



Tuesday, December 16, 2025

Regular Board Meeting

6:30 PM

Board Room/Third Floor

4 Friendship Plaza

Addison, IL 60101

1. **Call to Order**
2. **Roll Call**
Establishment of a quorum
3. **Pledge of Allegiance**
4. **Approval of the Agenda**
5. **Public Comment**
6. **Presentations**

A. Employee Service Awards

The following employees will be recognized for their years of service to the Addison Public Library:

5 Years	Betsi Beltran-Davila
10 Years	Louise Dimick
10 Years	Courtney Moore
15 Years	Nicole Valenta
20 Years	Donna Quick
25 Years	Sue Eilers

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 November: \$172,588.28

YTD Revenue: \$6,605,710.69

Expenditures

Expended in November: \$883,121.77

YTD Expenditures: \$7,363,154.50

Disbursements

\$627,334.18 + November Payroll \$265,646.68

Grand Total for November Disbursements: \$892,980.86

8. **Consent Agenda**

- A. Approval of Minutes
- B. Approval of Bills & Disbursements

9. **Reports**

- A. Director & Staff Reports
- B. Statistics
- C. Building Project Report
- D. Friends of the Library Report

10. **New Business**
 - A. ACTION ITEM: 2026 Illinois Public Library Per Capita Grant Application
 - B. ACTION ITEM: 2026 Library Closure Date for Staff Development
11. **Closed Session (if needed)**
12. **Correspondence & Announcements**
 - A. Patron Communication
 - B. Other Correspondence
13. **Additional Discussion**
14. **Adjournment**



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4. **Approval of the Agenda**
5. **Public Comment**
6. **Presentations**
 - A. Employee Service Awards
7. **Treasurer's Report**
8. **Consent Agenda**
 - A. Approval of Minutes
 - B. Approval of Bills & Disbursements
9. **Reports**
 - A. Director & Staff Reports
 - B. Statistics
 - C. Building Project Report
 - D. Friends of the Library Report
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 - B. Other Correspondence
13. **Additional Discussion**
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Addison Public Library Balance Sheet as of November 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
10-11-1075 - Cash in Bank - Harris Bank Comingled	610,933.46	(49,342.91)	561,590.55
10-11-1085 - Cash in Bank - Ehlers	11,723,741.77	(626,300.92)	11,097,440.85
10-11-1105 - Cash in Bank - Wintrust Bank Tax Account	6,641,833.05	(222,875.61)	6,418,957.44
10-11-1106 - Cash in Bank - Wintrust Bank Librarian's Fund	2,000.00	0.00	2,000.00
10-11-1107 - Cash in Bank - Wintrust Bank General Fund	308,638.61	8,442.64	317,081.25
10-11-1108 - Cash in Bank - Wintrust Bank Friends	10,352.79	347.21	10,700.00
10-11-2000 - Allocated Cash	(11,441,804.60)	677,863.45	(10,763,941.15)
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>13,940,518.99</u>	<u>(211,866.14)</u>	<u>13,728,652.85</u>
Liabilities and Fund Balance			
<u>Liabilities</u>			
10-21-2750 - Accounts Payable	112,112.56	11,821.77	123,934.33
10-22-0230 - Employee I.M.R.F. Payable	9,859.63	(108.10)	9,751.53
10-22-0260 - Def Annuity Withholding Payable	(6,575.00)	(450.00)	(7,025.00)
10-22-0270 - Roth 457 Payable	6,450.00	450.00	6,900.00
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>6,259,394.49</u>	<u>11,713.67</u>	<u>6,271,108.16</u>
<u>Fund Balance</u>			
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>10,244,212.75</u>	<u>11,713.67</u>	<u>10,255,926.42</u>
 Excess Revenues Over Expenses	<u>3,696,306.24</u>	<u>(223,579.81)</u>	<u>3,472,726.43</u>

Addison Public Library Balance Sheet as of November 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	678,982.45	2,327.19	681,309.64
80-11-2000 - Allocated Cash	11,440,017.57	(677,863.45)	10,762,154.12
	<u>12,119,000.02</u>	<u>(675,536.26)</u>	<u>11,443,463.76</u>
Liabilities and Fund Balance			
<u>Liabilities</u>			
80-21-2750 - Accounts Payable	671,563.45	(188,582.58)	482,980.87
	<u>671,563.45</u>	<u>(188,582.58)</u>	<u>482,980.87</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>15,862,216.58</u>	<u>(188,582.58)</u>	<u>15,673,634.00</u>
Excess Revenues Over Expenses	<u>(3,743,216.56)</u>	<u>(486,953.68)</u>	<u>(4,230,170.24)</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 November 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 Comingled	610,933.46	(49,342.91)	561,590.55
Cash in Bank - Ehlers	11,723,741.77	(626,300.92)	11,097,440.85
Cash in Bank - Wintrust Bank Tax Account	6,641,833.05	(222,875.61)	6,418,957.44
Cash in Bank - Wintrust Bank Librarian's Fund	2,000.00	0.00	2,000.00
Cash in Bank - Wintrust Bank General Fund	308,638.61	8,442.64	317,081.25
Cash in Bank - Wintrust Bank Friends	10,352.79	347.21	10,700.00
Cash in Bank - Ill Metropolitan	678,982.45	2,327.19	681,309.64
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>26,061,306.04</u>	<u>(887,402.40)</u>	<u>25,173,903.64</u>
 Liabilities and Fund Balance			
<u>Liabilities</u>			
Accounts Payable	783,676.01	(176,760.81)	606,915.20
Employee I.M.R.F. Payable	9,859.63	(108.10)	9,751.53
Def Annuity Withholding Payable	(6,575.00)	(450.00)	(7,025.00)
Roth 457 Payable	6,450.00	450.00	6,900.00
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>6,930,957.94</u>	<u>(176,868.91)</u>	<u>6,754,089.03</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>26,108,216.36</u>	 <u>(176,868.91)</u>	 <u>25,931,347.45</u>
 Excess Revenues Over Expenditures	 <u>(46,910.32)</u>	 <u>(710,533.49)</u>	 <u>(757,443.81)</u>

Addison Public Library Balance Sheet as of November 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 7 Months Ended November 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	660.62	5,224,330.83	5,285,321.00	60,990.17	98.85
10-41-3202 - Property Current - F.I.C.A.	37.62	297,546.84	301,020.48	3,473.64	98.85
10-41-3203 - Property Current - I.M.R.F.	37.62	297,546.84	301,020.48	3,473.64	98.85
10-41-3205 - Property Current - Liability Insurance	7.69	60,824.47	61,534.57	710.10	98.85
10-41-3206 - Property Current - Audit	0.83	6,575.63	6,652.39	76.76	98.85
10-41-3207 - Property Current - Unemployment	0.62	4,931.71	4,989.29	57.58	98.85
10-41-3208 - Property Current - Workers Compensation	0.62	4,931.71	4,989.29	57.58	98.85
10-41-3301 - Replacement Taxes	0.00	46,813.11	75,000.00	28,186.89	62.42
10-41-3400 - Aggregate Refunds	<u>3.33</u>	<u>26,302.50</u>	<u>26,609.55</u>	<u>307.05</u>	<u>98.85</u>
	<u>748.95</u>	<u>5,969,803.64</u>	<u>6,067,137.05</u>	<u>97,333.41</u>	<u>98.40</u>
<u>Fines & Fees</u>					
10-42-3010 - Fines	233.37	2,385.86	6,000.00	3,614.14	39.76
10-42-3011 - Reciprocal Borrowing Reimbursements	0.00	2,245.33	1,000.00	(1,245.33)	224.53
10-42-3012 - Nonresident Fees	120.00	1,796.84	1,500.00	(296.84)	119.79
10-42-3016 - Scanner Fees	652.28	5,223.95	7,500.00	2,276.05	69.65
10-42-3099 - Printing and Copying Fee	<u>469.40</u>	<u>6,118.73</u>	<u>5,000.00</u>	<u>(1,118.73)</u>	<u>122.37</u>
	<u>1,475.05</u>	<u>17,770.71</u>	<u>21,000.00</u>	<u>3,229.29</u>	<u>84.62</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	22,327.42	95,663.67	50,000.00	(45,663.67)	191.33
10-46-3029 - Ehlers Interest	<u>45,263.08</u>	<u>347,186.67</u>	<u>200,000.00</u>	<u>(147,186.67)</u>	<u>173.59</u>
	<u>67,590.50</u>	<u>442,850.34</u>	<u>250,000.00</u>	<u>(192,850.34)</u>	<u>177.14</u>
<u>Miscellaneous</u>					
10-47-3014 - Donations	100,001.05	100,058.96	100,000.00	(58.96)	100.06
10-47-3024 - Other Income	13.15	558.39	6,500.00	5,941.61	8.59
10-47-3030 - Friends of Addison Public Library	<u>432.39</u>	<u>1,854.51</u>	<u>5,000.00</u>	<u>3,145.49</u>	<u>37.09</u>
	<u>100,446.59</u>	<u>102,471.86</u>	<u>111,500.00</u>	<u>9,028.14</u>	<u>91.90</u>
Total Non-Tax Revenues	<u>169,512.14</u>	<u>619,453.36</u>	<u>438,860.00</u>	<u>(180,593.36)</u>	<u>141.15</u>
Total General Fund Revenues	<u>170,261.09</u>	<u>6,589,257.00</u>	<u>6,505,997.05</u>	<u>(83,259.95)</u>	<u>101.28</u>

**Addison Public Library
Revenue Report
For the 7 Months Ended November 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	2,327.19	16,452.84	0.00	(16,452.84)	0.00
80-47-3019 - Capital Donations	<u>0.00</u>	<u>0.85</u>	<u>0.00</u>	<u>(0.85)</u>	<u>0.00</u>
	<u>2,327.19</u>	<u>16,453.69</u>	<u>0.00</u>	<u>(16,453.69)</u>	<u>0.00</u>
<u>Transfers</u>					
Total Capital Improvement Fund Revenues	<u>2,327.19</u>	<u>16,453.69</u>	<u>0.00</u>	<u>(16,453.69)</u>	<u>0.00</u>
<u>Rebillables Fund</u>					
<u>Miscellaneous</u>					
Total All Funds	<u>172,588.28</u>	<u>6,605,710.69</u>	<u>6,505,997.05</u>	<u>(99,713.64)</u>	<u>101.53</u>

Addison Public Library Expense Report For the 7 Months Ended November 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	233,798.38	1,773,569.41	3,452,600.00	1,679,030.59	51.37	48.63
10-50-2200 - Employer F.I.C.A. Expense	17,517.17	133,206.09	264,124.00	130,917.91	50.43	49.57
10-50-2300 - Employer I.M.R.F. Expense	14,331.13	92,461.72	190,000.00	97,538.28	48.66	51.34
10-50-2400 - Health Insurance	37,033.43	258,295.30	512,000.00	253,704.70	50.45	49.55
10-50-2450 - Employee Assistance Program	0.00	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	0.00	(3,700.10)	3,700.00	7,400.10	(100.00)	200.00
	<u>302,680.11</u>	<u>2,257,645.42</u>	<u>4,429,679.00</u>	<u>2,172,033.58</u>	<u>50.97</u>	<u>49.03</u>
<u>Library Materials</u>						
<u>Children Services</u>						
10-52-3100 - Children Books	4,942.79	34,239.81	71,000.00	36,760.19	48.23	51.77
10-52-3900 - Children Other Expenditures	978.04	12,954.50	28,000.00	15,045.50	46.27	53.73
	<u>5,920.83</u>	<u>47,194.31</u>	<u>99,000.00</u>	<u>51,805.69</u>	<u>47.67</u>	<u>52.33</u>
<u>Adult Services</u>						
10-54-3110 - Adult Books	14,541.37	59,054.39	167,000.00	107,945.61	35.36	64.64
10-54-3900 - Adult Other Expenditures	4,806.92	39,588.47	80,500.00	40,911.53	49.18	50.82
	<u>19,348.29</u>	<u>98,642.86</u>	<u>247,500.00</u>	<u>148,857.14</u>	<u>39.86</u>	<u>60.14</u>
<u>Other Library Materials</u>						
10-55-3400 - Magazines/News	750.80	9,695.26	10,500.00	804.74	92.34	7.66
10-55-3500 - Online Databases	0.00	108,128.43	223,000.00	114,871.57	48.49	51.51
10-55-3860 - E-Books	1,892.05	26,295.35	75,000.00	48,704.65	35.06	64.94
10-55-3900 - Other Digital Media	0.00	4,200.00	46,000.00	41,800.00	9.13	90.87
	<u>2,642.85</u>	<u>148,319.04</u>	<u>354,500.00</u>	<u>206,180.96</u>	<u>41.84</u>	<u>58.16</u>
Total Library Materials	<u>27,911.97</u>	<u>294,156.21</u>	<u>701,000.00</u>	<u>406,843.79</u>	<u>41.96</u>	<u>58.04</u>
<u>General Contractual Services</u>						
10-56-4100 - Legal Fees	871.48	7,310.73	8,500.00	1,189.27	86.01	13.99
10-56-4410 - Collection Agency Fees	236.40	1,378.00	3,500.00	2,122.00	39.37	60.63
10-56-4420 - Equipment Rental & Leasing	0.00	614.70	4,000.00	3,385.30	15.37	84.63
10-56-4450 - Accounting Service Fees	2,140.00	13,190.00	24,500.00	11,310.00	53.84	46.16
10-56-4500 - Payroll Service Fees	6,771.18	32,091.28	58,575.00	26,483.72	54.79	45.21
10-56-4600 - Audit Service Fees	0.00	7,002.00	7,050.00	48.00	99.32	0.68
10-56-4900 - Other Contracts	5,204.39	27,704.75	50,000.00	22,295.25	55.41	44.59
	<u>15,223.45</u>	<u>89,291.46</u>	<u>156,125.00</u>	<u>66,833.54</u>	<u>57.19</u>	<u>42.81</u>

Addison Public Library Expense Report For the 7 Months Ended November 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	304.27	1,828.39	25,000.00	23,171.61	7.31	92.69
10-58-5120 - Water Service	0.00	1,780.68	4,200.00	2,419.32	42.40	57.60
10-58-5310 - Refuse Disposal Service	568.97	2,585.82	4,265.00	1,679.18	60.63	39.37
10-58-5320 - Cleaning Service	<u>4,813.00</u>	<u>38,504.00</u>	<u>78,040.00</u>	<u>39,536.00</u>	<u>49.34</u>	<u>50.66</u>
	<u>5,686.24</u>	<u>44,698.89</u>	<u>111,505.00</u>	<u>66,806.11</u>	<u>40.09</u>	<u>59.91</u>
<u>Telecommunications</u>						
10-58-5510 - Telephone	0.00	3,576.62	11,000.00	7,423.38	32.51	67.49
10-58-5570 - Leased Internet Access Line	<u>190.20</u>	<u>3,539.16</u>	<u>10,700.00</u>	<u>7,160.84</u>	<u>33.08</u>	<u>66.92</u>
	<u>190.20</u>	<u>7,115.78</u>	<u>21,700.00</u>	<u>14,584.22</u>	<u>32.79</u>	<u>67.21</u>
<u>Maintenance and Repair</u>						
10-58-5610 - Building Supplies	3,057.08	22,100.52	45,000.00	22,899.48	49.11	50.89
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	279.50	916.51	11,000.00	10,083.49	8.33	91.67
10-58-5710 - Equipment Maintenance & Repair	<u>6,586.12</u>	<u>39,834.76</u>	<u>65,000.00</u>	<u>25,165.24</u>	<u>61.28</u>	<u>38.72</u>
	<u>9,922.70</u>	<u>62,851.79</u>	<u>141,000.00</u>	<u>78,148.21</u>	<u>44.58</u>	<u>55.42</u>
Total Physical Services	<u>15,799.14</u>	<u>114,666.46</u>	<u>274,205.00</u>	<u>159,538.54</u>	<u>41.82</u>	<u>58.18</u>
<u>Automation</u>						
10-61-4800 - System Development	6,250.00	9,834.00	39,000.00	29,166.00	25.22	74.78
10-61-6100 - ILS Services	0.00	30,485.00	62,000.00	31,515.00	49.17	50.83
10-61-6200 - Software/Licenses	<u>1,314.47</u>	<u>53,769.31</u>	<u>105,000.00</u>	<u>51,230.69</u>	<u>51.21</u>	<u>48.79</u>
	<u>7,564.47</u>	<u>94,088.31</u>	<u>206,000.00</u>	<u>111,911.69</u>	<u>45.67</u>	<u>54.33</u>
<u>Continuing Education</u>						
10-62-7410 - Administration	80.10	1,313.62	3,000.00	1,686.38	43.79	56.21
10-62-7420 - Information Technology	0.00	0.00	800.00	800.00	0.00	100.00
10-62-7430 - Guest Services	25.00	465.00	1,000.00	535.00	46.50	53.50
10-62-7440 - Adult Services	876.00	3,528.99	4,300.00	771.01	82.07	17.93
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	15.00	645.10	2,000.00	1,354.90	32.26	67.74
10-62-7470 - Staff In-Service	0.00	3,074.47	10,400.00	7,325.53	29.56	70.44
10-62-7480 - Board	0.00	1,670.00	3,500.00	1,830.00	47.71	52.29
10-62-7500 - Community Engagement	587.21	1,200.39	2,254.00	1,053.61	53.26	46.74
10-62-7510 - Memberships (Staff & Board)	453.50	6,432.50	12,000.00	5,567.50	53.60	46.40
10-62-7550 - In-State Travel	210.44	1,385.46	15,200.00	13,814.54	9.11	90.89
10-62-7560 - Out-of-State Travel	531.94	(928.76)	14,000.00	14,928.76	(6.63)	106.63
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>2,779.19</u>	<u>20,567.98</u>	<u>78,154.00</u>	<u>57,586.02</u>	<u>26.32</u>	<u>73.68</u>

Addison Public Library Expense Report For the 7 Months Ended November 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	456.97	9,185.52	32,000.00	22,814.48	28.70	71.30
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	200.00	3,035.57	18,500.00	15,464.43	16.41	83.59
10-64-8160 - Teen Program	358.72	6,710.82	19,000.00	12,289.18	35.32	64.68
10-64-8165 - Community Engagement Program	0.00	3,069.63	8,250.00	5,180.37	37.21	62.79
10-64-8170 - IT Programs	<u>56.02</u>	<u>3,305.24</u>	<u>7,000.00</u>	<u>3,694.76</u>	<u>47.22</u>	<u>52.78</u>
	<u>1,071.71</u>	<u>25,354.76</u>	<u>84,750.00</u>	<u>59,395.24</u>	<u>29.92</u>	<u>70.08</u>
<u>PR/Marketing</u>						
10-64-8210 - Newsletter	0.00	22,402.15	55,380.00	32,977.85	40.45	59.55
10-64-8220 - Flyers/Brochures	246.28	2,732.29	16,475.00	13,742.71	16.58	83.42
10-64-8910 - Other Promotions	<u>0.00</u>	<u>6,881.25</u>	<u>16,000.00</u>	<u>9,118.75</u>	<u>43.01</u>	<u>56.99</u>
	<u>246.28</u>	<u>32,015.69</u>	<u>87,855.00</u>	<u>55,839.31</u>	<u>36.44</u>	<u>63.56</u>
<u>Other Operating Expenses</u>						
<u>Supplies</u>						
10-66-9210 - Office Supplies	0.00	3,569.27	6,500.00	2,930.73	54.91	45.09
10-66-9220 - Guest Services Supplies	56.80	984.45	6,085.00	5,100.55	16.18	83.82
10-66-9230 - Adult Services Supplies	71.09	761.64	1,500.00	738.36	50.78	49.22
10-66-9240 - Children Services Supplies	57.22	1,297.27	2,500.00	1,202.73	51.89	48.11
10-66-9245 - Teen Services Supplies	0.00	776.51	1,000.00	223.49	77.65	22.35
10-66-9250 - Materials Management Supplies	2,187.39	10,339.90	30,500.00	20,160.10	33.90	66.10
10-66-9260 - Public Relations Supplies	0.00	34.51	0.00	(34.51)	0.00	100.00
10-66-9270 - Information Technology Supplies	1,520.56	15,271.90	44,000.00	28,728.10	34.71	65.29
10-66-9290 - Postage	1,500.00	7,400.00	8,500.00	1,100.00	87.06	12.94
10-66-9300 - Library Wide Supplies	143.78	3,392.89	11,000.00	7,607.11	30.84	69.16
10-66-9330 - Community Engagement Supplies	<u>916.66</u>	<u>4,066.38</u>	<u>5,550.00</u>	<u>1,483.62</u>	<u>73.27</u>	<u>26.73</u>
	<u>6,453.50</u>	<u>47,894.72</u>	<u>117,135.00</u>	<u>69,240.28</u>	<u>40.89</u>	<u>59.11</u>
<u>Insurance</u>						
10-66-9510 - Unemployment Compensation Insurance	0.00	1,031.42	5,000.00	3,968.58	20.63	79.37
10-66-9520 - Workers' Compensation Insurance	0.00	11,181.00	11,500.00	319.00	97.23	2.77
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>58,465.73</u>	<u>80,500.00</u>	<u>22,034.27</u>	<u>72.63</u>	<u>27.37</u>
<u>Grant Expenses</u>						
10-66-9840 - Per Capita Grant - Current Year	<u>6,859.36</u>	<u>35,231.03</u>	<u>52,660.00</u>	<u>17,428.97</u>	<u>66.90</u>	<u>33.10</u>
	<u>6,859.36</u>	<u>35,231.03</u>	<u>52,660.00</u>	<u>17,428.97</u>	<u>66.90</u>	<u>33.10</u>

Addison Public Library Expense Report For the 7 Months Ended November 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	6,548.70	42,332.56	55,000.00	12,667.44	76.97	23.03
10-66-9920 - Furniture and Equipment	9.59	417.30	10,000.00	9,582.70	4.17	95.83
10-66-9930 - Reciprocal Borrowing Expense	50.00	170.00	750.00	580.00	22.67	77.33
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	143.27	4,000.00	3,856.73	3.58	96.42
10-66-9970 - FUNshine Committee	284.33	1,958.17	4,800.00	2,841.83	40.80	59.20
10-66-9980 - Staff Recognition	359.10	1,681.50	10,000.00	8,318.50	16.82	83.18
10-66-9985 - Sam's Lab	0.00	0.00	100,000.00	100,000.00	0.00	100.00
	<u>7,251.72</u>	<u>47,152.80</u>	<u>189,950.00</u>	<u>142,797.20</u>	<u>24.82</u>	<u>75.18</u>
<u>Transfers</u>						
Total Other Operating Expenses	<u>20,564.58</u>	<u>188,744.28</u>	<u>440,245.00</u>	<u>251,500.72</u>	<u>42.87</u>	<u>57.13</u>
Total General Fund Expenditures	<u>393,840.90</u>	<u>3,116,530.57</u>	<u>6,458,013.00</u>	<u>3,341,482.43</u>	<u>48.26</u>	<u>51.74</u>
<u>Capital Improvement Fund</u>						
<u>Asset Replacement</u>						
80-55-1900 - Asset Replacement Expense	20,392.00	36,159.45	135,000.00	98,840.55	26.78	73.22
80-55-1905 - Renovation Project	<u>468,888.87</u>	<u>4,210,464.48</u>	<u>10,000,000.00</u>	<u>5,789,535.52</u>	<u>42.10</u>	<u>57.90</u>
	<u>489,280.87</u>	<u>4,246,623.93</u>	<u>10,135,000.00</u>	<u>5,888,376.07</u>	<u>41.90</u>	<u>58.10</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>489,280.87</u>	<u>4,246,623.93</u>	<u>10,135,000.00</u>	<u>5,888,376.07</u>	<u>41.90</u>	<u>58.10</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>883,121.77</u>	<u>7,363,154.50</u>	<u>16,593,013.00</u>	<u>9,229,858.50</u>	<u>44.38</u>	<u>55.62</u>

Addison Public Library Check Register

All Bank Accounts
November 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
ADP, LLC #110146				21849	11/14/25	<u>6,771.18</u>
10-56-4500	Payroll Service Fees	INV #704940981	394.40			
10-56-4500	Payroll Service Fees	INV #704943355	4,376.78			
10-56-4500	Payroll Service Fees	INV #702391299	2,000.00			
Albertsons - Safeway 112213				21850	11/14/25	<u>121.73</u>
10-66-9970	FUNshine Committee	10/8/25 Jose's Wedding Shower	29.98			
10-64-8100	Adult Services Programs	10/15/25 Jodi's Ghost Program	50.53			
10-64-8160	Teen Program	11/4/25	41.22			
Republic Services #551 122869				21851	11/14/25	<u>568.97</u>
10-58-5310	Refuse Disposal Service	Acct #3-0551-3000027	568.97			
Verizon				21852	11/14/25	<u>190.20</u>
10-58-5570	Leased Internet Access Line	Inv #6127854911	190.20			
Douglas Floor Covering, Inc.				21853	11/21/25	<u>6,300.00</u>
80-55-1905	Renovation Project	Payment #10, dated 9/20/25 10/21/25 Board Approval	6,300.00			
Johnson Controls Security 311290				21854	11/21/25	<u>279.50</u>
10-58-5690	Other Building Materials & Repair	Inv #41796615	279.50			
Nicor Gas 241916				21855	11/21/25	<u>304.27</u>
10-58-5100	Natural Gas Service	Acct #66-89-55-1902 4	304.27			
Village of Addison - HSA				21856	11/21/25	<u>2,536.06</u>
10-50-2400	Health Insurance	EE & ER HSA 11/19/25 Payroll Contribution	2,536.06			
Patricia Trampas 261181				39895	11/30/25	<u>(80.00)</u>
10-64-8100	Adult Services Programs	Void Check 39895	-80.00			
Marti LaHood 281914				40064	11/30/25	<u>(80.00)</u>
10-64-8100	Adult Services Programs	Void Check 40064	-80.00			
Amazon Capital Services 112300				40097	12/04/25	<u>616.96</u>
10-66-9230	Adult Services Supplies	Inv# 1HCM-44VM-3LKD	56.97			
10-66-9230	Adult Services Supplies	Inv# 1RRX-7D9D-3RMH	14.12			
10-64-8100	Adult Services Programs	Inv# 1TXG-YHYL-363T	309.52			
10-64-8160	Teen Program	Inv# 1FFP-PDX7-3691	20.43			

Addison Public Library Check Register

All Bank Accounts
November 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-66-9920	Furniture and Equipment	Inv# 1FFP-PDX7-3691	9.59			
10-52-3100	Children Books	Inv# 13GT-7MKN-3X6M	33.98			
10-52-3900	Children Other Expenditures	Inv# 1TP1-RYDF-4W3D	9.99			
10-54-3900	Adult Other Expenditures	Inv# 1DG1-DD6F-4PC7	26.04			
10-52-3100	Children Books	Inv# 1PM9-LKDY-3V4P	47.26			
10-52-3100	Children Books	Inv# 1PM9-LKDY-39KH	-8.99			
10-64-8170	IT Programs	Inv# 1LJW-1KF7-4HR9	56.02			
10-52-3100	Children Books	Inv# 1MDC-CG44-1PXX	42.03			
Amazon Capital Services 112300				40098	12/04/25	<u>249.88</u>
10-52-3100	Children Books	Inv# 1GWR-QHRK-3KHR	44.33			
10-52-3100	Children Books	Inv# 1X77-6GN7-64JC	7.99			
10-54-3900	Adult Other Expenditures	Inv# 1LJW-1KF7-6GC9	197.56			
Ehler Investment Partners, LLC 151700				40099	12/04/25	<u>2,433.68</u>
10-56-4900	Other Contracts	Inv# 24-6837, 09.01.25-09.30.25	2,433.68			
Elan Financial Services				40100	12/04/25	<u>6,967.42</u>
10-62-7440	Adult Services	PLA Conference - Cryier and Lock	876.00			
10-62-7560	Out-of-State Travel	PLA Conference Flights	531.94			
10-62-7500	Community Engagement	PLA Conference - Williams	364.00			
10-62-7500	Community Engagement	PLA Conference - Parkison	210.00			
10-61-6200	Software/Licenses	Adobe Inv# 3268976973	358.72			
10-66-9840	Per Capita Grant - Current Year	PLA Conference - Zengue	364.00			
10-66-9330	Community Engagement Supplies	Certif-A-Gift Inv# 24483	916.66			
10-66-9970	FUNshine Committee	Fresh Cut Paper Order# 1265175	276.60			
10-66-9970	FUNshine Committee	Fresh Cut Paper Order# 1265175	-22.25			
10-64-8160	Teen Program	Universal Yums Inv# 15866021, 15866008	118.00			
10-61-6200	Software/Licenses	CyberFox Inv# 095349	87.50			
10-66-9250	Materials Management Supplies	ID Label Inv# 2025-37866-00	865.50			
10-54-3900	Adult Other Expenditures	Mobile Beacon, Inv# A-007454- 20251117-1307	720.00			
10-61-6200	Software/Licenses	Zoho Corp Inv# 50101329877	123.50			
10-64-8220	Flyers/Brochures	VistaPrint - BusinessCards	128.20			
10-61-6200	Software/Licenses	ScreenConnect Trans# 121362641370	39.00			
10-61-6200	Software/Licenses	ScreenConnect Trans# 121331319100	41.00			
10-61-6200	Software/Licenses	Lightspeed Inv# 975903	189.00			
10-66-9980	Staff Recognition	Panaderia Alpha 11.7.25	29.10			
10-61-6200	Software/Licenses	SRFAX Inv# 5671229	12.60			
10-62-7460	Materials Management	Laconi Conference - Cuevas	15.00			

Addison Public Library Check Register

All Bank Accounts
November 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-62-7510	Memberships (Staff & Board)	ALA Student Membership- Parkison ID# 2410879	86.00			
10-62-7510	Memberships (Staff & Board)	PLA Membership - Williams ID# 2343757	90.00			
10-61-6200	Software/Licenses	Zoho Corp. Inv# 50101264514	155.00			
10-64-8220	Flyers/Brochures	VistaPrint Winter Reading Logs, Magnet	118.08			
10-62-7430	Guest Services	Fast Forward Libraries Receipt# 1986-1230	25.00			
10-62-7410	Administration	ALA Order# 35820	80.10			
10-58-5610	Building Supplies	Home Depot Cleaning Supplies	93.21			
10-58-5610	Building Supplies	Petco Fish Tank Supplies	75.96			
Grainger 333337				40101	12/04/25	<u>0.45</u>
10-58-5610	Building Supplies	Inv# 9671915727	0.45			
United States Postal Service 312448				40102	12/04/25	<u>1,500.00</u>
10-66-9290	Postage	Permit #85, Jan/Feb Newsletter	1,500.00			
Village of Addison - HSA				40103	12/04/25	<u>2,536.06</u>
10-50-2400	Health Insurance	HSA ER, EE Payroll Contributions 12.1.25	2,536.06			
Village of Addison: Misc Exp 500010				40104	12/04/25	<u>88.00</u>
10-22-0255	Other Insurance Withholding Payable	MetLife Hyatt Legal - December 2025	88.00			
Village of Addison: Misc Exp 500010				40105	12/04/25	<u>85.65</u>
10-22-0255	Other Insurance Withholding Payable	Allstate - December 2025	85.65			
Village of Addison: Misc Exp 500010				40106	12/04/25	<u>864.43</u>
10-22-0255	Other Insurance Withholding Payable	Mutual of Omaha, Self Bill Life ADD December 2025	864.43			
Village of Addison: Misc Exp 500010				40107	12/04/25	<u>582.85</u>
10-22-0255	Other Insurance Withholding Payable	Mutual of Omaha, Worksite Benefits December 2025	582.85			
Village of Addison: Misc Exp 500010				40108	12/04/25	<u>40.00</u>
10-56-4900	Other Contracts	Inv# 22130, Acct# 10056	40.00			
Village of Addison:Health Ins 500011				40109	12/04/25	<u>2,431.90</u>
10-50-2400	Health Insurance	Inv# 1982532, 12.01.25-12.31.25	2,431.90			

Addison Public Library Check Register

All Bank Accounts
November 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Village of Addison:Health Ins 500011 10-50-2400	Health Insurance	VSP December 2025	319.53	40110	12/04/25	<u>319.53</u>
Village of Addison:Health Ins 500011 10-50-2400	Health Insurance	Acct# 079507, 12.01.25-12.31.25	34,321.39	40111	12/04/25	<u>34,321.39</u>
Addison Business Exchange 10-62-7510	Memberships (Staff & Board)	Inv# 100	62.50	40112	12/16/25	<u>62.50</u>
Amazon Capital Services 112300 10-52-3100	Children Books	Inv# 1G6D-6PVG-343V	66.43	40113	12/16/25	<u>702.61</u>
10-54-3900	Adult Other Expenditures	Inv# 1JXW-CJDK-1XJX	99.98			
10-54-3110	Adult Books	Inv# 17KK-LWX9-1VLC	14.99			
10-52-3100	Children Books	Inv# 1K7V-XKY1-4CC4	10.94			
10-66-9270	Information Technology Supplies	Inv# 1DKF-TPKH-3HMM	14.38			
10-64-8100	Adult Services Programs	Inv# 1W3F-DR7M-47DL	37.99			
10-66-9300	Library Wide Supplies	Inv# 1KKY-94C3-39GH	17.99			
10-66-9240	Children Services Supplies	Inv# 1YYR-LMXQ-4JWN	57.22			
10-66-9250	Materials Management Supplies	Inv# 1VK1-FD3G-64VP	139.83			
10-66-9220	Guest Services Supplies	Inv# 1WFK-KRQM-67KP	56.80			
10-64-8160	Teen Program	Inv# 1WFK-KRQM-4DLL	179.07			
10-66-9250	Materials Management Supplies	Inv# 1KNC-9VTL-3GNT	6.99			
Amazon Capital Services 112300 10-66-9270	Information Technology Supplies	Inv# 1RLW-96DM-1VT4	148.98	40114	12/16/25	<u>500.92</u>
10-66-9270	Information Technology Supplies	Inv# 1YRH-PRNH-3JMK	334.47			
10-66-9270	Information Technology Supplies	Inv# 1C9V-GWW7-3L9W	17.47			
American Library Association 10-62-7510	Memberships (Staff & Board)	ALA Cryier ID# 1272604	215.00	40115	12/16/25	<u>215.00</u>
Anderson Lock Company, Ltd 80-55-1905	Renovation Project	Payment 12, 11.30.25	6,829.00	40116	12/16/25	<u>6,829.00</u>
Aurelio's Pizza 113172 10-64-8100	Adult Services Programs	Coffee, cookies, tip 11.11.25	23.93	40117	12/16/25	<u>23.93</u>
Betsi Beltran 10-62-7550	In-State Travel	13.4 miles- daycare + elementary	9.38	40118	12/16/25	<u>9.38</u>
Bradford Systems Corporation 80-55-1905	Renovation Project	Inv# 44290-1	41,617.92	40119	12/16/25	<u>41,617.92</u>

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Calahan Smith 10-66-9980	Staff Recognition	Steady Hands	30.00	40120	12/16/25	<u>30.00</u>
CDS Office Technologies 131476 10-66-9840 10-58-5710	Per Capita Grant - Current Year Equipment Maintenance & Repair	Inv# INV1739528 Inv# INV1735896	3,496.36 681.12	40121	12/16/25	<u>4,177.48</u>
Center Point Publishing 131571 10-54-3110	Adult Books	Inv# 2207614	25.77	40122	12/16/25	<u>25.77</u>
Chicago Filter Supply 131842 10-58-5610	Building Supplies	Inv# 2025-SO-14648	673.48	40123	12/16/25	<u>673.48</u>
Chicago Sun-Times 131845 10-55-3400	Magazines/News	52 week renewal	750.80	40124	12/16/25	<u>750.80</u>
Chris Pudelek 829225 10-62-7550	In-State Travel	27.8 miles ILA Conference, Parking	24.46	40125	12/16/25	<u>24.46</u>
Claire Bartlett 10-62-7550	In-State Travel	4.2 miles - Rec Center	2.94	40126	12/16/25	<u>2.94</u>
Complete Cleaning 132523 10-58-5320	Cleaning Service	Inv# C31809	4,813.00	40127	12/16/25	<u>4,813.00</u>
Convergent Technologies LLC 132568 10-58-5710 10-58-5710	Equipment Maintenance & Repair Equipment Maintenance & Repair	Inv# IN00409314 Inv# IN00416528	2,882.00 2,143.00	40128	12/16/25	<u>5,025.00</u>
Courtney Moore 823200 10-66-9980	Staff Recognition	Steady Hands	30.00	40129	12/16/25	<u>30.00</u>
Crimson Multimedia Dist. 132835 10-54-3110 10-52-3100 10-54-3900 10-54-3900 10-54-3900 10-52-3900 10-52-3900 10-52-3100	Adult Books Children Books Adult Other Expenditures Adult Other Expenditures Adult Other Expenditures Children Other Expenditures Children Other Expenditures Children Books	Inv# 024934 Inv# 024933 Inv# 025307 Inv# 025308 Inv# 025305 Inv# 025306 Inv# 025309 Inv# 024935	80.00 362.32 266.23 190.00 120.00 30.00 326.47 130.00	40130	12/16/25	<u>1,813.05</u>

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10-54-3110	Adult Books	Inv# 024936	308.03			
Cyberdyne Masonry Corporation 133100 80-55-1905	Renovation Project	Payment 12, 11.30.25	6,750.00	40131	12/16/25	<u>6,750.00</u>
Deborah Sanchez 829116 10-62-7550	In-State Travel	12.2 miles - Daycare, Rec Center, Delivery	8.54	40132	12/16/25	<u>8.54</u>
Dell 141554 10-66-9910	Hardware	Inv# 10848142236	6,548.70	40133	12/16/25	<u>6,548.70</u>
Douglas Floor Covering, Inc. 80-55-1905	Renovation Project	Payment 12, 11.30.25	22,500.00	40134	12/16/25	<u>22,500.00</u>
Eco Lighting Services and Technology LLC 151341 80-55-1905	Renovation Project	Payment 12, 11.30.25	19,170.00	40135	12/16/25	<u>19,170.00</u>
Ehler Investment Partners, LLC 151700 10-56-4900	Other Contracts	Inv# 24-7322	2,400.29	40136	12/16/25	<u>2,400.29</u>
Elizabeth Freebairn 10-62-7550	In-State Travel	4.2 miles, Aurelio's Pizza - 11.11.25	2.94	40137	12/16/25	<u>2.94</u>
Elizabeth Lynch 892107 10-66-9980	Staff Recognition	Steady Hands	30.00	40138	12/16/25	<u>30.00</u>
Elmhurst College 152253 10-66-9930	Reciprocal Borrowing Expense	Language of Medicine, OCLC# 232383520	50.00	40139	12/16/25	<u>50.00</u>
Empathy Studios, LLC 10-66-9840	Per Capita Grant - Current Year	Inv# 6038539000027814334	999.00	40140	12/16/25	<u>999.00</u>
Frederick Quinn Corporation 162815 80-55-1905	Renovation Project	Payment 12, 11.30.25	54,940.00	40141	12/16/25	<u>54,940.00</u>
Gabriela Tafolla 162821 10-62-7550	In-State Travel	3.8 miles - Jr. High, Elem.	2.66	40142	12/16/25	<u>2.66</u>
GALE/CENGAGE Learning 171152				40143	12/16/25	<u>104.96</u>

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10-54-3110	Adult Books	Inv# 99101708437	104.96			
Grainger 333337 10-58-5610	Building Supplies	Inv# 9710352320	9.03	40144	12/16/25	<u>9.03</u>
Hargrave Builders, Inc. 181171 80-55-1905	Renovation Project	Payment 12, 11.30.25	136,153.00	40145	12/16/25	<u>136,153.00</u>
Heitkotter, Inc. 181547 80-55-1905	Renovation Project	Payment 12, 11.30.25	27,927.00	40146	12/16/25	<u>27,927.00</u>
HR Source 231161 10-66-9840	Per Capita Grant - Current Year	Inv# 22977	2,000.00	40147	12/16/25	<u>2,000.00</u>
IHLS - OCLC 191857 10-61-6200	Software/Licenses	Inv# 33489	308.15	40148	12/16/25	<u>308.15</u>
Imperial Dade 12800 10-58-5610	Building Supplies	Order# 22201667	1,854.93	40149	12/16/25	<u>1,854.93</u>
Ingram Library Services 192453				40150	12/16/25	<u>18,904.79</u>
10-52-3100	Children Books	Inv# 91898034	10.97			
10-52-3100	Children Books	Inv# 91898035	8.39			
10-52-3100	Children Books	Inv# 92068840	74.53			
10-52-3100	Children Books	Inv# 92068831	91.33			
10-52-3100	Children Books	Inv# 91872158	9.65			
10-52-3100	Children Books	Inv# 92019051	53.92			
10-54-3110	Adult Books	Inv# 92019056	17.17			
10-52-3100	Children Books	Inv# 92019047	23.89			
10-54-3110	Adult Books	Inv# 91872161	17.02			
10-54-3110	Adult Books	Inv# 91898037	36.82			
10-54-3110	Adult Books	Inv# 91872159	10.82			
10-54-3110	Adult Books	Inv# 91898036	106.78			
10-54-3110	Adult Books	Inv# 91872160	18.10			
10-54-3110	Adult Books	Inv# 92068842	910.05			
10-54-3110	Adult Books	Inv# 92019052	11.55			
10-54-3110	Adult Books	Inv# 82019053	44.46			
10-54-3110	Adult Books	Inv# 92019050	17.77			
10-54-3110	Adult Books	Inv# 92019049	10.29			
10-54-3110	Adult Books	Inv# 91872163	184.09			
10-54-3110	Adult Books	Inv# 91872164	15.34			
10-54-3110	Adult Books	Inv# 92068839	15.01			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-54-3110	Adult Books	Inv# 92068838	23.74			
10-54-3110	Adult Books	Inv# 92068832	33.93			
10-54-3110	Adult Books	Inv# 92068833	33.93			
10-54-3110	Adult Books	Inv# 92068834	12.36			
10-54-3110	Adult Books	Inv# 92068835	175.70			
10-54-3110	Adult Books	Inv# 92068837	82.00			
10-54-3110	Adult Books	Inv# 92068841	589.32			
10-54-3110	Adult Books	Inv# 92068836	19.81			
10-54-3110	Adult Books	Inv# 91872162	332.69			
10-54-3110	Adult Books	Inv# 92068829	40.83			
10-54-3110	Adult Books	Inv# 92068828	70.25			
10-54-3110	Adult Books	Inv# 92068826	31.26			
10-54-3110	Adult Books	Inv# 92068825	13.18			
10-54-3110	Adult Books	Inv# 92019054	15.44			
10-54-3110	Adult Books	Inv# 92068830	84.05			
10-54-3110	Adult Books	Inv# 92068827	103.19			
10-54-3110	Adult Books	Inv# 92068824	12.44			
10-54-3110	Adult Books	Inv# 91898033	17.21			
10-54-3110	Adult Books	Inv# 92068843	502.53			
10-54-3110	Adult Books	Inv# 92019057	20.04			
10-54-3110	Adult Books	Inv# 92019055	15.44			
10-66-9250	Materials Management Supplies	Inv# 91872165	23.04			
10-52-3900	Children Other Expenditures	Inv# 91723917	12.37			
10-54-3110	Adult Books	Inv# 91723918	21.12			
10-66-9250	Materials Management Supplies	Inv# 91723919	1.28			
10-66-9250	Materials Management Supplies	Inv# 92068844	101.76			
10-66-9250	Materials Management Supplies	Inv# 92019048	1.28			
10-66-9250	Materials Management Supplies	Inv# 92019058	9.60			
10-66-9250	Materials Management Supplies	Inv# 91898038	7.04			
10-66-9250	Materials Management Supplies	Inv# 91952187	270.08			
10-66-9250	Materials Management Supplies	Inv# 91846492	101.76			
10-54-3110	Adult Books	Inv# 91952185	2,285.61			
10-54-3110	Adult Books	Inv# 91952186	39.55			
10-54-3110	Adult Books	Inv# 91952177	73.73			
10-54-3110	Adult Books	Inv# 91952181	11.30			
10-54-3110	Adult Books	Inv# 91952182	3,050.41			
10-66-9250	Materials Management Supplies	Inv# 92099333	5.76			
10-54-3110	Adult Books	Inv# 91952183	38.42			
10-54-3110	Adult Books	Inv# 91846490	33.94			
10-54-3110	Adult Books	Inv# 91846487	15.01			
10-54-3110	Adult Books	Inv# 91846489	29.28			
10-54-3110	Adult Books	Credit# 92041623	-16.79			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-52-3100	Children Books	Inv# 91846486	7.50			
10-52-3100	Children Books	Inv# 91846491	1,650.57			
10-52-3100	Children Books	Inv# 91846488	29.32			
10-52-3100	Children Books	Inv# 91952180	8.24			
10-52-3100	Children Books	Inv# 91952179	28.20			
10-52-3100	Children Books	Inv# 91952178	23.17			
10-52-3100	Children Books	Inv# 91673019	211.93			
10-52-3100	Children Books	Inv# 91898024	74.60			
10-52-3100	Children Books	Inv# 91806312	10.20			
10-52-3100	Children Books	Inv# 91806313	26.82			
10-52-3100	Children Books	Inv# 91806314	104.30			
10-52-3100	Children Books	Inv# 91673015	11.36			
10-52-3100	Children Books	Inv# 91898020	22.81			
10-52-3100	Children Books	Inv# 91898027	68.97			
10-52-3100	Children Books	Inv# 91898028	432.29			
10-66-9250	Materials Management Supplies	Inv# 91615150	1.92			
10-66-9250	Materials Management Supplies	Inv# 91723908	0.64			
10-66-9250	Materials Management Supplies	Inv# 91615147	26.88			
10-66-9250	Materials Management Supplies	Inv# 91723916	42.88			
10-66-9250	Materials Management Supplies	Inv# 91806321	1.28			
10-66-9250	Materials Management Supplies	Inv# 91846495	2.56			
10-66-9250	Materials Management Supplies	Inv# 91806318	44.16			
10-66-9250	Materials Management Supplies	Inv# 91673020	6.40			
10-66-9250	Materials Management Supplies	Inv# 91898032	91.52			
10-66-9250	Materials Management Supplies	Inv# 91766511	27.52			
10-66-9250	Materials Management Supplies	Inv# 91583579	21.76			
10-52-3100	Children Books	Inv# 91846493	33.47			
10-52-3100	Children Books	Inv# 91615145	105.13			
10-52-3100	Children Books	Inv# 91615143	10.79			
10-52-3100	Children Books	Inv# 91723906	11.63			
10-52-3100	Children Books	Inv# 91723907	13.96			
10-52-3100	Children Books	Inv# 91615149	11.64			
10-52-3100	Children Books	Inv# 91615148	24.06			
10-52-3100	Children Books	Inv# 91723913	46.82			
10-52-3100	Children Books	Inv# 91723910	21.56			
10-52-3100	Children Books	Inv# 91723909	48.03			
10-52-3100	Children Books	Inv# 91806320	12.96			
10-54-3110	Adult Books	Inv# 91723915	570.06			
10-54-3110	Adult Books	Inv# 91723912	17.03			
10-54-3110	Adult Books	Inv# 91723914	48.19			
10-54-3110	Adult Books	Inv# 91723911	13.27			
10-52-3100	Children Books	Inv# 91846494	8.97			

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10-52-3100	Children Books	Inv# 91806319	15.21			
10-54-3110	Adult Books	Inv# 91597201	292.03			
10-54-3110	Adult Books	Inv# 91597199	268.96			
10-54-3110	Adult Books	Inv# 91597198	27.06			
10-54-3110	Adult Books	Inv# 91597200	217.28			
10-52-3100	Children Books	Inv# 91615142	11.28			
10-52-3100	Children Books	Inv# 91583576	44.74			
10-52-3100	Children Books	Inv# 91583578	641.92			
10-54-3110	Adult Books	Inv# 91583577	27.06			
10-54-3110	Adult Books	Inv# 91766506	8.50			
10-54-3110	Adult Books	Inv# 91766507	10.84			
10-54-3110	Adult Books	Inv# 91766508	348.54			
10-54-3110	Adult Books	Inv# 91766509	231.25			
10-54-3110	Adult Books	Inv# 91766510	45.61			
10-54-3110	Adult Books	Inv# 91583575	13.02			
10-54-3110	Adult Books	Inv# 91823887	34.18			
10-54-3110	Adult Books	Inv# 91615144	16.32			
10-54-3110	Adult Books	Inv# 91615146	444.97			
10-66-9250	Materials Management Supplies	Inv# 91597204	0.64			
10-52-3100	Children Books	Inv# 91597203	20.47			
10-66-9250	Materials Management Supplies	Inv# 91597202	29.44			
10-54-3110	Adult Books	Inv# 91898031	609.71			
10-54-3110	Adult Books	Inv# 91898026	123.64			
10-54-3110	Adult Books	Inv# 91898023	11.38			
10-54-3110	Adult Books	Inv# 91898025	11.40			
10-54-3110	Adult Books	Inv# 91898022	10.23			
10-54-3110	Adult Books	Inv# 91898019	16.96			
10-54-3110	Adult Books	Inv# 91898021	9.76			
10-54-3110	Adult Books	Inv# 91673016	16.30			
10-54-3110	Adult Books	Inv# 91898030	140.84			
10-54-3110	Adult Books	Inv# 91898029	239.97			
10-54-3110	Adult Books	Inv# 91673018	60.20			
10-54-3110	Adult Books	Inv# 91673017	73.85			
10-54-3110	Adult Books	Inv# 91806315	23.99			
10-54-3110	Adult Books	Inv# 91806317	11.39			
10-54-3110	Adult Books	Inv# 91806316	787.64			
Innovation Arts Connection, LLC				40151	12/16/25	<u>200.00</u>
10-64-8120	Children Services Programs - General	Winter Wonderland Dance 12.19.25	200.00			
J&M Decorating Inc.				40152	12/16/25	<u>11,880.00</u>

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80-55-1905	Renovation Project	Payment 12, 11.30.25	11,880.00			
Kathy Welko 892151				40153	12/16/25	<u>303.93</u>
10-62-7550	In-State Travel	74 miles - ILA conference, parking, lunch	93.93			
10-66-9980	Staff Recognition	Staff recognition dinner	30.00			
10-66-9980	Staff Recognition	Lucia Rose, dinner, Addison	180.00			
Krueger International, Inc. 212825				40154	12/16/25	<u>62,678.95</u>
80-55-1905	Renovation Project	Inv# 14776814	282.33			
80-55-1905	Renovation Project	Inv# 14785877	1,822.62			
80-55-1905	Renovation Project	Inv# 14792324	36,105.50			
80-55-1905	Renovation Project	Inv# 14792779	24,468.50			
Lakeshore Learning Material 221153				40155	12/16/25	<u>71.27</u>
10-52-3900	Children Other Expenditures	Inv# 92351298	71.27			
Lauterbach&Amen LLP 172582				40156	12/16/25	<u>2,140.00</u>
10-56-4450	Accounting Service Fees	Inv# 112288	1,850.00			
10-56-4450	Accounting Service Fees	Inv# 111894	290.00			
Len's Ace Hardware, Inc. 221567				40157	12/16/25	<u>350.02</u>
10-58-5610	Building Supplies	Inv# 541029/1	98.85			
10-58-5610	Building Supplies	Inv# 540828/1	7.73			
10-58-5610	Building Supplies	Inv# 540834/1	5.83			
10-58-5610	Building Supplies	Inv# 540303/1	149.33			
10-58-5610	Building Supplies	Inv# 540217/1	46.32			
10-58-5610	Building Supplies	Inv# 540369/1	41.96			
Lesley Cyrier 892152				40158	12/16/25	<u>15.12</u>
10-62-7550	In-State Travel	21.6 miles - intern fair	15.12			
Libraria 131861				40159	12/16/25	<u>140.90</u>
10-52-3100	Children Books	Inv# 268076	140.90			
Marti LaHood 281914				40160	12/16/25	<u>80.00</u>
10-64-8100	Adult Services Programs	Chair Yoga 01.08.25	80.00			
Matthew Williams 892182				40161	12/16/25	<u>36.24</u>
10-62-7550	In-State Travel	32.9 miles, Club Fitness, SBS Delivery, Event	23.03			
10-62-7500	Community Engagement	Kiwanis meal 11.28.25	13.21			

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Mechanical & Industrial Steel Services, Inc. 80-55-1900	Asset Replacement Expense	Payment 12, 11.30.25	20,392.00	40162	12/16/25	<u>20,392.00</u>
Mechanical Inc 181301 80-55-1905	Renovation Project	Payment 12, 11.30.25	10,350.00	40163	12/16/25	<u>10,350.00</u>
Midwest Tape 231925 10-55-3860	E-Books	Inv# 508081443	87.94	40164	12/16/25	<u>5,908.11</u>
10-54-3900	Adult Other Expenditures	Inv# 507957532	383.03			
10-54-3900	Adult Other Expenditures	Inv# 507957535	164.93			
10-54-3900	Adult Other Expenditures	Inv# 507957533	55.47			
10-54-3900	Adult Other Expenditures	Inv# 507957536	60.72			
10-55-3860	E-Books	Inv# 508019370	653.18			
10-54-3900	Adult Other Expenditures	Inv# 507957531	117.10			
10-55-3860	E-Books	Inv# 507584498	1,062.99			
10-54-3900	Adult Other Expenditures	Inv# 507916344	717.87			
10-54-3900	Adult Other Expenditures	Inv# 507992352	143.92			
10-54-3900	Adult Other Expenditures	Inv# 507992354	80.21			
10-54-3900	Adult Other Expenditures	Inv# 507992353	91.46			
10-54-3900	Adult Other Expenditures	Inv# 508001409	39.99			
10-54-3900	Adult Other Expenditures	Inv# 507992350	86.97			
10-54-3900	Adult Other Expenditures	Inv# 507992218	14.99			
10-54-3900	Adult Other Expenditures	Inv# 507992219	107.21			
10-52-3900	Children Other Expenditures	Inv# 508001641	141.73			
10-52-3900	Children Other Expenditures	Inv# 507992355	136.42			
10-52-3900	Children Other Expenditures	Inv# 507992356	145.45			
10-52-3900	Children Other Expenditures	Inv# 507992358	17.24			
10-55-3860	E-Books	Inv# 508046313	87.94			
10-54-3900	Adult Other Expenditures	Inv# 507979222	544.88			
10-54-3900	Adult Other Expenditures	Inv# 507992357	86.22			
10-54-3900	Adult Other Expenditures	Inv# 508001408	100.98			
10-54-3900	Adult Other Expenditures	Inv# 507992359	23.24			
10-54-3900	Adult Other Expenditures	Inv# 507992360	14.99			
10-54-3900	Adult Other Expenditures	Inv# 508046069	352.93			
10-52-3900	Children Other Expenditures	Inv# 508046121	32.24			
10-66-9250	Materials Management Supplies	Inv# 508107222	355.87			
Midwest Wrecking Co, Inc 231979 80-55-1905	Renovation Project	Payment 12, 11.30.25	7,763.00	40165	12/16/25	<u>7,763.00</u>
Nardi's Pizza 241172				40166	12/16/25	<u>40.00</u>

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10-64-8100	Adult Services Programs	Inv# 5908036, 11.19.25	40.00			
Natalie Hernandez 10-62-7550	In-State Travel	3.2 miles - Wesley Elem. outreach	2.24	40167	12/16/25	<u>2.24</u>
NobleTec LLC 10-61-4800 10-66-9270	System Development Information Technology Supplies	Inv# C21531 Inv# C21287	6,250.00 1,005.26	40168	12/16/25	<u>7,255.26</u>
Patti Gebala 892144 10-62-7550	In-State Travel	26.9 miles - ATHS Outreach	18.83	40169	12/16/25	<u>18.83</u>
Phoenix Fire Systems Inc 261862 10-58-5710	Equipment Maintenance & Repair	Inv# IV00851795	880.00	40170	12/16/25	<u>880.00</u>
Playaway Products 262219 10-52-3900	Children Other Expenditures	Inv# 517279	54.86	40171	12/16/25	<u>54.86</u>
Prime Architectural Metal & Glass Inc. 80-55-1905	Renovation Project	Payment 12, 11.30.25	35,910.00	40172	12/16/25	<u>35,910.00</u>
Product Architecture + Design 262850 80-55-1905	Renovation Project	Inv# 1650.0990	12,000.00	40173	12/16/25	<u>12,000.00</u>
Quill 273145 10-66-9300 10-66-9300	Library Wide Supplies Library Wide Supplies	Inv# 46494355 Item# 901-M2312PK	70.38 55.41	40174	12/16/25	<u>125.79</u>
Rachel Kaiser 892154 10-62-7550 10-66-9980	In-State Travel Staff Recognition	9.1 miles - Glen House Pick Up Steady Hands	6.37 30.00	40175	12/16/25	<u>36.37</u>
Robbins Schwartz 282514 10-56-4100	Legal Fees	Client# 008872, Sepember Services	871.48	40176	12/16/25	<u>871.48</u>
Sherie C Shapiro 291967 10-64-8100	Adult Services Programs	Ageless Grace Program 1.15.26	75.00	40177	12/16/25	<u>75.00</u>
Unique Management Services Inc 312430 10-56-4410	Collection Agency Fees	Inv# 6146171	236.40	40178	12/16/25	<u>236.40</u>

Addison Public Library

Check Register

All Bank Accounts

November 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Weatherguard Roofing Co 80-55-1905	Renovation Project	Payment 12, 11.30.25	6,120.00	40179	12/16/25	<u>6,120.00</u>
Mission Square 231901 10-22-0260	Def Annuity Withholding Payable	Plan #306740 11/19/25 Payroll	3,457.07	ACH	11/20/25	<u>3,457.07</u>
					Check List Total	<u><u>627,334.18</u></u>

Addison Public Library

Check List

All Bank Accounts

November 1, 2025 - December 16, 2025

Check Number	Check Date	Payee	Amount
Vendor Checks			
21849	11/14/25	ADP, LLC #110146	6,771.18
21850	11/14/25	Albertsons - Safeway 112213	121.73
21851	11/14/25	Republic Services #551 122869	568.97
21852	11/14/25	Verizon	190.20
21853	11/21/25	Douglas Floor Covering, Inc.	6,300.00
21854	11/21/25	Johnson Controls Security 311290	279.50
21855	11/21/25	Nicor Gas 241916	304.27
21856	11/21/25	Village of Addison - HSA	2,536.06
39895	11/30/25	Patricia Trampas 261181	(80.00)
40064	11/30/25	Marti LaHood 281914	(80.00)
40097	12/04/25	Amazon Capital Services 112300	616.96
40098	12/04/25	Amazon Capital Services 112300	249.88
40099	12/04/25	Ehler Investment Partners, LLC 151700	2,433.68
40100	12/04/25	Elan Financial Services	6,967.42
40101	12/04/25	Grainger 333337	0.45
40102	12/04/25	United States Postal Service 312448	1,500.00
40103	12/04/25	Village of Addison - HSA	2,536.06
40104	12/04/25	Village of Addison: Misc Exp 500010	88.00
40105	12/04/25	Village of Addison: Misc Exp 500010	85.65
40106	12/04/25	Village of Addison: Misc Exp 500010	864.43
40107	12/04/25	Village of Addison: Misc Exp 500010	582.85
40108	12/04/25	Village of Addison: Misc Exp 500010	40.00
40109	12/04/25	Village of Addison:Health Ins 500011	2,431.90
40110	12/04/25	Village of Addison:Health Ins 500011	319.53
40111	12/04/25	Village of Addison:Health Ins 500011	34,321.39
40112	12/16/25	Addison Business Exchange	62.50
40113	12/16/25	Amazon Capital Services 112300	702.61
40114	12/16/25	Amazon Capital Services 112300	500.92
40115	12/16/25	American Library Association	215.00
40116	12/16/25	Anderson Lock Company, Ltd	6,829.00
40117	12/16/25	Aurelio's Pizza 113172	23.93
40118	12/16/25	Betsi Beltran	9.38
40119	12/16/25	Bradford Systems Corporation	41,617.92
40120	12/16/25	Calahan Smith	30.00
40121	12/16/25	CDS Office Technologies 131476	4,177.48
40122	12/16/25	Center Point Publishing 131571	25.77
40123	12/16/25	Chicago Filter Supply 131842	673.48
40124	12/16/25	Chicago Sun-Times 131845	750.80
40125	12/16/25	Chris Pudelek 829225	24.46
40126	12/16/25	Claire Bartlett	2.94
40127	12/16/25	Complete Cleaning 132523	4,813.00
40128	12/16/25	Convergint Technologies LLC 132568	5,025.00
40129	12/16/25	Courtney Moore 823200	30.00
40130	12/16/25	Crimson Multimedia Dist. 132835	1,813.05
40131	12/16/25	Cyberdyne Masonry Corporation 133100	6,750.00
40132	12/16/25	Deborah Sanchez 829116	8.54
40133	12/16/25	Dell 141554	6,548.70
40134	12/16/25	Douglas Floor Covering, Inc.	22,500.00
40135	12/16/25	Eco Lighting Services and Technology LLC 151341	19,170.00
40136	12/16/25	Ehler Investment Partners, LLC 151700	2,400.29
40137	12/16/25	Elizabeth Freebairn	2.94
40138	12/16/25	Elizabeth Lynch 892107	30.00
40139	12/16/25	Elmhurst College 152253	50.00
40140	12/16/25	Empathy Studios, LLC	999.00
40141	12/16/25	Frederick Quinn Corporation 162815	54,940.00
40142	12/16/25	Gabriela Tafolla 162821	2.66
40143	12/16/25	GALE/CENGAGE Learning 171152	104.96

Addison Public Library

Check List

All Bank Accounts

November 1, 2025 - December 16, 2025

Check Number	Check Date	Payee	Amount
40144	12/16/25	Grainger 333337	9.03
40145	12/16/25	Hargrave Builders, Inc. 181171	136,153.00
40146	12/16/25	Heitkotter, Inc. 181547	27,927.00
40147	12/16/25	HR Source 231161	2,000.00
40148	12/16/25	IHLS - OCLC 191857	308.15
40149	12/16/25	Imperial Dade 12800	1,854.93
40150	12/16/25	Ingram Library Services 192453	18,904.79
40151	12/16/25	Innovation Arts Connection, LLC	200.00
40152	12/16/25	J&M Decorating Inc.	11,880.00
40153	12/16/25	Kathy Welko 892151	303.93
40154	12/16/25	Krueger International, Inc. 212825	62,678.95
40155	12/16/25	Lakeshore Learning Material 221153	71.27
40156	12/16/25	Lauterbach&Amen LLP 172582	2,140.00
40157	12/16/25	Len's Ace Hardware, Inc. 221567	350.02
40158	12/16/25	Lesley Cyrier 892152	15.12
40159	12/16/25	Libraria 131861	140.90
40160	12/16/25	Marti LaHood 281914	80.00
40161	12/16/25	Matthew Williams 892182	36.24
40162	12/16/25	Mechanical & Industrial Steel Services, Inc.	20,392.00
40163	12/16/25	Mechanical Inc 181301	10,350.00
40164	12/16/25	Midwest Tape 231925	5,908.11
40165	12/16/25	Midwest Wrecking Co, Inc 231979	7,763.00
40166	12/16/25	Nardi's Pizza 241172	40.00
40167	12/16/25	Natalie Hernandez	2.24
40168	12/16/25	NobleTec LLC	7,255.26
40169	12/16/25	Patti Gebala 892144	18.83
40170	12/16/25	Phoenix Fire Systems Inc 261862	880.00
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40173	12/16/25	Product Architecture + Design 262850	12,000.00
40174	12/16/25	Quill 273145	125.79
40175	12/16/25	Rachel Kaiser 892154	36.37
40176	12/16/25	Robbins Schwartz 282514	871.48
40177	12/16/25	Sherie C Shapiro 291967	75.00
40178	12/16/25	Unique Management Services Inc 312430	236.40
40179	12/16/25	Weatherguard Roofing Co	6,120.00
ACH	11/20/25	Mission Square 231901	3,457.07
Vendor Check Total			<u>627,334.18</u>
Check List Total			<u><u>627,334.18</u></u>

Check count = 94

Addison Public Library
Payroll Distribution Summary

Board Meeting 12/16/2025

<u>Description</u>	<u>Amount</u>
Payroll	\$265,646.68

Approved by Board of Trustees

President

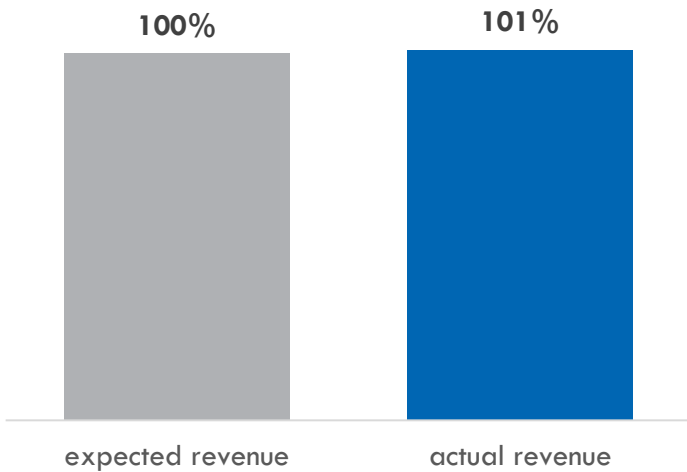
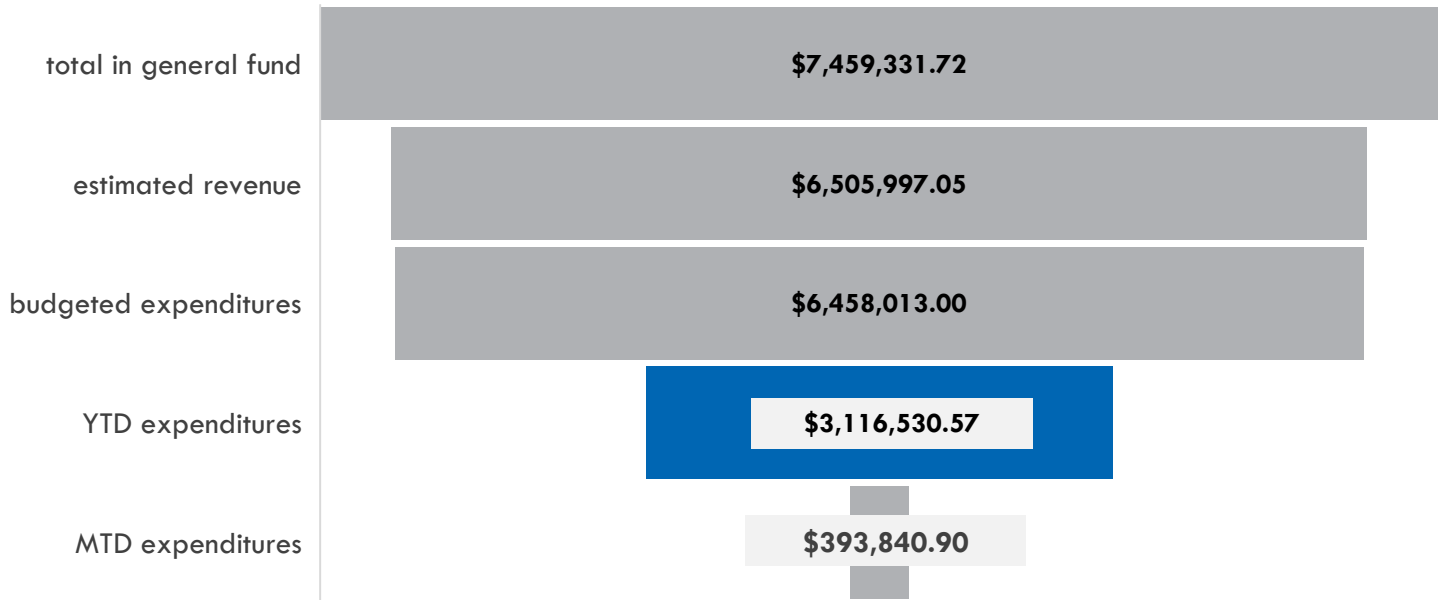
Date

Secretary

Date

November 2025 Financial Highlights

General Fund



We have received 101% of our estimated revenue for the fiscal year including \$170,261.09 this month.

At this point last year, we had received 101% of our estimated revenue for FY25.



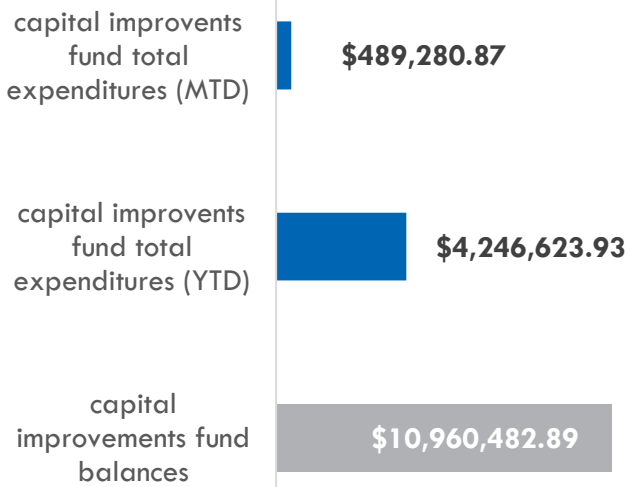
The general fund decreased from \$7.68 million to \$7.46 million from 11/1/2025 to 11/30/2025.

This is a result of \$203k revenue coming in, \$429k (general fund + asset replacemen) expended.

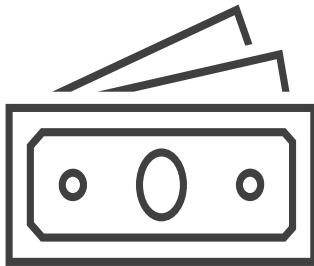
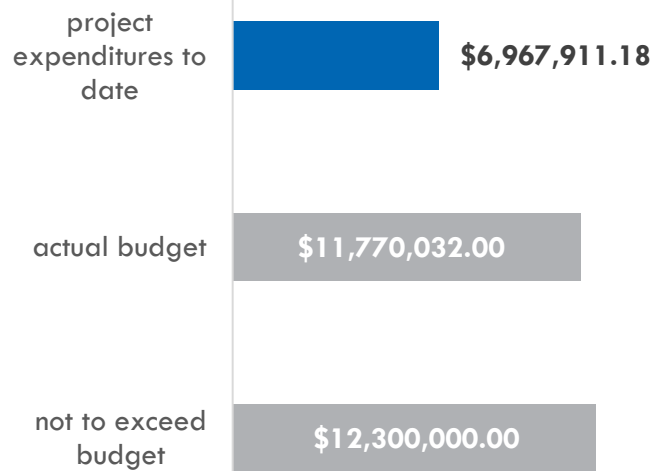
November 2025 Financial Highlights

General Fund

building project + asset replacement (FY26)



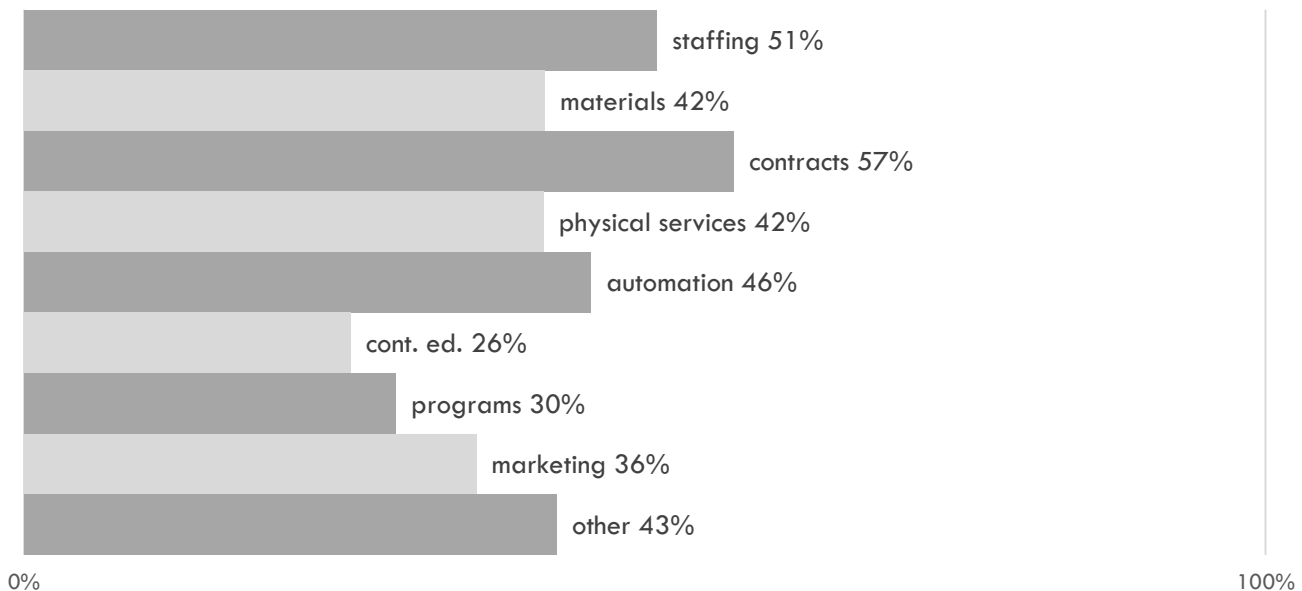
building project (January 2024 - present)



We have spent 48% of our estimated budget.

At this point last year, we had spent 48% of our estimated budget for FY25, so we're in line with the previous year's spending.

Year-to-date spending by budget group





Director's Report – November 2025

Personnel – Theresa Azure has been hired to fill one of the part-time Guest Services Associate vacancies, and Armando Torres has been hired to fill one of the IT Associate vacancies. Both Theresa and Armando started on Monday, December 1.

Sara Afreen has resigned from her position as a part-time IT Associate in order to focus on her postgraduate degree and to pursue opportunities that align more closely with her field of study. Sara began working part-time at APL as an undergraduate and while we will miss her, we're happy to see her move forward with her career aspirations. Sara's last day was December 8.

All staff have been working with their supervisors on annual performance reviews and goal setting for 2026. This is a busy time of year for supervisors, but these meetings are an important part of our employee engagement efforts. The process includes employees completing a staff input form where they share their accomplishments and areas where they feel they may need additional training or support. The supervisor incorporates that input into the written evaluation document that they prepare for each employee. Then the employee and supervisor meet to discuss the evaluation, to review progress made toward achieving their goals for that year, and to set goals for the employee to work on in the coming year. Sometimes there are department or team goals where multiple people are working toward something together and sometimes there are individual goals for each employee. Typically, they may have some of both. The final evaluation and goals sheet are signed by both the employee and supervisor and then turned in to me for review and then I forward them to Sundae in HR who address these to each employee's personnel file.

I also held two staff meetings for employees on 12/8 and 12/9, to introduce the new salary structure approved by the Board last month and to explain the process of creating this structure and the goal behind it of ensuring that we are paying employees competitively. They understand that the new ranges will take effect starting on May 1 with our new fiscal year.

Legislative Meetup – I joined Trustees Reboletti and Willis at this year's ILA Legislative Meetup for the western suburban region on 12/2. It was a good opportunity to hear about pending issues in Springfield that may impact libraries and to hear from our legislators themselves, many of whom addressed attendees. I was particularly pleased by Representative Diane Blair Sherlock's demonstration of support for libraries which included her sharing that her son, APL employee Matthew Sherlock, is currently pursuing a master's degree in library and information science at Dominican University and Representative Camille Lily's recognition of our own Trustee Willis as a former member of the legislature who is now working once again as a professional librarian and serving the community as a member of the APL Board. I will attach the handout from the meetup

so that you can all review the issues that were covered, including eBook pricing and a proposal to mandate annual continuing education for library board members similar to the requirements for school board members in Illinois.

Holiday Decorations – The snowflake lights went up right after Thanksgiving in the windows above the main library entrance. As previously discussed, due to the renovation, we did not put any up in the windows east or west of the entrance this year. We also put the Christmas tree up in the large meeting room (currently serving as our Guest Services Dept.), flanked by the Lucky Day collection shelving, and the temporary walls are decorated with seasonal art as well.



FOIA – I responded to two FOIA requests in the last month. One was from a news reporter from Judiciocracy, “a media organization committed to providing comprehensive and accurate news coverage on local governmental affairs”. This reporter stated that he was not only writing on behalf of Judiciocracy LLC but also their affiliate organization the Coalition Opposing Governmental Secrecy. He requested the following

1. *All bills from external attorneys or law firms for the year 2024, and through July 18, 2025 for 2025.*
2. *All engagement agreements with attorneys or law firms affiliated with any of the legal bills for the time period in item #1.*
3. *All other engagement agreements with attorneys or law firms executed in 2024 and in 2025 through July 18, 2025 not affiliated with any legal bills produced in item.*
4. *Documents showing any and all attorneys or legal professionals (attorneys, law firms, law clerks, paralegals and the like) who appeared on behalf of, represented, advised, or otherwise counseled the entity in 2024, and for 2025 through July 18, 2025.*

The second request was a commercial request from a company called [SmartProcure](#). This was a request for: *Any and all purchasing records from 8/20/2025 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.*

The specific information requested from your record keeping system is:

- 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number*
- 2. Purchase date*
- 3. Line item details (Detailed description of the purchase)*
- 4. Line item quantity*
- 5. Line item price*
- 6. Vendor ID number, name, address, contact person and their email address*

HVAC Issues – This photo depicts Greg showing me a cracked belt on the motor that drives one of our building’s air handlers that he had to replace this month. This is an example of the types of routine maintenance issues that we will continue to deal with during and after the renovation and exemplifies why we will continue to need to allocate funds for capital improvements and building maintenance. Greg and the outside contractors we work with do an excellent job of maintaining our building, but it is a public facility that is open 7 days per week, and it is now almost 18 years old. Even with all of the improvements made with our renovation, we need to be prepared to continue addressing the issues that come with normal wear and tear in public facilities as they age.





Illinois Library Association

LIBRARY LEGISLATIVE

MEETUPS

104th Illinois General Assembly

| 2026 Spring Session |

Fund Libraries

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

Library System Area & Per Capita Grants/Public Per Capita & School District Grants Inflationary Adjustments

PPC received a proposal to adjust library and related grants to account for inflationary economic conditions. As noted in the proposal, "without an inflation adjustment, these vital funding mechanisms lose value over time, impacting library operations and services." Grants in these areas have been held flat for the past five fiscal years; we seek appropriate adjustment of grant line funding amounts.



Illinois Library Association
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Chicago, IL 60661
e: ila@ila.org w: ila.org

Require Public Library Trustee Training

The legislative proposal submitted requires public library trustees to undergo training each year. The PPC found this to be a smart, proactive step for a representative of local government to be best prepared as a trustee. It would set a shared understanding of the role of a public library trustee.

Open Educational Resources Funding Grant

CARLI's Open Educational Resources (OER) Committee presented its proposal for funding OER to address rising textbook costs that are creating an equity gap in higher education. PPC supports the \$3 million proposal to support faculty in creating OER materials. CARLI received a \$2 million US Department of Education Open Textbooks Pilot Grant, 2021-26; and a \$300,000 grant to administer the FY24 \$3 million Secretary of State/Illinois State Library grant. By the Spring 2026 semester, 219 classes have used or will be using the no-cost learning materials created by the two grants. Impact data is still being gathered. The OER funding would be part of the Secretary of State budget, a recurring \$3 million grant, and would be available to all schools in higher education per ILLINET.

Making eBooks Equitable & Accessible

The cost of eBooks to Illinois libraries is an ongoing and growing concern as libraries respond to user demand. PPC recommends taking legislative action to help libraries address the cost and limited terms of e-content.



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@IllLibraryAssoc



illlibraryassociation



Illinois Library Association



@illibraryassoc.bsky.social



The State of Illinois School Libraries

*Every student succeeds with
licensed librarians*



AISLE

Association of Illinois School
Library Educators

 www.aisled.org
 advocacy@aisled.org

RECENT LEGISLATION

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

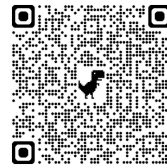
STUDENTS SUCCEED WITH LICENSED LIBRARIANS

In Illinois, the majority of elementary and high schools with a physical library are not staffed by those who have earned library certification from an accredited academic institution. There are no other roles in Illinois schools where unlicensed educators teach students.

Dozens of studies across the country indicate having a licensed librarian correlates with higher test scores across the board, even when variables like demographics and economic status are taken into account. One of the easiest steps Illinois can take for student success is to require all schools to employ ISBE licensed librarians, a mandate which is currently in place but inconsistently enforced ([23ILAC1.420\(o\)\(4\)](#)).

THE SLATE PROJECT

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



In cooperation with our state partners



Illinois Library Association



Last update 11.2025



Federal Funding for Libraries in Illinois: IMLS/LSTA

Administered through the Institute of Museum and Library Services (IMLS), the Library Services and Technology Act (LSTA), the only federal program that exclusively covers services and funding for libraries, provided \$5.7 million for Illinois Libraries in FY2024 under the Grants to States Program. **Please support LSTA funding in the FY2025 federal budget; over 11.8 million Illinoisans reside in public library service areas which benefit from this funding.**

In FY2024 this funding impacted Illinois libraries through:

Efficiently Sharing Resources: 11 million items were transferred among more than 1,700 public, school, academic, and special libraries in Illinois. LSTA-supported resource sharing allowed for ground delivery services provided by the regional library systems and at no-charge to Illinois residents who requested the library materials. No one library can own everything; and sharing resources between libraries benefits library users across the entire state.

Additionally, through subscriptions for WorldCat Discovery/FirstSearch services Illinois libraries conducted nearly 1 million citation searches between July 1, 2023 and June 30, 2024 to serve their library patrons and support their library operations. Academic and college libraries constituted (263,379) 28% of searches; public libraries (65%) 610,099; K-12 school libraries (5%) 47,157 and special libraries such as medical, law, corporate, and government (2%) 17,254. Use of these services allows libraries to identify and access the resources that are required to meet the expectations of their patrons.



Project Next Generation Grants: This initiative is designed to educate at-risk students and bridge the digital divide. Public libraries work closely with their school districts to identify needs; since its 2000 inception, thousands of teens benefited. In FY2024, 30 libraries received more than \$500,000 in funding to enhance students' abilities to deal with life experiences, develop critical thinking skills, and prepare for the future. The program is designed to immerse students in learning while providing access to computers, software, and technologies. The Peoria Public Library received \$12,500 to implement "Project Next Generation Mini Stem Activities" at its Lincoln Branch. Other communities benefitting from this program included Normal, Highwood, Chicago Ridge, Carbondale, Evanston and Glen Carbon.

Public Library Programming: Administered by the Northbrook Public Library, the "Illinois Libraries Present" initiative allows over 200 public libraries to afford high quality online programming for their patrons that would be cost prohibitive for single libraries to hold on their own. The program affords public libraries access to nationally known speakers and authors at no cost to the public they serve.

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

Questions? Contact Executive Director Cynthia Robinson, crobinson@ila.org, 312-644-1897

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



Why can't my library buy more e-books and audiobooks?

e-book and digital audiobook costs are too high for libraries, and access is limited.

It's unsustainable for libraries to continue to purchase digital content this way.

Publishers put limits on library e-books & e-audiobooks



Print books are owned by the library and can be used for decades until they're worn out.

e-Books and digital audiobooks are licensed—libraries don't own them.

Plus, publishers put limits on how long the content can be used:

 1 or 2 years *or*  26 or 52 checkouts

Once that limit is reached, libraries need to re-purchase the license at the same inflated price if they want to keep offering it to their community.

e-Content usage is increasing

In 2024, a mid-size, suburban public library saw:

 **25%**

increase in e-book circulation

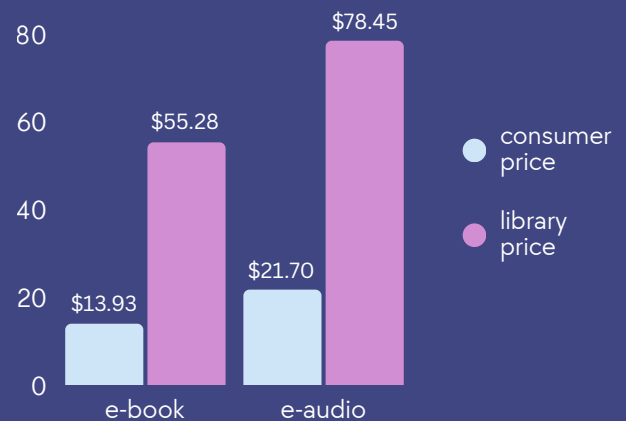
 **15%**

increase in audiobook circulation

Source: Warren-Newport Public Library

They're free for patrons to use, but not free for libraries to offer.

An average e-book costs a library **3.9x more** than what you would pay to buy it on your Kindle.



Source: ReadersFirst

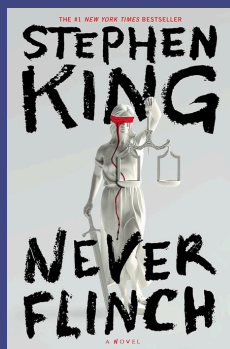
The cost per circulation of an electronic title is **3.7x higher** than a physical title.



Source: Fremont Public Library

Let's see some real-time examples:

*library costs reflect single user, 2-year limit agreement

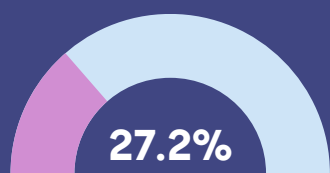


Format	Consumer Cost	Library Cost
	\$32.00	\$32.00
	\$16.99	\$67.99
	\$19.99	\$84.99



Format	Consumer Cost	Library Cost
	\$32.00	\$29.00
	\$14.99	\$55.00
	\$14.99	\$95.00

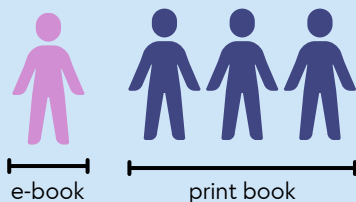
Sources: TS360, The Palace Marketplace, Amazon, and Apple Books



Source: LibraryJournal

Libraries spend nearly **one-third of their budget** on digital content so their patrons can enjoy these popular titles.

Three people could check out the same print book for **less than the cost of a single e-book checkout.**



How does this affect my community?



Hold wait lists will get even longer

Your wait times will increase



You'll have limited options

Libraries can't afford to buy the content your community wants



Libraries will reach their budget breaking point

Providing you with less for your tax dollars



Illinois is known for its leadership in support of libraries, but...

if publishers continue to control the terms of digital content for libraries, we'll see an erosion of resource sharing across the state. **We will lose one of the best things that makes Illinois stand out in the national library landscape.**

How you can help



Support future legislative efforts from the **Illinois Library Association (ILA)** to address the cost and limited terms of e-content.

www.ila.org/advocacy/legislative-issues/illinois-legislative-issues



Illinois Library Association

Open Educational Resources (OER) Legislative Proposal 2026

Open Educational Resources (OER) are teaching, learning, and research materials (like textbooks) that are either in the public domain or licensed in a manner that provides everyone with free and perpetual permission to engage in the 5Rs: retaining, remixing, revising, reusing, and redistributing. The material is free online, affordable in print, and can be saved for future use and study.

CARLI and its supporters request permanent funding for Open Educational Resources in the amount of an annual \$3 million appropriation to the Secretary of State’s budget.

Background & context



The cost of course materials has become an equity issue because students do not have equal access to courses if they are unable to afford textbooks. According to the “[National Course Materials Survey 2023](#),” more than half of college students have taken fewer courses or avoided registering for a specific course due to the cost of course materials, including textbooks.

Why is it important to provide students with no-cost learning materials?



CARLI’s “[Illinois Course Materials: Student Perspective Survey](#),” administered to Illinois higher education students in 2023, details that many students are making difficult choices between purchasing textbooks or purchasing other necessities, such as food, housing, or medication. Other comments suggested that students are experiencing significant stress due to their financial situation, and the cost of course materials adds to the stress. Members of the Illinois General Assembly have expressed strong support for reducing the cost of textbooks and other course materials. Similarly, faculty and instructors are intensely interested in promoting OER as they see firsthand the impact of textbook costs on their students.

Comprehensive solution

Open Education Resources, or OER, is a critical part of the solution for reducing the cost of higher education for Illinois students. Adopting a statewide OER initiative does not exclude other programs to reduce the cost of course materials, such as inclusive access or institutional textbook rental programs, would be abandoned. These options could be integrated to provide comprehensive coverage. **OER availability is good for ALL students in Illinois** because OER created are available at no cost for adaptation and reuse by anyone. Sharing knowledge widely is an important piece of the academic mission.

OER benefits



OER provide a number of benefits as part of a comprehensive solution to reduce the cost of course materials.

- The cost of OER to students is minimal to zero.
- Many forms of OER can be modified and therefore customized to a course.
- OER can be easily updated to remain relevant and do not require long lead times for publishing.
- OER can be accessed by students anywhere, at anytime.

Is this an adjustment to an existing statute, or is it new legislation?



Rep. Norma Hernandez introduced HB3411 in February 2025 for inclusion in the FY26 Secretary of State’s budget. The bill was ultimately not successful. The state’s academic library supporters filed 119 witness slips in support of the bill.

SYNOPSIS AS INTRODUCED:

Appropriates \$3,000,000 from the General Revenue Fund to the Secretary of State for a recurring, permanent grant program for Illinois academic libraries. These grants shall be applied toward Open Education Resources.

State funding to date for OER in Illinois

Illinois SCOERs: Support for Creation of Open Educational Resources, 2021-2026



The Fund for the Improvement of Postsecondary Education (FIPSE) in the U.S. Department of Education awarded a \$2 million grant to the University of Illinois System/CARLI for “[Illinois SCOERs: Support for Creation of Open Educational Resources.](#)”

Illinois OER: Open Educational Resources Grants, 2025-2026



The \$3 million program, “Illinois Fund for Open Educational Resource Creation,” was included in the Secretary of State’s FY24 budget. The Illinois State Library awarded \$300,000 to CARLI to support programmatic administration.

Success of OER funding in Illinois

Students enrolled in Illinois SCOERs-supported courses demonstrated success through **high pass rates, high overall course scores, low withdrawal, drop, and fail rates.** This success was supported by their self-reported perceptions of high performance and attribution to open educational resources. Based on preliminary data collection, 68% of students surveyed noticed a difference in their subject area mastery while using OER created with grant funds, and 70% of students noted their study habits changed while using the OER.

Why anchor the program at the Illinois State Library with CARLI support?

Library grant programs have been successfully administered for decades through the Office of the Illinois Secretary of State. The partnership between CARLI and the State Library has been very positive. CARLI is the manager for several grant programs from the Illinois State Library, including the Illinois Library Delivery Service and the Digital Public Library of America. CARLI is a centralized organization that is supported by the University of Illinois System and 124 institutions of higher education, about 90 percent of the not-for-profit institutions in Illinois. CARLI’s experience and established conduits to higher education point to CARLI as an administrative agent for the program.

Unique opportunity

Academic libraries are uniquely positioned to support and promote the use of OER. They understand the unique curricula of each institution, they have a physical presence on campus, they have relationships with faculty across disciplines and across the institutions, and they provide access to scholarly materials. They represent a community already in place that can provide scholarly infrastructure for a statewide OER initiative. Many libraries are already training faculty in the use and creation of OER. CARLI membership includes almost all the higher education institution libraries across the state, serving more than 90% of Illinois higher education students, and has long standing relationships with the Illinois State Library and the Office of the Secretary of State. In addition, CARLI already has a successful track record of supporting collaborative efforts among the state’s libraries.

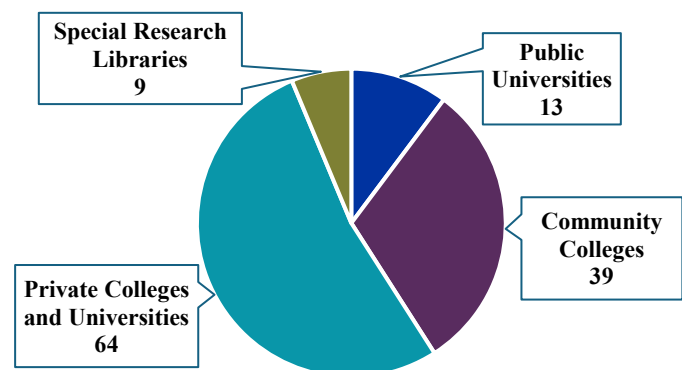
What is CARLI?

Supported by the University of Illinois System and its 124 member libraries, CARLI serves 90% of Illinois’ higher education students and faculty. Through the member libraries, CARLI serves over 630,000 higher education students, faculty, and staff, including over 121,000 across the three University of Illinois campuses.

Who are CARLI members?

- ALL Illinois’ public universities
- ALL Illinois’ community colleges
- 64 of Illinois’ not-for-profit private colleges and universities
- 9 special research libraries like the Abraham Lincoln Presidential Library, the Illinois State Library, and the Newberry Library

CARLI's 124 Member Libraries

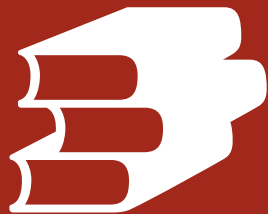


Illinois Public Libraries by the Numbers FY2024



Illinois has **640** Public libraries with a service area population of **11,807,164**.*

4,019,072 Illinois residents have library cards, about **32%**.



Illinoisans checked out **990,685,270** materials – that's **7** per resident or **23** per card holders.

E-books, e-audiobooks, and e-videos were downloaded **16,763,660** times.



Illinois residents visited libraries **36,260,689** times.

4,096,023 Illinoisans attended **218,009** library programs either in person or virtually.



Illinois residents connected to library Wi-Fi **23,703,627** times.

Illinois libraries do all this for only **\$72** per person!



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

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

ADULT SERVICES – NOVEMBER 2025

SNAPSHOT

In November, Adult Services wrapped up a lot – literally and figuratively!

Our 2026 Winter Reading theme is Winter Reading: Unwrapped! AS staff have been busy selecting titles from the collection, wrapping them, and writing descriptions for these wrapped books. Each title will have some fun surprises wrapped with the book and a label with a short description, but the title will be a surprise until patrons get home and unwrap their item! While Winter Reading doesn't start until January 5 all the prep work needed to start in November.

Construction work is wrapping up on the second floor and AS staff have been enjoying the new service desk! Every day the second floor looks better and better and we can't wait for patrons and staff to experience the final result.



Staff have also been busy wrapping up final goals and projects in preparation for evaluations. However, while 2025 goals and projects wrap up, it is also the season to start thinking about ideas for 2026 and the exciting end to the building renovation.

Even with all of this wrapping going on, our regular programs and reference desk service continues! Despite the space constraints right now, patrons found many ways to enjoy and learn in November. Below is some feedback from a few of our November programs.

Dungeons & Dragons: *"It's so much fun! Sophia is a great Dungeon Master and everyone who has attended has been such a great teammate! I always look forward to the next session!"*



Free Time Friday: *"I just love being with my library friends no matter what we are doing."*

Navigating the Grief Journey: *"Very supportive and informative, builds a sense of not being alone."*

"The presenter was very knowledgeable and empathetic (which helped tremendously)."

"The person was great! Very helpful in processing my grief."

Spanish Conversation Group: *"The class and instructors were great."*

Computer Basics: *"The teacher answered all our questions and had a handout which we could take home and refer to in the future. She was patient and answered all our questions."*



Trivia: *"Great choice of questions for all ages."*

CHILDREN'S SERVICES – NOVEMBER 2025

SNAPSHOT

- On Nov. 13 Claire presented another session of Taste the World Jr., this time featuring snacks from Mexico. All participants tried every snack and stayed to make an alebrije craft. The alebrije art form originated in Mexico City and has become popular throughout the country.
- Betsi and Maria put together a variety of different craft activities for the Drop-In Turkey Crafts program, held on Nov. 15.
- On Nov. 18, Claire hosted a drop-in Sensory Playtime. The attendees consisted mostly of toddlers and babies with their adults; everyone enjoyed the variety of activities available.
- Brittany planned and presented a very timely Construction Storytime on Nov. 19. Attendees enjoyed reading stories and singing songs about construction and trucks, and a couple were able to name specific types of trucks.
- Debbie hosted a session of Move & Groove Storytime on Nov. 22. The goal of this storytime is to offer a drop-in option for families on Saturdays who may not be able to attend during the week, as well as to incorporate additional songs and movement activities.
- Since we restarted registered craft kits this fall, they have only gained in popularity. In November we had three available for patrons: Pumpkin Pie Craft, Science Kit in a Bag: Color Mixing Turkeys, and a Dino Adventure Kit.
- In honor of International Games Day, on Nov. 24 we hosted a session of Activity Corner with games, LEGOs, and hands-on craft activities.



STATISTICS

Children's Programs: 26 programs, 484 participants

Asynchronous Programs: 9 programs; 615 participants | Appointments: 18 | Continuing Education: 4.5

Reference Questions: 144 | Directional Questions: 162 | Teacher Resource Room: 6

Book Displays: Native American Heritage Month; Cozy Reads; Dinovember; Veterans Day; If You Like ... *Dragon Masters*.

COMMUNITY ENGAGEMENT NOVEMBER 2025

SNAPSHOT

The Community Engagement department put the “out” in outreach at...

- ASD4 Bilingual Parents Advisory Committee’s 2nd meeting, where they kicked off the meeting by reading a bilingual story to the parents as they colored sugar skulls.
- Clarendale’s Memory care unit. This month’s theme was “Turkey Talk.” A discussion on the origin of turkeys, their contribution to culture, classic turkey jokes, and horror stories from the Butterball Hotline were shared along with the reading of “I know an Old Woman that Swallowed a Pie” that they thoroughly enjoyed along with their maple leaf cookie.
- Mayor’s Ball, representing the library’s involvement on the Addison Business Exchange.
- The Addison Horizon’s Ribbon Cutting ceremony (new senior living facility).

Samantha and Matt represented the library at the Addison Park District’s Splash and Dash event, a 20-minute bike, run, or swim activity supporting the Toys for Tots collection campaign.

Matt joined other members from Kiwanis to prepare Snack Packs, which are then shared with community agencies to distribute.

Natalie provided Teen Services with bilingual assistance to facilitate a creative writing activity with a Spanish speaking class that was visiting the library. Natalie helped one of the groups with spelling and translation. It was great seeing the teens engaged and using their creativity.



PROJECTS / COMMITTEES

The Staff Outing Committee (Natalie and Donna) put together a fun gathering for staff. They enjoyed breakfast sourced from local businesses and supplied materials for a peaceful paint project.

Marketing

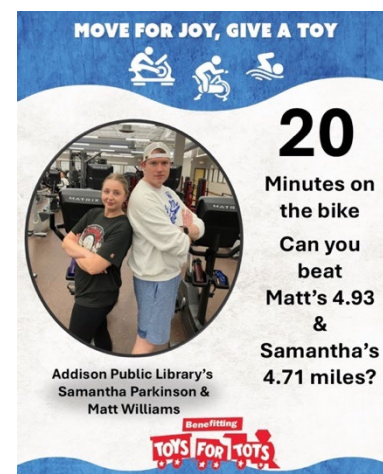
Samantha printed, cut, and assembled a set of blue, teal, and green winter tree graphics she printed using our poster printer to create a whimsical winter wonderland throughout the space.

She also worked with Karen to refresh the color palette used on collection endcap signs. Because the previous colors did not meet accessibility standards, Samantha selected new options using WebAIM’s contrast-checking tools to ensure the signage is clear, readable, and accessible for patrons.



STATISTICS

- The CE connected with **197** community members at **7** outreach events!
- **9** New Job Toolkits distributed, **6** one-on-one appointments with Job Seekers & Business Owners, and **1** business library card renewal.
- Matt & Gaby notarized a total of **44** signatures this month.



Top to bottom: Thanksgiving books, fall décor, and treats used during the Memory Care visit; Coasters decorated during the most recent staff outing; Trees and snowflakes decorating the temporary walls; Social media graphic shared by the Addison Park District highlighting Matt & Samantha’s contribution to the Splash and Dash campaign.



GUEST SERVICES – NOVEMBER 2025

SNAPSHOT

116 patrons were purged in November and \$0 were waived.

Guest Services chose to go to Lucia Rose for their Staff Recognition Dinner. It was a time of great food and conversation. The 2 staff unable to attend have gotten their recognition or will be getting.

Another event Guest Services staff enjoyed was the staff outing to paint coaster here in the Program Room and enjoy eating tamales.

Guest Services staff enjoy the weekly building project updates and seeing the results on the 2nd floor.

Kathy and Jenny C. met with Nate Janney from Bibliotheca to discuss the update to the self-check software and what options would be available after the update.

Kathy took some time off the week of Thanksgiving. Javier served as her back-up by deactivating overdue hotspots and activating them when they were returned and processing the MessageBee Report to make sure that patrons receive their notifications.

Some projects worked on in November:

- Updating newly turned 18 accounts.
- Testing batteries to see which ones were still good and which needed disposed of.
- Copying and cutting more forms for Guest Services.
- Assisting Materials Management with cutting A/V condition forms and putting them in A/V items.
- Kathy gathered information from other libraries on procedures for the new drive-up window.

STATISTICS

There were 2 curbside pickups this month.

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

18 patrons are new adults in November. Their accounts will be updated in December.

Guest Services completed 1.75 hours of Continuing Education.

21 non-SWAN ILLs were checked out this month.

Kathy did 2 notarizations.

The self-check percentage was 25%

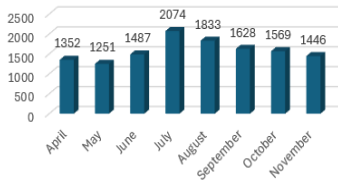
IT Services – November 2025

SNAPSHOT – Usage Statistics of the Temporary Computer Lab

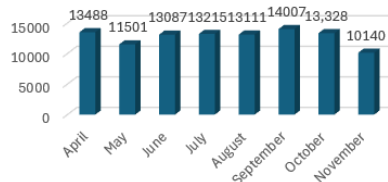
We experienced unprecedented decrease in patron equipment usage across all areas in November, which is concerning. There were only slight decreases in the past and patron usage would bounce back within the next couple of months. The Head of IT Services will continue to monitor the trend during and after the holiday season. Hopefully, patron usage will bounce back after renovation is completed on the 2nd floor within the next couple of weeks.

- There was a total of 1,446 computer sessions by patrons in November 2025, averaging 48 per day.
 - decreased 8% from 1,569 in October 2025.
 - decreased 28% from 2,180 in November 2024, which was pre-renovation.
- A total of 10,140 pages were printed by patrons in November 2025, averaging 338 per day.
 - decreased 24% from 13,328 in October 2025.
 - decreased 15% from 11,944 in November 2024, which was pre-renovation.
- A total of 3,545 pages were scanned by patrons in November 2025, averaging 398 per day.
 - decreased 37% from 5,652 in October 2025.
 - decreased 40% from 5,884 in November 2024, which was pre-renovation.

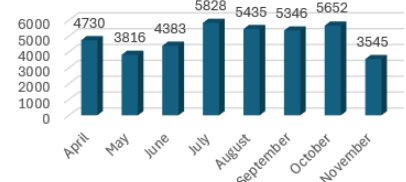
Computer Sessions by Patrons
(April - November 2025)



Pages Printed by Patrons
(April - November 2025)



Pages Scanned by Patrons
(April - November 2025)



PROJECTS

The IT Services Associates

- Answered a total of 537 patron queries in November 2025.
 - decreased 21% from 680 in October 2025.
 - decreased 18% from 651 in November 2024.
- Adapted to the latest version of the mobile printing solution to help patrons.

The Creative Services Coordinator

- Offered 4 in-person programs, focusing on equipment basics to prepare patrons for DIY holiday gifts.
- Hosted 14 one-on-one patron appointments.

The IT System Administrator

- Responded to and resolved a total of 14 IT tickets, compared to 21 in October.
- Implemented the latest version of ePRINTit, the mobile printing solution used at our library.

The Head of IT Services

- Together with the HR Coordinator, hired a new IT Services Associate having a combination of technical, customer service, and language skills.
- Worked with the Head of Adult Services to implement procedures for equipment check-out/check-in when the Tech Help Desk is unstaffed.



MATERIALS MANAGEMENT – NOVEMBER 2025

SNAPSHOT

The cookbook reclassification project is complete! A big thank you to everyone who contributed to this effort. We now have 17 main categories for patrons to browse, making the collection more browsable.

Collections are on the move on the second floor! The audiovisual units between the adult fiction and nonfiction collections have been relocated. Collection Development has been hard at work shifting materials and updating signage as quickly as possible to ensure an easy experience for our patrons.

PROJECTS

Sue shifted all the Adult Services DVDs, Blu-rays, and video games. Thank you to Courtney, who fixed the temporary banner signs to help with wayfinding until the new colors and signs are ready.

Kristina collaborated with Adult Services on the placement of endcap displays on the second floor. She also shifted the music CD collection and began ordering Polish language materials from Polonia Bookstore.

Marilyn attended a webinar on interlibrary loan lending, which included an overview of the new staff interface for WorldShare.

Staff were excited to have Diana, our Library Aide, shadow the Materials Management team. This gave her a chance to learn about the workflow for selecting, ordering, cataloging, processing, and interlibrary loans.

Eden trained Paul on how to catalog readalongs. Raghda and Matt have been working hard at unpacking and receiving materials, as we've been getting many orders from Ingram.

Jenny, Karen, and Sue met with Children's Services to discuss audits, the Spanish collection, and signage.

Priyanka and Diana worked on shifting the cookbooks due to the reclass project. Priyanka also organized the children's Spanish books and the science fiction collection. Tatiana pulled nonfiction books for Adult Services' winter reading program.

Jenny, Karen and Samantha met to review new color options for signage on the second floor.

STATISTICS

MM staff completed **14.5** hours of CE.

MM staff added **1,310** items.

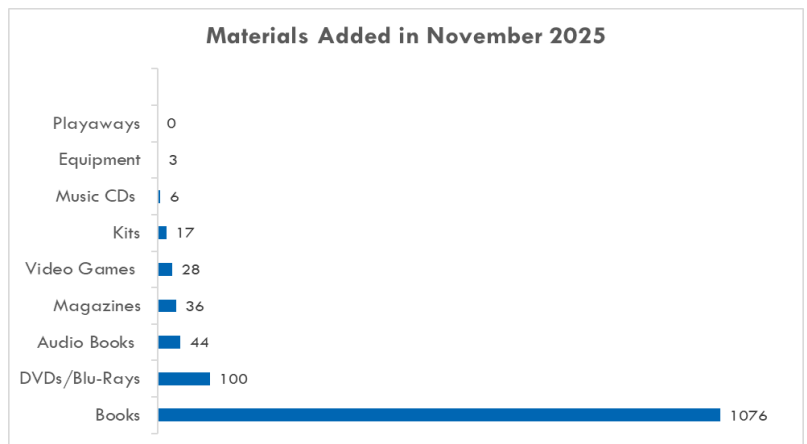
MM staff withdrew **1,588** items.

Library Aides shelved **198** carts.

APL patrons borrowed **21** items from other libraries through interlibrary loan.

- Average time patrons had to wait for item to arrive through OCLC: **5.86** days.

APL sent **126** items to other libraries through interlibrary loan.



TEEN SERVICES – NOVEMBER 2025

SNAPSHOT



We served an average of 92 snacks a day.

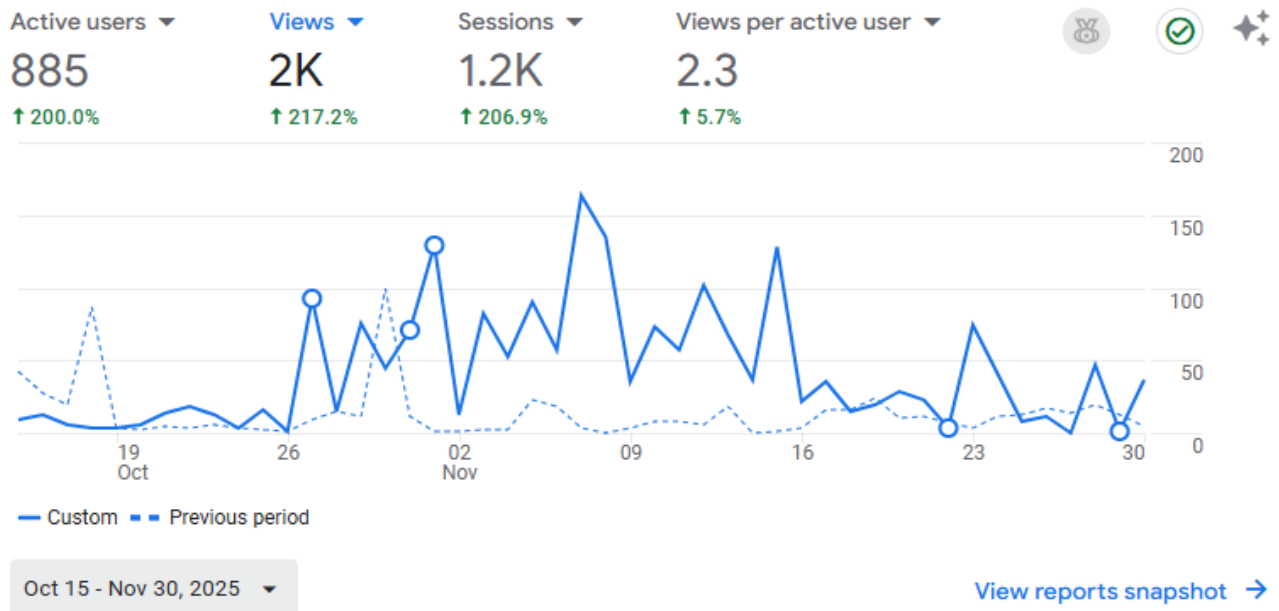
"This is exactly why I come to the library. Its like Google, but a person."

In November, we highlight writing through our Write On! activities after school. We challenged teens to write alternative plots for movies, find a narrative in a wacky photo, and keep writing with our take-home kits.

We also provided writing activities for junior high class visits. We created a game similar to the Telephone game. Students write individual frames of a comic without knowing what the students before them wrote. The results were hilarious and unpredictable, and teachers told us it really helped make writing fun. We were especially glad to see English Learners and Special Ed students enthusiastic about visiting the library for a writing activity.

STATISTICS

With the lapse in SNAP benefits, we saw a significant increase in the use of the Addison Community Resource Guide. There were over 1300 more views in the past six weeks than the same period the year before. AS and TS staff worked to quickly vet our food pantry resources, making sure the hours, qualifications, and other important information on the website was accurate. In the process, we even discovered a new pantry serving Addison residents to add to our guide.

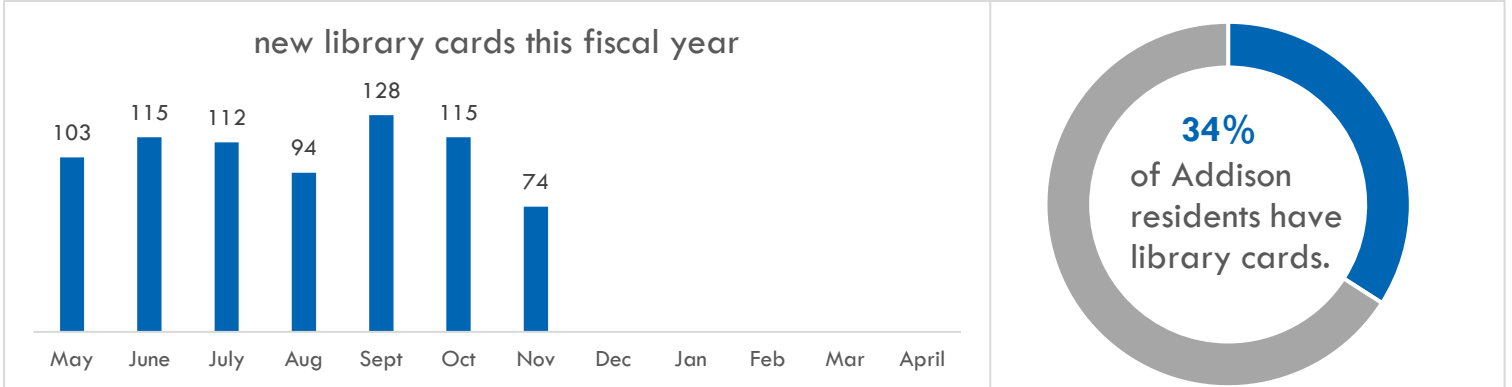


November 2025 Library Usage Report

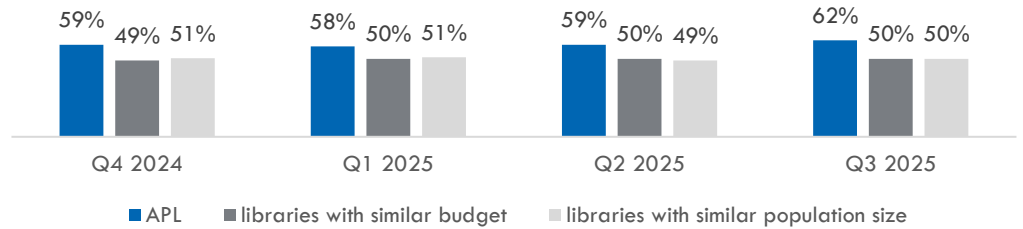


Library Cards

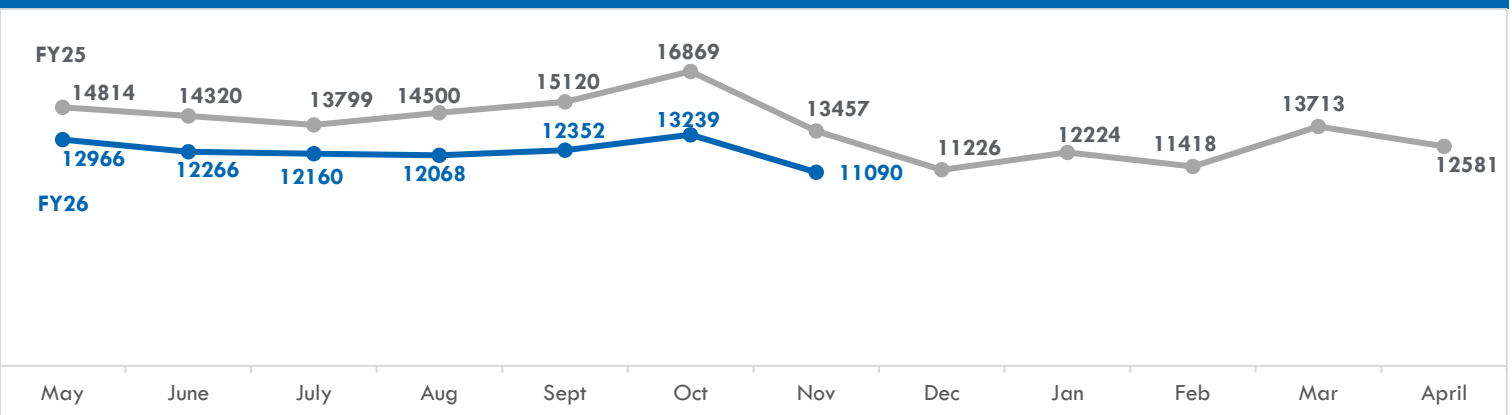
74 new library cards this month.



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

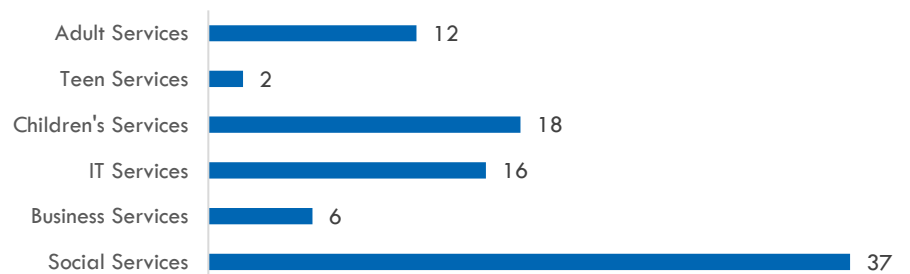


Library Visits



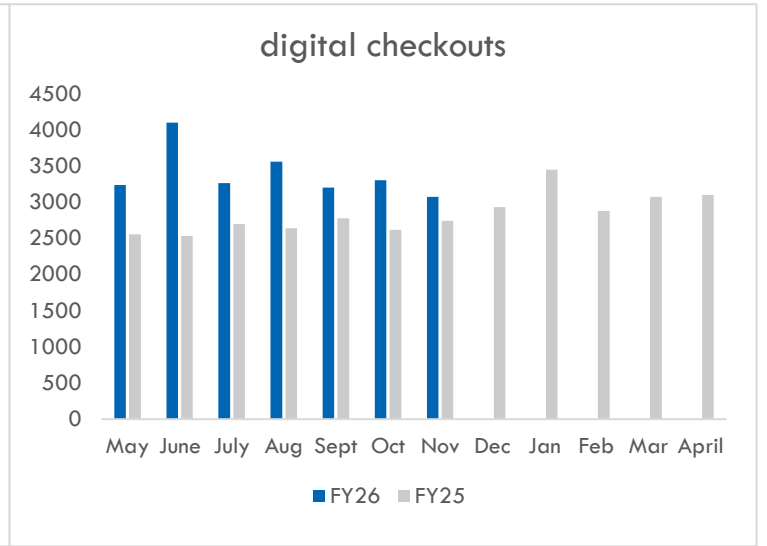
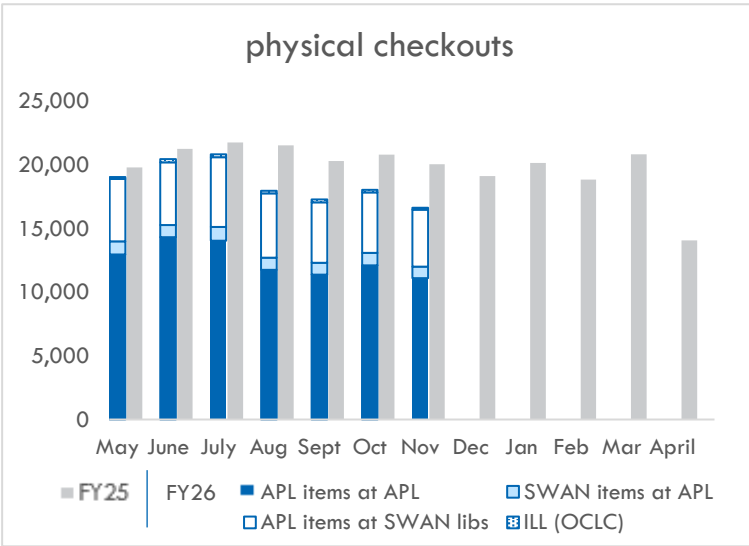
1-on-1 appointments

- 91 1-on-1 appointments
- 1446 computer logins
- 682 wifi sessions
- 0 large meeting room bookings
- 131 study room bookings
- 0 Creative Studio bookings
- 20 Sound Studio bookings

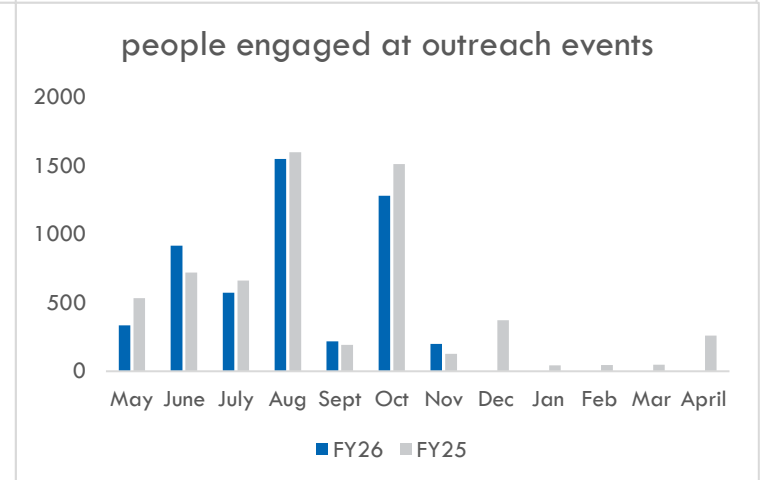
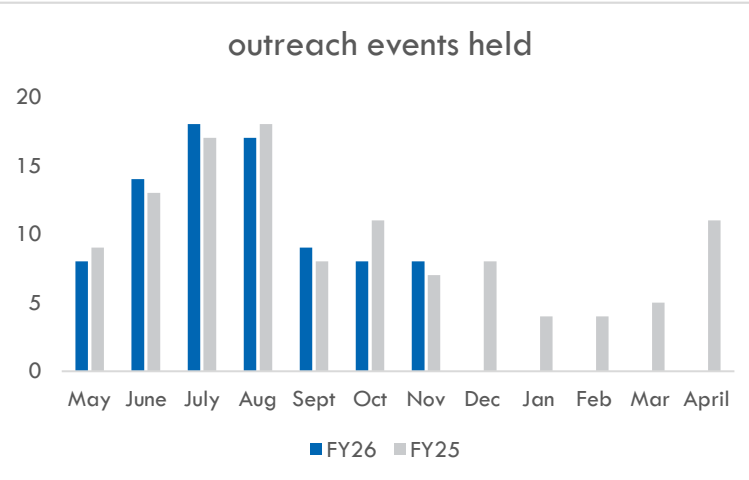
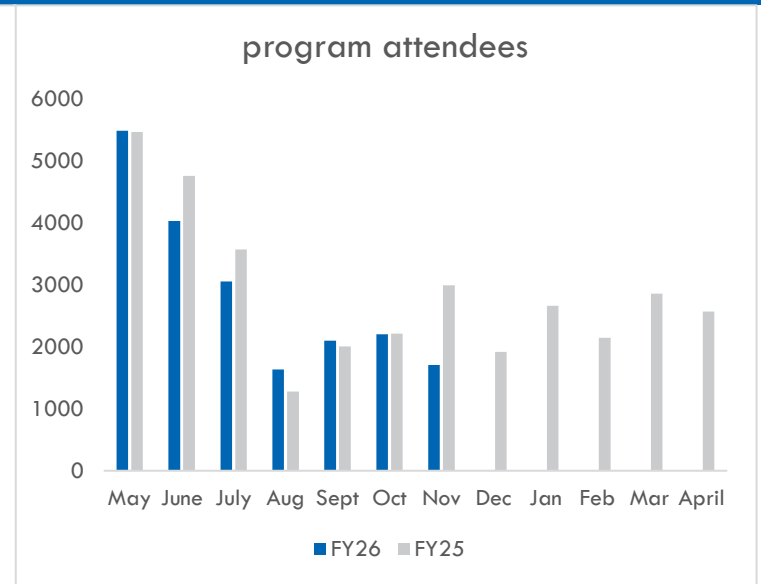
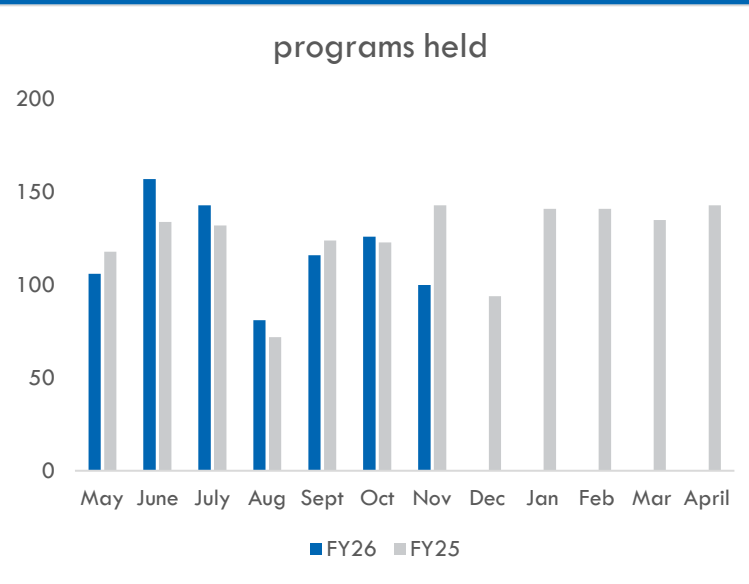


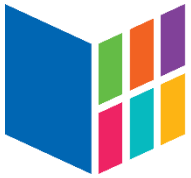
Circulation

19716 total checkouts this month



Programs & Outreach





Meetings

- 11/20, 12/4, and 12/11: 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.
- FQC, PA+D, and the terrazzo installer met with us to review the timeline and process for removing and installing the new floor in the lobby. This project will take about 6 weeks. During this time, patrons will go through the large meeting room and into Youth Services to access the rest of the library. Patrons and staff will use the south stairwell and the staff elevator.

APL project work

- Staff started moving back into the 2nd floor workroom on 12/8 after using the Board Room as a temporary workspace. The storage shelving for the closets on the 2nd floor have been delayed until the week of 1/5, so they are still working out of boxes.
- The public computers were moved into their new home on 12/9! It's exciting to get settled into the new space. We are still waiting for the staff desk for that area to arrive, so the Tech Help Desk is a meeting room table.
- Furniture deliveries happened all through the end of November. It's wonderful to see everything coming together! Mary and Brooke acted as point person for the deliveries to ensure we received the expected items and in their correct places.

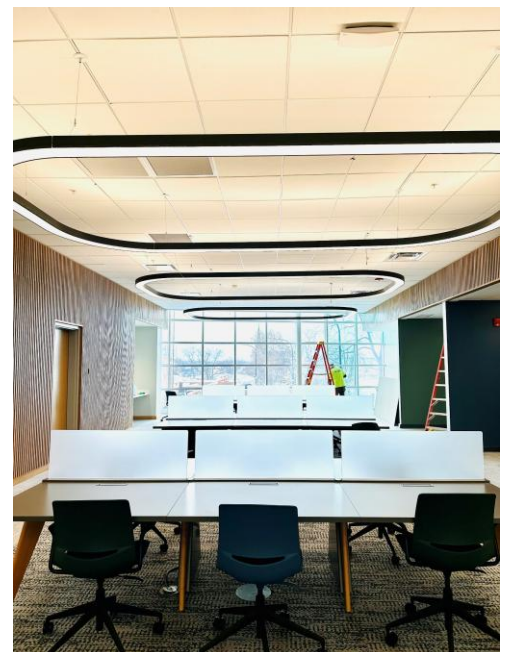
Construction progress

- The elevator work has finally begun on the 3rd floor! We are changing the opening of the elevator to better use space in Materials Management.
- The slatwall was very slow going on the 2nd floor, but it looks so pretty.

2nd floor movies, seating, and computing area



2nd floor computing area



FOL Meeting: November 19, 2025

From Patti Gebala <pgebala@addisonlibrary.org>

Date Wed 2025-11-19 6:53 PM

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

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

Hi Mary,

The following are notes from this afternoon's meeting held in Conference Room 4 @ 4:00PM:

- Prior to the meeting, The Friends met with Marketing & Communications Coordinator for a photo shoot to update their web page.
- With five members present, quorum achieved.
- Minutes of the September 17, 2025 meeting were read and approved.
- The official treasurer's report through October: \$10,352.79. The treasurer is now fully trained on the new library's checking account thanks to Donna's assistance.
- Thriftbooks earnings through October \$2,964.83.
- Ken Erickson reported the Free Little Library located at the Community Rec Center is up and fully renovated, including a new identification plaque. A neighbor who is a library supporter volunteered to make the new holder for membership trifolds; the goal is to update the Club Fitness FLL as well. The Friends discussed ways to acknowledge his help and were also very appreciative of Addison Park District's help in the re-install and their support announcing it on social media.
- The Membership Chair, Aaron Erickson will be using the newly activated FOL email account **friends@addisonlibrary.org** to introduce and solicit new members. The Friends agreed to change membership to the calendar year, a switch from the financial year. An email will be going out the end of December to existing and potential members.
- All new officers (3) have completed the State of Illinois OMA training.
- The Friends welcomed a guest at tonight's meeting, an avid APL user and supporter of Children's.
- The president attended the DuPage Library and Friends Foundation online meeting for November and shared ideas from other groups, notes will be shared via email to all board members, with a follow up discussion at the next meeting.
- A reminder was shared to participate in Small Business Saturday promotion, running the entire month of November, supporting local business and the value of a library card.
- The meeting adjourned at 5:14 PM. The next meeting is Wednesday, January 21, 2026 at 4PM, location to be determined.

Patti Gebala

Community Engagement Assistant



4 Friendship Plaza
Addison, IL 60101
addisonlibrary.org



ALEXI GIANNOULIAS • Secretary of State & State Librarian
 Illinois State Library, Gwendolyn Brooks Building
 300 S. Second St., Springfield, IL 62701-1796
ilsos.gov

Illinois State Library

**ILLINOIS PUBLIC LIBRARY PER CAPITA AND
 EQUALIZATION AID GRANT APPLICATION**

Certification of Eligibility

It is the policy of the State to encourage and protect the freedom of libraries and library systems to acquire materials without external limitation and to be protected against attempts to ban, remove, or otherwise restrict access to books or other materials. Pursuant to 75 ILCS 10/ Illinois Library System Act and 23 Ill. Adm. Code 3035.110.

As the duly authorized representative of the library, by entering my name below, I certify that the applicant library:

Has adopted the American Library Association's Library Bill of Rights that indicates materials should not be proscribed or removed because of partisan or doctrinal disapproval.

Or, in the alternative,

Is providing a written policy or procedure, approved and in force at the applicant library(s), declaring the inherent authority of the library to provide an adequate collection of books and other materials sufficient in size and varied in kind and subject matter to satisfy the library needs of students or patrons served and prohibit the practice of banning specific books or resources.

I also certify that at the request of the State Librarian, the library agrees to provide the Illinois State Library with any final decision for reconsideration of library materials during the term of the grant award.

Prefix: _____ **First Name:** _____ **Last Name:** _____
 (e.g., Mr., Ms., Mx., Dr., etc)

Title: _____ **Pronouns:** _____ **Date:** _____

Illinois Public Library Per Capita and Equalization Aid Grants

As required by The Illinois Library System Act (23 Ill. Adm. Code 3030.200 (a)(2)(I) and (J)), to be eligible for funding, the applying public library must meet the definition of a library and public library, and be recognized by the Illinois State Library as a full member of an Illinois library system, which includes completion of the most recent Illinois Public Library Annual Report (IPLAR).

The Library Board of Trustees agrees to expend the funds received for the purposes outlined in the application as approved by the Illinois State Library, and as stipulated by the Illinois Library Systems Act (75 ILCS 10/8 and 10/8.1) and Illinois State Library Grant Programs (23 Ill. Adm. Code 3035.115 and 3035.135).

The Library Board of Trustees affirms that all grant funds received because of this application shall be used to provide public library service to its community by supplementing the library's regular budget and that it will not reduce, nor cause to have reduced, the public library's levy in the current or next fiscal year.

The Library Board of Trustees agrees that the Illinois State Library or its designee shall have the right to examine any of the records directly related to this grant.

Legal Name of Library: _____

Library's Control Number: _____ Branch Number: _____ Today's Date: _____

Contact information of the person completing this grant application:

Prefix: _____ First Name: _____ Last Name: _____
(e.g., Mr., Ms., Mx., Dr., etc)

Title: _____ Pronouns: _____ Phone Number: _____

Email Address: _____

Library's mailing address to receive grant payments:

Address 1: _____

Address 2: _____

City: _____ State: _____ ZIP + 4: _____

By checking this box, I certify: 1) that I have the authority to submit this application on behalf of the Library Board of Trustees, and 2) that the statements herein are true, complete and accurate to the best of my knowledge. The Library Board of Trustees is aware that any false, fictitious or fraudulent statements or claims may be subject to civil, criminal or administrative penalties.

Service Area Population _____

Please use the Illinois Public Library Service Area Map to obtain the most accurate service area population.

Changes in the population count or the library's service require documentation and supporting information. Contact the Illinois State Library to document this change. Documentation must include one of the following:

- A U.S. Census certification (e.g., correction or special census) that has been filed with the Office of the Secretary of State Index Department prior to submission of the application.
- For population changes, annexations or disconnects that are typically not documented by the U.S. Census, the library must submit appropriate and substantial supporting information, including a certified population count. Examples include but are not limited to: legal documentation from an appropriate municipal corporate authority or a library district's referenda questions and certified results.

If the population has not changed, no additional documentation is necessary.

Part I. Review of Illinois Public Library Standards

To be eligible for a per capita grant, a public library shall show that it will either meet or show progress toward meeting the Illinois library standards as most recently adopted by the Illinois Library Association (75 ILCS 10/8.1).

A grant applicant with performance levels below the Core Standards must raise or improve its performance levels in relation to the standards according to the objectives, time frames, and priorities the library shall state in the application, and which are consistent with the terms of the plan of service of the system of which it is a member. (23 ILAC 3035.115)

The Library Director and the Board of Trustees shall review the entirety of each of the 12 topics described the Illinois Public Library Standards. To complete this application, refer to the chart within each topic and indicate the level at which your library meets each standard (Core, Intermediate, or Advanced).

1.) Access

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

2.) Advocacy and Community Engagement

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

3.) Buildings and Grounds

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

4.) Collection Management

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

5.) Finance and Budget

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

6.) Governance and Administration

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

7.) Human Resources

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

8.) Information Services

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

9.) Marketing and Promotion

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

10.) Programming

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

11.) Safety and Emergency Preparedness

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

12.) Technology

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

Part IIa: Planned Use of Public Library Per Capita Grant Funds [All Applicants]

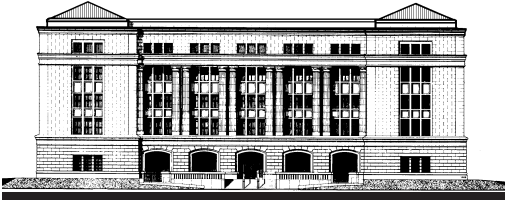
Describe objectives and priorities for use of grant monies to meet or improve performance levels in relation to the standards outlined in Illinois Public Library Standards (23 ILAC 3035.115). Use general categories in identifying planned expenditures. Do NOT include monetary figures or specific brand.

- Updating and revising our capital needs assessment and long-term financial plan following an extensive renovation of our building. (Finance & Budget; Building & Grounds)
- To support continuing education and professional development activities for library board and staff. (Governance & Administration; Human Resources)
- Costs related to the development of our next strategic plan. (Governance & Administration)
- Initiatives related to marketing and promotion of library services. (Marketing & Promotion)

Part IIb: Planned Use of Equalization Aid Grant Funds

An Equalization Aid Grant is a supplemental award in addition to a library's per capita allotment. **This section is required to be completed only by libraries informed they are eligible for this award.**

Describe the additional objectives and priorities for use of Equalization Aid grant monies to meet or improve performance levels in relation to the standards outlined in the Illinois Public Library Standards (23 ILAC 3035.115). Use general categories in identifying planned expenditures. Do NOT include monetary figures or specific brands.



Illinois Public Library Per Capita Grant Expenditures Report

Control Number: _____ **City:** _____

Library Name: _____

Exact amount of Per Capita Grant received in Fiscal Year 2024: _____

Based on the library's Planned Use of Grant Funds from the FY2024 grant application, report use of Per Capita Grant funds awarded to meet or improve performance levels in relation to the standards in Serving Our Public 4.0: Standards for Illinois Public Libraries (23 ILAC 3035.115). Do not include monetary figures or specific brands.

Only check the standard(s) under which FY2024 Per Capita Grant funds were disbursed. Briefly report how grant funds were used and explain how grant funds helped meet or make progress toward meeting the applicable standard.

Core Standards — Chapter 1

Governance and Administration — Chapter 2

Personnel — Chapter 3

Access — Chapter 4

Building Infrastructure and Maintenance — Chapter 5

Safety — Chapter 6

Collection Management — Chapter 7

System Member Responsibilities and Resource Sharing — Chapter 8

Public Services: Reference and Reader's Advisory — Chapter 9

Programming — Chapter 10

Youth/Young Adult Services — Chapter 11

Technology — Chapter 12

Marketing, Promotion, and Collaboration — Chapter 13

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

THE SERVICE WAS EXCELLENT THE YOUNG
LADY WAS SO KIND AND WELCOMING.
MIS GABY

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

I was at the library this
morning. Just want to let you
know the SAM was so wonderful
very kind
I told him that I was 60 years
old and very poor on computer a desk
assistant
his respond was no problem I'll help
you n he did. I left the library very
happy he went above n beyond
Just want to thank you for having
kind people to help. let him know
because I left very happy

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

Yabm is a good
employee she is helping
and assist those in need
of help esp in the IT computer

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

Armando

He was - so so Anson -
Helpful - friendly and
taught me how to
copy and paste!
Merry Xmas!

Let us know how we've served you well, what we should try next, and where we stand to improve. We appreciate your feedback!

Hello -

I joined your Makonjane Epon
Tab today - Sarah is amazing
and a wealth of knowledge.
She helped me design and
make mugs.
Sarah shared with me the upcoming
events and many other resources
here at the library. Please share with
her my appreciation for her time.

Municipal Minute

From Municipal Minute <jtappendorf@ancelglink.com>

Date Tue 2025-12-02 9:09 AM

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

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Municipal Minute

[Governor Signs Bill Amending OMA and FOIA](#)

We [reported](#) on [SB 243](#) a couple of weeks ago which proposed various amendments to the Open Meetings Act and FOIA and that had been approved by both the senate and house of the Illinois General Assembly. The bill was just signed by the Governor last week and became [P.A. 104-0438](#). A brief summary of the changes that will take effect on January 1, 2026 is below:

1. Meetings of Public Bodies Prohibited on Election Day
2. Military Service Added as a Reason for Remote Meeting Attendance
3. Township OMA Training Option Available
4. Immunity for Public Officers and Employees for Record Disclosure in Compliance with PAC Opinion
5. Section 4 FOIA Posting Requirements Allow Website Posting
6. Junk Mail Excluded from FOIA Definition of Public Records
7. Electronic FOIA Submissions Must be in Body of Submission (not Attachment or Hyperlink)
8. Public Body Can Require Verification that FOIA Requester is a Person
9. Self-Evaluation Exemption from OMA Expanded to Include Facilitator from Regional Association
9. New FOIA Exemptions Added for Certain Criminal Justice and Nuclear Records

Municipal Minute is authored by Julie Tappendorf, a partner at the Ancel Glink law firm in Chicago, to provide timely legal updates on topics of interest to local governments.



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