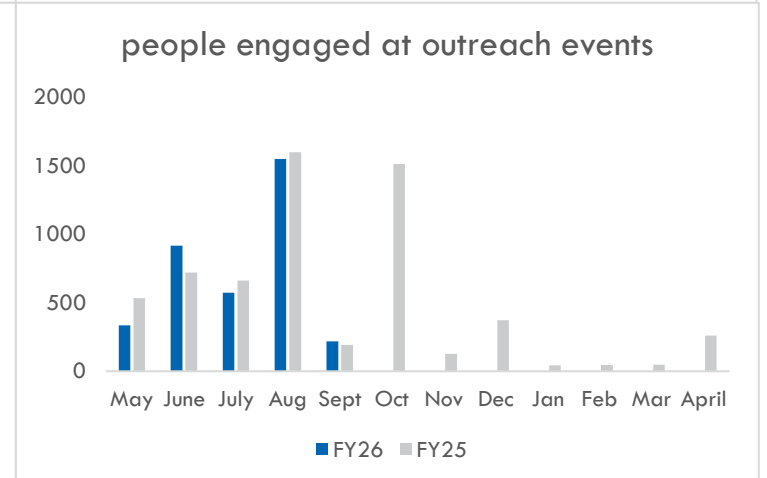
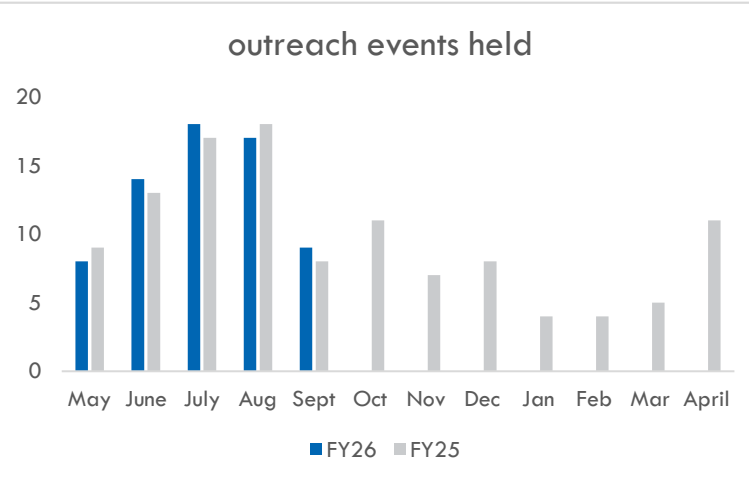
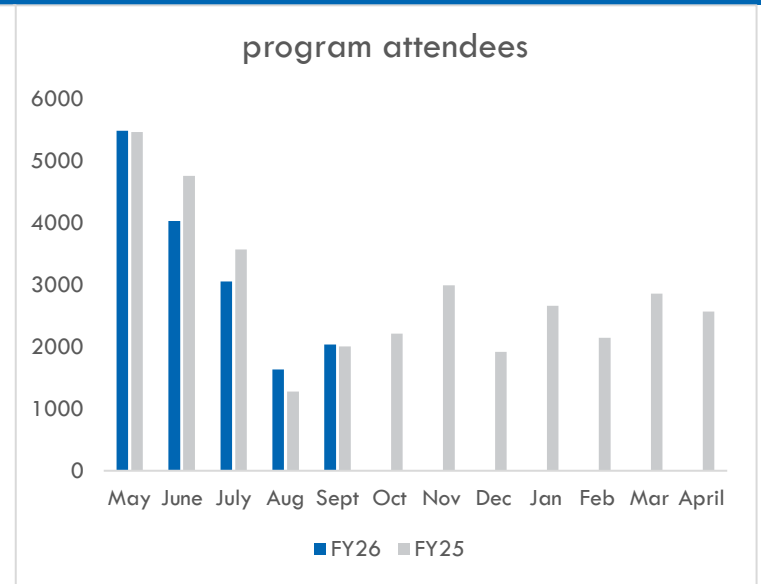
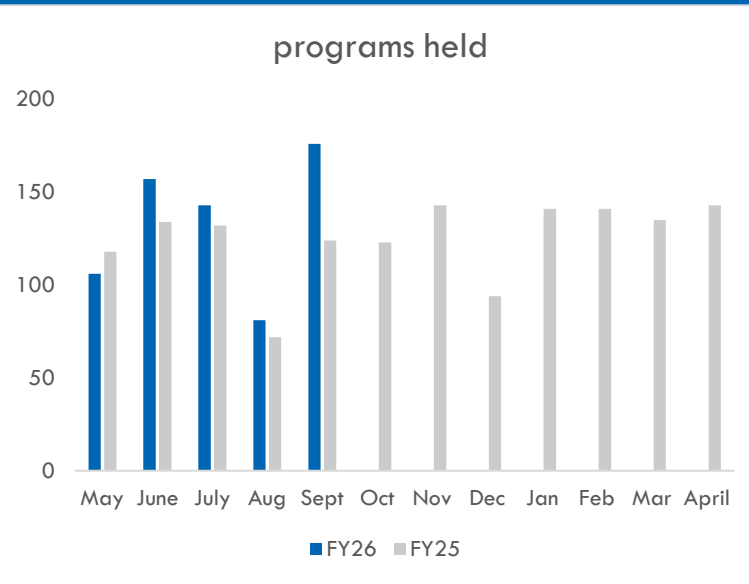


Circulation

20502 total checkouts this month



Programs & Outreach





Meetings

- 9/18, 9/25, 10/2, 10/9: Mary, Brooke, and Greg attend OAC meetings. We review the schedule, progress so far, and what will happen in the next three weeks. PA+D attends these meetings every other week. The 10/16 meeting was cancelled since both Mary and Brooke were at ILA.
- FQC, PA+D, and Chicago Scenic met to review the plans for the youth gate, youth trees, baby garden, and play structure on 10/9. It was 2+ hour meeting that was very productive. We discussed lots of small details such as how the edges of pieces would be finished, the kind of balls and pegs used in the play structure, and the finishes used on specific areas.

APL project work

- We were closed until 2pm on 9/23 so hvac parts could be delivered to our roof. No one was allowed in the front half of the building while this was happening.
- Lots of communication with staff and patrons about the status of the hvac system and where cool spots in the building are.
- The APL staff were extremely positive, patient, and kind to each other and patrons while working over 2 weeks without building-wide a/c.
- Staff had the opportunity to sign a column or beam in the new Guest Services area! This spot is now covered with drywall, but we will hang some kind of sign, so people know it's there.

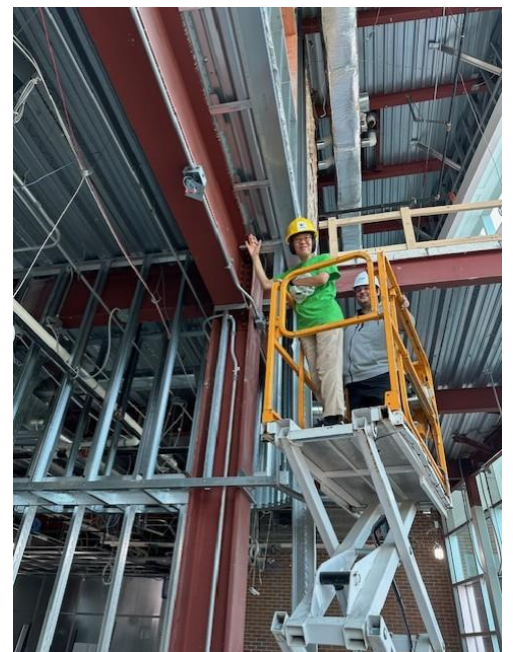
Construction progress

- Punch list items for Phases 1 and 2 continue to be addressed.
- The new chiller and boiler were installed.
- The landscaping where the patio had been was added.

Crane delivering and removing hvac parts to the roof.



Yabin up on the lift to sign the beam with Greg Baca operating the lift.



FOL Meeting: September 17, 2025

From Patti Gebala <pgebala@addisonlibrary.org>

Date Wed 2025-09-17 6:32 PM

To Mary Medjo Me Zengue <medjo@addisonlibrary.org>

Cc Gaby Tafolla <tafolla@addisonlibrary.org>; Brooke Sievers <sievers@addisonlibrary.org>; Donna Quick <quick@addisonlibrary.org>

Hi Mary,

The following are notes from this afternoon's meeting held in the Staff 3rd Floor Meeting Room @ 4:00PM:

- With six members present, quorum achieved.
- Minutes of the July 16, 2025 meeting were read, corrected and approved.
- The official treasurer's report through August: \$9,785.16. An explanation was given on the status of the library's new bank account and the necessary signatures of board members secured to proceed.
- Thriftbooks earnings through August 2025 were \$ 2,050.26.
- Ken Erickson reported on the status of the Free Little Library located at the Community Rec Center. The post is installed in its new location and the Addison Park District agreed to attach the library once it is refurbished. Ken has secured a local carpenter who will update and repair the library at no charge, which will also include a holder for membership trifold. The Friends agreed to order a new plaque to replace the worn and illegible one.
- The Membership Chair, Aaron Erickson, agreed to manage The Friends email account to facilitate membership.
- The excess book bags purchased by The Friends and not used in the August parade were given to Adult Services to be used by the Social Worker for the Good Samaritan Food Panty.
- The president was once again invited to attend the DuPage Library and Friends Foundation online meeting for November; notes will be shared with all board members afterwards.
- The meeting adjourned at 5:04 PM, followed by a very informative tour of the renovation by Director Mary Medjo Me Zengue. The next meeting is Wednesday, November 19, 2025 at 4PM, location to be determined.

Patti Gebala

Community Engagement Assistant



ADDISON
PUBLIC LIBRARY

4 Friendship Plaza
Addison, IL 60101
addisonlibrary.org



October 2025
Tax Levy

As requested, I have prepared 3 levy options for your consideration:

Option A = 2% increase over last year's extension

Option B = 1% increase over last year's extension

Option C = No increase over last year's extension

In determining the annual tax levy, the Library Board of Trustees has a fiduciary duty to seek adequate funding to support the library's mission and to achieve the goals set forth in the library's strategic plan. This legal and ethical obligation requires the board to act in the best interest of the library. One of the five core values of the Addison Public Library is the ethical and effective stewardship of resources, and we strive to do this with integrity, transparency, and a commitment to long-term financial stability.

Due to the increasing costs across all areas of library operations, my recommendation is that the Board approve at minimum a 2% increase in this year's tax levy, which amounts to an additional \$83,310.50 for general library operations. The increase in taxes for an individual property owner with a market value of \$350,000 is \$7.38.

As discussed at last month's committee meeting, we have seen substantial increases in the cost of routine expenses such as paper products, cleaning supplies, and library materials as well as increases in the fees we are paying for services ranging from janitorial services to payroll and audit costs. We are also looking at increases in the cost of our building liability insurance, employee health insurance, and we can also anticipate an increase in the rates we are paying for worker's comp and unemployment insurance.

Without at least a modest increase in the tax levy, it will be impossible to absorb all of these increases without making substantial cuts to other areas of the budget, and the impact of these cuts will diminish the quality and quantity of services we are able to provide to the community in support of our mission.

**TAX LEVY SUMMARY
ADDISON PUBLIC LIBRARY**

WHAT EFFECT WILL THE 2025 TAX LEVY HAVE ON MY TAXES?

		<u>2024 RATE</u>	2% Increase 2025 RATE	<u>INCREASE/ DECREASE ON TAX BILL</u>	1% Increase 2025 RATE	<u>INCREASE/ DECREASE ON TAX BILL</u>
X (TIMES)	MARKET VALUE	\$330,189	\$350,000		\$350,000	
	CLASSIFICATION FACTOR	33.33%	33.33%		33.33%	
= (EQUALS)	ASSESSED VALUATION	\$110,052	\$116,655		\$116,655	
X (TIMES)	STATE EQUALIZER	1.0000	1.0000		1.0000	
= (EQUALS)	EQUALIZED VALUE	\$110,052	\$116,655		\$116,655	
- (MINUS)	HOMEOWNERS' EXEMPTION	\$8,000	\$8,000		\$8,000	
= (EQUALS)	EQUALIZED ASSESSED VALUATION	\$102,052	\$108,655		\$108,655	
/ (DIVIDED BY)	100	\$1,021	\$1,087		\$1,087	
X (TIMES)	LIBRARY TAX RATE	0.3603	0.3452		0.3418	
= (EQUALS)	LIBRARY TAX BILL (3%)	\$367.69	\$375.08		\$371.38	
TOTAL VILLAGE & PUBLIC LIBRARY TAX BILL		\$367.69	\$375.08		\$371.38	
	INCREASE IN TAX BILL			\$7.38		\$3.69

These calculations are based on a 6% increase in the EAV, which Addison Township Assessor Chris Kain reports to be a very conservative estimate. He also recommended that while he can't give me a precise average or median value for residential property owners in Addison, \$350,000 is still a good estimated value for the purpose of these calculations given the wide range of property values in our village.

Proposed 2025 APL Tax Levy (to be collected in 2026)

General Fund	FY26 Appropriation	2024 Extension (collected in 2025)	2024 Levy - Option A (2% increase) \$83,310.50 increase	2024 Levy - Option B (1% increase) \$59,655 increase	2024 Levy - Option C 0% increase) \$0 increase
A. Staff:					
1. Staff salaries and wages	\$ 3,800,000.00		\$ 3,874,838.00	\$ 3,852,183.00	\$ 3,800,500.50
2. Social Security Fund	\$ 300,000.00	\$ 301,020.48	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
3. IMRF Fund	\$ 250,000.00	\$ 301,020.48	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
4. Health Insurance	\$ 585,000.00				
5. Recruiting	\$ 5,000.00				
6. Employee Assistance Program	\$ 5,000.00				
B. Materials:			\$ 602,000.00	\$ 602,000.00	\$ 600,000.00
1. Books	\$ 300,000.00				
2. Magazines/Newspapers/Online Services	\$ 375,000.00				
3. A/V Materials	\$ 135,000.00				
C. Contractual Services:			\$ 142,000.00	\$ 141,000.00	\$ 140,000.00
1. Legal Fees	\$ 30,000.00				
2. Collection Agency	\$ 5,500.00				
3. Equipment Rental	\$ 6,500.00				
4. Accounting	\$ 30,000.00				
5. Audit	\$ 10,000.00	\$ 6,652.39	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
6. Payroll Services	\$ 65,000.00				
8. Contractual Service Fees	\$ 75,000.00				
D. Physical Services:			\$ 288,000.00	\$ 288,000.00	\$ 285,000.00
1. Utilities	\$ 40,000.00				
2. Services	\$ 100,000.00				
3. Telecommunications	\$ 30,000.00				
4. Maintenance/Repair--Building	\$ 225,000.00				
E. Automation:			\$ 186,000.00	\$ 186,000.00	\$ 185,000.00
1. System Development	\$ 60,000.00				
2. ILS Services	\$ 100,000.00				
4. Software/Licenses	\$ 200,000.00				
F. Professional Development:			\$ 42,000.00	\$ 42,000.00	\$ 42,000.00
1. Organizational Memberships/Staff	\$ 16,000.00				
2. Programs/Meetings/Staff	\$ 45,000.00				
3. In-State Travel/Staff	\$ 15,000.00				
4. Out-of-state Travel/Staff	\$ 10,000.00				
5. Tuition Reimbursement	\$ 10,000.00				
6. Organization Memberships/Board	\$ 5,000.00				
7. Programs/Meetings/Board	\$ 3,500.00				
8.Travel/Board	\$ 3,500.00				
9.Contingency/Board Gifts	\$ 2,000.00				
G. Programs/Communications:			\$ 121,000.00	\$ 121,000.00	\$ 120,027.00
1. Programming	\$ 90,000.00				
2. PR/Marketing	\$ 100,000.00				
H. Other Operating Expenses:			\$ 165,000.00	\$ 165,000.00	\$ 165,000.00
1. Supplies	\$ 125,000.00				
2. Hardware	\$ 70,000.00				
3. Furniture/Equipment	\$ 18,000.00				
4. Reciprocal borrowing	\$ 2,000.00				
5. Recording for Cable Broadcast	\$ 6,000.00				
6. Friends of the Library	\$ 25,000.00				
7. Contingency	\$ 5,000.00				
7. Donations	\$ 25,000.00				
I. Grant Expenses					
1. Per Capita Grant	\$ 100,000.00				
2. Other Grants	\$ 300,000.00				
J. Capital Improvement					
1. Transfer to Capital Improvement	\$ 1,500,000.00				
K. Insurance Expenses:					
1. Liability Insurance	\$ 100,000.00	\$ 61,534.57	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00
2. Unemployment Compensation	\$ 7,500.00	\$ 4,989.29	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3. Worker's Comensation Insurance	\$ 15,000.00	\$ 4,989.29	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
L. Capital Improvement					
1. Asset Replacement	\$ 2,000,000.00				
2. Renovation Project	\$ 15,000,000.00				
General Fund TOTAL	\$ 8,648,000.00	\$ 5,285,321.00	\$ 5,420,838.00	\$ 5,397,183.00	\$ 5,337,527.50
Special Levies TOTAL	\$ 682,500.00	\$ 680,206.50	\$ 628,000.00	\$ 628,000.00	\$ 628,000.00
Capital Improvement TOTAL	\$ 17,000,000.00				
GRAND TOTAL	\$ 26,330,500.00	\$ 5,965,527.50	\$ 6,048,838.00	\$ 6,025,183.00	\$ 5,965,527.50



October 2025
Health Insurance Opt-out Incentive

Our insurance brokers did some research on the opt-incentive for us after the last board meeting. We've learned that this is a relatively rare benefit (2024 Mercer benchmarking shows only 7% of employers (with 50-499 employees) provided cash or other incentives to waive coverage). It is not something that they frequently advise clients to implement primarily because there are potential ACA complications with respect to affordability that could result in employer penalties. In addition, it adds an administrative burden with payroll and with obtaining employee attestations confirming enrollment in other group health coverage.

If we want to implement a policy like this, any employee that opts out and *their entire tax family* would have to be enrolled in another group health plan to qualify for the incentive. The library would be required to get an attestation from all employees who opt out confirming this enrollment. The other coverage must be other **group** coverage. Marketplace coverage, Medicaid, Medicare, and other individual policies do not count.

If the Board wants to proceed with this incentive, I believe we can manage the administrative requirements. We surveyed eligible staff and 11 employees reported that they would qualify for the incentive if it were offered. 5 of those 11 indicated that although eligible, they would be unlikely to drop their insurance through the library. Others indicated an incentive amount that would lead them to opt out that was higher than I think would be reasonable for us to offer if the goal for this program is to be a cost-saving measure for the library. My best guess is that if we offer this, we can expect 1-3 of our current employees to opt-out.

The draft policy below that I have prepared specifies an annual incentive of \$3250 per year divided by 24 pay periods over the course of the year, or \$125 per pay period.

The cost to the library for an employee who participates in the annual wellness screening for health insurance in 2026 is \$9388.32. This equates to a **savings of \$6,138.32 per employee** for the 2026 calendar year. If the employee also waives vision and dental coverage, the savings will be even greater.

A draft policy, should the Board wish to proceed with this type of incentive, is provided on the following page:

Opt-out Incentive *[to be inserted into Employee Handbook at end of Health Insurance policy]*

Eligible full-time employees can receive \$125.00 of bi-weekly compensation (up to \$3,250 annually) in exchange for dropping or declining medical insurance coverage provided by the Library. Library-sponsored dental and/or vision plan coverage does not need to be dropped to participate. The Opt-Out benefit will be added to the employee's bi-weekly paycheck distribution and is subject to all applicable payroll taxes.

In order to opt-out and receive the incentive an eligible employee will be required to sign an opt-out program attestation form and provide documented evidence from the administrator of their family member's group health plan demonstrating that they have qualifying health insurance coverage outside of the Library. Employees with Marketplace coverage, Medicaid, Medicare, and other individual policies are not eligible for the opt-out incentive.

Employees can select the Opt-Out incentive only during the annual open enrollment period or within thirty (30) days from the initial date of employment.

Access to the Library's health plan coverage is limited to the annual open enrollment period, or to a Special Enrollment (in accordance with the Health Insurance Portability and Accountability Act -- HIPAA). Based on HIPAA guidelines and regulations, a health plan must permit employees and their eligible dependents to enroll during a special enrollment period. An employee is eligible for a special enrollment if they either

- a. have previously declined coverage and then lose coverage under another plan, or
- b. become or gain a dependent through marriage, birth, or adoption.

Special enrollment must be requested within 30 days after losing eligibility for the other coverage or after cessation of employer contributions for the other coverage.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), employers with group health plans are required to offer continuation of coverage to "covered" employees and dependents. If you do not have Library Health insurance coverage on the date of your termination, you and your dependents would not be eligible for COBRA health insurance continuation coverage under the Library's plan.

Equipment	Quantity	Brand	Model Number / Serial Number	Specifications	Notes
Desktop Computer	8	Lenovo	AIO 520S-23IKU	CPU: i5-7200U; RAM: 8G; SSD: 256G	Manufactured in 2017
Printer	1	HP	Color LaserJet M750 / CNFCLBH368		Manufactured in 2018 Do not have all toner cartridges
Printer	1	HP	Color LaserJet Pro M252dw / VNB3F74204		Paper jams

Illinois Public Library Standards – Finance & Budget: Action Plan

Library Name Addison Public Library

Date

Completed by Mary Medjo Me Zengue

Job Title

The action plans in each section are to be used as a tool for library directors, staff and board members to discuss and determine how their library is addressing the Illinois Public Library Standards. It is important that library directors, boards and staff recognize that public libraries are always evolving due to new trends, changing societal norms and cultural influences. In order for a library to stay sustainable and viable, the library directors should regularly review the core standards with both board and staff.

STANDARD	CORE	INTERMEDIATE	ADVANCED	ACTION/PROGRESS
1	The library has a written budget that is developed by administration and approved by the board.	The library has the budget in an electronic spreadsheet format.	The library includes legacy data in the spreadsheet to project future revenues and expenditures.	
2	The library keeps a current accounting of its revenues and expenditures, and the board reviews and approves all monthly expenditures (e.g., invoices, electronic payments and transfers, insurances, payroll, pension/retirement, and tax obligations).	The board reviews actual revenues and expenses against the monthly budget, and discusses variances with the director.		

3	The board’s bylaws emphasize the importance of financial oversight and the creation of board-approved financial policies.	The library board regularly reviews and updates financial policies to reflect best practices.	The library board utilizes financial professionals to review and make recommendations to strengthen financial policies and procedures.	The Board's Policy Committee reviewed our financial policies last year and changes were reviewed and approved by the full Board. Our financial advisors at Ehlers and our audit team at Sikch have helped us draft and revise our financial and investment policies and procedures.
4	The library has a process for adding/removing signers from all financial accounts (e.g., bank accounts, credit cards, and online accounts).			
5	The director and board have an understanding of the fundamental principles of library funding, financial reports, and budgeting. The library uses professionally accepted bookkeeping practices.	The director and board pursue continuing education to enhance their understanding of library funding, financial reports, and budgeting.		Trustee Day at the annual ILA Conference, the spring ILA Trustee Forum webinars, and the ILEAD training portal (https://www.ileadtrustee.org/ilead-trustee/) are great sources for the Board to pursue this type of continuing education.

6	<p>The library follows all legal requirements for financial reporting. If applicable, the library follows all GASB (General Accounting Standards Board) accounting principles as required by the auditor.</p>	<p>The library actively maintains a transparency webpage where it posts its reporting requirements, ordinances, and audit status.</p>		<p>https://www.addisonlibrary.org/about/foia-and-transparency</p>
7	<p>The library strives to ensure adequate funding for library operations, staffing, programming, services, and facility needs using local funding.</p>	<p>The library seeks grants through Friends groups, foundations, library systems, and state programs to supplement the annual budget as needed. The library has an established donations and gifts program.</p>	<p>The library seeks non-traditional sources for fundraising (e.g., corporate sponsors/donations, endowments, investments) to supplement the annual budget.</p>	

8	The library conducts an annual audit if the budget is \$850,000 or more. Depending on the type of library, the funding agent may do this as part of their annual audit.	The library board reviews and approves the annual audit, making the audit findings available to the public.	The board utilizes audit findings to enhance financial policies, improve efficiency, and mitigate risks.	
9	The library or its funding agent (city, village) provides a treasurer's bond in the amount of 10% of the annual budget or the approved alternative of appropriate insurance as described in the statute (75 ILCS 5/4-9).	The library provides additional liability insurance coverage for its director, board, and others handling library money and/or financial transactions.		
10	The library utilizes internal controls to prevent fraud.	The board and director regularly review the library's internal controls.	If the library utilizes an auditor, they review the library's internal controls.	Donna & I review our internal controls with our auditors each year. If the Board would like to be more involved in this process, we can arrange for that.

11	The library securely stores financial documents (e.g., checks, payroll, credit cards).	The library utilizes fraud protection measures (e.g., Positive Pay, payment by Automated Clearing House [ACH]).		Positive Pay and ACH payments are something we are just starting to implement following our transition from BMO to Wintrust Bank
12	The library has a long-term financial plan.	The long-term financial plan includes an allowance for the building's capital needs, future projects, and projected expenses	The long-term financial plan includes strategies for additional revenue streams (e.g., bequests, endowments, bond retirements, Tax Increment Financing [TIF]).	As discussed last month, we should plan to update our Capital Needs Assessment and then update our long-term financial plan after the completion of the renovation project.

Notes/Comments:

Illinois Public Library Standards – Governance & Administration: Action Plan

Library Name

Date

Completed by

Job Title

The action plans in each section are to be used as a tool for library directors, staff and board members to discuss and determine how their library is addressing the Illinois Public Library Standards. It is important that library directors, boards and staff recognize that public libraries are always evolving due to new trends, changing societal norms and cultural influences. In order for a library to stay sustainable and viable, the library directors should regularly review the core standards with both board and staff.

STANDARD	CORE	INTERMEDIATE	ADVANCED	ACTION/PROGRESS
1	The board has an approved set of bylaws that outline its rules and procedures.	The board bylaws are reviewed at least every 3-5 years.	An attorney reviews the board bylaws periodically.	Our bylaws were reviewed in 2024 and are part of a 3-year review cycle of all library policies.
2	The library complies with local, state and federal laws. This includes the Illinois Open Meetings Act [5 ILCS 120] and the Freedom of Information Act. Per these statutes, the library has an OMA designee and one or more FOIA officers.			As Library Director, I am the OMA designee. Brooke, Donna, and I all serves as FOIA officers to that we can back each other up and ensure we are always responding to FOIA requests in a timely manner.

3	The board meets regularly to conduct the business of the library in accordance with the Illinois Compiled Statutes.			
4	At each regular meeting, the board reviews and approves minutes and financial reports.	At each regular meeting, the library director presents to the board a report of library activities and statistics.	At each regular meeting, the library director presents supplemental materials to the board (e.g., departmental reports, analysis of statistics).	
5	The library has a board-approved mission statement.	The mission statement is reviewed periodically by the board, director, and staff.	The library creates a vision or values statement.	

6	Trustees represent the needs, interests, and aspirations of the community.	Trustees solicit input on library activities from the community.	Trustees serve on other local committees and forums acting as a bridge from the library to the community.	Rather than respond for the Board since this standard applies to Trustees only, I will let the Board assess themselves on this standard.
7	The library prepares and submits the Illinois Public Library Annual Report (IPLAR), as required by statute. [75 ILCS 16/30-65]	The IPLAR is prepared by administration and presented to the board of trustees at a public meeting.		
8	The library has public and internal policies that are approved by the board.	The director regularly includes relevant staff in the drafting and review of policies. The board reviews these policies on a regular rotation.	Library policies are regularly reviewed by an attorney or expert on the relevant topic.	We have a 3-year cycle for reviewing all library policies.
9	The library has a strategic plan that is developed by the board, director, and staff.	The strategic plan is reviewed regularly by the board, director and staff.	The library includes members of the community in strategic plan development.	The Board's Strategic Planning Committee should meet this year to discuss the process for developing our next plan. Gathering community input often has a financial cost (using consultants, conducting a formal survey, etc.) that should be planned for in the next budget.

10	The library has a succession plan for the director.	The library has a succession plan for the director and key staff.	The succession plan is reviewed with the board and administration and updated as needed.	
11	The board and director develop an orientation program for new trustees.	The board actively participates in ongoing continuing education activities.		
12	The library maintains insurance coverage for property damage, general liability, professional liability, cyber liability, workers' compensation, treasurer's bond/government crime, and directors and officers. Coverage needs may vary based on library size, location, and services provided.			

13	The board, as an advocate for the library, identifies community priorities, ensures proper funding, and plans for the future.	The board advocates for the library with local stakeholders.	The board advocates for the library with state and federal stakeholders.	Rather than respond for the Board since this standard applies to Trustees only, I will let the Board assess themselves on this standard.
14	The library board, director, and staff are aware of the services offered by the regional library systems, the Illinois State Library and the Illinois Library Association.	The library board, director, and staff are engaged with the regional library systems, the Illinois State Library and the Illinois Library Association (e.g., attend workshops, meetings, and conferences, and subscribe to library system e-news, <i>ILA Reporter</i>).	The library board, director, and staff participate as members of professional boards, committees, task forces, advisory councils of the regional library system, the Illinois State Library and the Illinois Library Association.	
15	The director participates in professional development activities, including Directors University for first-time Illinois directors.	The library provides financial support for the director's membership in professional organizations.	The director contributes to the profession by committee service, presentations, and authorship.	

Notes/Comments:

Illinois Public Library Standards – Human Resources: Action Plan

Library Name

Date

Completed by

Job Title

The action plans in each section are to be used as a tool for library directors, staff and board members to discuss and determine how their library is addressing the Illinois Public Library Standards. It is important that library directors, boards and staff recognize that public libraries are always evolving due to new trends, changing societal norms and cultural influences. In order for a library to stay sustainable and viable, the library directors should regularly review the core standards with both board and staff.

STANDARD	CORE	INTERMEDIATE	ADVANCED	ACTION/PROGRESS
1	The library has sufficient staff for the hours that the library is open.	Staffing levels are sufficient to carry out the library’s mission, to develop and implement strategic plan initiatives, and to provide services.	Library staff represent community demographics, especially focusing on cultural and multilingual diversity.	
2	The library has a set of board-approved personnel policies.	The personnel policies are reviewed on a regular schedule by the director and key staff.	The personnel policies are reviewed by an attorney.	Our personnel policies, or what we refer to as our Employee Handbook, is being reviewed this year as part of our 3-year policy review cycle.

3	The library provides job descriptions for all positions.	Job descriptions are reviewed as needed in order to align strengths, education, and expertise of staff with open positions and operational needs.	Job descriptions are reviewed by an HR professional.	
4	The library compensates staff in a fair, equitable, and competitive manner. The library allocates up to 70% of the operating budget for salaries and benefits. This includes FICA, pension and health benefits.	The library has a salary schedule that includes all positions. The schedule is reviewed and adjusted to reflect cost of living and industry benchmarking.	The library conducts a market benchmarking study every 3-5 years, with pay ranges, conducted by a human resources professional, to determine current competitive pay practices.	

5	The library provides employee benefits as directed by federal, state, and local law.	The library provides employees an expanded benefits package that may include healthcare and wellness benefits, tuition reimbursement, and/or pension or retirement savings. The library contributes to the premiums of any associated costs.	The library contributes to the premiums of healthcare and wellness benefits for employees and their dependents.	
6	The library follows state and federal laws in recruiting, hiring, onboarding, supervising, and terminating employees.	Key library staff keep abreast of current HR laws and trends (e.g., attending webinars, engaging an attorney or reputable HR consulting firm).	The library employs a staff member who is dedicated to human resource management.	

7	Staff members receive coaching, feedback, and support for their own development at least annually.	The library has a performance appraisal system that provides staff with an annual evaluation of current performance and guidance in improving or developing new skills according to their job description.	The performance appraisal system develops work goals and activities that align with the strategic plan.	All employees participate in an annual performance review and evaluation process using a standardized tool created for their position. Every employee has annual goals which are developed as part of this process, and every library employee meets at least quarterly with their supervisor to review their goals progress and to check-in on their overall performance and development.
8	New employees receive a thorough orientation and job training. The library complies with all state-mandated training requirements.	The library supports and encourages staff to acquire new skills, keep current with new developments in public libraries, and renew their enthusiasm for library work.	The library provides paid work time and funding for conference attendance, tuition assistance, and other skill and leadership development.	APL has a poicity requiring all employees to participate in some level of continuing education every year to be eligible for a pay increase in the following year. The amount depends on the employees pay grade and whether they are full or part-time.

9	The library has a succession plan for the director.	The library has a succession plan for staff with specialized knowledge (e.g., assistant director, facilities manager, IT manager, business manager) that includes procedural job task instructions and checklists.		We mostly meet the intermediate level for this standard, but I do need to work with our Facilities Manager on a more detailed succession plan.
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Notes/Comments:

Illinois Public Library Standards– Information Services: Action Plan

Library Name

Date

Completed by

Job Title

The action plans in each section are to be used as a tool for library directors, staff and board members to discuss and determine how their library is addressing the Illinois Public Library Standards. It is important that library directors, boards and staff recognize that public libraries are always evolving due to new trends, changing societal norms and cultural influences. In order for a library to stay sustainable and viable, the library directors should regularly review the core standards with both board and staff.

STANDARD	CORE	INTERMEDIATE	ADVANCED	ACTION/PROGRESS
1	All basic information services are available when the library is open. These include: circulation, reference, reader’s advisory, and technology assistance (including with personal devices) either through brief transactions or longer 1:1 sessions.	If the library provides additional information service offerings (e.g., notary, passports, digital media lab, maker space), an adequate number of trained staff are available to assist patrons in these areas.		
2	Staff provide accurate, timely, and courteous service.			

3	The library has policies that guide the provision of information services, such as a Circulation Policy and Reference & Reader's Advisory Policy.	If additional services are offered, such as notary, passports, digital media lab, or maker space, the library has policies and/or clear procedures guiding their use.		
4	Staff have access to appropriate technology (e.g., phones, computers, work email, printers, scanners) to receive and respond to patron inquiries.	The library provides a variety of self-service information service resources via its website or library apps 24/7.	The library provides information services by chat or phone outside of the hours the library is open.	Chat and telephone services are only available at APL during the hours the library is open.

5	Staff are familiar with all the library's offerings and other resources available to answer patron queries (e.g., print media, online subscription resources, reliable free internet sites, governmental and nonprofit agencies, local history materials).	The library provides staff who specialize in areas of information services (e.g., children's, teen, or adult services, or specific subject areas, such as business or technology).		
6	Staff are aware of local and statewide agencies as resources to which they can refer patrons in need.	The library hosts representatives of local and statewide agencies to provide information about their services and/or meet with the public within the library space.	The library may go beyond basic referrals to social service agencies by providing services by social workers or social work interns.	

7	Staff recognize the wide array of individual information needs within the community and strive to offer services for all.	The library provides opportunities for staff to expand their knowledge and sensitivity in providing information services to all people.	The library employs staff with expertise in services specific to the needs of the community it serves (e.g., individuals with dementia or autism or people experiencing homelessness).	
8	The library seeks to eliminate barriers to services and information access (e.g., fines and fees, age restrictions).	In multilingual communities, the library strives to provide information services in languages relevant to patron needs.	In multilingual communities, the library employs staff who speak languages relevant to patron needs or contracts interpreting services to supplement staff's multilingual expertise.	

Notes/Comments:

Fecha: 09/30/25

Para: Mary Medjo Me Zengue, Directora

De: CARLOS Y WILIS VEGA


Número de Teléfono:

We're very grateful for the great service and help from Yesenia of the Addison Public Library

Su opinión cuenta, por favor déjenos saber de qué manera podemos ayudarle la siguiente vez que nos visite. ¿Cree que debemos mejorar? ¿Qué programas le gustaría que incluyéramos? Apreciamos su comentario.

ESTAMOS MUY AGRADECIDOS
AL BUEN SERVICIO Y AYUDA
DE LA STA. YESENIA DE

ADDISON LIBRARY



Good morning.

I am very appreciative of the great service and help from Yesenia. Social Services Specialist

Thanks so much.

Addison Library

September 16, 2025

Su opinión cuenta, por favor déjenos saber de qué manera podemos ayudarle la siguiente vez que nos visite. ¿Cree que debemos mejorar? ¿Qué programas le gustaría que incluyéramos? Apreciamos su comentario.

ADDISON 16 SETEMBR 2025

Buenos dias

ESTOY MUY AGRADECIDO POR
GRAN SERVICIO Y/O AYUDA DE LA
STA. YESENIA BENAVIDEZ
SOCIAL SERVICES SPECIALIST

THANKS SO MUCH.

ADDISON LIBRARY

SEPTEMBER 16, 2025

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Illinois Library Association

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- Central and Northwest Illinois – November 19
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- North Suburban – December 3

Advanced registration is required to attend the meetups. Please check the registration deadline so you don't miss your chance to attend! On-site registration is not available.

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More information, including cost to attend, list of legislators attending, and how to plan for a successful meetup, is available on the [ILA website](#).



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