



**Wednesday, June 24, 2026**  
**Board of Trustees Meeting - 6:30 PM Meeting Room 2**

1. **Call to order and roll call**
2. **Action: Remote participation of Trustee Michelle Parker**
3. **Approval of agenda**
4. **Consent agenda**
  - a Agenda approval
  - b Consent agenda approval
  - c Regular Minutes of the May 27, 2026 Board of Trustees Meeting

**Journal of the Proceedings of a  
REGULAR LIBRARY BOARD OF TRUSTEES MEETING  
May 27, 2026**

Library Board President Paliatka called the meeting to order at 6:30 p.m. Upon roll call a quorum was determined.

**Members Present:** Library Board President Paliatka, Trustees Kampschroeder, Mihelic, Weglarz, DeJonghe and Jakubiak

**Members Absent:** Trustee Parker

**Others Present:** Executive Director Kimberly Coughran and Administrative Assistant Fran Portillo

**CALL TO ORDER**

**APPROVAL OF AGENDA**

Motion by Trustee DeJonghe seconded by Trustee Jakubiak to approve the agenda of the regular Library Board of Trustees Meeting of May 27, 2026.

**CONSENT AGENDA**

- A. Agenda Approval
- B. Consent Agenda Approval
- C. Regular Minutes of the April 22, 2026 Board of Trustee Meeting
- D. April 2026 Financial Statements
- E. April 2026 Statistical Report

Motion by Trustee Kampschroeder and seconded by Trustee Weglarz to approve the consent agenda of the regular Library Board of Trustees Meeting of May 27, 2026. Ayes: President Paliatka, Trustees Kampschroeder, Mihelic, Weglarz, DeJonghe and Jakubiak. Nay: None. Absent: Trustee Parker.

**COMMUNICATIONS AND CORRESPONDENCE**

**COMMENTS OF VISITORS**

None.

**LIAISON REPORTS**

Director Coughran shared that at the last Friends + Foundation meeting new officers were selected. Steve Berthel is now President, Cathy Foster as Vice President, Sue Berthel is Secretary and Phil Mastrodonato will stay on as Treasurer.

**PRESIDENT'S REPORT**

President Paliatka reported she and Director Coughran met to set the agenda for this month's meeting. Additionally, there has been continued communication regarding the building envelope project.

**DIRECTOR'S REPORT**

Director Coughran mentioned Owners Representative Dan Eallonardo experienced car trouble and will not attend this evening.

## **NEW BUSINESS**

### **Discussion: Building Envelope Replacement Project**

Director Coughran discussed the project's progress. All scaffolding is up and the project proceeds as planned.

### **Discussion: Director Evaluation Tool**

Trustees discussed evaluation tools / director job descriptions and reached consensus on the job description remaining as is. Ad Hoc Committee members will create a first draft of the new tool using the current director job description points as competencies.

### **Action: Finance Committee – Monthly Bills**

Motion by Trustee Mihelic and seconded by Trustee Kampschroeder to approve the warrant dated May 27, 2026 in the amount of \$233,414.21. Ayes: President Paliatka, Trustees Kampschroeder, Mihelic, Weglarz, DeJonghe and Jakubiak. Nay: None. Absent: Trustee Parker.

## **ANNOUNCEMENTS**

None.

## **FINAL PUBLIC FORUM**

None.

## **ADJOURNMENT**

Motion by Trustee DeJonghe and seconded by Trustee Kampschroeder to adjourn the Regular Library Board meeting of May 27, 2026 at 7:22 p.m.

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Linda Kampschroeder  
Secretary  
Board of Trustees  
LSF Brookfield Library



**LSF Brookfield Library**  
**Budget vs. Actual By Class**  
**January - May 2026**

FY2026 41.67% Completed	Building and Site				FICA				General Operating Fund			
	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget
<b>Income</b>												
4010 · Property Taxes	121,972.35	92,000.00	29,972.35	132.58%	133,724.28	90,000.00	43,724.28	148.58%	2,444,668.94	2,300,000.00	144,668.94	106.29%
4020 · Replacement Tax	0.00				0.00				19,121.17	20,000.00	-878.83	95.61%
4030 · Grants	0.00				0.00				4,358.00	23,000.00	-18,642.00	18.95%
4035 · Other Grants	0.00				0.00				10,000.00			
4040 · Fees and Fines	0.00				0.00				1,601.87			
4050 · Gifts and Memorials	0.00				0.00				11,494.00			
4060 · Library Fund Interest												
4061 · General Fund Interest	0.00				0.00				46,055.79	25,000.00	21,055.79	184.22%
4062 · Special Reserve Interest	0.00				0.00				0.00			
<b>Total 4060 · Library Fund Interest</b>	<b>0.00</b>				<b>0.00</b>				<b>46,055.79</b>	<b>25,000.00</b>	<b>21,055.79</b>	<b>184.22%</b>
4070 · Miscellaneous Income	0.00				0.00				838.66			
<b>Total Income</b>	<b>121,972.35</b>	<b>92,000.00</b>	<b>29,972.35</b>	<b>132.58%</b>	<b>133,724.28</b>	<b>90,000.00</b>	<b>43,724.28</b>	<b>148.58%</b>	<b>2,538,138.43</b>	<b>2,368,000.00</b>	<b>170,138.43</b>	<b>107.19%</b>
<b>Gross Profit</b>	<b>121,972.35</b>	<b>92,000.00</b>	<b>29,972.35</b>	<b>132.58%</b>	<b>133,724.28</b>	<b>90,000.00</b>	<b>43,724.28</b>	<b>148.58%</b>	<b>2,538,138.43</b>	<b>2,368,000.00</b>	<b>170,138.43</b>	<b>107.19%</b>
<b>Expense</b>												
<b>5000 · Personnel</b>												
5010 · Salaries-Operating Regular	0.00				0.00				327,963.68	858,115.70	-530,152.02	38.22%
5020 · Salaries-Part Time	0.00				0.00				102,251.60	320,581.21	-218,329.61	31.9%
5030 · Medical Insurance	0.00				0.00				81,052.60	206,112.60	-125,060.00	39.32%
5040 · IMRF	0.00				0.00				0.00			
5050 · FICA	0.00				31,708.99	90,170.31	-58,461.32	35.17%	0.00			
5051 · IL Unemployment	0.00				0.00				1,035.69	3,346.20	-2,310.51	30.95%
5052 · Personnel Contingency	0.00				0.00				100.00	2,000.00	-1,900.00	5.0%
<b>Total 5000 · Personnel</b>	<b>0.00</b>				<b>31,708.99</b>	<b>90,170.31</b>	<b>-58,461.32</b>	<b>35.17%</b>	<b>512,403.57</b>	<b>1,390,155.71</b>	<b>-877,752.14</b>	<b>36.86%</b>
5560 · Payroll Expenses	0.00				0.00				2,276.85	6,200.00	-3,923.15	36.72%
<b>6000 · Materials</b>												
<b>6010 · Books</b>												
6011 · Adult Non Fiction	0.00				0.00				5,435.46	23,000.00	-17,564.54	23.63%
6012 · Adult Fiction	0.00				0.00				8,586.04	26,000.00	-17,413.96	33.02%
6013 · Lucky Day	0.00				0.00				2,115.20	12,000.00	-9,884.80	17.63%
6014 · Youth Fiction	0.00				0.00				6,032.76	15,500.00	-9,467.24	38.92%
6015 · Youth Non Fiction	0.00				0.00				2,330.12	10,500.00	-8,169.88	22.19%

**LSF Brookfield Library**  
**Budget vs. Actual By Class**  
**January - May 2026**

FY2026 41.67% Completed	Building and Site				FICA				General Operating Fund			
	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget
6016 · Young Adult Fiction	0.00				0.00				1,817.50	4,000.00	-2,182.50	45.44%
6017 · Young Adult Non Fiction	0.00				0.00				659.76	3,000.00	-2,340.24	21.99%
<b>Total 6010 · Books</b>	<b>0.00</b>				<b>0.00</b>				<b>26,976.84</b>	<b>94,000.00</b>	<b>-67,023.16</b>	<b>28.7%</b>
6020 · Periodicals	0.00				0.00				7,958.10	11,000.00	-3,041.90	72.35%
<b>6030 · Audiovisual Materials</b>												
6031 · Adult & Teen Audio Recordings	0.00				0.00				492.20	4,000.00	-3,507.80	12.31%
6032 · Adult & Teen Videorecordings	0.00				0.00				1,183.38	10,000.00	-8,816.62	11.83%
6034 · Youth Audio Recordings	0.00				0.00				0.00	2,000.00	-2,000.00	0.0%
6035 · Youth Videorecordings	0.00				0.00				272.55	3,200.00	-2,927.45	8.52%
6036 · Youth Music CDs	0.00				0.00				0.00	100.00	-100.00	0.0%
6037 · Youth Video Games	0.00				0.00				222.27	3,000.00	-2,777.73	7.41%
6038 · Adult & Teen Video Games	0.00				0.00				503.51	2,500.00	-1,996.49	20.14%
<b>Total 6030 · Audiovisual Materials</b>	<b>0.00</b>				<b>0.00</b>				<b>2,673.91</b>	<b>24,800.00</b>	<b>-22,126.09</b>	<b>10.78%</b>
<b>6040 · Electronic Databases</b>												
6041 · Databases - Adult	0.00				0.00				27,518.94	56,000.00	-28,481.06	49.14%
6042 · Databases - Youth	0.00				0.00				2,203.09	10,000.00	-7,796.91	22.03%
6045 · InterLibrary Loan	0.00				0.00				5.26	500.00	-494.74	1.05%
<b>6046 · Digital Products &amp; Services AS</b>												
6046a · Digital Content Adult & Tee	0.00				0.00				22,258.28	70,000.00	-47,741.72	31.8%
6046b · Digital Devices Adult & Tee	0.00				0.00				5,520.00	14,000.00	-8,480.00	39.43%
<b>Total 6046 · Digital Products &amp; Services</b>	<b>0.00</b>				<b>0.00</b>				<b>27,778.28</b>	<b>84,000.00</b>	<b>-56,221.72</b>	<b>33.07%</b>
6048 · Website Construction	0.00				0.00				799.98	7,000.00	-6,200.02	11.43%
6049 · Shared Digital Content	0.00				0.00				2,911.35	18,000.00	-15,088.65	16.17%
<b>Total 6040 · Electronic Databases</b>	<b>0.00</b>				<b>0.00</b>				<b>61,216.90</b>	<b>175,500.00</b>	<b>-114,283.10</b>	<b>34.88%</b>
<b>6060 · Per Capita Grant Purchases</b>												
6061 - Grant Expenses Other	0.00				0.00				5,527.16			
6060 · Per Capita Grant Purchases - Otl	0.00				0.00				4,915.20			
<b>Total 6060 · Per Capita Grant Purchases</b>	<b>0.00</b>				<b>0.00</b>				<b>10,442.36</b>			
<b>Total 6000 · Materials</b>	<b>0.00</b>				<b>0.00</b>				<b>109,268.11</b>	<b>305,300.00</b>	<b>-196,031.89</b>	<b>35.79%</b>
6999 · Uncategorized Expenses	0.00				0.00				4,899.99			
<b>7000 · Services and Supplies</b>												
7010 · Professional Associations	0.00				0.00				710.00	6,000.00	-5,290.00	11.83%

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7020 · Co-Worker Services	0.00				0.00				1,831.95	8,100.00	-6,268.05	22.62%
7030 · Continuing Education												
7032 · Staff Education	0.00				0.00				10,686.13	17,350.00	-6,663.87	61.59%
7034 · Board Education	0.00				0.00				140.00	4,000.00	-3,860.00	3.5%
7036 · Continuing Education - Other	0.00				0.00				0.00	500.00	-500.00	0.0%
<b>Total 7030 · Continuing Education</b>	<b>0.00</b>				<b>0.00</b>				<b>10,826.13</b>	<b>21,850.00</b>	<b>-11,023.87</b>	<b>49.55%</b>
7040 · Professional Sevices												
7041 · Legal	0.00				0.00				0.00	7,000.00	-7,000.00	0.0%
7042 · Audit	0.00				0.00				6,000.00	8,000.00	-2,000.00	75.0%
7043 · Financial Consultant	0.00				0.00				1,087.46	3,500.00	-2,412.54	31.07%
7046 · Employee Benefit Mgmt Fees	0.00				0.00				374.58	4,700.00	-4,325.42	7.97%
7040 · Professional Sevices - Other	0.00				0.00				0.00	0.00	0.00	0.0%
<b>Total 7040 · Professional Sevices</b>	<b>0.00</b>				<b>0.00</b>				<b>7,462.04</b>	<b>23,200.00</b>	<b>-15,737.96</b>	<b>32.16%</b>
7050 · Insurance-General	0.00				0.00				24,979.00	31,250.00	-6,271.00	79.93%
7060 · Maintenance-Office Equipment	0.00				0.00				44,550.45	110,500.00	-65,949.55	40.32%
7070 · Printing and Publications	0.00				0.00				7,325.00	23,000.00	-15,675.00	31.85%
7080 · Telephone and Internet	0.00				0.00				5,825.47	16,500.00	-10,674.53	35.31%
7090 · Office Supplies	0.00				0.00				1,974.49	6,800.00	-4,825.51	29.04%
7091 · Tech Services - Equipment	0.00				0.00				0.00	850.00	-850.00	0.0%
7092P · Technical Services Processing	0.00				0.00				423.97	4,500.00	-4,076.03	9.42%
7092S · Technical Services Supplies	0.00				0.00				1,378.75	6,500.00	-5,121.25	21.21%
7093 · Circ Services Supplies	0.00				0.00				584.72	5,500.00	-4,915.28	10.63%
7094 · Recip Borrowing Svcs/Billing	0.00				0.00				-70.24	1,700.00	-1,770.24	-4.13%
7100 · Postage	0.00				0.00				5,494.37	10,500.00	-5,005.63	52.33%
7110 · Programming												
7112 · Adult Programming	0.00				0.00				5,806.55	11,500.00	-5,693.45	50.49%
7114 · Youth Programming	0.00				0.00				6,575.15	16,500.00	-9,924.85	39.85%
7115 · Maker Studio Classes & Events	0.00				0.00				1,355.81	3,000.00	-1,644.19	45.19%
7116 · Young Adult Programming	0.00				0.00				2,544.44	5,000.00	-2,455.56	50.89%
7118 · Movie Licensing	0.00				0.00				448.00	550.00	-102.00	81.46%
<b>Total 7110 · Programming</b>	<b>0.00</b>				<b>0.00</b>				<b>16,729.95</b>	<b>36,550.00</b>	<b>-19,820.05</b>	<b>45.77%</b>
7120 · Outreach & Engagement (PR)	0.00				0.00				5,959.59	19,000.00	-13,040.41	31.37%

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7130 · Gifts Given	0.00				0.00				542.15	1,000.00	-457.85	54.22%
7140 · Contingency	0.00				0.00				0.00	1,000.00	-1,000.00	0.0%
7000 · Services and Supplies - Other	0.00				0.00				0.00	1,000.00	-1,000.00	0.0%
<b>Total 7000 · Services and Supplies</b>	<b>0.00</b>				<b>0.00</b>				<b>136,527.79</b>	<b>335,300.00</b>	<b>-198,772.21</b>	<b>40.72%</b>
8000 · Capital Expenses												
8010 · Computers												
8012 · Hardware	0.00				0.00				-5,334.42	28,000.00	-33,334.42	-19.05%
8014 · Software	0.00				0.00				0.00	27,650.00	-27,650.00	0.0%
8016 · Computers - Other	0.00				0.00				0.00	2,000.00	-2,000.00	0.0%
<b>Total 8010 · Computers</b>	<b>0.00</b>				<b>0.00</b>				<b>-5,334.42</b>	<b>57,650.00</b>	<b>-62,984.42</b>	<b>-9.25%</b>
8020 · Photocopiers	-727.70				0.00				1,382.15	7,000.00	-5,617.85	19.75%
8025 · Janitorial	0.00				0.00				15,576.00	49,000.00	-33,424.00	31.79%
8030 · Maintenance-Building	14,450.82	79,875.00	-65,424.18	18.09%	0.00				7,680.13			
8050 · Other Capital Projects	8,195.42				0.00				570.00	119,650.00	-119,080.00	0.48%
<b>Total 8000 · Capital Expenses</b>	<b>21,918.54</b>	<b>79,875.00</b>	<b>-57,956.46</b>	<b>27.44%</b>	<b>0.00</b>				<b>19,873.86</b>	<b>233,300.00</b>	<b>-213,426.14</b>	<b>8.52%</b>
9000 · Debt Service	0.00				0.00				47,909.66	344,754.00	-296,844.34	13.9%
9100 · Capital Expenditures (SR)	0.00				0.00				172.84			
<b>Total Expense</b>	<b>21,918.54</b>	<b>79,875.00</b>	<b>-57,956.46</b>	<b>27.44%</b>	<b>31,708.99</b>	<b>90,170.31</b>	<b>-58,461.32</b>	<b>35.17%</b>	<b>833,332.67</b>	<b>2,615,009.71</b>	<b>-1,781,677.04</b>	<b>31.87%</b>
<b>Net Income</b>	<b>100,053.81</b>	<b>12,125.00</b>	<b>87,928.81</b>	<b>825.19%</b>	<b>102,015.29</b>	<b>-170.31</b>	<b>102,185.60</b>	<b>-59,899.77%</b>	<b>1,704,805.76</b>	<b>-247,009.71</b>	<b>1,951,815.47</b>	<b>-690.18%</b>

**LSF Brookfield Library**  
**Budget vs. Actual By Class**  
**January - May 2026**

FY2026 41.67% Completed	IMRF				Special Reserve				TOTAL			
	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget
<b>Income</b>												
4010 · Property Taxes	21,472.62	26,000.00	-4,527.38	82.59%	0.00				2,721,838.19	2,508,000.00	213,838.19	108.53%
4020 · Replacement Tax	0.00				0.00				19,121.17	20,000.00	-878.83	95.61%
4030 · Grants	0.00				0.00				4,358.00	23,000.00	-18,642.00	18.95%
4035 · Other Grants	0.00				0.00				10,000.00	0.00	10,000.00	100.0%
4040 · Fees and Fines	0.00				0.00				1,601.87	0.00	1,601.87	100.0%
4050 · Gifts and Memorials	0.00				0.00				11,494.00	0.00	11,494.00	100.0%
<b>4060 · Library Fund Interest</b>												
4061 · General Fund Interest	0.00				0.00				46,055.79	25,000.00	21,055.79	184.22%
4062 · Special Reserve Interest	0.00				26,908.09	45,000.00	-18,091.91	59.8%	26,908.09	45,000.00	-18,091.91	59.8%
<b>Total 4060 · Library Fund Interest</b>	<b>0.00</b>				<b>26,908.09</b>	<b>45,000.00</b>	<b>-18,091.91</b>	<b>59.8%</b>	<b>72,963.88</b>	<b>70,000.00</b>	<b>2,963.88</b>	<b>104.23%</b>
4070 · Miscellaneous Income	0.00				0.00				838.66	0.00	838.66	100.0%
<b>Total Income</b>	<b>21,472.62</b>	<b>26,000.00</b>	<b>-4,527.38</b>	<b>82.59%</b>	<b>26,908.09</b>	<b>45,000.00</b>	<b>-18,091.91</b>	<b>59.8%</b>	<b>2,842,215.77</b>	<b>2,621,000.00</b>	<b>221,215.77</b>	<b>108.44%</b>
<b>Gross Profit</b>	<b>21,472.62</b>	<b>26,000.00</b>	<b>-4,527.38</b>	<b>82.59%</b>	<b>26,908.09</b>	<b>45,000.00</b>	<b>-18,091.91</b>	<b>59.8%</b>	<b>2,842,215.77</b>	<b>2,621,000.00</b>	<b>221,215.77</b>	<b>108.44%</b>
<b>Expense</b>												
<b>5000 · Personnel</b>												
5010 · Salaries-Operating Regular	0.00				0.00				327,963.68	858,115.70	-530,152.02	38.22%
5020 · Salaries-Part Time	0.00				0.00				102,251.60	320,581.21	-218,329.61	31.9%
5030 · Medical Insurance	0.00				0.00				81,052.60	206,112.60	-125,060.00	39.32%
5040 · IMRF	11,847.44	29,194.10	-17,346.66	40.58%	0.00				11,847.44	29,194.10	-17,346.66	40.58%
5050 · FICA	0.00				0.00				31,708.99	90,170.31	-58,461.32	35.17%
5051 · IL Unemployment	0.00				0.00				1,035.69	3,346.20	-2,310.51	30.95%
5052 · Personnel Contingency	0.00				0.00				100.00	2,000.00	-1,900.00	5.0%
<b>Total 5000 · Personnel</b>	<b>11,847.44</b>	<b>29,194.10</b>	<b>-17,346.66</b>	<b>40.58%</b>	<b>0.00</b>				<b>555,960.00</b>	<b>1,509,520.12</b>	<b>-953,560.12</b>	<b>36.83%</b>
5560 · Payroll Expenses	0.00				0.00				2,276.85	6,200.00	-3,923.15	36.72%
<b>6000 · Materials</b>												
<b>6010 · Books</b>												
6011 · Adult Non Fiction	0.00				0.00				5,435.46	23,000.00	-17,564.54	23.63%
6012 · Adult Fiction	0.00				0.00				8,586.04	26,000.00	-17,413.96	33.02%
6013 · Lucky Day	0.00				0.00				2,115.20	12,000.00	-9,884.80	17.63%
6014 · Youth Fiction	0.00				0.00				6,032.76	15,500.00	-9,467.24	38.92%
6015 · Youth Non Fiction	0.00				0.00				2,330.12	10,500.00	-8,169.88	22.19%

LSF Brookfield Library  
Budget vs. Actual By Class  
January - May 2026

FY2026 41.67% Completed	IMRF				Special Reserve				TOTAL			
	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget
6016 · Young Adult Fiction	0.00				0.00				1,817.50	4,000.00	-2,182.50	45.44%
6017 · Young Adult Non Fiction	0.00				0.00				659.76	3,000.00	-2,340.24	21.99%
<b>Total 6010 · Books</b>	<b>0.00</b>				<b>0.00</b>				<b>26,976.84</b>	<b>94,000.00</b>	<b>-67,023.16</b>	<b>28.7%</b>
6020 · Periodicals	0.00				0.00				7,958.10	11,000.00	-3,041.90	72.35%
<b>6030 · Audiovisual Materials</b>												
6031 · Adult & Teen Audio Recordings	0.00				0.00				492.20	4,000.00	-3,507.80	12.31%
6032 · Adult & Teen Videorecordings	0.00				0.00				1,183.38	10,000.00	-8,816.62	11.83%
6034 · Youth Audio Recordings	0.00				0.00				0.00	2,000.00	-2,000.00	0.0%
6035 · Youth Videorecordings	0.00				0.00				272.55	3,200.00	-2,927.45	8.52%
6036 · Youth Music CDs	0.00				0.00				0.00	100.00	-100.00	0.0%
6037 · Youth Video Games	0.00				0.00				222.27	3,000.00	-2,777.73	7.41%
6038 · Adult & Teen Video Games	0.00				0.00				503.51	2,500.00	-1,996.49	20.14%
<b>Total 6030 · Audiovisual Materials</b>	<b>0.00</b>				<b>0.00</b>				<b>2,673.91</b>	<b>24,800.00</b>	<b>-22,126.09</b>	<b>10.78%</b>
<b>6040 · Electronic Databases</b>												
6041 · Databases - Adult	0.00				0.00				27,518.94	56,000.00	-28,481.06	49.14%
6042 · Databases - Youth	0.00				0.00				2,203.09	10,000.00	-7,796.91	22.03%
6045 · InterLibrary Loan	0.00				0.00				5.26	500.00	-494.74	1.05%
<b>6046 · Digital Products &amp; Services AS</b>												
6046a · Digital Content Adult & Tee	0.00				0.00				22,258.28	70,000.00	-47,741.72	31.8%
6046b · Digital Devices Adult & Tee	0.00				0.00				5,520.00	14,000.00	-8,480.00	39.43%
<b>Total 6046 · Digital Products &amp; Services</b>	<b>0.00</b>				<b>0.00</b>				<b>27,778.28</b>	<b>84,000.00</b>	<b>-56,221.72</b>	<b>33.07%</b>
6048 · Website Construction	0.00				0.00				799.98	7,000.00	-6,200.02	11.43%
6049 · Shared Digital Content	0.00				0.00				2,911.35	18,000.00	-15,088.65	16.17%
<b>Total 6040 · Electronic Databases</b>	<b>0.00</b>				<b>0.00</b>				<b>61,216.90</b>	<b>175,500.00</b>	<b>-114,283.10</b>	<b>34.88%</b>
<b>6060 · Per Capita Grant Purchases</b>												
6061 - Grant Expenses Other	0.00				0.00				5,527.16	0.00	5,527.16	100.0%
6060 · Per Capita Grant Purchases - Otl	0.00				0.00				4,915.20	0.00	4,915.20	100.0%
<b>Total 6060 · Per Capita Grant Purchases</b>	<b>0.00</b>				<b>0.00</b>				<b>10,442.36</b>	<b>0.00</b>	<b>10,442.36</b>	<b>100.0%</b>
<b>Total 6000 · Materials</b>	<b>0.00</b>				<b>0.00</b>				<b>109,268.11</b>	<b>305,300.00</b>	<b>-196,031.89</b>	<b>35.79%</b>
6999 · Uncategorized Expenses	0.00				0.00				4,899.99	0.00	4,899.99	100.0%
<b>7000 · Services and Supplies</b>												
7010 · Professional Associations	0.00				0.00				710.00	6,000.00	-5,290.00	11.83%

**LSF Brookfield Library**  
**Budget vs. Actual By Class**  
**January - May 2026**

FY2026 41.67% Completed	IMRF				Special Reserve				TOTAL			
	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget
7020 · Co-Worker Services	0.00				0.00				1,831.95	8,100.00	-6,268.05	22.62%
7030 · Continuing Education												
7032 · Staff Education	0.00				0.00				10,686.13	17,350.00	-6,663.87	61.59%
7034 · Board Education	0.00				0.00				140.00	4,000.00	-3,860.00	3.5%
7036 · Continuing Education - Other	0.00				0.00				0.00	500.00	-500.00	0.0%
<b>Total 7030 · Continuing Education</b>	<b>0.00</b>				<b>0.00</b>				<b>10,826.13</b>	<b>21,850.00</b>	<b>-11,023.87</b>	<b>49.55%</b>
7040 · Professional Sevices												
7041 · Legal	0.00				900.00				900.00	7,000.00	-6,100.00	12.86%
7042 · Audit	0.00				0.00				6,000.00	8,000.00	-2,000.00	75.0%
7043 · Financial Consultant	0.00				0.00				1,087.46	3,500.00	-2,412.54	31.07%
7046 · Employee Benefit Mgmt Fees	0.00				0.00				374.58	4,700.00	-4,325.42	7.97%
7040 · Professional Sevices - Other	0.00				0.00				0.00	0.00	0.00	0.0%
<b>Total 7040 · Professional Sevices</b>	<b>0.00</b>				<b>900.00</b>				<b>8,362.04</b>	<b>23,200.00</b>	<b>-14,837.96</b>	<b>36.04%</b>
7050 · Insurance-General	0.00				0.00				24,979.00	31,250.00	-6,271.00	79.93%
7060 · Maintenance-Office Equipment	0.00				0.00				44,550.45	110,500.00	-65,949.55	40.32%
7070 · Printing and Publications	0.00				0.00				7,325.00	23,000.00	-15,675.00	31.85%
7080 · Telephone and Internet	0.00				0.00				5,825.47	16,500.00	-10,674.53	35.31%
7090 · Office Supplies	0.00				0.00				1,974.49	6,800.00	-4,825.51	29.04%
7091 · Tech Services - Equipment	0.00				0.00				0.00	850.00	-850.00	0.0%
7092P · Technical Services Processing	0.00				0.00				423.97	4,500.00	-4,076.03	9.42%
7092S · Technical Services Supplies	0.00				0.00				1,378.75	6,500.00	-5,121.25	21.21%
7093 · Circ Services Supplies	0.00				0.00				584.72	5,500.00	-4,915.28	10.63%
7094 · Recip Borrowing Svcs/Billing	0.00				0.00				-70.24	1,700.00	-1,770.24	-4.13%
7100 · Postage	0.00				0.00				5,494.37	10,500.00	-5,005.63	52.33%
7110 · Programming												
7112 · Adult Programming	0.00				0.00				5,806.55	11,500.00	-5,693.45	50.49%
7114 · Youth Programming	0.00				0.00				6,575.15	16,500.00	-9,924.85	39.85%
7115 · Maker Studio Classes & Events	0.00				0.00				1,355.81	3,000.00	-1,644.19	45.19%
7116 · Young Adult Programming	0.00				0.00				2,544.44	5,000.00	-2,455.56	50.89%
7118 · Movie Licensing	0.00				0.00				448.00	550.00	-102.00	81.46%
<b>Total 7110 · Programming</b>	<b>0.00</b>				<b>0.00</b>				<b>16,729.95</b>	<b>36,550.00</b>	<b>-19,820.05</b>	<b>45.77%</b>
7120 · Outreach & Engagement (PR)	0.00				0.00				5,959.59	19,000.00	-13,040.41	31.37%

## LSF Brookfield Library

### Budget vs. Actual By Class

#### January - May 2026

FY2026 41.67% Completed	IMRF				Special Reserve				TOTAL			
	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget	Jan - May 26	Budget	\$ Over Budget	% of Budget
7130 · Gifts Given	0.00				0.00				542.15	1,000.00	-457.85	54.22%
7140 · Contingency	0.00				0.00				0.00	1,000.00	-1,000.00	0.0%
7000 · Services and Supplies - Other	0.00				0.00				0.00	1,000.00	-1,000.00	0.0%
<b>Total 7000 · Services and Supplies</b>	<b>0.00</b>				<b>900.00</b>				<b>137,427.79</b>	<b>335,300.00</b>	<b>-197,872.21</b>	<b>40.99%</b>
<b>8000 · Capital Expenses</b>												
8010 · Computers												
8012 · Hardware	0.00				0.00				-5,334.42	28,000.00	-33,334.42	-19.05%
8014 · Software	0.00				0.00				0.00	27,650.00	-27,650.00	0.0%
8016 · Computers - Other	0.00				0.00				0.00	2,000.00	-2,000.00	0.0%
<b>Total 8010 · Computers</b>	<b>0.00</b>				<b>0.00</b>				<b>-5,334.42</b>	<b>57,650.00</b>	<b>-62,984.42</b>	<b>-9.25%</b>
8020 · Photocopiers	0.00				0.00				654.45	7,000.00	-6,345.55	9.35%
8025 · Janitorial	0.00				0.00				15,576.00	49,000.00	-33,424.00	31.79%
8030 · Maintenance-Building	0.00				0.00				22,130.95	79,875.00	-57,744.05	27.71%
8050 · Other Capital Projects	0.00				88.29				8,853.71	119,650.00	-110,796.29	7.4%
<b>Total 8000 · Capital Expenses</b>	<b>0.00</b>				<b>88.29</b>				<b>41,880.69</b>	<b>313,175.00</b>	<b>-271,294.31</b>	<b>13.37%</b>
9000 · Debt Service	0.00				0.00				47,909.66	344,754.00	-296,844.34	13.9%
9100 · Capital Expenditures (SR)	0.00				323,086.02	1,765,000.00	-1,441,913.98	18.31%	323,258.86	1,765,000.00	-1,441,741.14	18.32%
<b>Total Expense</b>	<b>11,847.44</b>	<b>29,194.10</b>	<b>-17,346.66</b>	<b>40.58%</b>	<b>324,074.31</b>	<b>1,765,000.00</b>	<b>-1,440,925.69</b>	<b>18.36%</b>	<b>1,222,881.95</b>	<b>4,579,249.12</b>	<b>-3,356,367.17</b>	<b>26.71%</b>
<b>Net Income</b>	<b>9,625.18</b>	<b>-3,194.10</b>	<b>12,819.28</b>	<b>-301.34%</b>	<b>-297,166.22</b>	<b>-1,720,000.00</b>	<b>1,422,833.78</b>	<b>17.28%</b>	<b>1,619,333.82</b>	<b>-1,958,249.12</b>	<b>3,577,582.94</b>	<b>-82.69%</b>

**LSF Brookfield Library**  
**Balance Sheet**  
**As of May 31, 2026**

	May 31, 26	May 31, 25	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1010 · First Natl Bank of Brookfield	13,005.98	12,467.20	538.78	4.32%
1045 · FNBB MONEY MARKET	4,174,239.15	3,240,755.08	933,484.07	28.81%
1055 · FNBB HOME TOWN CHOICE SAVINGS	21,313.95	21,313.95	0.00	0.0%
1056 · Illinois Trust Client Services	759,022.05	453,429.90	305,592.15	67.4%
1056AA · ITCS - CD - Solera Nat'l Bank 2	240,000.00	0.00	240,000.00	100.0%
1056P · ITCS - CD - Bank of China NY	0.00	244,962.63	-244,962.63	-100.0%
1056Q · ITCS - CD - First State Bank	0.00	244,794.17	-244,794.17	-100.0%
1056R · ITCS - CD - Firstbank Southwest	0.00	244,776.12	-244,776.12	-100.0%
1056S · ITCS - CD - Solera Nat'l Bank	0.00	239,569.67	-239,569.67	-100.0%
1056T · ITCS - CD - Mission Nat'l Bank2	0.00	239,569.67	-239,569.67	-100.0%
1056X · ITCS - CD - Maplemark Bank, TX	247,904.22	0.00	247,904.22	100.0%
1056Y · ITCS - CD - American Pride Bank	247,908.82	0.00	247,908.82	100.0%
1056Z · ITCS - CD - Cfg Comm Bank, MD	240,000.00	0.00	240,000.00	100.0%
1060 · FNBB - Imprest Account	741.13	686.18	54.95	8.01%
<b>Total Checking/Savings</b>	<b>5,944,135.30</b>	<b>4,942,324.57</b>	<b>1,001,810.73</b>	<b>20.27%</b>
<b>Accounts Receivable</b>				
1200 · Accounts Receivable	7,585.06	7,585.06	0.00	0.0%
<b>Total Accounts Receivable</b>	<b>7,585.06</b>	<b>7,585.06</b>	<b>0.00</b>	<b>0.0%</b>
<b>Other Current Assets</b>				
1202 · Replacement tax receivable	5,059.96	5,059.96	0.00	0.0%
1255 · Due to General Fund from Bldg	-0.06	-0.06	0.00	0.0%
1260 · Taxes receivable - SS Fund	79,704.00	79,704.00	0.00	0.0%
1270 · Taxes Receivable - IMRF Fund	13,794.00	13,794.00	0.00	0.0%
1280 · Taxes Receivable - Site Fund	-2,968.00	-2,968.00	0.00	0.0%
1290 · Taxes Receivable - Library Fund	2,099,353.00	2,099,353.00	0.00	0.0%
1500 · Prepaid Expenditures	-0.06	-0.06	0.00	0.0%
<b>Total Other Current Assets</b>	<b>2,194,942.84</b>	<b>2,194,942.84</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Current Assets</b>	<b>8,146,663.20</b>	<b>7,144,852.47</b>	<b>1,001,810.73</b>	<b>14.02%</b>
<b>TOTAL ASSETS</b>	<b>8,146,663.20</b>	<b>7,144,852.47</b>	<b>1,001,810.73</b>	<b>14.02%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2000 · Accounts Payable	248,773.18	-16,069.53	264,842.71	1,648.11%
<b>Total Accounts Payable</b>	<b>248,773.18</b>	<b>-16,069.53</b>	<b>264,842.71</b>	<b>1,648.11%</b>

**LSF Brookfield Library**  
**Balance Sheet**  
**As of May 31, 2026**

	May 31, 26	May 31, 25	\$ Change	% Change
<b>Credit Cards</b>				
<b>VISA - FNBB</b>	420.00	420.00	0.00	0.0%
<b>Total Credit Cards</b>	420.00	420.00	0.00	0.0%
<b>Other Current Liabilities</b>				
<b>2006 · Additional Accounts Payable</b>	7,247.31	7,247.31	0.00	0.0%
<b>2100 · Payroll Liabilities</b>				
<b>2101 · IMRF Payroll Liabilities</b>	35,502.19	35,499.72	2.47	0.01%
<b>2102 · Mission Square Payroll Liab</b>	-22,928.77	-13,505.59	-9,423.18	-69.77%
<b>2103 · EBC Payroll Liabilities</b>	-65,810.76	-39,270.26	-26,540.50	-67.58%
<b>2104 · LIMRiCC Payroll Liabilities</b>	18,348.68	18,348.68	0.00	0.0%
<b>2105 · AFLAC Payroll Liabilities</b>	-2,297.95	-1,999.75	-298.20	-14.91%
<b>2106 · HSA / Avadia</b>	-7,791.52	-7,791.52	0.00	0.0%
<b>2107 · Bankruptcy</b>	-5,175.00	-5,175.00	0.00	0.0%
<b>2108 · NCSPERS</b>	-848.70	-546.12	-302.58	-55.41%
<b>2100 · Payroll Liabilities - Other</b>	28,892.79	650.30	28,242.49	4,342.99%
<b>Total 2100 · Payroll Liabilities</b>	-22,109.04	-13,789.54	-8,319.50	-60.33%
<b>2111 · Accrued Payroll</b>	476,420.00	476,420.00	0.00	0.0%
<b>2112 · Accrued Compensated Absences</b>	529,011.00	529,011.00	0.00	0.0%
<b>2120 · Deferred Rev. - SS Fund</b>	83,000.00	83,000.00	0.00	0.0%
<b>2130 · Deferred Rev. - IMRF Fund</b>	14,000.00	14,000.00	0.00	0.0%
<b>2140 · Deferred Rev. - Site Fund</b>	13,000.00	13,000.00	0.00	0.0%
<b>2150 · Deferred Rev. - Library Fund</b>	2,678,242.00	2,678,242.00	0.00	0.0%
<b>Total Other Current Liabilities</b>	3,778,811.27	3,787,130.77	-8,319.50	-0.22%
<b>Total Current Liabilities</b>	4,028,004.45	3,771,481.24	256,523.21	6.8%
<b>Total Liabilities</b>	4,028,004.45	3,771,481.24	256,523.21	6.8%
<b>Equity</b>				
<b>3010 · Fund Balance - SS Fund</b>	73,906.00	73,906.00	0.00	0.0%
<b>3020 · Fund Balance - IMRF Fund</b>	130,396.00	130,396.00	0.00	0.0%
<b>3030 · Fund Balance - Site Fund</b>	42,200.00	42,200.00	0.00	0.0%
<b>3040 · Fund Balance - Library Fund</b>	853,394.00	853,394.00	0.00	0.0%
<b>3050 · Fund Balance - Reserve Fund</b>	10,328,973.00	10,328,973.00	0.00	0.0%
<b>3900 · Retained Earnings</b>	-8,929,544.07	-8,439,277.57	-490,266.50	-5.81%
<b>Net Income</b>	1,619,333.82	383,779.80	1,235,554.02	321.94%
<b>Total Equity</b>	4,118,658.75	3,373,371.23	745,287.52	22.09%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>8,146,663.20</b>	<b>7,144,852.47</b>	<b>1,001,810.73</b>	<b>14.02%</b>





## Statistics At-A-Glance May 2026

Goal: Design and implement Library services, classes and events to engage the community and promote literacy, personal information gathering and entertainment, and encourage Library use.

<b>Circulation</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
Adults	4,164	4,646	-10%	21,861	23,566	-7%
Teens	368	355	4%	1,484	1,541	-4%
Children	5,473	5,969	-8%	27,600	29,689	-7%
Digital Downloads	6,686	5,716	17%	33,505	30,987	8%
Interlibrary loans	1,011	1,254	-19%	5,856	5,547	6%
<b>Total</b>	<b>17,702</b>	<b>17,940</b>	<b>-1%</b>	<b>90,306</b>	<b>91,330</b>	<b>-1%</b>

<b>Active Cardholders</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
Added	54	70	-23%	344	374	-8%
Deleted	40	24	67%	140	615	-77%
<b>Total</b>	<b>14,012</b>	<b>13,509</b>	<b>4%</b>	<b>14,012</b>	<b>13,509</b>	<b>4%</b>

<b>New Cardholders</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
<b>Total</b>	<b>54</b>	<b>70</b>	<b>-23%</b>	<b>344</b>	<b>374</b>	<b>-8%</b>

<b>Visits</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
<b>Total</b>	<b>11,040</b>	<b>9,728</b>	<b>13%</b>	<b>59,799</b>	<b>49,632</b>	<b>20%</b>

<b>Notary Transactions</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
<b>Total</b>	<b>26</b>	<b>27</b>	<b>-4%</b>	<b>127</b>	<b>110</b>	<b>15%</b>

<b>Room Use</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
Study Rooms	518	452	15%	2,598	2,258	15%
A/V Studio	39	29	34%	211	190	11%
Maker Studio	14	17	-18%	83	86	-3%
Storytime Room	35	40	-13%	230	227	1%
Meeting Room 1	40	26	54%	208	160	30%
Meeting Room 2	28	36	-22%	145	175	-17%
Meeting Room Combined	16	9	78%	81	55	47%
<b>Total</b>	<b>690</b>	<b>609</b>	<b>13%</b>	<b>3,556</b>	<b>3,151</b>	<b>13%</b>

<b>Community Outreach</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
Staff Outreach Visits	11	6	83%	48	37	30%
People Reached	199	249	-20%	1,457	1,740	-16%
Community Visits to the Library	2	0	100%	27	5	440%
People Reached	3	0	100%	136	92	48%

Home Delivery Visits	9	5	80%	45	40	13%
Total Outreach Visits	27	14	93%	125	85	47%
Total People Reached	265	316	-16%	1,692	1,934	-13%

**Goal: Continually adopt new methods to communicate with residents, including carrying on and expanding social media efforts to increase connectedness.**

<b>SOCIAL MEDIA-Posts</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
#Facebook Posts	31	42	-26%	154	167	-8%
#Instagram Posts	30	36	-17%	143	151	-5%
#TikTok Videos	1	1	0%	6	5	20%
#YouTube Videos	3	3	0%	7	8	0%
Constant Contact Emails	5	2	150%	8	14	-43%

<b>SOCIAL MEDIA-Followers</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
#Facebook Followers	3,363	3,162	6%	3,363	3,162	6%
#Instagram Followers	1,797	1,576	14%	1,797	1,576	14%
#TikTok Followers	1,205	935	29%	1,205	935	29%
#YouTube Subscribers	117	94	24%	117	94	24%
Constant Contact email list	23,510	8,450	178%	23,510	8,450	178%

<b>SOCIAL MEDIA Engagement</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
Facebook Engagement	1,940	1,686	15%	11,133	8,064	38%
Instagram Engagement	280	798	-65%	1,850	2,096	-12%
TikTok Engagement	4,700	494	851%	385,890	1,800	21338%
YouTube Engagement	566	233	143%	1,864	937	99%
Constant Contact	10,540	4,076	159%	16,366	23,405	-30%

**Goal: Design and implement Library services, classes and events to engage the community and promote literacy, personal information gathering and entertainment, and encourage Library use.**

<b>Classes &amp; Events</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
Adults	54	51	6%	268	257	4%
Attendance	511	538	-5%	2,684	2,485	8%
Teens	25	14	79%	98	50	96%
Attendance	208	138	51%	844	425	99%
Childrens	32	37	-14%	182	191	-5%
Attendance	858	771	11%	4,278	3,622	18%
Total Classes & Events	111	102	9%	548	498	10%
Total Attendance	1,577	1,447	9%	7,806	6,532	20%

<b>1-on-1 Appointments</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
Total	22	6	267%	105	40	163%

<b>Reference Questions</b>	<b>Current FY</b>	<b>Last FY</b>	<b>Change</b>	<b>FYTD</b>	<b>Last FYTD</b>	<b>Change</b>
Adult Reference	582	611	-5%	3,523	3,404	3%
Adult Non-Reference	932	737	26%	5,280	4,752	11%
Youth Reference	198	188	5%	1,343	1,482	-9%
Youth Non-Reference	269	321	-16%	1,493	1,686	-11%
Circulation	122	117	4%	726	695	0%

Total	2,103	1,974	7%	12,365	12,019	3%
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Goal: Foster a knowledgeable, technologically savvy Library one step ahead of its users by promoting ongoing continuing education opportunities for staff members.

Training Hours	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Total	24	27	-9%	129	35	274%

Goal: Implement user-friendly technology that supports public service.

Technology Use	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Public Computer Use	1,240	1,037	20%	5,589	5,712	-2%
WiFi Sessions	4,622	4,426	4%	23,276	22,545	3%
Website Sessions	9,424	14,187	-34%	52,379	54,977	-5%
Android App Sessions	3,067	1,311	134%	13,910	7,595	83%
IOS (Apple) App Sessions	870	846	3%	5,199	3,934	32%
Printer Usage (Pages)	10,203	11,113	-8%	59,384	51,964	14%
Scanner Usage (Sessions)	257	275	-7%	1,584	1,869	-15%
Maker Equipment Reservations	7	11	-36%	30	41	-27%
Online Resource Use - Adult	2,104	3,559	-41%	25,013	16,339	53%
Online Resource Use - Adult (Remote)	1,251	2,727	-54%	20,239	12,105	67%
Online Resource Use - Youth	20	15	33%	104	117	-11%
Online Resource Use - Youth (Remote)	13	0	#DIV/0!	41	44	-7%

Self-service Checkouts	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Total	3,293	3,971	-17%	17,840	19,728	-10%

Goal: Provide collections, classes and events, and other resources to support residents in meeting their lifelong learning goals.

Interlibrary Loan	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Received	2,127	2,114	1%	11,670	11,343	3%
Sent	1,011	1,254	-19%	5,856	5,547	6%

Volunteer Hours	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Total	44	42	6%	381	281	36%

Items Added	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Items Added	380	624	-39%	2,471	2,855	-13%
Withdrawn	331	401	-17%	2,388	1,681	42%
Collection Total	0	141,217	-100%	0	141,217	-100%

Hot Picks Checkouts	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Fiction	70	152	-117%	550	782	-42%
Nonfiction	14	11	21%	146	46	68%
Total	84	163	-94%	696	828	-19%

5. **Items removed from the consent agenda (if any)**

6. **Communications and Correspondence**

a Comments of visitors

Visitors who wish to address the Board at this time are asked to introduce themselves. This item on the agenda will take no more than 15 minutes. The President of the Board will divide this 15-minute segment by the number of persons who have requested to speak to the Board to determine the amount of time allotted to each person. The President will then call on those people one at a time to stand and address the Board for no more than the allotted time.

b Liaison Reports

7. **President's Report**

8. **Director's Report**

## Director's Report

June 2026

Submitted by Kimberly Coughran

### Building

The only construction sign I'll be paying attention this summer

At the library 🥰🥰❤️



► **Envelope Replacement:** Once again, the construction signs created by Brookfield Library Kids – per Trustee David Jakubiak’s request for a sign for kids – are charming the Brookfield community. Staff brought our attention to the above Brookfield Connections Facebook post on June 15<sup>th</sup> complimenting us on the great signs.

The envelope replacement project moves along steadily. We have received word of a coming credit as well as an additional need for close attention and revisions with respect to window detail. An in-depth update will be provided at the regular June meeting by both WJE and Owners Representative Dan Eallonardo.

► **Garden Club Work on Pollinator Garden:** Hats off again this year to our wonderful Garden Club residents who each and every year perform a spring cleanout of the Library’s pollinator garden. Kyle assisted Garden Club members in their work to both weed and restore pollinator garden plants.

► **Toad Stool:** The Friends + Foundation have once again funded the request for an additional Percussion Play feature for the Library’s gardens – a toad stool.



► **Sensory Hexagons:** Sixth-grade students from Congress Park school worked with the Library's youth services team on an ADA audit called 'STEM'pathy. One of their recommendations was the incorporation of the sensory hexagons, pictured below. In addition, they provided staff with socio-emotional learning games and fidgets to use with members.



► **HVAC Unit Discharge Line Leak:** After several days of higher than normal temperatures in the Library, the Library's HVAC technicians were called in for an assessment. The firm confirmed one of the units had been, in fact, only working at one third of its capacity. A drain pipe crack was located, repaired, and the unit's refrigerant restored. Library temperatures have been perfect since the repair.

### **Financial**

As of the end of May, 41.67% of the fiscal year was complete. The Library expended \$ 1,222,881.95 or 26.71% of the FY2026 budget. Snapshot of expenses:

1. Personnel – the Library expended 36.83%
2. Materials – the Library expended 35.79%

3. Services and Supplies – the Library expended 40.99%
4. Capital Expenses – the Library expended 13.37%
5. Debt Service – the Library expended 13.9%

### **Resolution 2026-02, Levy for Site and Building Fund**

The Library's annual Building and Site levy is included as an action item on the June agenda. I have already contacted Doug Cooper, Village Finance Manager, to set the ball rolling on the required public notice the Village will publish.

The Site and Building levy, also known via statute as the .02% levy, is technically a backdoor referendum which can be petitioned by residents, hence the need for public notice as is required by law. The levy is nominal at \$108,000. It is not an "extra" tax, but one of the four funds the Library has levied since the late 1960's when the Illinois Legislature adopted it. The Library's four levies:

1. General Fund
2. Site and Building Fund
3. Illinois Municipal Retirement Fund
4. Social Security

### **Summer Reading Kickoff**

Kudos to our staff, Trustees and volunteers for everyone's 2026 summer reading challenge efforts. The summer reading kickoff night with ice cream, popcorn and entertainment brought in approximately 360 residents to Library Park. This first-time large-scale event in Library Park was noteworthy for us since there is more space than the grass and plaza area on the Library's side. We look forward to holding more events there. Registration and completions to date:

**Adult** - Total Readers: 218 vs 146 in 2025

**Teen** - Total Readers: 70 vs 65 in 2025

**Children** - Total Readers: 313 vs 228 in 2025



**Summer Reading Kickoff in Library Park**

**One Small Step SUMMER** – After the extremely well-received first event on April 27 with approximately thirty in attendance, we have been busy in the background planning One Small Step SUMMER. The Saturday, July 18 conversation event at Irish Times will be capped at sixty attendees and promises to be compelling. Long-time community partner and Irish Times owner Martin Lynch is lending us the outside tent space at no cost.

Join the Conversation  
*with*  
**ONE SMALL STEP**  
**SUMMER**

**Saturday, July 18**  
6:30 PM | Irish Times

Adults age 21 and older can enjoy FREE appetizers and refreshments and participate in meaningful, one-on-one conversations with the help of facilitators and guided questions. Adult beverages will be available for purchase.

 LINDA SOKOL FRANCIS  
**BROOKFIELD LIBRARY**  
INFORM • INSPIRE • INNOVATE

 **Registration is required.**  
Scan QR code or call  
708-485-6917 to register.

### **Artificial Intelligence Policy**

As has been discussed since January, the goal of our AI Team meetings has always been that of having a policy crafted for presentation and action at the June Board of Trustees meeting. A big thanks to AI Team members Adult/Teen Manager Emily Hampston, Maker Studio Coordinator Alan Ortiz, Tech Services Manager Yesenia Ruiz, Circulation Assistant Ayleen Huerta and Youth Services Library Assistant Amy Hernandez for their study and review of all-things AI.

The AI Team's monthly meeting conversations and activities resulted in this policy – attached in Board Book - which addresses how our Library will embrace and work with AI tools. All on the AI Team unanimously agree the policy will need regular review given how nascent the technology is.

9. **New Business**

- a Discussion and Action: Artificial Intelligence Policy



## **Artificial Intelligence Policy**

Adopted: 06/24/26

As part of its long-range strategic planning, the Library has long endeavored to position itself several steps ahead of community members by advancing and teaching new technologies. The Library and its staff members serve as the community's chief technology hub, and oftentimes, as a democratizer or provider of resources that level the playing field. Therefore, the development of AI platforms is embraced by the Library, and we proactively monitor and work to implement AI tools as part of digital literacy when ethical and appropriate. We also maintain awareness of the environmental impact artificial intelligence infrastructure places on our world.

### **Use of AI Resources in Staff Work Product**

Library staff members herald the opportunity to mine AI resources for creative ideas and overall organization. The Library recognizes research tools using artificial intelligence in the background are becoming a norm and as a consequence place high scrutiny on results with a careful watch for hallucinations / misinformation. Staff will refrain from entering personally identifiable information into AI tools.

In general, while staff members aim to make the best use of AI tools to sharpen personal productivity, they must refrain from plagiarizing those tools by utilizing the results as their own. Unethical reliance / abuse of AI tools will be addressed with staff members individually.

### **AI-Authored and Sourced Library Materials**

The integrity and work of human authors, illustrators, and other professionals who create materials found in the Library's print and digital collections will be prioritized over those generated by AI technologies. Library staff members make every effort to utilize a zero-AI philosophy by researching and avoiding purchase of AI-created materials for its collections since these titles tend to include factual inaccuracies, misrepresentations, and cannot be copyrighted. Additionally, the Library supports the work product and artistry of humans over AI authorship.

### **Library Reliance on Artificial Intelligence in Place of Human Staff**

The Library recognizes its ever-increasing use and reliance on technology to serve the community. However, Library staff and the intrinsic humanity on display in the wide variety of classes and events, collections, and services developed by employees and delivered to residents is affirmed, valued, and will be prioritized over those delivered by artificial resources. From checking out materials to offering book recommendations, it is only the Library's humans who will do so with creativity, empathy, and practiced skill.

- b Discussion: Building Envelope Replacement Project
- c Action: Resolution 2026-02 Site and Building Levy



**Resolution No. 2026-02**

**A RESOLUTION OF THE LIBRARY BOARD OF LIBRARY TRUSTEES PROVIDING FOR A LEVY FOR THE PUBLIC LIBRARY SITE AND BUILDING FUND**

**WHEREAS** the Illinois Local Library Act provides for the levy of an additional tax of .02% of the value of all taxable property for the purchase of sites and buildings, for the construction and equipment of buildings, for the rental of buildings required for library purposes, and for maintenance, repairs and alterations of library buildings and equipment (75 ILCS 5/3-4), now, therefore,

**BE IT RESOLVED** by the President and Board of Library Trustees of the Village of Brookfield, Cook County, Illinois as follows:

Section 1. That the Board of Trustees of the Village of Brookfield be directed to adopt a resolution calling for an additional levy of a .02% Public Library Site and Building Fund to be appropriated and levied in the amount of \$108,000.00 and within 15 days after the adoption of the resolution publish it at least once in one or more newspapers with a general circulation within the Village of Brookfield.

Section 2. **BE IT FURTHER RESOLVED**, that the Secretary is hereby directed to file a certified copy of this resolution with the President and Board of Trustees of the Village of Brookfield.

**ADOPTED** this 24th day of June 2026, pursuant to a roll call as follows:

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

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

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

Approved by me this 24th day of June, 2026

\_\_\_\_\_  
Jennifer Paliatka, President

ATTEST:

\_\_\_\_\_  
Linda Kampschroeder, Secretary

d Action: Monthly Bills



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<b>WARRANT - June 24, 2026</b>			
<b>Payroll 6/5/26</b>		<b>\$ 42,913.22</b>	<b>Actual</b>
<b>Payroll 6/19/26</b>		<b>\$ 40,865.27</b>	<b>Actual</b>
<b>Unpaid bills (List below)</b>		<b>\$ 377,248.28</b>	
<b>TOTAL DISBURSEMENTS</b>		<b>\$ 461,026.77</b>	

*\*Payroll figures include all payroll liabilities/expenses (Federal & State tax payments, etc.)*

<b>June 24, 2026 - LIST OF BILLS</b>				
Payee/Vendor	Check Number	Expense Account	Date	Amount Paid
Absolute Fire Protection Inc.	20035	Materials	6.24.26	512.00
AFLAC	20036	AFLAC	6.24.26	34.08
Alternative Energy Solutions, Ltd	20037	Generator	6.24.26	1,464.00
AMAZON	20038	Materials	6.24.26	3,589.63
Ameriscan Designs, Inc.	20039	Bldg Repair	6.24.26	1,890.00
B & B Networks	20040	Phone	6.24.26	180.50
Bayscan Technologies	20041	Materials	6.24.26	186.00
Beary Landscape Management	20042	Landscaping	6.24.26	1,043.97
Blackstone Publishing	20043	Materials	6.24.26	131.59
Case Lots, Inc.	20044	Bldg Supplies	6.24.26	155.70
Center Point Large Print	20045	Materials	6.24.26	49.14
Comcast	20046	Internet	6.24.26	930.00
Samantha Concklin	20047	Presenter	6.24.26	30.00
Costco	20048	Office	6.24.26	130.00
Dancing Cranes Yoga	20049	Presenter	6.24.26	195.00
EBSCO Information Services	20050	Materials	6.24.26	8.80
Gale/CENGAGE Learning	20051	Materials	6.24.26	32.80
Athziry Gallegos	20052	Reimbursement	6.24.26	46.40
Robert Girardi	20053	Presenter	6.24.26	200.00
Hometowns to Hollywood, LLC	20054	Presenter	6.24.26	400.00
HR Source	20055	Office	6.24.26	1,385.00
IHLS-OCLC	20056	OCLC	6.24.26	5.26
Incrediblebats, Inc.	20057	Presenter	6.24.26	400.00
Independent Construction Services	20058	Owners Rep	6.24.26	1,921.25

Payee/Vendor	Check Number	Expense Account	Date	Amount Paid
Ingram Library Services	20059	Materials	6.24.26	4,809.81
Kanopy, Inc.	20060	Materials	6.24.26	187.00
Konica Minolta Premier Finance	20061	Copier	6.24.26	684.57
LaGrange Park Ace Hardward	20062	Bldg Supplies	6.24.26	151.45
LIMRiCC - PHIP	20063	PHIP	6.24.26	18,604.84
LinkedIn	20064	Database	6.24.26	4,500.00
Midwest Tape	20065	Hoopla	6.24.26	3,235.05
Minuteman Press of Lyons	20066	Signs	6.24.26	63.00
Marianne Mohrhusen	20067	Presenter	6.24.26	150.00
Marianne Mohrhusen	20068	Presenter	6.24.26	150.00
Quadient	20069	Postage Machine	6.24.26	278.97
Quill.com	20070	Office	6.24.26	\$ 351.90
RAILS	20071	Qtrly	6.24.26	\$ 6,135.29
Riverside Plumbing & Heating	20072	Building	6.24.26	\$ 195.00
ServiceMaster Commercial Cleaning	20073	Cleaning	6.24.26	\$ 3,894.00
Smithreen Pest Mgmt	20074	Bug Guy	6.24.26	\$ 100.00
The Library Store	20075	Materials	6.24.26	\$ 151.48
Thunder Moon Studio Inc.	20076	Presenter	6.24.26	\$ 50.00
Thunder Moon Studio Inc.	20077	Presenter	6.24.26	\$ 100.00
TK Elevator Company	20078	Annual Elevator	6.24.26	\$ 5,043.13
Today's Business Solutions, Inc.	20079	Materials	6.24.26	\$ 995.00
Triangle Environmental	20080	HVAC	6.24.26	\$ 1,877.23
ULINE	20081	Bldg Supply	6.24.26	\$ 75.42
Unique Management Services, Inc.	20082	Collections	6.24.26	\$ 49.25
United States Postal Service (METER)	20083	Postage Meter	6.24.26	\$ 500.00
Village of Brookfield	20084	IMRF	6.24.26	\$ 7,532.57
Visa	20085	Credit Card	6.24.26	\$ 3,739.15
Ward Contracting & Building Restorati	20086	Bldg Repair	6.24.26	\$ 282,354.30
Wiss, Janney, Elstner Associates, Inc	20087	Bldg Repair	6.24.26	\$ 9,831.25
Creative IT Consulting, LLC	20088	Computer & IT	6.24.26	\$ 6,537.50
	<b>Total</b>			<b>\$ 377,248.28</b>

10. **Final Public Forum**

Visitors who wish to address the Board at this time are asked to introduce themselves. This item on the agenda will take no more than 15 minutes. The President of the Board will divide this 15-minute segment by the number of persons who have requested to speak to the Board to determine the amount of time allotted to each person. The President will then call on those people one at a time to stand and address the Board for no more than the allotted time.

11. **Announcements**

12. **Adjournment**