



Wednesday, September 23, 2026
Board of Trustees Meeting - 6:30 PM Meeting Room 2

1. **Call to order and roll call**
2. **Approval of agenda**
3. **Consent agenda**
 - a Agenda approval
 - b Consent agenda approval
 - c Regular Minutes of the August 26, 2026 Board of Trustees Meeting

**Journal of the Proceedings of a
REGULAR LIBRARY BOARD OF TRUSTEES MEETING
August 26, 2026**

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

Members Present: Library Board Secretary Kampschroeder, Trustees Mihelic, Weglarz, DeJonghe and Jakubiak

Members Absent: Library Board President Paliatka and Trustee Parker

Others Present: Executive Director Kimberly Coughran, Administrative Assistant Fran Portillo, Owner's Representative Dan Eallonardo, Foundation President Steve Berthel and Sue Berthel

CALL TO ORDER

With President Paliatka and Vice President Parker absent, Secretary Kampschroeder requested Treasurer Mihelic to lead the meeting.

APPROVAL OF AGENDA

Motion by Trustee DeJonghe seconded by Trustee Kampschroeder to approve the agenda of the regular Library Board of Trustees Meeting of August 26, 2026.

CONSENT AGENDA

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

Motion by Trustee Weglarz and seconded by Trustee DeJonghe to approve the consent agenda of the regular Library Board of Trustees Meeting of August 26, 2026. Ayes: Trustees Kampschroeder, Mihelic, Weglarz, DeJonghe and Jakubiak. Nay: None. Absent: President Paliatka, Trustee Parker.

COMMUNICATIONS AND CORRESPONDENCE

COMMENTS OF VISITORS

Director Coughran introduced Steve and Sue Berthel to Trustees.

LIAISON REPORTS

Director Coughran mentioned the mum sale has been cancelled, however the book sale will still be held September 11, 12 and 13th.

PRESIDENT'S REPORT

President Paliatka was absent.

DIRECTOR'S REPORT

Director Coughran mentioned the Library hosted SteamFest on Saturday, August 22 which had great success.

NEW BUSINESS

Discussion and Action: Building Envelope Replacement Project and Change Order

Owners Representative Dan Eallonardo discussed the revised timeline to the Board as a result of a delay with necessary testing. He also reviewed the change order and retention balance. Motion by Trustee Jakubiak to seconded by Trustee Weglarz to approve change order #3 in the amount of \$7,689.00. Ayes: Trustees Kampschroeder, Mihelic, Weglarz, DeJonghe and Jakubiak. Nay: None. Absent: President Paliatka and Trustee Parker.

Discussion: Library Strategic Plan

Director Coughran reviewed the eighteen-month process involved in the last strategic planning project and recommended the current plan to simply be reviewed and edited.

Discussion: Director Evaluation Tool

This item was tabled.

Action: Finance Committee – Monthly Bills

Motion by Trustee Kampschroeder and seconded by Trustee Jakubiak to approve the warrant dated August 26, 2026 in The amount of \$310,157.98. Ayes: Trustees Kampschroeder, Mihelic, Weglarz, DeJonghe and Jakubiak. Nay: None. Absent: President Paliatka and Trustee Parker.

Discussion: Budget Meeting Date

Director Coughran requested two possible for the upcoming Committee of the Whole budget meeting. Trustees selected September 17th at 6:30 p.m. or September 19th at 10:30 a.m.

ANNOUNCEMENTS

The teen film camp finale will take place Saturday, August 29th at 7 p.m. at the Library, meeting room 1& 2.

FINAL PUBLIC FORUM

None.

ADJOURNMENT

Motion by Trustee DeJonghe and seconded by Trustee Kampschroeder to adjourn the Regular Library Board meeting of August 26, 2026 at 7:10 p.m.

Linda Kampschroeder
Secretary
Board of Trustees
LSF Brookfield Library

**Journal of the Proceedings of a
COMMITTEE OF THE WHOLE MEETING
September 17, 2026**

CALL TO ORDER

Library Board President Jennifer Paliatka called the Committee of the Whole meeting to order at 6:34p.m. Upon roll call a quorum was determined.

Members Present: Board President Paliatka, Trustees Mihelic, Kampschroeder, Parker, Weglarz and DeJonghe

Members Absent: Jakubiak

Others Present: Executive Library Director Coughran

DISCUSSION: FY2027 Working Budget

Director Coughran led Trustees in a review and discussion of the draft FY2027 budget and budget narrative with an emphasis on the Library's funding. She highlighted issues and changes for the coming year and answered questions from the Board.

ADJOURNMENT

Motion by President Paliatka and seconded by Trustee Mihelic to adjourn the Committee of the Whole meeting of September 17, 2026 at 7:54 p.m.

Linda Kampschroeder
Secretary
LSF Brookfield Library
Board of Trustees

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

FY2026 is 66.67% Complete	Building and Site				FICA				General Operating Fund			
	Jan - Aug 26	Budget	\$ Over Budget	% of Budget	Jan - Aug 26	Budget	\$ Over Budget	% of Budget	Jan - Aug 26	Budget	\$ Over Budget	% of Budget
Income												
4010 · Property Taxes	126,766.86	92,000.00	34,766.86	137.79%	138,692.64	90,000.00	48,692.64	154.1%	2,529,056.73	2,300,000.00	229,056.73	109.96%
4020 · Replacement Tax	0.00				0.00				19,121.17	20,000.00	-878.83	95.61%
4030 · Grants	0.00				0.00				33,109.20	23,000.00	10,109.20	143.95%
4035 · Other Grants	0.00				0.00				14,358.00			
4040 · Fees and Fines	0.00				0.00				2,413.87			
4050 · Gifts and Memorials	0.00				0.00				11,649.00			
4060 · Library Fund Interest												
4061 · General Fund Interest	0.00				0.00				76,875.49	25,000.00	51,875.49	307.5%
4062 · Special Reserve Interest	0.00				0.00				0.00			
Total 4060 · Library Fund Interest	0.00				0.00				76,875.49	25,000.00	51,875.49	307.5%
4070 · Miscellaneous Income	0.00				0.00				997.99			
Total Income	126,766.86	92,000.00	34,766.86	137.79%	138,692.64	90,000.00	48,692.64	154.1%	2,687,581.45	2,368,000.00	319,581.45	113.5%
Gross Profit	126,766.86	92,000.00	34,766.86	137.79%	138,692.64	90,000.00	48,692.64	154.1%	2,687,581.45	2,368,000.00	319,581.45	113.5%
Expense												
4051 · Gift and Memorial Expenditures	0.00				0.00				460.13			
5000 · Personnel												
5010 · Salaries-Operating Regular	0.00				0.00				558,990.22	858,115.70	-299,125.48	65.14%
5020 · Salaries-Part Time	0.00				0.00				176,909.75	320,581.21	-143,671.46	55.18%
5030 · Medical Insurance	0.00				0.00				130,324.15	206,112.60	-75,788.45	63.23%
5040 · IMRF	0.00				0.00				0.00			
5050 · FICA	0.00				54,330.94	90,170.31	-35,839.37	60.25%	0.00			
5051 · IL Unemployment	0.00				0.00				1,244.00	3,346.20	-2,102.20	37.18%
5052 · Personnel Contingency	0.00				0.00				150.00	2,000.00	-1,850.00	7.5%
Total 5000 · Personnel	0.00				54,330.94	90,170.31	-35,839.37	60.25%	867,618.12	1,390,155.71	-522,537.59	62.41%
5560 · Payroll Expenses	0.00				0.00				3,562.19	6,200.00	-2,637.81	57.46%
6000 · Materials												
6010 · Books												
6011 · Adult Non Fiction	0.00				0.00				7,519.55	23,000.00	-15,480.45	32.69%
6012 · Adult Fiction	0.00				0.00				13,361.97	26,000.00	-12,638.03	51.39%
6013 · Lucky Day	0.00				0.00				2,980.47	12,000.00	-9,019.53	24.84%
6014 · Youth Fiction	0.00				0.00				9,697.09	15,500.00	-5,802.91	62.56%
6015 · Youth Non Fiction	0.00				0.00				3,574.22	10,500.00	-6,925.78	34.04%

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

FY2026 is 66.67% Complete	Building and Site				FICA				General Operating Fund			
	Jan - Aug 26	Budget	\$ Over Budget	% of Budget	Jan - Aug 26	Budget	\$ Over Budget	% of Budget	Jan - Aug 26	Budget	\$ Over Budget	% of Budget
6016 · Young Adult Fiction	0.00				0.00				2,671.22	4,000.00	-1,328.78	66.78%
6017 · Young Adult Non Fiction	0.00				0.00				878.73	3,000.00	-2,121.27	29.29%
Total 6010 · Books	0.00				0.00				40,683.25	94,000.00	-53,316.75	43.28%
6020 · Periodicals	0.00				0.00				9,501.90	11,000.00	-1,498.10	86.38%
6030 · Audiovisual Materials												
6031 · Adult & Teen Audio Recordings	0.00				0.00				1,000.37	4,000.00	-2,999.63	25.01%
6032 · Adult & Teen Videorecordings	0.00				0.00				1,891.26	10,000.00	-8,108.74	18.91%
6034 · Youth Audio Recordings	0.00				0.00				599.12	2,000.00	-1,400.88	29.96%
6035 · Youth Videorecordings	0.00				0.00				447.87	3,200.00	-2,752.13	14.0%
6036 · Youth Music CDs	0.00				0.00				0.00	100.00	-100.00	0.0%
6037 · Youth Video Games	0.00				0.00				700.85	3,000.00	-2,299.15	23.36%
6038 · Adult & Teen Video Games	0.00				0.00				811.41	2,500.00	-1,688.59	32.46%
Total 6030 · Audiovisual Materials	0.00				0.00				5,450.88	24,800.00	-19,349.12	21.98%
6040 · Electronic Databases												
6041 · Databases - Adult	0.00				0.00				34,260.24	56,000.00	-21,739.76	61.18%
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%
6046 · Digital Products & Services AS												
6046a · Digital Content Adult & Teen	0.00				0.00				44,662.97	70,000.00	-25,337.03	63.8%
6046b · Digital Devices Adult & Teen	0.00				0.00				7,560.00	14,000.00	-6,440.00	54.0%
Total 6046 · Digital Products & Services	0.00				0.00				52,222.97	84,000.00	-31,777.03	62.17%
6048 · Website Construction	0.00				0.00				808.74	7,000.00	-6,191.26	11.55%
6049 · Shared Digital Content - til207	0.00				0.00				2,911.35	18,000.00	-15,088.65	16.17%
Total 6040 · Electronic Databases	0.00				0.00				92,411.65	175,500.00	-83,088.35	52.66%
6060 · Per Capita Grant Purchases												
6061 - Grant Expenses Other	0.00				0.00				8,896.54			
6060 · Per Capita Grant Purchases - Oth	0.00				0.00				8,547.24			
Total 6060 · Per Capita Grant Purchases	0.00				0.00				17,443.78			
Total 6000 · Materials	0.00				0.00				165,491.46	305,300.00	-139,808.54	54.21%
6999 · Uncategorized Expenses	0.00				0.00				9,648.34			
7000 · Services and Supplies												
7010 · Professional Associations	0.00				0.00				2,620.00	6,000.00	-3,380.00	43.67%
7020 · Co-Worker Services	0.00				0.00				1,831.95	8,100.00	-6,268.05	22.62%

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7030 · Continuing Education												
7032 · Staff Education	0.00				0.00				11,752.63	17,350.00	-5,597.37	67.74%
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%
Total 7030 · Continuing Education	0.00				0.00				11,892.63	21,850.00	-9,957.37	54.43%
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				8,000.00	8,000.00	0.00	100.0%
7043 · Financial Consultant	0.00				0.00				1,452.46	3,500.00	-2,047.54	41.5%
7046 · Employee Benefit Mgmt Fees	0.00				0.00				608.58	4,700.00	-4,091.42	12.95%
7040 · Professional Sevices - Other	0.00				0.00				0.00	0.00	0.00	0.0%
Total 7040 · Professional Sevices	0.00				0.00				10,061.04	23,200.00	-13,138.96	43.37%
7050 · Insurance-General	0.00				0.00				25,208.00	31,250.00	-6,042.00	80.67%
7060 · Maintenance-Office Equipment	0.00				0.00				68,897.70	110,500.00	-41,602.30	62.35%
7070 · Printing and Publications	0.00				0.00				9,725.00	23,000.00	-13,275.00	42.28%
7080 · Telephone and Internet	0.00				0.00				9,352.49	16,500.00	-7,147.51	56.68%
7090 · Office Supplies	0.00				0.00				2,855.84	6,800.00	-3,944.16	42.0%
7091 · Tech Services - Equipment	0.00				0.00				0.00	850.00	-850.00	0.0%
7092P · Technical Services Processing	0.00				0.00				610.83	4,500.00	-3,889.17	13.57%
7092S · Technical Services Supplies	0.00				0.00				2,555.06	6,500.00	-3,944.94	39.31%
7093 · Circ Services Supplies	0.00				0.00				1,060.44	5,500.00	-4,439.56	19.28%
7094 · Recip Borrowing Svcs/Billing	0.00				0.00				-86.79	1,700.00	-1,786.79	-5.11%
7100 · Postage	0.00				0.00				8,473.34	10,500.00	-2,026.66	80.7%
7110 · Programming												
7112 · Adult Programming	0.00				0.00				7,585.68	11,500.00	-3,914.32	65.96%
7114 · Youth Programming	0.00				0.00				10,124.51	16,500.00	-6,375.49	61.36%
7115 · Maker Studio Classes & Events	0.00				0.00				2,299.40	3,000.00	-700.60	76.65%
7116 · Young Adult Programming	0.00				0.00				4,565.63	5,000.00	-434.37	91.31%
7118 · Movie Licensing	0.00				0.00				448.00	550.00	-102.00	81.46%
Total 7110 · Programming	0.00				0.00				25,023.22	36,550.00	-11,526.78	68.46%
7120 · Outreach & Engagement (PR)	0.00				0.00				8,667.92	19,000.00	-10,332.08	45.62%
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%

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January - August 2026

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7000 · Services and Supplies - Other	0.00				0.00				0.00	1,000.00	-1,000.00	0.0%
Total 7000 · Services and Supplies	0.00				0.00				189,290.82	335,300.00	-146,009.18	56.45%
8000 · Capital Expenses												
8010 · Computers												
8012 · Hardware	0.00				0.00				9,432.45	28,000.00	-18,567.55	33.69%
8014 · Software	0.00				0.00				5,643.56	27,650.00	-22,006.44	20.41%
8016 · Computers - Other	0.00				0.00				0.00	2,000.00	-2,000.00	0.0%
Total 8010 · Computers	0.00				0.00				15,076.01	57,650.00	-42,573.99	26.15%
8020 · Photocopiers	-919.10				0.00				2,312.64	7,000.00	-4,687.36	33.04%
8025 · Janitorial	0.00				0.00				27,258.00	49,000.00	-21,742.00	55.63%
8030 · Maintenance-Building	27,918.18	79,875.00	-51,956.82	34.95%	0.00				17,995.64			
8050 · Other Capital Projects	8,195.42				0.00				570.00	119,650.00	-119,080.00	0.48%
Total 8000 · Capital Expenses	35,194.50	79,875.00	-44,680.50	44.06%	0.00				63,212.29	233,300.00	-170,087.71	27.1%
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			
Total Expense	35,194.50	79,875.00	-44,680.50	44.06%	54,330.94	90,170.31	-35,839.37	60.25%	1,347,365.85	2,615,009.71	-1,267,643.86	51.52%
Net Income	91,572.36	12,125.00	79,447.36	755.24%	84,361.70	-170.31	84,532.01	-49,534.2%	1,340,215.60	-247,009.71	1,587,225.31	-542.58%

LSF Brookfield Library
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January - August 2026

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Income												
4010 · Property Taxes	22,136.31	26,000.00	-3,863.69	85.14%	0.00				2,816,652.54	2,508,000.00	308,652.54	112.31%
4020 · Replacement Tax	0.00				0.00				19,121.17	20,000.00	-878.83	95.61%
4030 · Grants	0.00				0.00				33,109.20	23,000.00	10,109.20	143.95%
4035 · Other Grants	0.00				0.00				14,358.00	0.00	14,358.00	100.0%
4040 · Fees and Fines	0.00				0.00				2,413.87	0.00	2,413.87	100.0%
4050 · Gifts and Memorials	0.00				0.00				11,649.00	0.00	11,649.00	100.0%
4060 · Library Fund Interest												
4061 · General Fund Interest	0.00				0.00				76,875.49	25,000.00	51,875.49	307.5%
4062 · Special Reserve Interest	0.00				45,006.16	45,000.00	6.16	100.01%	45,006.16	45,000.00	6.16	100.01%
Total 4060 · Library Fund Interest	0.00				45,006.16	45,000.00	6.16	100.01%	121,881.65	70,000.00	51,881.65	174.12%
4070 · Miscellaneous Income	0.00				25,000.00				25,997.99	0.00	25,997.99	100.0%
Total Income	22,136.31	26,000.00	-3,863.69	85.14%	70,006.16	45,000.00	25,006.16	155.57%	3,045,183.42	2,621,000.00	424,183.42	116.18%
Gross Profit	22,136.31	26,000.00	-3,863.69	85.14%	70,006.16	45,000.00	25,006.16	155.57%	3,045,183.42	2,621,000.00	424,183.42	116.18%
Expense												
4051 · Gift and Memorial Expenditures	0.00				0.00				460.13	0.00	460.13	100.0%
5000 · Personnel												
5010 · Salaries-Operating Regular	0.00				0.00				558,990.22	858,115.70	-299,125.48	65.14%
5020 · Salaries-Part Time	0.00				0.00				176,909.75	320,581.21	-143,671.46	55.18%
5030 · Medical Insurance	0.00				0.00				130,324.15	206,112.60	-75,788.45	63.23%
5040 · IMRF	17,339.86	29,194.10	-11,854.24	59.4%	0.00				17,339.86	29,194.10	-11,854.24	59.4%
5050 · FICA	0.00				0.00				54,330.94	90,170.31	-35,839.37	60.25%
5051 · IL Unemployment	0.00				0.00				1,244.00	3,346.20	-2,102.20	37.18%
5052 · Personnel Contingency	0.00				0.00				150.00	2,000.00	-1,850.00	7.5%
Total 5000 · Personnel	17,339.86	29,194.10	-11,854.24	59.4%	0.00				939,288.92	1,509,520.12	-570,231.20	62.22%
5560 · Payroll Expenses	0.00				0.00				3,562.19	6,200.00	-2,637.81	57.46%
6000 · Materials												
6010 · Books												
6011 · Adult Non Fiction	0.00				0.00				7,519.55	23,000.00	-15,480.45	32.69%
6012 · Adult Fiction	0.00				0.00				13,361.97	26,000.00	-12,638.03	51.39%
6013 · Lucky Day	0.00				0.00				2,980.47	12,000.00	-9,019.53	24.84%
6014 · Youth Fiction	0.00				0.00				9,697.09	15,500.00	-5,802.91	62.56%
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6017 · Young Adult Non Fiction	0.00				0.00				878.73	3,000.00	-2,121.27	29.29%
Total 6010 · Books	0.00				0.00				40,683.25	94,000.00	-53,316.75	43.28%
6020 · Periodicals	0.00				0.00				9,501.90	11,000.00	-1,498.10	86.38%
6030 · Audiovisual Materials												
6031 · Adult & Teen Audio Recordings	0.00				0.00				1,000.37	4,000.00	-2,999.63	25.01%
6032 · Adult & Teen Videorecordings	0.00				0.00				1,891.26	10,000.00	-8,108.74	18.91%
6034 · Youth Audio Recordings	0.00				0.00				599.12	2,000.00	-1,400.88	29.96%
6035 · Youth Videorecordings	0.00				0.00				447.87	3,200.00	-2,752.13	14.0%
6036 · Youth Music CDs	0.00				0.00				0.00	100.00	-100.00	0.0%
6037 · Youth Video Games	0.00				0.00				700.85	3,000.00	-2,299.15	23.36%
6038 · Adult & Teen Video Games	0.00				0.00				811.41	2,500.00	-1,688.59	32.46%
Total 6030 · Audiovisual Materials	0.00				0.00				5,450.88	24,800.00	-19,349.12	21.98%
6040 · Electronic Databases												
6041 · Databases - Adult	0.00				0.00				34,260.24	56,000.00	-21,739.76	61.18%
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%
6046 · Digital Products & Services AS												
6046a · Digital Content Adult & Teen	0.00				0.00				44,662.97	70,000.00	-25,337.03	63.8%
6046b · Digital Devices Adult & Teen	0.00				0.00				7,560.00	14,000.00	-6,440.00	54.0%
Total 6046 · Digital Products & Services	0.00				0.00				52,222.97	84,000.00	-31,777.03	62.17%
6048 · Website Construction	0.00				0.00				808.74	7,000.00	-6,191.26	11.55%
6049 · Shared Digital Content - til207	0.00				0.00				2,911.35	18,000.00	-15,088.65	16.17%
Total 6040 · Electronic Databases	0.00				0.00				92,411.65	175,500.00	-83,088.35	52.66%
6060 · Per Capita Grant Purchases												
6061 - Grant Expenses Other	0.00				0.00				8,896.54	0.00	8,896.54	100.0%
6060 · Per Capita Grant Purchases - Oth	0.00				0.00				8,547.24	0.00	8,547.24	100.0%
Total 6060 · Per Capita Grant Purchases	0.00				0.00				17,443.78	0.00	17,443.78	100.0%
Total 6000 · Materials	0.00				0.00				165,491.46	305,300.00	-139,808.54	54.21%
6999 · Uncategorized Expenses	0.00				0.00				9,648.34	0.00	9,648.34	100.0%
7000 · Services and Supplies												
7010 · Professional Associations	0.00				0.00				2,620.00	6,000.00	-3,380.00	43.67%
7020 · Co-Worker Services	0.00				0.00				1,831.95	8,100.00	-6,268.05	22.62%

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

FY2026 is 66.67% Complete	IMRF				Special Reserve				TOTAL			
	Jan - Aug 26	Budget	\$ Over Budget	% of Budget	Jan - Aug 26	Budget	\$ Over Budget	% of Budget	Jan - Aug 26	Budget	\$ Over Budget	% of Budget
7030 · Continuing Education												
7032 · Staff Education	0.00				0.00				11,752.63	17,350.00	-5,597.37	67.74%
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%
Total 7030 · Continuing Education	0.00				0.00				11,892.63	21,850.00	-9,957.37	54.43%
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				8,000.00	8,000.00	0.00	100.0%
7043 · Financial Consultant	0.00				0.00				1,452.46	3,500.00	-2,047.54	41.5%
7046 · Employee Benefit Mgmt Fees	0.00				0.00				608.58	4,700.00	-4,091.42	12.95%
7040 · Professional Sevices - Other	0.00				0.00				0.00	0.00	0.00	0.0%
Total 7040 · Professional Sevices	0.00				900.00				10,961.04	23,200.00	-12,238.96	47.25%
7050 · Insurance-General	0.00				0.00				25,208.00	31,250.00	-6,042.00	80.67%
7060 · Maintenance-Office Equipment	0.00				0.00				68,897.70	110,500.00	-41,602.30	62.35%
7070 · Printing and Publications	0.00				0.00				9,725.00	23,000.00	-13,275.00	42.28%
7080 · Telephone and Internet	0.00				0.00				9,352.49	16,500.00	-7,147.51	56.68%
7090 · Office Supplies	0.00				0.00				2,855.84	6,800.00	-3,944.16	42.0%
7091 · Tech Services - Equipment	0.00				0.00				0.00	850.00	-850.00	0.0%
7092P · Technical Services Processing	0.00				0.00				610.83	4,500.00	-3,889.17	13.57%
7092S · Technical Services Supplies	0.00				0.00				2,555.06	6,500.00	-3,944.94	39.31%
7093 · Circ Services Supplies	0.00				0.00				1,060.44	5,500.00	-4,439.56	19.28%
7094 · Recip Borrowing Svcs/Billing	0.00				0.00				-86.79	1,700.00	-1,786.79	-5.11%
7100 · Postage	0.00				0.00				8,473.34	10,500.00	-2,026.66	80.7%
7110 · Programming												
7112 · Adult Programming	0.00				0.00				7,585.68	11,500.00	-3,914.32	65.96%
7114 · Youth Programming	0.00				0.00				10,124.51	16,500.00	-6,375.49	61.36%
7115 · Maker Studio Classes & Events	0.00				0.00				2,299.40	3,000.00	-700.60	76.65%
7116 · Young Adult Programming	0.00				0.00				4,565.63	5,000.00	-434.37	91.31%
7118 · Movie Licensing	0.00				0.00				448.00	550.00	-102.00	81.46%
Total 7110 · Programming	0.00				0.00				25,023.22	36,550.00	-11,526.78	68.46%
7120 · Outreach & Engagement (PR)	0.00				0.00				8,667.92	19,000.00	-10,332.08	45.62%
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%

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

FY2026 is 66.67% Complete	IMRF				Special Reserve				TOTAL			
	Jan - Aug 26	Budget	\$ Over Budget	% of Budget	Jan - Aug 26	Budget	\$ Over Budget	% of Budget	Jan - Aug 26	Budget	\$ Over Budget	% of Budget
7000 · Services and Supplies - Other	0.00				0.00				0.00	1,000.00	-1,000.00	0.0%
Total 7000 · Services and Supplies	0.00				900.00				190,190.82	335,300.00	-145,109.18	56.72%
8000 · Capital Expenses												
8010 · Computers												
8012 · Hardware	0.00				0.00				9,432.45	28,000.00	-18,567.55	33.69%
8014 · Software	0.00				0.00				5,643.56	27,650.00	-22,006.44	20.41%
8016 · Computers - Other	0.00				0.00				0.00	2,000.00	-2,000.00	0.0%
Total 8010 · Computers	0.00				0.00				15,076.01	57,650.00	-42,573.99	26.15%
8020 · Photocopiers	0.00				0.00				1,393.54	7,000.00	-5,606.46	19.91%
8025 · Janitorial	0.00				0.00				27,258.00	49,000.00	-21,742.00	55.63%
8030 · Maintenance-Building	0.00				0.00				45,913.82	79,875.00	-33,961.18	57.48%
8050 · Other Capital Projects	0.00				718.36				9,483.78	119,650.00	-110,166.22	7.93%
Total 8000 · Capital Expenses	0.00				718.36				99,125.15	313,175.00	-214,049.85	31.65%
9000 · Debt Service	0.00				0.00				47,909.66	344,754.00	-296,844.34	13.9%
9100 · Capital Expenditures (SR)	0.00				600,951.87	1,765,000.00	-1,164,048.13	34.05%	601,124.71	1,765,000.00	-1,163,875.29	34.06%
Total Expense	17,339.86	29,194.10	-11,854.24	59.4%	602,570.23	1,765,000.00	-1,162,429.77	34.14%	2,056,801.38	4,579,249.12	-2,522,447.74	44.92%
Net Income	4,796.45	-3,194.10	7,990.55	-150.17%	-532,564.07	-1,720,000.00	1,187,435.93	30.96%	988,382.04	-1,958,249.12	2,946,631.16	-50.47%

LSF Brookfield Library
Balance Sheet
As of August 31, 2026

	Aug 31, 26	Aug 31, 25
ASSETS		
Current Assets		
Checking/Savings		
1010 · First Natl Bank of Brookfield	55,935.05	-8,235.18
1045 · FNBB MONEY MARKET	3,210,873.20	2,824,498.75
1055 · FNBB HOME TOWN CHOICE SAVINGS	21,313.95	21,313.95
1056 · Illinois Trust Client Services	776,537.30	458,343.31
1056AA · ITCS - CD - Solera Nat'l Bank 2	243,026.76	0.00
1056BB · ITCS - CD - West Pointe Bank	245,010.76	0.00
1056CC · ITCS - CD - Financial Federal	245,010.76	0.00
1056P · ITCS - CD - Bank of China NY	0.00	247,730.19
1056Q · ITCS - CD - First State Bank	0.00	247,500.23
1056R · ITCS - CD - Firstbank Southwest	0.00	247,420.68
1056S · ITCS - CD - Solera Nat'l Bank	0.00	242,190.16
1056T · ITCS - CD - Mission Nat'l Bank2	0.00	242,190.16
1056Z · ITCS - CD - Cfg Comm Bank, MD	242,982.58	0.00
1060 · FNBB - Imprest Account	660.21	447.58
Total Checking/Savings	5,041,350.57	4,523,399.83
Accounts Receivable		
1200 · Accounts Receivable	7,585.06	7,585.06
Total Accounts Receivable	7,585.06	7,585.06
Other Current Assets		
1202 · Replacement tax receivable	5,059.96	5,059.96
1255 · Due to General Fund from Bldg	-0.06	-0.06
1260 · Taxes receivable - SS Fund	79,704.00	79,704.00
1270 · Taxes Receivable - IMRF Fund	13,794.00	13,794.00
1280 · Taxes Receivable - Site Fund	-2,968.00	-2,968.00
1290 · Taxes Receivable - Library Fund	2,099,353.00	2,099,353.00
1500 · Prepaid Expenditures	-0.06	-0.06
Total Other Current Assets	2,194,942.84	2,194,942.84
Total Current Assets	7,243,878.47	6,725,927.73
TOTAL ASSETS	7,243,878.47	6,725,927.73
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	-29,896.21	-14,165.17
Total Accounts Payable	-29,896.21	-14,165.17

LSF Brookfield Library
Balance Sheet
As of August 31, 2026

	Aug 31, 26	Aug 31, 25
Credit Cards		
VISA - FNBB	420.00	420.00
Total Credit Cards	420.00	420.00
Other Current Liabilities		
2006 · Additional Accounts Payable	7,247.31	7,247.31
2100 · Payroll Liabilities		
2101 · IMRF Payroll Liabilities	40,822.42	35,499.77
2102 · Mission Square Payroll Liab	-25,628.77	-16,431.42
2103 · EBC Payroll Liabilities	-71,302.60	-43,779.52
2104 · LIMRiCC Payroll Liabilities	18,348.68	18,348.68
2105 · AFLAC Payroll Liabilities	-2,400.19	-1,940.11
2106 · HSA / Avadia	-7,791.52	-7,791.52
2107 · Bankruptcy	-5,175.00	-5,175.00
2108 · NCSPERS	-885.60	-649.44
2100 · Payroll Liabilities - Other	37,257.70	8,161.19
Total 2100 · Payroll Liabilities	-16,754.88	-13,757.37
2111 · Accrued Payroll	476,420.00	476,420.00
2112 · Accrued Compensated Absences	529,011.00	529,011.00
2120 · Deferred Rev. - SS Fund	83,000.00	83,000.00
2130 · Deferred Rev. - IMRF Fund	14,000.00	14,000.00
2140 · Deferred Rev. - Site Fund	13,000.00	13,000.00
2150 · Deferred Rev. - Library Fund	2,678,242.00	2,678,242.00
Total Other Current Liabilities	3,784,165.43	3,787,162.94
Total Current Liabilities	3,754,689.22	3,773,417.77
Total Liabilities	3,754,689.22	3,773,417.77
Equity		
3010 · Fund Balance - SS Fund	73,906.00	73,906.00
3020 · Fund Balance - IMRF Fund	130,396.00	130,396.00
3030 · Fund Balance - Site Fund	42,200.00	42,200.00
3040 · Fund Balance - Library Fund	853,394.00	853,394.00
3050 · Fund Balance - Reserve Fund	10,328,973.00	10,328,973.00
3900 · Retained Earnings	-8,929,584.59	-8,439,277.57
Net Income	989,904.84	-37,081.47
Total Equity	3,489,189.25	2,952,509.96
TOTAL LIABILITIES & EQUITY	7,243,878.47	6,725,927.73



Statistics At-A-Glance

August 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.

Circulation	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Adults	4,936	4,914	0%	35,896	38,766	-7%
Teens	397	458	-13%	2,803	3,056	-8%
Children	7,596	6,104	24%	49,021	49,305	-1%
Digital Downloads	6,934	6,280	10%	53,224	50,979	4%
Interlibrary loans	1,275	1,410	-10%	9,517	9,628	-1%
Total	21,138	19,166	10%	150,461	151,734	-1%

Active Cardholders	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Added	71	107	-34%	569	673	-15%
Deleted	9	34	-74%	184	679	-73%
Total	14,193	13,744	3%	14,193	13,744	3%

New Cardholders	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Total	71	107	-34%	569	673	-15%

Visits	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Total	12,473	11,337	10%	97,408	83,477	17%

Notary Transactions	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Total	23	40	-43%	201	238	-16%

Room Use	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Study Rooms	396	392	1%	3,885	3,478	12%
A/V Studio	30	43	-30%	323	311	4%
Maker Studio	14	20	-30%	125	148	-16%
Storytime Room	36	43	-16%	329	361	-9%
Meeting Room 1	32	30	7%	298	261	14%
Meeting Room 2	36	34	6%	247	275	-10%
Meeting Room Combined	15	8	88%	119	87	37%
Total	559	570	-2%	5,326	4,921	8%

Community Outreach	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Staff Outreach Visits	9	6	50%	71	55	51
People Reached	567	41	1,283%	3,752	2,180	72%
Community Visits to the Library	1	0	100%	29	5	480%

People Reached	15	0	100%	159	92	73%
Home Delivery Visits	8	2	300%	65	53	23%

Book Bike Engagement	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Scheduled Book Bike Events	3	8	-63%	10	20	-50%
Attendance	94	296	-68%	238	712	-67%
Book Bike Checkouts	50	36	39%	99	77	29%
Library Card Sign-Ups	6	2	200%	6	3	100%
Impromptu Book Bike Appearances	8	1	700%	18	11	64%
Interactions	104	4	2,500%	205	86	138%
Book Bike Checkouts	33	1	3,200%	79	73	8%
Library Card Sign-Ups	0	0	0%	0	0	0%

Block Party Engagement	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Block Parties	7	3	133%	9	4	125%
Interactions	102	87	17%	118	120	-2%
Book Bike Check Outs	61	18	239%	64	21	205%
Library Card Sign-Ups	1	2	-50%	1	2	-50%

Farmers Market Engagement	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Farmers Market Visits	2	5	-60%	8	13	-38%
Summer Reading Sign Ups	0	0	0%	151	68	122%
Library Card Sign Ups	0	17	-100%	10	45	-78%
Book Bike Check Outs	12	13	-8%	63	68	-7%
Interactions	100	246	-59%	573	777	-26%
Cookbooks Sold	2	5	-60%	4	54	-93%

Outreach & Engagement Total	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Total Outreach Visits	31	22	41%	201	158	27%
Total People Reached	902	624	45%	5,374	4,289	25%
Total Library Card Sign-Ups	7	21	-67%	17	50	-66%
Total Book Bike Check Outs	144	55	162%	242	171	42%

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

SOCIAL MEDIA-Posts	Current FY	Last FY	Change	FYTD	Last FYTD	Change
#Facebook Posts	33	32	3%	246	261	-6%
#BlueSky Posts	22	31	-29%	174	62	181%
#Instagram Posts	29	32	-9%	227	242	-6%
#TikTok Videos	2	3	-33%	12	16	-25%
#YouTube Videos	1	1	0%	10	11	-9%
Constant Contact Emails	1	3	-67%	12	19	-37%

SOCIAL MEDIA-Followers	Current FY	Last FY	Change	FYTD	Last FYTD	Change
#Facebook Followers	3,419	3,214	6%	3,419	3,214	6%
#BlueSky Followers	21	10	110%	21	10	110%
#Instagram Followers	1,890	1,630	16%	1,890	1,630	16%
#TikTok Followers	1,218	944	29%	1,218	944	29%

#YouTube Subscribers	122	97	26%	122	97	26%
Constant Contact email list	4,481	13,190	-66%	54,817	73,620	-26%

SOCIAL MEDIA Engagement	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Facebook Engagement	3,235	1,785	81%	18,175	14,186	28%
BlueSky Engagement	5	11	-55%	50	27	85%
Instagram Engagement	325	398	-18%	3,006	3,411	-12%
TikTok Engagement	5,000	3,463	44%	398,790	13,363	2,884%
YouTube Engagement	272	229	19%	2,952	1,668	77%
Constant Contact	2,394	5,254	-54%	24,225	32,505	-25%

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.

Classes & Events	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Adults	48	43	12%	417	391	7%
Attendance	792	548	45%	5,012	4,348	15%
Teens	14	10	40%	142	82	73%
Attendance	139	152	-9%	1,329	872	52%
Childrens	32	40	-20%	289	341	-15%
Attendance	1,193	1,288	-7%	7,997	7,280	10%
Total Classes & Events	94	93	1%	848	814	4%
Total Attendance	2,124	1,988	7%	14,338	12,500	15%

1-on-1 Appointments	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Total	39	6	550%	208	72	189%

Reference Questions	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Adult Reference	633	556	14%	5,349	5,002	7%
Adult Non-Reference	944	863	9%	8,160	7,126	15%
Youth Reference	199	223	-11%	2,110	2,197	-4%
Youth Non-Reference	359	524	-31%	2,638	3,230	-18%
Circulation	55	44	25%	953	891	0%
Total	2,190	2,210	-1%	19,210	18,446	4%

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	25.00	11	138%	246	62	296%

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

Technology Use	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Public Computer Use	1,523	1,523	0%	9,876	10,099	-2%
WiFi Sessions	4,699	3,728	26%	36,812	34,013	8%
Website Sessions	12,784	9,062	41%	87,648	84,808	3%
Android App Sessions	3,148	1,493	111%	23,148	12,057	92%

IOS (Apple) App Sessions	981	920	7%	7,712	6,831	13%
Printer Usage (Pages)	12,341	11,220	10%	97,942	86,163	14%
Scanner Usage (Sessions)	245	360	-32%	2,508	2,782	-10%
Maker Equipment Reservations	7	10	-30%	46	63	-27%
Online Resource Use - Adult	2,157	3,253	-34%	30,961	28,048	10%
Online Resource Use - Adult (Remote)	322	2,558	-87%	22,000	21,410	3%
Online Resource Use - Youth	7	24	-71%	203	189	7%
Online Resource Use - Youth (Remote)	1	15	-93%	111	60	85%

	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Self-service Checkouts	4,200	4,202	0%	30,892	33,106	-7%

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	2,258	2,239	1%	18,435	18,195	1%
Sent	1,275	1,410	-10%	9,517	9,628	-1%

Volunteer Hours	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Total	58	73	-21%	596	568	5%

Items Added	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Items Added	503	467	8%	4,352	4,515	-4%
Withdrawn	390	2,160	-82%	3,449	5,529	-38%
Collection Total	140,223	139,029	1%	140,223	139,029	1%

Hot Picks Checkouts	Current FY	Last FY	Change	FYTD	Last FYTD	Change
Fiction	125	184	-47%	961	1,347	-40%
Nonfiction	0	25	0	162	107	34%
Total	125	209	-67%	1,123	1,454	-29%

4. **Items removed from the consent agenda (if any)**
5. **Presentations**
 - a The Dark Library
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**

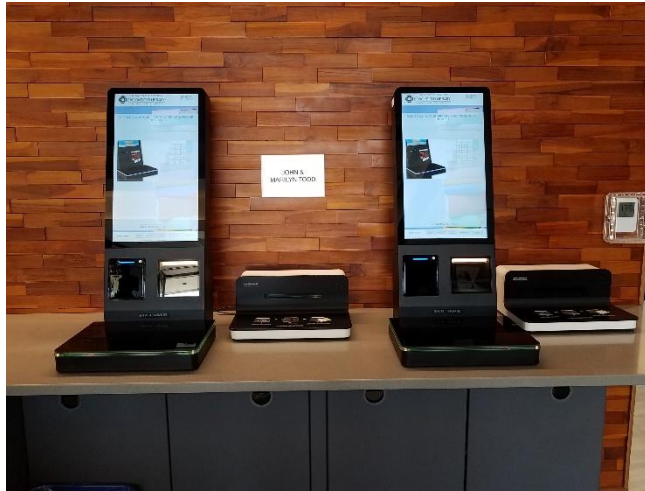
Director's Report

September 2026

Submitted by Kimberly Coughran

Building

► **Self-Check Stations:** With the Library's two self-check units reaching their end of life, we welcomed two brand new Envisionware units on September 11. The replacements are sleek and appreciated by all.



► **Roof Survey:** MacBrady and Associates performed the annual roof survey on August 19. The report resulted in a couple of low severity openings. Please find the results attached to the end of this report.

► **Village Branding Initiative:** Photographers for the Village's ongoing branding initiative visited the Library, as scheduled, on Friday, September 18. The firm took photos of the Library's offerings – both inside and outside – to incorporate in the new branding project.

Financial

As of the end of August, 66.67% of the fiscal year was complete. The Library expended \$2,056,801.38 or 44.92% of the FY2026 budget. A snapshot of expenses:

1. Personnel – the Library expended 62.22%
2. Materials – the Library expended 54.21%
3. Services and Supplies – the Library expended 56.72%
4. Capital Expenses – the Library expended 31.65%
5. Debt Service – the Library expended 13.9%

FY2027 Budget

PERSONNEL

Wages / Changes / Salary Scale

- Trustees will review the salary scale for FY2027 – FY2009. Reviewed every three years, the scale was last updated for FY2024.
- FY2027 cost of living (cola) increases of 3.5% are factored in to full-time and part-time salaries.
- The single staff addition for the fiscal year is that of another part-time (19 hours weekly) Technical Services Assistant. The Technical Services department for more than three decades has run extremely well on a single full-time manager plus one half-time assistant. With recent changes to the cataloging work e.g. the closing of Baker & Taylor and the need to recreate workflows, Tech Services Manager Yesenia Ruiz has requested and will receive another half-time position.

IMRF (Illinois Municipal Retirement Fund)

- Village Finance Manager Doug Cooper has shared this year's IMRF rate has come in at 1.05%, which is extraordinarily low. Doug cited the fully funded pension fund as the source which is driving down the rate. See annual rates since 2017 below.

2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
9.76%	9.3%	5.27%	8.99%	8.75%	4.40%	1.4%	3.0%	2.55%	2.68%	1.05%

Health Insurance

- LIMRiCC remains with a Blue Cross Blue Shield package with the renewal coming in very favorably for 2027. 2026's 14% to 16% and 2025's 11% were considerably higher than the coming year with the high deductible PPO decreasing on average by 5% and the HDHP/HSA plan increasing 5%. Vision rates remain steady while dental plans decrease by 7%.
- The Library holds steady with two medical plans – the High Deductible PPO as well as the High Deductible / Health Savings Account plan. Both plans continue on at the 95% / 5% coverage for employees and families.

Medical Plans	New Premium	Library Pays	Annually	Employee Pays	Per Paycheck
PPO Medical (High Deductible) - single	\$978.00	\$929.10	\$11,149.20	\$48.90	\$22.57
PPO Medical - employee/spouse	\$2,446.00	\$2,323.70	\$27,884.40	\$122.30	\$56.45
PPO Medical - employee/children	\$2,001.00	\$1,900.95	\$22,811.40	\$100.05	\$46.18

Linda Sokol Francis Brookfield Library
Director's Report September 2026

PPO Medical - family	\$3,332.00	\$3,165.40	\$37,984.80	\$166.60	\$76.89
HSA PPO - single	\$1,019.00	\$968.05	\$11,616.60	\$50.95	\$23.52
HSA PPO - employee/spouse	\$2,352.00	\$2,234.40	\$26,812.80	\$117.60	\$54.28
HSA PPO - employee/children	\$1,960.00	\$1,862.00	\$22,344.00	\$98.00	\$45.23
HSA PPO - family	\$3,136.00	\$2,979.20	\$35,750.40	\$156.80	\$72.37

Dental Plans	Premium	Library Pays	Annually	Employee Pays	Per Paycheck
DHMO Dental - single	\$29.92	\$0.00	\$0.00	\$29.92	\$13.81
HMO Dental - employee/spouse	\$57.54	\$0.00	\$0.00	\$57.54	\$26.56
HMO Dental - employee/children	\$62.42	\$0.00	\$0.00	\$62.42	\$28.81
HMO Dental - family	\$94.22	\$0.00	\$0.00	\$94.22	\$43.49
PPO - single	\$43.00	\$0.00	\$0.00	\$43.00	\$19.85
PreDent - employee/spouse	\$80.00	\$0.00	\$0.00	\$80.00	\$36.92
PreDent - employee/children	\$79.00	\$0.00	\$0.00	\$79.00	\$36.46
PreDent - family	\$120.00	\$0.00	\$0.00	\$120.00	\$55.38

Vision Plans	Premium	Library Pays		Employee Pays	Per Paycheck
Vision - single	\$7.75	\$0.00	\$0.00	\$7.75	\$3.58
Vision - employee/spouse or partner	\$12.41	\$0.00	\$0.00	\$12.41	\$5.73
Vision - employee/ children	\$12.67	\$0.00	\$0.00	\$12.67	\$5.85
Vision - family	\$20.43	\$0.00	\$0.00	\$20.43	\$9.43

Interestingly, FY2027 is the first year the Library is seeing premiums for the high deductible PPO plan cost less than those for the HDHP/HSA plan, resulting in the elimination of HSA contributions in all but the family plan.

	High PPO	HDHP/HSA	Monthly Savings	Annual Savings	H.S.A. Funding	Net Savings
Employee	\$978.00	\$1,019.00	-\$41.00	-\$492.00	\$0.00	-\$492.00
Employee/spouse	\$2,446.00	\$2,352.00	\$94.00	\$1,128.00	\$0.00	\$1,128.00
Employee/children	\$2,001.00	\$1,960.00	\$41.00	\$492.00	\$0.00	\$492.00
Family	\$3,332.00	\$3,136.00	\$196.00	\$2,352.00	\$1,000.00	\$1,352.00

Library Costs	Monthly	Yearly
Contributions	N/A	\$ 3,000.00

Yearly Total: \$
3,000.00

MATERIALS

- All departmental manager requests have been incorporated into the budget. This year's materials line items remain quite steady.

SERVICES AND SUPPLIES

- Services and supplies spending remains relatively stable with typical cost increases incorporated.

CAPITAL SPENDING

- A total of \$10,000 has been budgeted for Capital spending in FY2027.

DEBT SERVICE

- Additional history for newer Trustees: With the assistance of municipal finance consultant and then Chief Financial Officer of Stern Brothers Linda Matkowski, the Library negotiated \$3.6 million in debt certificates at 3.95% with a 15 year term in order to finalize the funding needed for the new facility.
- The paydown on the Library's loan with First National Bank of Brookfield began in June of 2020 and ends in December of 2034. By the end of 2026, the Library will have a remaining balance of \$2,176,871.08
- 2027's two debt service payments totaling \$339,837.34 are, of course, incorporated in the budget.

SPECIAL RESERVE

- Auditors from Lauterbach & Amen have instructed not to incorporate final spending for the FY2026 remediation project within the 2027 budget. The budget should, however, account for any work that arises in 2027 that was not planned for. To that end, the FY2027 Special Reserve includes \$250,000 in unforeseen spending related to the building remediation, to be used if necessary.

9100 · Special Reserve

9100 · Special Reserve

Corrective Library Building Work Payouts 250,000.00

Total 9100 · Special Reserve 250,000.00

Total 9100 · Special Reserve 250,000.00

TOTAL 9100 • Special Reserve

250,000.00

Friends + Foundation Book Sale

Our wonderful Friends + Foundation book sale crew have pulled off yet another spectacular sale!

Grand total: \$6,928.04

Thursday presale \$170

Friday early entrance \$2,069.83

Saturday \$3,117.97

Sunday \$1,570.24

ISBE State Professional Development Provider

Student Success Librarian Eddie Eng has submitted an application to the Illinois State Board of Education seeking formal approval for the Library to become a provider of continuing education opportunities for the teaching community. We look forward to the partnership opportunities this may bring to the Library and to serving teachers in a new way.

MAC BRADY ASSOCIATES, INC.

Project Manager: John Lieb

Project Date: Aug 19, 2026

Project Number: 26013.01.R

Client: Linda S. Francis Brookfield Library

Property: Linda S. Francis Brookfield Library

Address: 3541 Park Avenue
Brookfield, Illinois 60513

00 01 01

PROJECT TITLE PAGE

ROOF SURVEY

of an Existing Roof Assembly at

Linda S. Francis Brookfield Library
3541 Park Avenue
Brookfield, Illinois 60513

Prepared by

Mac Brady Associates, Inc.
4415 West Harrison Street, Suite 320
Hillside, Illinois 60162
(708) 354-1343

END OF SECTION

MAC BRADY ASSOCIATES, INC.
Project Manager: John Lieb
Project Date: Aug 19, 2026
Project Number: 26013.01.R

Client: Linda S. Francis Brookfield Library
Property: Linda S. Francis Brookfield Library
Address: 3541 Park Avenue
Brookfield, Illinois 60513

00 38 00

ROOF SURVEY INTRODUCTION

PURPOSE OF SURVEY

The purpose of this Roof Survey is to define the nomenclature of the roofing systems on the building, to ascertain their visual conditions, to compare these conditions to existing roofing systems of similar construction and location, to recommend immediate repairs, and to estimate the associated costs.

A complete analysis of an insulated roofing system requires that the insulation components be inspected to determine if excessive moisture is present. Moisture reduces the thermal value of the insulation and may also reduce the attachment between it and the roof membrane and the deck. Water in the insulation adds to the weight the structural system must support and causes corrosion of fasteners and deterioration of the roofing system.

If a more detailed analysis of the moisture content and condition of the insulated roof system was requested, then a Non-Destructive Moisture Analysis was conducted. The Project Number will end with the letter "M".

ROOFER ENGINEERED MANAGEMENT SYSTEM

In 1984, the U.S. Army Corps of Engineers began developing an engineered management system (EMS) for Low and Steep Slope Roofing Systems, called ROOFER, to assist as a tool in making standard, practical decisions. The system was originally designed to be used by military installations but also has far reaching applications among municipalities, counties and private building owners. ROOFER's primary functions are to assess roof conditions and predict deterioration rates. These require an objective, repeatable system for determining the present roof condition. It uses the Roof Condition Index (RCI), a numerical index from 0 to 100 that gives an indication of a roof's waterproof integrity and repair requirements. Managing a network of roofs requires a systematic, objective method of determining Repair and Replacement (RR) needs and priorities to ensure efficient allocation of resources. Both engineering and economic factors must be taken into consideration in determining cost-effective RR strategies. This system was successfully field tested at Fort Meade and Fort Sill.

LOW SLOPE VERSUS STEEP SLOPE

Roofing has been traditionally divided by slope into two generic categories. These categories are divided into Low Slope Roofing and Steep Slope Roofing. The Slope of the Roof Deck is defined as the amount of rise in inches or fraction of inches to 12" of run or from horizontal (0" rise to 12" run) to almost vertical (18" rise to 12" run).

Low Slope Roofing (LSR) is characterized by a system having a monolithic, impermeable membrane and is designed to exclude water. These roof systems include traditional Built-Up Roofs (Coal Tar & Asphalt) and the newer Single Ply Roofs (EPDM, PVC, Modified Bitumen, CPE, CSPE, & PIB). LSR's RCI is based on three separate component condition indexes: Flashing Condition Index (FCI), Membrane Condition Index (MCI), and Insulation Condition Index (ICI). The FCI and MCI are based on the type, severity, and quantity of distresses identified during a visual condition survey. The ICI is based on the type of insulation, area of wet insulation, and degrees of wetness determined by a non-destructive roof moisture survey.

Steep Slope Roofing (SSR) is characterized by a system having tiles or panels that have open seams and is designed to shed water. These roof systems include traditional Slate Tile, Clay Tile, Concrete Tile, Wood Shakes, Wood Shingles, Asphalt Shingles, Asphalt Roll Roofs, Architectural Metal Roofs, Through-Fastened Metal Roofs, and the newer Structural Standing Seam Metal Roofs. The RCI is based on two separate component condition indexes: Flashing Condition Index (FCI) and System Condition Index (SCI). The FCI and SCI are based on the types, severity, and quantity of distresses identified during a visual condition survey.

DESIGN LIFE

Design Life is the manufacturer's intended life expectancy of the system. Depending on the system, LSR systems are generally rated from 10 to 25 years of useful life. However, SSR systems generally are rated from 15 to 75 years of useful life. The Life Cycle consists of the various stages that a roofing system will go through during its Design Life. Roofing systems will age or degrade starting from the surface finish of the roofing system down to the structural deck. Factors that will affect the life cycle expectancy are the climatic conditions, the use of the building, the design of the building, the materials that comprise the system and the relationship between them, and the quality of installed workmanship.

MAC BRADY ASSOCIATES, INC.
Project Manager: John Lieb
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Client: Linda S. Francis Brookfield Library
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Address: 3541 Park Avenue
Brookfield, Illinois 60513

METHOD OF SURVEY

1. For the FCI, MCI, and SCI, our inspectors document the roof's present condition by noting observable distresses for each type of roofing system. The condition of the roofs are functions of each distress type, distress severity, and distress quantity. Deduct values are used as weighted factors to indicate the degree a component is affected by each particular distress type and severity level combination. These evaluations of the various distresses of the roofing system are only indicative of the conditions at the time of inspection. They can and will change until they are properly corrected.

Flashing Distresses

BF Base Flashing
BC Base Flashing, Coated
SF Step Flashing
MC Metal Cap Coping
EM Edge Metal
VF Valley Flashings
RH Ridge/Hip Flashings
MA Metal Apron Flashing
FP Flashed Penetrations
RV Ridge/Hip Vents
PP Pitch Pans
DR Interior Drains and Scuppers
IG Interior Gutters

System Distresses

AD Age Deterioration
HS Holes/Splits/Missing Shingles
HW Splits/Missing Wood Shingles
HT Splits/Missing Tiles
HM Holes/Fatigued Metal Roofs
TB Unsealed/Unlocked Tab
LR Lumps/ Ridges/Sags
EF Exposed Fasteners
ST Stains/Rust/Fungus/Mildew
PA Patching
DV Debris and Vegetation
EQ Improper Equipment Supports

Membrane Distresses

BL Blisters
RG Ridges
SP Splits
HL Holes, Cuts, and Abrasions
SR Surface Deterioration
SL Slippage
DS Defective Seams
SC Surface Coating
MD Membrane Deterioration
SS System Securement
MS Membrane Securement
PD Ponding
PA Patching
DV Debris and Vegetation
EQ Improper Equipment Supports

Exterior Distresses

GS Exterior Gutters
WS Exterior Walls

Low, medium, and high severity levels are defined for each distress. A low severity means that a problem exists but no repair is required. A medium severity problem indicates a need for repair but the waterproof integrity of the component has not been compromised. A high severity distress has a great potential for allowing water into the system and therefore should receive a temporary repair as soon as possible. A permanent repair should be planned for in the near future.

If the Insulation Condition Index is requested, the following is done:

2. For the Non-Destructive Moisture Analysis of the Insulation System, a grid system is used to locate all items referred to in this report with X-axis and Y-axis coordinates. For example, a location identified as (15,25) can be found by locating the point which is 15 feet from the left on the X-axis (horizontal), 25 feet from the top on the Y-axis (vertical). Grid drawings are prepared for careful recording of the radioisotopic and electrical impedance readings on Reading Data Sheets.
3. For the Radioisotopic Analysis, all readings are taken using a Troxler® Nuclear Moisture Meter, Model No. 3216, with duration of 7.5 seconds.
4. For the confirming Electrical Impedance Analysis, all readings are taken using a Tramex® Dec Scanner.
5. Core samples are taken from the area surveyed and sealed for quantitative moisture data. Core sample locations are identified by X, Y axis coordinates. Immediate repairs are made at each sample location. Core samples are separated and accurately weighed in their original state, chamber dried for 24 hours at 220 °F. (104.4 °C.), and re-weighed to establish moisture values for quantitative evaluation of radioisotopic

MAC BRADY ASSOCIATES, INC.

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Client: Linda S. Francis Brookfield Library
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Address: 3541 Park Avenue
 Brookfield, Illinois 60513

METHOD OF SURVEY (continued)

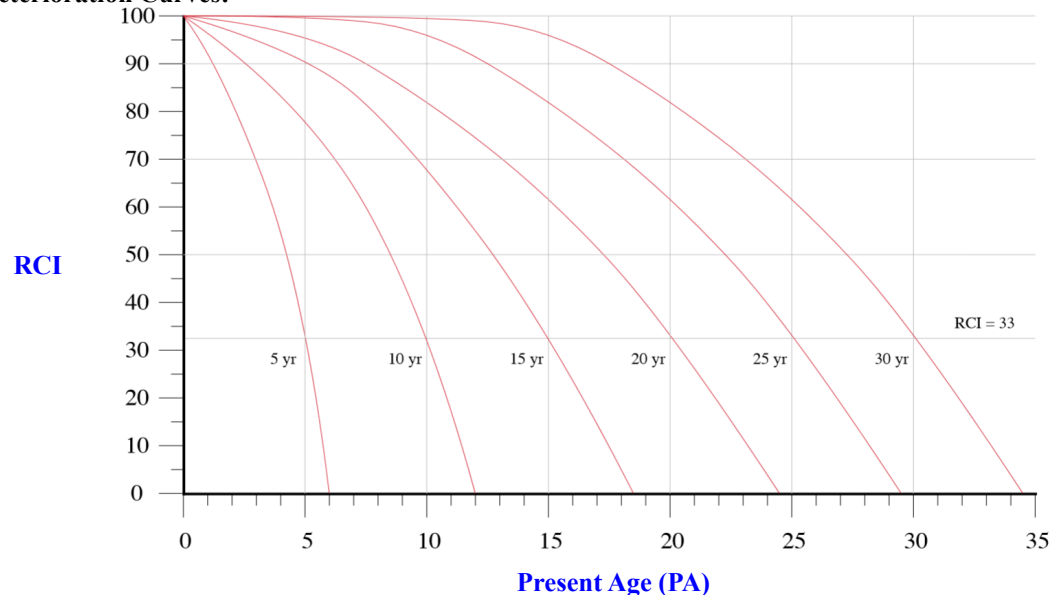
inspection data depicted on the Roof Moisture Contour Map. The equation to determine the gravimetric analysis of material moisture content is as follows:

$$\text{Moisture Content Percentage} = \frac{(\text{Wet Weight} - \text{Dry Weight})}{(\text{Dry Weight})} \times 100$$

6. Computerized Roof Moisture Contour Maps are prepared from the data compiled from the respective Radioisotopic and Electrical Impedance Reading Data Sheets depicting 5 discrete moisture ranges.
7. Visual data is then entered into our computer data base. It is analyzed by computer and then compared with our extensive data base of existing buildings located over North America. The computer calculates Distress Densities, Deduct Values, Corrected Deduct Values, Component Condition Indexes, and, finally, an overall Roof Condition Index with the Remaining Service Life (RSL) of that section's roof system. The Present Age (PA) of a roof section was determined from the date of the start of the roofing warranty, or, if estimated, as January 1st of the estimated year (01/01/XX) as the start of the roofing life cycle.

Component Condition Indexes:

$$\begin{aligned} \text{FCI} &= 100 - [\text{Maximum Corrected Deduct Value (Flashing)}] \\ \text{MCI} &= 100 - [\text{Maximum Corrected Deduct Value (Membrane)}] \\ \text{SCI} &= 100 - [\text{Maximum Corrected Deduct Value (System)}] \\ \text{ICI} &= 100 - [(\text{Insulation Deduct Value} + \text{Wet Area Factor}) \times (\text{Avg Insulation Severity Factor})] \end{aligned}$$

Roof Deterioration Curves:**Roof Condition Index:**

Each individual index reflects the component's ability to provide its intended service and indicates Repair or Replacement needs. Since the components must interact to function as a roof system, they are dependent on each other. This relationship is defined for LSR sections with insulation by the following equation:

$$\text{RCI} = (0.7 \times \text{Lowest Condition Index}) + (0.15 \times \text{Sum of Remaining Condition Indexes})$$

If a non-destructive moisture survey of an insulated LSR section has not been conducted, an ICI of 100 is assumed. In this case, the RCI may not be an accurate index. This relationship is defined for LSR sections with no insulation and SSR sections by the following equation:

$$\text{RCI} = (0.7 \times \text{Lowest Condition Index}) + (0.3 \times \text{Remaining Condition Index})$$

MAC BRADY ASSOCIATES, INC.

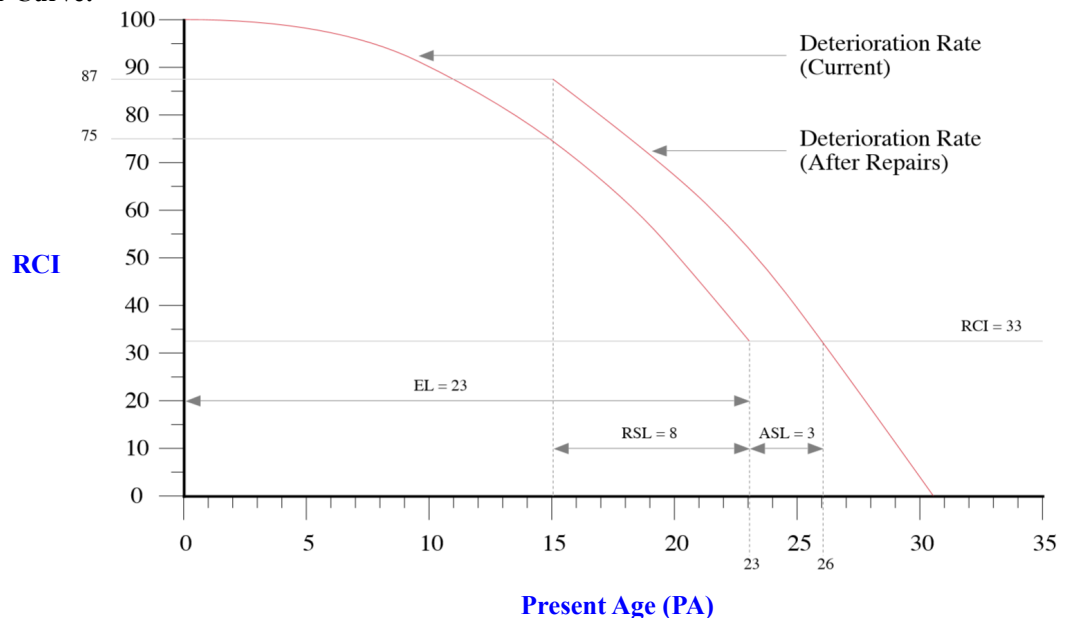
Project Manager: John Lieb
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 Brookfield, Illinois 60513

METHOD OF SURVEY (continued)

The FCI, MCI, SCI, ICI, and RCI range from 1 to 100 and translate into these visual evaluations of the components or system and repair or replacement recommendations:

86 - 100	Excellent	Routine Maintenance
71 - 85	Very Good	Minor Repairs Needed
56 - 70	Good	Moderate Repairs Needed
41 - 55	Fair	Major Repairs Needed
26 - 40	Poor	Replacement Probable
11 - 25	Very Poor	Replacement Needed
1 - 10	Failed	Replacement Critical

Repair Curve:**Remaining Service Life:**

$$RSL = \text{Expected Life (EL)} - \text{Present Age (PA)}$$

Additional Service Life:

$$ASL = \text{Improved Remaining Service Life (RSL')} - (RSL)$$

Adjusted Cost Ratio:

$$ACR = [(\text{Repair Cost} / ASL) / (\text{Replacement Cost} / \text{Design Life})] + (0.01 \times PA)$$

If the Adjusted Cost Ratio is less than 0.8, the repairs are "Effective." When the ACR falls within 0.8 and 1.2, the repairs are "Optional." If the ACR is greater than 1.2, the repairs are "Marginal" and replacement is the best alternative. However, funds may not always be available for reroofing all roofs with an ACR indicating replacement. It is in the "Optional" and "Marginal" ranges that building owner's judgement based upon budget considerations are needed to make the Repair or Replacement selection.

CONSTRUCTION COST DATA

All repair and replacement budget figures are calculated from R. S. Means Company's "2026 Assemblies Cost Data" and "2026 Building Construction Cost Data." These figures are then modified by the City Cost Indexes.

Individual section repair and replacement costs are also modified by height off of the ground level and degree of accessibility. However, by grouping these repairs, cost savings may be realized under a proper bidding process.

MAC BRADY ASSOCIATES, INC.

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Client: Linda S. Francis Brookfield Library
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Address: 3541 Park Avenue
Brookfield, Illinois 60513

SURVEY LEGEND

AC Unit - Curb Mounted		Perimeter - Area Divider	
AC Unit - Sleeper Mounted		Perimeter - Expansion Joint	
Chimney		Perimeter - Gravel Stop	
Curb - Capped		Perimeter - Raised Edge	
Duct Penetration		Perimeter - Parapet Wall	
Duct - Gooseneck		Drainage - Gutter	
Cooler - Evaporator		Drainage - Scupper	
Fan		Drainage - Scupper Overflow	
Fan - Curb Mounted		Drainage - Scupper w/Conductor	
Guide Wire		Drainage - Wall Drain	
Light		Roof Drain	
Line Hood		Roof Drain w/Sump	
Line - Condensation		Overflow Drain	
Line - Electrical		Downspout	
Line - Fire Sprinkler		Splash Block	
Line - Gas		Cricket	
Line - Lightning Rod		Saddle	
Mechanical Screen		Slope	
Pitch Pan		Roof Patch	
Pipe Penetration		Core Sample w/ID #	
Roof Hatch		Confirmed Moisture Damage	
Skylight		Moisture Probe - Dry	
Soil Stack		Moisture Probe - Wet	
Vent		Thermogram	
Vent - Moisture		Distress ID Numbers	

Bailey, D. M., D. Brotherson, and W. Tobiasson, "ROOFER: A Management Tool for Maintaining Built-up Roofs," CERL Technical Manuscript M-90/02 (CERL, October 1989).

Bailey, D. M., D. Brotherson, W. Tobiasson, S. Foltz and A. Knehans, "ROOFER: Membrane and Flashing Condition Indexes for Single-Ply Membrane Roofs - Inspection and Distress Manual," CERL Technical Report FM-93/11 (CERL, April 1993).

Bailey, D. M., D. Brotherson, W. Tobiasson, And A. Knehans, "ROOFER: An Engineered Management System (EMS) For Bituminous Built-Up Roofs," CERL Technical Report M-90/04 (U.S. Army Construction Engineering Research Laboratory [CERL], December 1989).

Bailey, D. M., B. Young, S. Hansen, and J. Elston, "Micro ROOFER User's Guide," CERL ADP Report M-90/12 (CERL, April 1990).

Bailey, D. M., "ROOFER: Steep Roofing Inventory Procedures and Inspection and Distress Manual for Asphalt Shingle Roofs," CERL Technical Report TR-99/100 (CERL, December 1999).

Shahin, M. Y., D. Bailey, and D. Brotherson, "Membrane and Flashing Condition Indexes for Built-Up Roofs Volume 1: Development of the Procedure," Technical Report M-87/13 (CERL, September 1987a).

END OF SECTION

MAC BRADY ASSOCIATES, INC.
Project Manager: John Lieb
Project Date: Aug 19, 2026
Project Number: 26013.01.R

Client: Linda S. Francis Brookfield Library
Property: Linda S. Francis Brookfield Library
Address: 3541 Park Avenue
Brookfield, Illinois 60513

00 38 10

SURVEY REPORT

Linda S. Francis Brookfield Library
Mr. Kyle Lovett
3541 Park Avenue
Brookfield, Illinois 60513

Date: Aug 19, 2026

RE: Visual Roof Condition Survey at Linda S. Francis Brookfield Library

Dear Mr. Lovett:

Mac Brady Associates, Inc. conducted a Visual Roof Condition Survey of the exterior roof surface at the Linda S. Francis Brookfield Library located at 3541 Park Avenue, Brookfield, IL.

Mac Brady's distress and repair recommendations are based upon the findings of our Visual Survey conducted using the U. S. Army Corps Of Engineers "ROOFER" Program, its methodology for evaluating the condition of the roofing systems installed, and standard guidelines within the roofing industry. Industry accepted terms and definitions are derived mainly from the National Roofing Contractors Association (NRCA) and Roof Consultants Institute (IIBEC).

This inspection revealed defects that must be corrected to prevent water from continuing to infiltrate into the roof system. They are listed on the 00 38 35 - Distress Conditions document enclosed. Each distress on the 00 38 35 document is given an ID number that delineates the type and quantity of each distress. The attached Roof Plan locates each distress by the corresponding ID number. The most probable source each distress is classified under the Contractor (workmanship), Manufacturer (material defect) and Owner (routine maintenance) columns on the 00 38 35 document with the headings "C" and "M" and "O" respectively.

SECTION A:

Item #1 - There is a gouge/hole in the roof membrane. This was caused by physical damage so this is a non-warranty item. This is a high severity distress that can allow water into the roof system. This should have a membrane patch applied over it.

Item #2 - There are six fasteners that are backing out on the perimeter metal coping. These should be refastened. This is a non-warranty item.

Item #3 - There are small air blisters in the field membrane. This is a low severity distress. Blisters are not recommended to be cut open unless they are filled with water. This will be monitored.

Item #4 - There are membrane patches applied in various areas of the roof. These will be monitored.

Item #5 - There are small amounts of leaves debris on the roof. These should be removed so as not to impede drainage. This can be done in-house.

Item #6 - Field seams are too close to the walk pads. This is a low severity distress. These seams are not open but will be monitored.

Item #7 - Walk pads are not fully adhered to the field membrane. This allows for gaps around the walk pad to allow dirt and even objects to enter underneath the walk pads. Manufacturer requirements of walkway pad installation may require them to be fully adhered. This has not gotten worse so this will be monitored for now.

Item #8 - The roof hatch base flashing has two spots where it is open at the top. This is a high severity distress that can allow water into the roof system. There could be an additional flashing membrane behind to keep water out but these still should have flashing membrane patches applied. This is a warranty item.

REPORTED LEAKS:

Leak Area #1 - Near the elevator.

Leak Area #2 - In a book shelving aisle.

Leak Area #3 - In a small conference room. Item #1 is close to this area.

MAC BRADY ASSOCIATES, INC.

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FACADE REPAIR:

The north and west sides of the building were in the midst of facade repair. The north and west parapet walls were tarped over and those areas could not be inspected. I did notice the west perimeter tarp was fastened through the parapet base flashing in many places. This has created holes when the tarp is removed and this will need flashing patches applied. The contractor who makes these repairs must be an approved Firestone/Elevate applicator and use the correct Firestone/Elevate materials.

RECOMMENDATIONS:

There are some repairs needed. The gouge/hole, backed out coping fasteners, and open top of base flashing need to be repaired. Also, the small amount of leaves to be removed. If there are still persistent leaks occurring after these repairs are made and the repairs from the tarp removal are made, then a water test may need to be done to pinpoint the source of those leaks.

If you have any questions, or need more information, please do not hesitate to contact me at my office at (708) 354-1343.

Respectfully submitted,

Michael Tully, RRO
Mac Brady Associates, Inc.
4415 West Harrison Street, Suite 320
Hillside, Illinois 60162
(708) 354-1343

cc file

END OF SECTION

MAC BRADY ASSOCIATES, INC.
Project Manager: John Lieb
Project Date: Aug 19, 2026
Project Number: 26013.01.R

Client: Linda S. Francis Brookfield Library
Property: Linda S. Francis Brookfield Library
Address: 3541 Park Avenue
 Brookfield, Illinois 60513

00 38 35

WARRANTY DISTRESS CONDITIONS

Property\Section: LBL-3541 \ A

Section Area: 7,735 sq. ft.

SECTION & WARRANTY INFORMATION

Roof System: **Thermoset - EPDM**

Warranty: 700404735

Contractor: Riddiford Roofing
 2333 Hamilton Road
 Arlington Heights, Illinois 60005
 (847) 437-5771 FAX: (847) 437-5961

Manufacturer: Firestone Building Products Inc.
 525 Congressional Boulevard
 Carmel, Indiana 46032-5607
 (800) 428-4442

Type :

Type : No Dollar Limit (NDL)

Date Ends: 00/00/00

Date Ends: May 17, 2041

ID	CODE	DESCRIPTION	RESPONSIBILITY:	REPAIR UNITS	C	M	O	ESTIMATE
1	HL-H-1	Holes, cuts, gouges, or abrasions that penetrate the membrane.		1 sq. ft.			x	43.27
2	MC-M-2	Cap has loose/missing fasteners, failed sealed joints/penetrations or loss of attachment.		6 ln. ft.			x	132.00
3	SS-L-1	For fully adhered systems, an area of unattached membrane or substrate of 2 square feet or less.		4 sq. ft.	x			
4	PA-L-1	All patches that are not made with similar materials as that of the original construction are rated as low severity as a minimum.		16 sq. ft.	x			
5	DV-M-3	Foreign materials that are not removed from the roof during the inspection.		5 sq. ft.			x	165.00
6	DS-L-4	Wrinkling at seam that is watertight or seam is within 2" of walkway pad		2 ln. ft.	x			
7	SC-M-1	Damage or deterioration to walkway, protection pad, sacrifice sheet.		627 sq. ft.		x		18,772.38
8	BF-H-3	There are exposed gaps at top of the base flashing.		2 ln. ft.	x			43.16

Contractor	43.16		
Manufacturer	18,772.38		
Owner		340.27	19,155.81

Contractor	43.16		
Manufacturer	18,772.38		
Owner		340.27	19,155.81

MAC BRADY ASSOCIATES, INC.
Project Manager: John Lieb
Project Date: Aug 19, 2026
Project Number: 26013.01.R

Client: Linda S. Francis Brookfield Library
Property: Linda S. Francis Brookfield Library
Address: 3541 Park Avenue
Brookfield, Illinois 60513

00 38 51

SECTION ECONOMIC ANALYSIS

Property\Section: LBL-3541 \ A **Section Area:** 7,735 sq. ft.

SECTION DESCRIPTION & CONDITION

Membrane System:	Thermoset - EPDM	Section Present Age (PA):	5 years
Attachment:	Adhered Fully	Section "R" Value:	0.24
Drainage:	Sloped to drains	Section Height:	30 feet
Slope:	0.125" rise to 12" run	Difficulty of Access Rating:	4
Flashing System:	EPDM System	Flashings Footage (Perimeter & Curbs)	560 ln. ft.
	Insulation Assumed - No Core	No Moisture Survey - ICI assumed to be 100	
		RCI may not be an accurate section rating	

Condition Indexes:	Current	Improved	High & Medium Distress Costs:	
Membrane (MCI):	87	94	Membrane Repairs	18,980.65
Flashing (FCI):	91	98	Flashing Repairs	175.16
Insulation (ICI):	100	100	Insulation Repairs	
Roof (RCI):	90	96	Set-up for Repairs	1,000.00

Replacement Cost (RC): 340,340.00 @ 44.00/ SF **Total Repair Cost (TRC):** 20,155.81
Remaining Service Life (RSL): 8 years **Additional Service Life (ASL):** 8 years

Adjusted Cost Ratio: If ACR < 0.80, Repairs are "Effective."
(9/9/26 at 13:42) If ACR > 0.80 & <1.20, Repairs are "Optional."
If ACR > 1.20, Repairs are "Marginal."
$$\left(\frac{[(TRC) / (ASL)] = 2,519.47}{[(RC) / 20 Yrs] = 17,017.00} \right) + (0.01 \times 5) = 0.20$$

ACR Recommendation: Repair this year.

MAC BRADY RECOMMENDATION & BACKGROUND INFORMATION

MBA Recommendation: Repair this year.	Recommended?	Recommended This Year
Annual Roof Survey Cost:	☒ Annual Survey?	1,500.00
NDE Moisture Survey Cost:	☐ NDE Survey?	
Total Repair Cost:	☒ Repair?	1,383.43
Total Replacement Cost:	☐ Replace?	
Non ROOFER Extra Cost:	☐ NRE Costs?	
	Recommended Cost This Year	2,883.43

Is Section Warrantied? Yes	Warranty No.: 700404735
Contractor ID: Riddiford 02	Manufacturer ID: Firestone 96
Type :	Type : No Dollar Limit (NDL)
Date Ends: 00/00/00	Date Ends: May 17, 2041

SECTION NOMENCLATURE SEQUENCE MATRIX VALUES

REFLECTIVITY

<u>Order</u>	<u>System</u>	<u>Description</u>	<u>Thickness</u>	<u>"R"</u>	<u>EMC</u>	<u>@ New</u>	<u>@ 3 yrs</u>	<u>Emissivity</u>
1	Surface Finish	EPDM - White	0.00	0.01		0.69	0.55	0.87
2	Roof System	Thermoset - EPDM	0.04	0.23				
3	Insulation	Insulation Assumed - No Core						
4	Deck	Metal Deck - Steel						

MAC BRADY ASSOCIATES, INC.
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00 38 71

SECTION INSPECTION SUMMARY

SECTION DESCRIPTIONS

This summary identifies each section with its corresponding Access (AC), Height (HT), and Area in square footage for easy reference. In addition, Present Age (PA), Remaining Service Life (RSL), Roof Condition Index (RCI), and Replacement Cost (RC) have been calculated. It should be noted that the Replacement Cost is based on replacing the roof with a similar system and present day dollars.

SEC	ROOF SYSTEM	PA	HT	AC	AREA	RCI	RSL	Replacement
A	Thermoset - EPDM	5	30	4	7,735	90	8	\$340,340
Total Area					7,735	Total Cost		\$340,340

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Brookfield, Illinois 60513

00 38 80

MBA RECOMMENDATION SUMMARY

SECTION DESCRIPTIONS

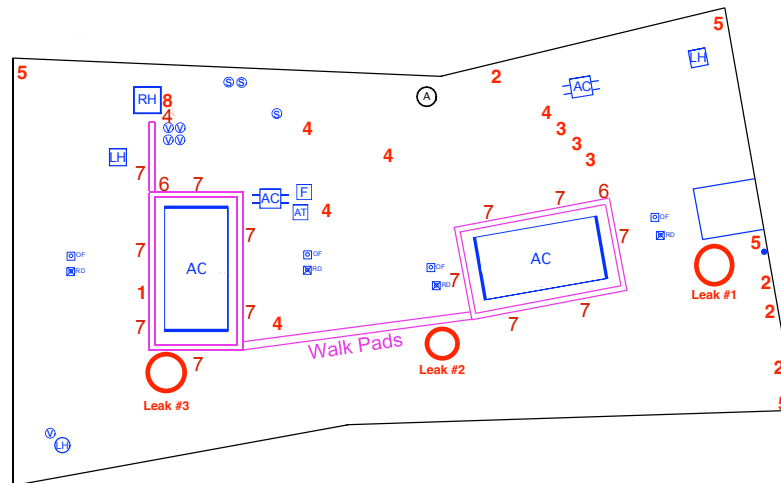
These are the Budget Costs for the Annual Roof Survey, Non-Destructive Evaluation (NDE) Moisture Survey, and the MBA Recommended Repairs or Replacements that should be done within the next 12 months. If these repairs are not done, there will be further deterioration of the existing roofing system. PA is the Present Age, RSL is the Remaining Service Life, ASL is the Additional Service Life, and ACR is the Adjusted Cost Ratio. Replacement estimate does not include Owner related additional costs associated with logistics, hours of operation, interior protection additional insurance coverage above industry standard, other administrative requirements, etc.

SEC	MBA Recommendations	ACR	RCI	PA	RSL	ASL	SURVEY COSTS		REPAIR COSTS	
							Annual	NDE	Repair	Replacement
A	Repair this year.	0.2	90	5	8	8	1,500.00		1,383.43	
							1,500.00		1,383.43	

Respectfully submitted,

Melissa Barrows-Lieb, RRC, RRO, CCCA, CDT
Roof Consultant
Mac Brady Associates, Inc.

John Lieb, RRO
Roof Survey Project Manager
Mac Brady Associates, Inc.



ROOF PLAN

Scale: 1" = 20'

MAC BRADY ASSOCIATES, INC.

Project Manager: John Lieb, RRO

Project Date: August 19, 2026

Project Number: 26013.01.R

Owner: Linda S. Francis Brookfield Library

Property: Linda S. Francis Brookfield Library

Address: 3541 Park Avenue

Brookfield, Illinois 60513

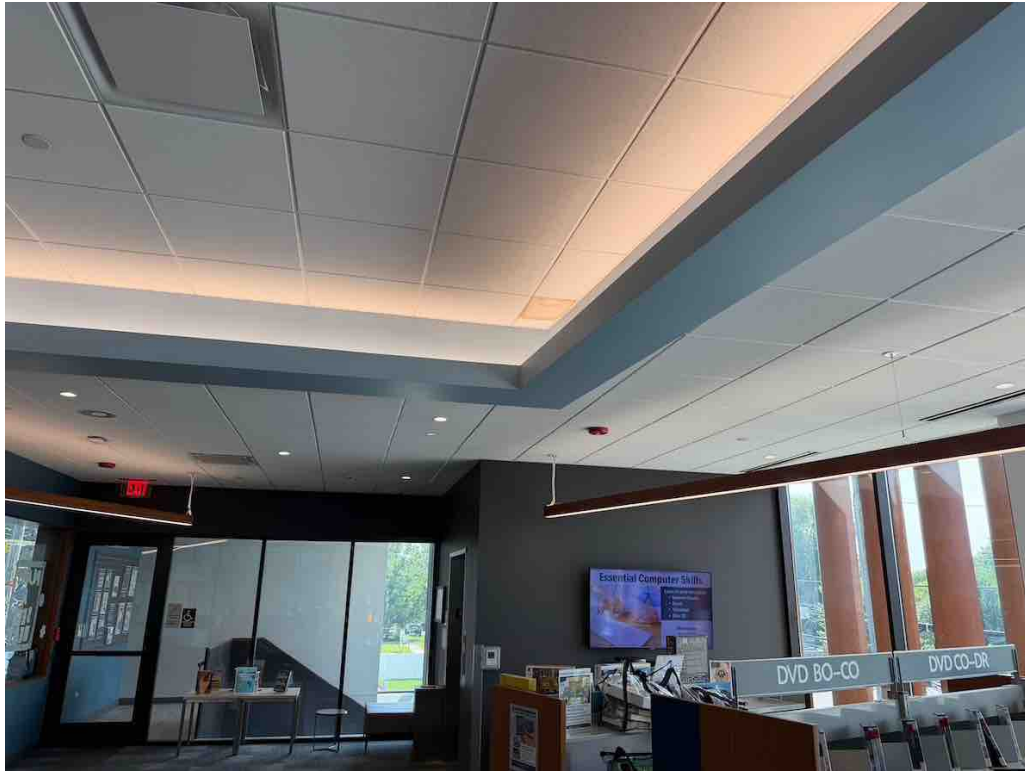
DRAWING #

A01

MAC BRADY ASSOCIATES, INC.

Project Manager: John Lieb
Project Date: Aug 19, 2026
Project Number: 26013.01.R

Client: Linda S. Francis Brookfield Library
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#1 -- Section INT: Overview showing stained ceiling tile in Leak Area #1. [2601301R0001.jpg]



#2 -- Section INT: Close-up showing stained ceiling tile in Leak Area #1. [2601301R0002.jpg]

MAC BRADY ASSOCIATES, INC.

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#3 -- Section INT: Overview showing stained ceiling tile in Leak Area #2. [2601301R0003.jpg]



#4 -- Section INT: Close-up showing stained ceiling tile in Leak Area #2. [2601301R0004.jpg]

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#5 -- Section INT: Overview showing Leak Area #3. [2601301R0005.jpg]



#6 -- Section A: Overview of section facing south. [2601301R0006.jpg]

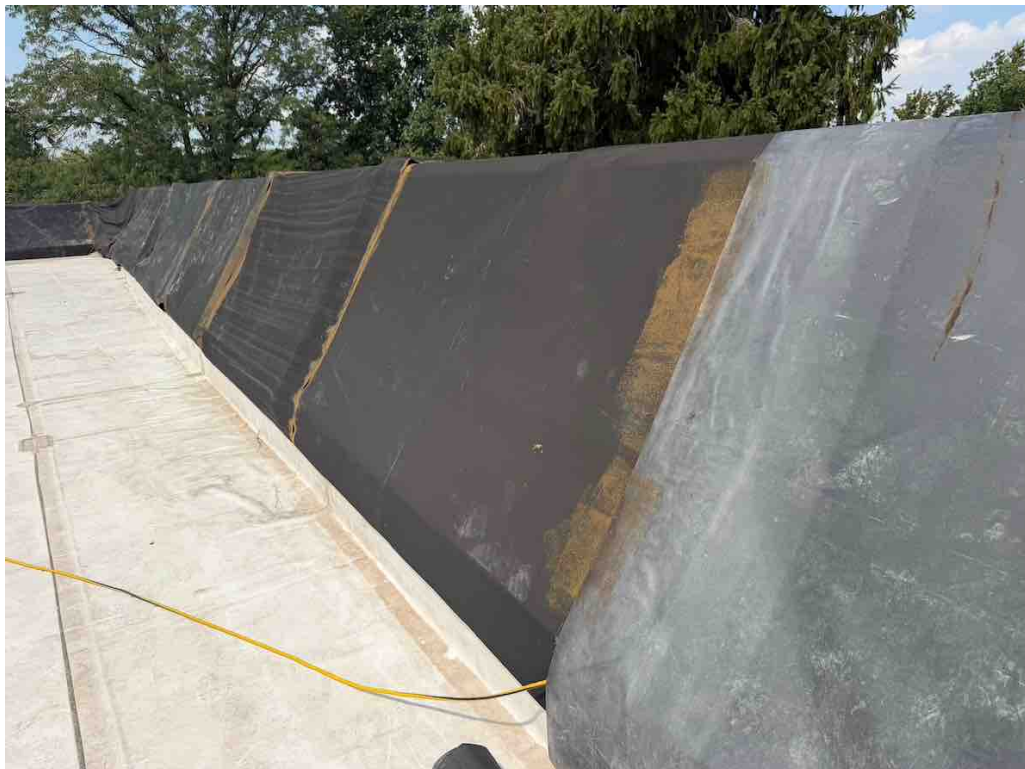
MAC BRADY ASSOCIATES, INC.

Project Manager: John Lieb
Project Date: Aug 19, 2026
Project Number: 26013.01.R

Client: Linda S. Francis Brookfield Library
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#7 -- Section A: Overview of section facing west. [2601301R0007.jpg]



#8 -- Section A: Overview showing north perimeter parapet tarped off for facade repair. [2601301R0008.jpg]

MAC BRADY ASSOCIATES, INC.

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Project Date: Aug 19, 2026

Project Number: 26013.01.R

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#9 -- Section A: Overview showing roof hatch flashing open at the top. [2601301R0009.jpg]

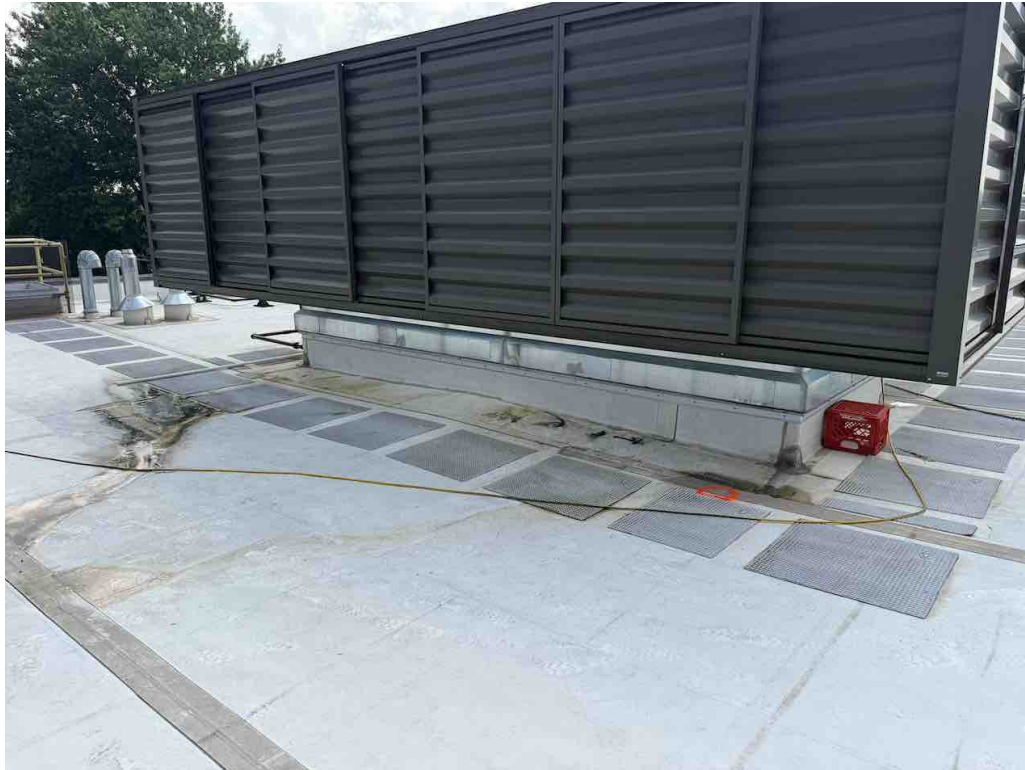


#10 -- Section A: Close-up showing roof hatch flashing open at the top. [2601301R0010.jpg]

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#11 -- Section A: Overview showing a gouge/hole in the roof membrane. [2601301R0011.jpg]



#12 -- Section A: Close-up showing a gouge/hole in the roof membrane. [2601301R0012.jpg]

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#13 -- Section A: Overview of section facing south. [2601301R0013.jpg]



#14 -- Section A: Overview of section facing east. [2601301R0014.jpg]

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#15 -- Section A: Overview showing west perimeter parapet tarped off for facade repair. Note, tarp fastened through the base flashing, will need repair. [2601301R0015.jpg]



#16 -- Section A: Overview of section facing north. [2601301R0016.jpg]

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#17 -- Section A: Overview of section facing east. [2601301R0017.jpg]

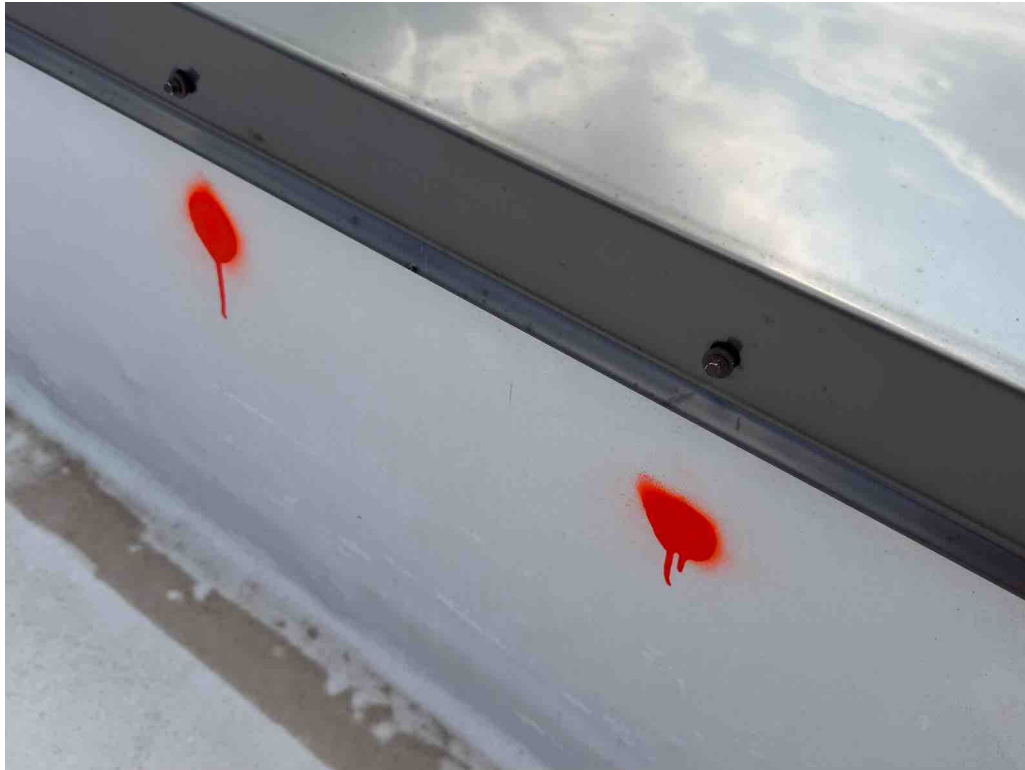


#18 -- Section A: Close-up showing a loose fastener on the perimeter metal coping. [2601301R0018.jpg]

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#19 -- Section A: Close-up showing loose fasteners on the perimeter metal coping. [2601301R0019.jpg]



#20 -- Section A: Overview showing some tree debris in the corner. [2601301R0020.jpg]

MAC BRADY ASSOCIATES, INC.

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#21 -- Section A: Overview of section facing west. [2601301R0021.jpg]

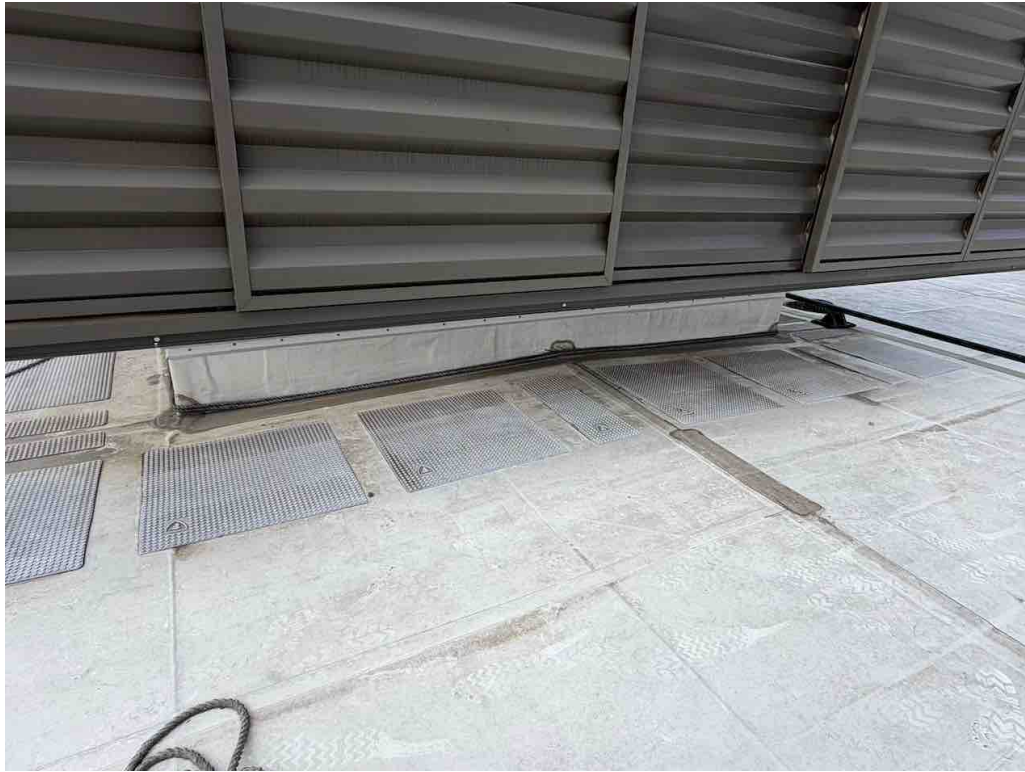


#22 -- Section A: Overview of section facing north. [2601301R0022.jpg]

MAC BRADY ASSOCIATES, INC.

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#23 -- Section A: Overview showing walkway pads. [2601301R0023.jpg]



#24 -- Section A: Overview showing membrane patches and equipment. [2601301R0024.jpg]

MAC BRADY ASSOCIATES, INC.

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#25 -- Section A: Overview showing drain and overflow drain details. [2601301R0025.jpg]



#26 -- Section A: Overview showing membrane patches and small air blisters. [2601301R0026.jpg]

MAC BRADY ASSOCIATES, INC.

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Project Number: 26013.01.R

Client: Linda S. Francis Brookfield Library
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#27 -- Section A: Overview showing membrane patches. [2601301R0027.jpg]



#28 -- Section A: Overview of section facing west. [2601301R0028.jpg]

9. **New Business**

- a Discussion: Building Envelope Replacement Project
- b Action: HR Source Employee Engagement Survey

Employee Engagement Survey Services

HR Source
3025 Highland Avenue
Suite 225
Downers Grove, IL 60515

Comprehensive Employee Engagement Survey

Our validated instrument is grounded in research, ensures credibility in results, and reports both employee engagement and satisfaction statistics.

Results compared to national normative data within the Employer Associations of America (EAA) National Engagement Index.

Includes 62 statements covering 10 core workplace elements. Results measured on a 5-point Likert scale.

In addition to the quantitative data, there are two open-ended questions designed to provide employee insights into perceived strengths and challenges.

Results reported in aggregate and can be broken down into one primary set of groupings with six or more responses. Sub-groups can be added for an additional fee.

Includes an analysis of the overall statistical results and narrative comments by a survey analyst.

The best option for organizations wanting a full report on employee engagement and satisfaction that reveals specific actions for improvement and an overview of different functional areas.

Survey Components

Three core dimensions provide a comprehensive view of the employee experience.

01



Employee Engagement

Measures the emotional commitment and connection employees have to their organization, role, and team.

KEY MEASURES

- Level of enthusiasm and dedication
- Sense of belonging and purpose
- Connection to organizational mission
- Willingness to go above and beyond

02



Employee Satisfaction

Assesses how content employees are with their day-to-day work experience, environment, and conditions.

KEY MEASURES

- Satisfaction with work environment
- Relationship with management
- Compensation and benefits
- Work-life balance and flexibility

03



Employee Feedback

Captures employee voice on organizational practices, communication, and opportunities for improvement.

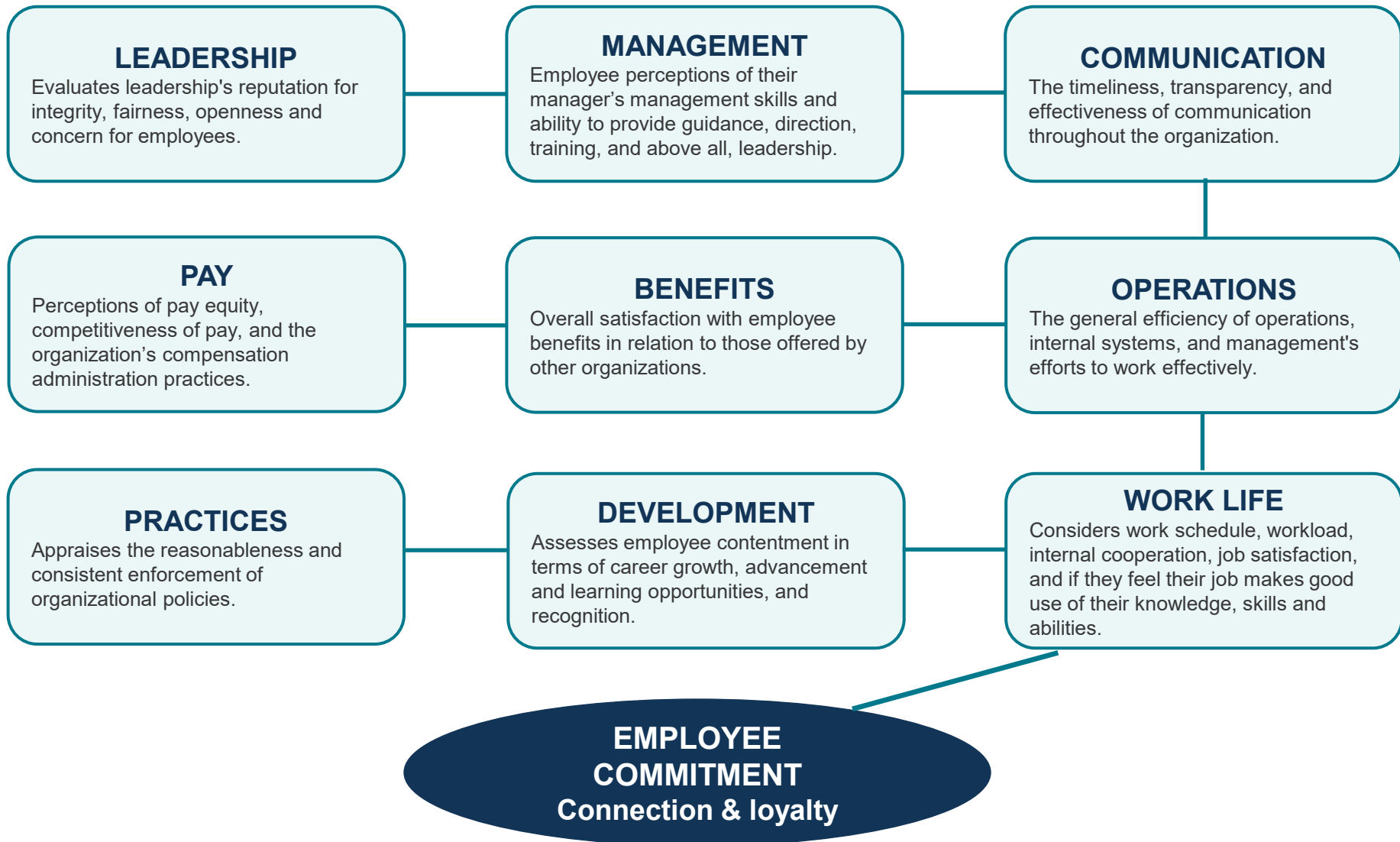
KEY MEASURES

- Open-ended qualitative responses
- Suggestions for improvement
- Recognition of strengths
- Input on organizational practices

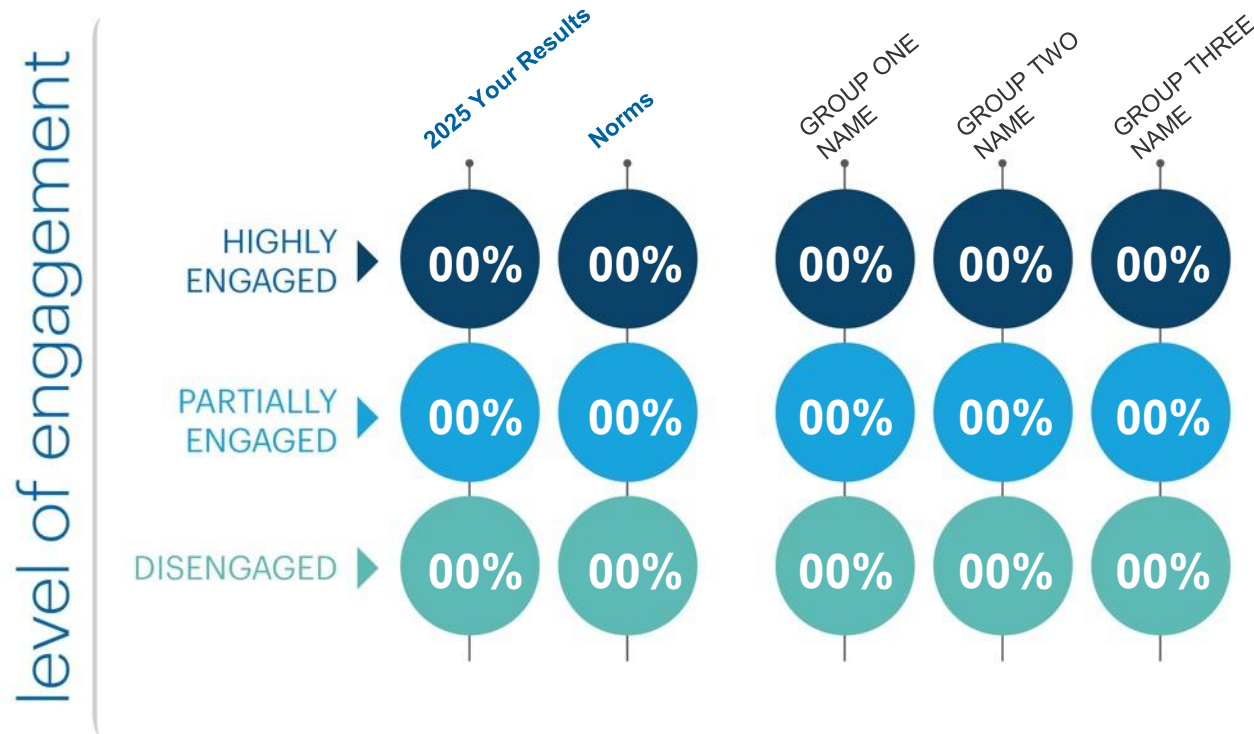
Survey Measurement Factors

Ten dimensions measured to assess the overall employee engagement experience





SAMPLE REPORT - Comprehensive Engagement Survey Overview



Express Employee Engagement Survey

A great option for organizations using our comprehensive survey that want to take a quick pulse of employee engagement levels between comprehensive surveys.

Reports employee engagement statistics only using responses to nine questions focused on levels of employee commitment and employee engagement.

Overall data reported in aggregate with no group breakouts.

Member Investment*

Comprehensive Survey

- Base price of \$4,500 for up to 50 eligible employees includes one primary set of group breakouts (e.g., dept., shift, or location etc.)
- Additional charges are assessed for more than 50 employees
- Additional reports, services, and breakout groupings are available for an additional fee
- Project timeline is dependent on scope of the project

Express Survey – NEW!

- Project investment is \$2,750 regardless of the number of employee participants
- Additional services and customization not offered
- Project timeline is approximately 3-4 weeks

**Pricing above is for HR Source members only. Non-member pricing available upon request.*

Our Process

Survey is deployed electronically using employee email addresses and work groups.

Each employee is sent a personalized email with a unique participation link that cannot be shared.

Reminder emails will be scheduled and sent to non-participants throughout the participation window.

Survey participation will be monitored, and regular updates will be shared.

Final survey results along with an executive summary will be delivered electronically.

A results review meeting of up to 60 minutes will be held with the top executive and HR during business hours.

**Want to learn more?
Let's connect!**

Joy Lynn Hyer, SPHR, SHRM-SCP, CCP

Senior Compensation/Survey Analyst

630-963-7600 Ext. 203

jhyer@hrsourcem.org

c Discussion and Action: FY2027 Budget

FY2027 WORKING BUDGET HIGHLIGHTS

PERSONNEL

Wages / Changes / Salary Scale

- Trustees will review and approve a salary scale for FY2027 – FY2009. Reviewed every three years, the scale was last updated for FY2024.
- FY2027 cost of living (cola) increases of 3.5% are factored in to full-time and part-time salaries.
- The single staff addition for the fiscal year is that of another part-time (19 hours weekly) Technical Services Assistant. The Technical Services department for more than three decades has run extremely well on a single full-time manager plus one half-time assistant. With recent changes to the cataloging work e.g. the closing of Baker & Taylor and the need to recreate workflows, Tech Services Manager Yesenia Ruiz has requested and will receive another half-time position.

IMRF (Illinois Municipal Retirement Fund)

- Village Finance Manager Doug Cooper has shared this year's IMRF rate has come in at 1.05%, which is extraordinarily low. Doug cited the fully funded pension fund as the source which is driving down the rate. See annual rates since 2017 below.

2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
9.76%	9.3%	5.27%	8.99%	8.75%	4.40%	1.4%	3.0%	2.55%	2.68%	1.05%

Health Insurance

- LIMRiCC remains with a Blue Cross Blue Shield package with the renewal coming in very favorably for 2027. 2026's 14% to 16% and 2025's 11% were considerably higher than the coming year with the high deductible PPO decreasing on average by 5% and the HDHP/HSA plan increasing 5%. Vision rates remain steady while dental plans decrease by 7%.
- The Library holds steady with two medical plans – the High Deductible PPO as well as the High Deductible / Health Savings Account plan. Both plans continue on at the 95% / 5% coverage for employees and families.

Medical Plans	New Premium	Library Pays	Annually	Employee Pays	Per Paycheck
PPO Medical (High Deductible) - single	\$978.00	\$929.10	\$11,149.20	\$48.90	\$22.57
PPO Medical - employee/spouse	\$2,446.00	\$2,323.70	\$27,884.40	\$122.30	\$56.45
PPO Medical - employee/children	\$2,001.00	\$1,900.95	\$22,811.40	\$100.05	\$46.18
PPO Medical - family	\$3,332.00	\$3,165.40	\$37,984.80	\$166.60	\$76.89

HSA PPO - single	\$1,019.00	\$968.05	\$11,616.60	\$50.95	\$23.52
HSA PPO - employee/spouse	\$2,352.00	\$2,234.40	\$26,812.80	\$117.60	\$54.28
HSA PPO - employee/children	\$1,960.00	\$1,862.00	\$22,344.00	\$98.00	\$45.23
HSA PPO - family	\$3,136.00	\$2,979.20	\$35,750.40	\$156.80	\$72.37

Dental Plans	Premium	Library Pays	Annually	Employee Pays	Per Paycheck
DHMO Dental - single	\$29.92	\$0.00	\$0.00	\$29.92	\$13.81
HMO Dental - employee/spouse	\$57.54	\$0.00	\$0.00	\$57.54	\$26.56
HMO Dental - employee/children	\$62.42	\$0.00	\$0.00	\$62.42	\$28.81
HMO Dental - family	\$94.22	\$0.00	\$0.00	\$94.22	\$43.49
PPO - single	\$43.00	\$0.00	\$0.00	\$43.00	\$19.85
PreDent - employee/spouse	\$80.00	\$0.00	\$0.00	\$80.00	\$36.92
PreDent - employee/children	\$79.00	\$0.00	\$0.00	\$79.00	\$36.46
PreDent - family	\$120.00	\$0.00	\$0.00	\$120.00	\$55.38

Vision Plans	Premium	Library Pays		Employee Pays	Per Paycheck
Vision - single	\$7.75	\$0.00	\$0.00	\$7.75	\$3.58
Vision - employee/spouse or partner	\$12.41	\$0.00	\$0.00	\$12.41	\$5.73
Vision - employee/ children	\$12.67	\$0.00	\$0.00	\$12.67	\$5.85
Vision - family	\$20.43	\$0.00	\$0.00	\$20.43	\$9.43

 Interestingly, FY2027 is the first year the Library is seeing premiums for the high deductible PPO plan cost less than those for the HDHP/HSA plan, resulting in the elimination of HSA contributions in all but the family plan.

	High PPO	HDHP/HSA	Monthly Savings	Annual Savings	H.S.A. Funding	Net Savings
Employee	\$978.00	\$1,019.00	-\$41.00	-\$492.00	\$0.00	-\$492.00
Employee/spouse	\$2,446.00	\$2,352.00	\$94.00	\$1,128.00	\$0.00	\$1,128.00
Employee/children	\$2,001.00	\$1,960.00	\$41.00	\$492.00	\$0.00	\$492.00
Family	\$3,332.00	\$3,136.00	\$196.00	\$2,352.00	\$1,000.00	\$1,352.00

Library Costs	Monthly	Yearly
Contributions	N/A	\$ 3,000.00
Yearly Total:		\$ 3,000.00

MATERIALS

- All departmental manager requests have been incorporated into the budget. This year's materials line items remain quite steady.

SERVICES AND SUPPLIES

- Services and supplies spending remains relatively stable with typical cost increases incorporated.

CAPITAL SPENDING

- A total of \$10,000 has been budgeted for Capital spending in FY2027.

DEBT SERVICE

- Additional history for newer Trustees: With the assistance of municipal finance consultant and then Chief Financial Officer of Stern Brothers Linda Matkowski, the Library negotiated \$3.6 million in debt certificates at 3.95% with a 15 year term in order to finalize the funding needed for the new facility.
- The paydown on the Library's loan with First National Bank of Brookfield began in June of 2020 and ends in December of 2034. By the end of 2026, the Library will have a remaining balance of \$2,176,871.08
- 2027's two debt service payments totaling \$339,837.34 are, of course, incorporated in the budget.

SPECIAL RESERVE

- Auditors from Lauterbach & Amen have instructed not to incorporate final spending for the FY2026 remediation project within the 2027 budget. The budget should, however, account for any work that arises in 2027 that was not planned for. To that end, the FY2027 Special Reserve includes \$250,000 in unforeseen spending related to the building remediation, to be used if necessary.

9100 · Special Reserve

9100 · Special Reserve		
Corrective Library Building Work Payouts	<u>250,000.00</u>	
Total 9100 · Special Reserve	250,000.00	
Total 9100 · Special Reserve		<u>250,000.00</u>
TOTAL 9100 · Special Reserve		250,000.00

LSF Brookfield Library
Salary Scale
Effective May 2006

Position	Low	High	Hourly Low	Hourly High
Circulation Services Manager	\$ 27,500.00	\$ 34,000.00	\$ 14.10	\$ 17.44
Circulation Associate	\$ 19,500.00	\$ 26,000.00	\$ 10.00	\$ 13.33
Circulation Associate (with LTA)	\$ 10.50	\$ 14.50		
Circulation Associate (no LTA)	\$ 10.00	\$ 13.85		

Effective January 2009

Position	Low	High	Hourly Low	Hourly High
Circulation Services Manager	\$ 31,000.00	\$ 37,000.00	\$ 15.90	\$ 18.97
Circulation Associate	\$ 21,200.00	\$ 27,000.00	\$ 10.87	\$ 13.85
Circulation Associate (with LTA)	\$ 10.50	\$ 14.50		
Circulation Associate (no LTA)	\$ 10.00	\$ 13.85		

Effective January 2012

Position	Low	High	Hourly Low	Hourly High
Circulation Services Manager	\$ 34,000.00	\$ 40,000.00	\$ 17.44	\$ 20.51
Circulation Associate	\$ 25,500.00	\$ 28,500.00	\$ 13.08	\$ 14.62
Circulation Associate (with LTA)	\$ 10.75	\$ 14.50		
Circulation Associate (no LTA)	\$ 10.25	\$ 13.85		
Page Supervisor	\$ 12.00	\$ 14.00		

Effective January 2015

Position	Low	High	Hourly Low	Hourly High
Circulation Services Manager	\$ 38,000.00	\$ 45,000.00	\$ 19.49	\$ 23.08
Circulation Associate	\$ 28,500.00	\$ 32,000.00	\$ 14.62	\$ 16.41
Circulation Associate (with LTA)	\$ 10.75	\$ 15.00		
Circulation Associate (no LTA)	\$ 10.25	\$ 14.00		
Page Supervisor	\$ 12.00	\$ 15.00		

Page

\$ 8.25 \$ 10.00

Effective January 2018

Position	Low	High	Hourly Low	Hourly High
Circulation Services Manager	\$ 40,000.00	\$ 50,000.00	\$ 20.51	\$ 25.64
Circulation Associate	\$ 32,000.00	\$ 35,000.00	\$ 16.41	\$ 17.95
Circulation Associate (with LTA)	\$ 11.25	\$ 15.00		
Circulation Associate (no LTA)	\$ 10.50	\$ 14.00		
Page Supervisor	\$ 12.00	\$ 15.00		
Page	\$ 8.25	\$ 10.00		

Effective January 2021

Position	Low	High	Hourly Low	Hourly High
Circulation Services Manager	\$ 42,000.00	\$ 55,000.00	\$ 21.54	\$ 28.21
Circulation Associate	\$ 32,000.00	\$ 39,000.00	\$ 16.41	\$ 20.00
Circulation Associate (with LTA)	\$ 12.50	\$ 15.00		
Circulation Associate (no LTA)	\$ 11.50	\$ 14.00		

Effective January 2024

Position	Low	High	Hourly Low	Hourly High
Circulation Services Manager	\$ 50,000.00	\$ 65,000.00	\$ 25.64	\$ 33.33
Circulation Associate	\$ 35,000.00	\$ 48,000.00	\$ 17.95	\$ 24.62
Circulation Associate (with LTA)	\$ 14.50	\$ 19.00		
Circulation Associate (no LTA)	\$ 14.50	\$ 17.00		

Effective January 2027

Position	Low	High	Hourly Low	Hourly High
Circulation Services Manager	\$ 55,000.00	\$ 70,000.00	\$ 28.21	\$ 35.90
Circulation Associate	\$ 40,000.00	\$ 55,000.00	\$ 20.51	\$ 28.21
Circulation Associate (with LTA)	\$ 16.00	\$ 20.00		
Circulation Associate (no LTA)	\$ 15.75	\$ 20.00		

**LSF Brookfield Library
Salary Scale
Effective May 2006**

Position	Low	High	Hourly Low	Hourly High
Technical Services Manager	\$ 28,500.00	\$ 36,000.00	\$ 14.62	\$ 18.46
Technical Services Assistant	\$ 10.26	\$ 14.50		
Technical Services Assistant (w/ LTA)	\$ 11.00	\$ 15.00		

Effective January 2009

Position	Low	High	Hourly Low	Hourly High
Technical Services Manager	\$ 33,000.00	\$ 40,000.00	\$ 16.92	\$ 20.51
Technical Services Assistant	\$ 10.50	\$ 15.50		
Technical Services Assistant (w/ LTA)	\$ 11.00	\$ 16.00		

Effective January 2012

Position	Low	High	Hourly Low	Hourly High
Technical Services Manager	\$ 36,000.00	\$ 43,000.00	\$ 18.46	\$ 22.05
Technical Services Assistant	\$ 11.00	\$ 16.00		
Technical Services Assistant (w/ LTA)	\$ 12.00	\$ 16.00		

Effective January 2015

Position	Low	High	Hourly Low	Hourly High
Technical Services Manager	\$ 38,000.00	\$ 46,500.00	\$ 19.49	\$ 23.85
Technical Services Assistant	\$ 12.00	\$ 17.00		
Technical Services Assistant (w/ LTA)	\$ 13.00	\$ 17.00		

Effective January 2018

Position	Low	High	Hourly Low	Hourly High
Technical Services Manager	\$ 44,000.00	\$ 52,000.00	\$ 22.56	\$ 26.67
Technical Services Assistant	\$ 13.00	\$ 17.00		
Technical Services Assistant (w/ LTA)	\$ 14.00	\$ 17.00		

Effective January 2021

Position	Low	High	Hourly Low	Hourly High
Technical Services Manager	\$ 44,000.00	\$ 52,000.00	\$ 22.56	\$ 26.67
Technical Services Assistant	\$ 14.00	\$ 18.00		
Technical Services Assistant (w/ LTA)	\$ 15.00	\$ 19.00		

Effective January 2024

Position	Low	High	Hourly Low	Hourly High
Technical Services Manager	\$ 50,000.00	\$ 70,000.00	\$ 25.64	\$ 35.90
Technical Services Assistant	\$ 15.00	\$ 19.00		
Technical Services Assistant (w/ LTA)	\$ 16.00	\$ 20.00		

Effective January 2027

Position	Low	High	Hourly Low	Hourly High
Technical Services Manager	\$ 50,000.00	\$ 70,000.00	\$ 25.64	\$ 35.90
Technical Services Assistant	\$ 16.00	\$ 20.00		
Technical Services Assistant (w/ LTA)	\$ 17.00	\$ 21.00		

**LSF Brookfield Library
Salary Scale
Effective January 2015**

Position	Low	High	Hourly Low	Hourly High
Partnerships & Public Relations Librarian	\$ 42,000.00	\$ 52,000.00	\$ 21.54	\$ 26.67

Effective January 2018

Position	Low	High	Hourly Low	Hourly High
Partnerships & Public Relations Librarian	\$ 45,000.00	\$ 54,000.00	\$ 23.08	\$ 27.69

Effective January 2021

Position	Low	High	Hourly Low	Hourly High
Assistant Director & Marketing Manager	\$ 60,000.00	\$ 69,000.00	\$ 30.77	\$ 35.38

Effective January 2024

Position	Low	High	Hourly Low	Hourly High
Community Engagement Coordinator	\$ 60,000.00	\$ 75,000.00	\$ 30.77	\$ 38.46

Effective January 2027

Position	Low	High	Hourly Low	Hourly High
Community Engagement Coordinator	\$ 60,000.00	\$ 76,000.00	\$ 30.77	\$ 38.97
Student Success Librarian	\$ 60,000.00	\$ 70,000.00	\$ 30.77	\$ 35.90
Marketing Coordinator			\$ 19.00	\$ 24.00
Book Bike Envoy			\$ 17.00	\$ 22.00

**LSF Brookfield Library
Salary Scale
Effective May 2006**

Position	Low	High	Hourly Low	Hourly High
Youth Services Manager	\$ 38,000.00	\$ 41,000.00	\$ 19.49	\$ 21.03
Youth Services Librarian	\$ 31,000.00	\$ 36,000.00	\$ 15.90	\$ 18.46
Youth Services Assistant (with a master's	\$ 13.50	\$ 18.00		
Youth Services Assistant (no master's de	\$ 11.00	\$ 15.00		
Page	\$ 6.50	\$ 8.00		

Effective January 2009

Position	Low	High	Hourly Low	Hourly High
Youth Services Manager	\$ 41,000.00	\$ 45,000.00	\$ 21.03	\$ 23.08
Youth Services Librarian	\$ 35,500.00	\$ 39,000.00	\$ 18.21	\$ 20.00
Youth Services Assistant (with a master's	\$ 14.00	\$ 18.00		
Youth Services Assistant (no master's de	\$ 11.00	\$ 15.00		
Page	\$ 7.75	\$ 8.00		

Effective January 2012

Position	Low	High	Hourly Low	Hourly High
Youth Services Manager	\$ 43,000.00	\$ 48,000.00	\$ 22.05	\$ 24.62
Youth Services Librarian	\$ 38,000.00	\$ 42,000.00	\$ 19.49	\$ 21.54
Youth Services Assistant (with a master's	\$ 14.00	\$ 18.00		
Youth Services Assistant (no master's de	\$ 11.00	\$ 15.00		
Afterschool Assistant	\$ 11.50	\$ 15.00		
Page	\$ 8.25	\$ 9.50		

Effective January 2015

Position	Low	High	Hourly Low	Hourly High
Youth Services Manager	\$ 43,000.00	\$ 52,000.00	\$ 22.05	\$ 26.67
Youth Services Librarian	\$ 40,000.00	\$ 46,000.00	\$ 20.51	\$ 23.59

Youth Services Assistant (with a master's	\$	15.00	\$	18.00
Youth Services Assistant (no master's de	\$	12.00	\$	15.00
Afterschool Assistant	\$	12.00	\$	16.00

Effective January 2018

Position	Low	High	Hourly Low	Hourly High
Youth Services Manager	\$ 45,000.00	\$ 55,000.00	\$ 23.08	\$ 28.21
Youth Services Librarian	\$ 42,000.00	\$ 48,000.00	\$ 21.54	\$ 24.62
Youth Services Assistant (with a master's	\$ 15.00	\$ 19.00		
Youth Services Assistant (no master's de	\$ 12.00	\$ 16.00		
Afterschool Assistant	\$ 12.00	\$ 17.00		

Effective January 2021

Position	Low	High	Hourly Low	Hourly High
Youth Services Manager	\$ 50,000.00	\$ 62,000.00	\$ 25.64	\$ 31.79
Youth Services Librarian	\$ 45,000.00	\$ 52,000.00	\$ 23.08	\$ 26.67
Youth Services Assistant (with a master's	\$ 16.00	\$ 20.00		
Youth Services Assistant (no master's de	\$ 13.00	\$ 17.00		

Effective January 2024

Position	Low	High	Hourly Low	Hourly High
Youth Services Manager	\$ 55,000.00	\$ 75,000.00	\$ 28.21	\$ 38.46
Youth Services Librarian	\$ 45,000.00	\$ 60,000.00	\$ 23.08	\$ 30.77
Youth Services Assistant (with a master's	\$ 17.00	\$ 24.00		
Youth Services Assistant (no master's de	\$ 16.00	\$ 21.00		

Effective January 2027

Position	Low	High	Hourly Low	Hourly High
Youth Services Manager	\$ 60,000.00	\$ 75,000.00	\$ 30.77	\$ 38.46
Youth Services Librarian	\$ 50,000.00	\$ 62,000.00	\$ 25.64	\$ 31.79
Youth Services Assistant (with a master's	\$ 18.00	\$ 26.00		

Youth Services Assistant (no master's de	\$	17.00	\$	24.00
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LSF Brookfield Public Library
Salary Scale
Effective May 2006

Position	Low	High	Hourly Low	Hourly High
Reference / Electronic Services Head	\$ 38,000.00	\$ 41,000.00	\$ 19.49	\$ 21.03
Adult Services Librarian	\$ 31,000.00	\$ 36,000.00	\$ 15.90	\$ 18.46
Adult Services Assistant (with a master's de	\$ 13.50	\$ 18.00		
Adult Services Assistant (no master's degree	\$ 11.00	\$ 15.00		
Page	\$ 6.50	\$ 8.00		

Effective January 2009

Position	Low	High	Hourly Low	Hourly High
Reference / Electronic Services Head	\$ 42,000.00	\$ 46,000.00	\$ 21.54	\$ 23.59
Adult Services Librarian	\$ 35,500.00	\$ 39,000.00	\$ 18.21	\$ 20.00
Adult Services Assistant (with a master's de	\$ 14.00	\$ 18.00		
Adult Services Assistant (no master's degree	\$ 11.00	\$ 15.00		
Page	\$ 7.75	\$ 8.00		

Effective January 2012

Position	Low	High	Hourly Low	Hourly High
Reference / Electronic Services Head	\$ 43,000.00	\$ 50,000.00	\$ 22.05	\$ 25.64
Adult Services Librarian	\$ 38,000.00	\$ 42,000.00	\$ 19.49	\$ 21.54
Adult Services Assistant (with a master's de	\$ 14.00	\$ 18.00		
Adult Services Assistant (no master's degree	\$ 11.00	\$ 15.00		
Page	\$ 8.25	\$ 9.50		

Effective January 2015

Position	Low	High	Hourly Low	Hourly High
Reference / Electronic Services Head	\$ 44,000.00	\$ 54,000.00	\$ 22.56	\$ 27.69
Adult Services Librarian	\$ 40,000.00	\$ 46,000.00	\$ 20.51	\$ 23.59
Adult Services Assistant (with a master's de	\$ 15.00	\$ 18.00		

Adult Services Assistant (no master's degree) \$ 12.00 \$ 15.00

Effective January 2018

Position	Low	High	Hourly Low	Hourly High
Reference / Electronic Services Head	\$ 46,000.00	\$ 58,000.00	\$ 23.59	\$ 29.74
Adult Services Librarian	\$ 42,000.00	\$ 48,000.00	\$ 21.54	\$ 24.62
Adult Services Assistant (with a master's degree)	\$ 15.00	\$ 19.00		
Adult Services Assistant (no master's degree)	\$ 12.00	\$ 16.00		

Effective January 2021

Position	Low	High	Hourly Low	Hourly High
Adult & Teen Services Manager	\$ 52,000.00	\$ 65,000.00	\$ 26.67	\$ 33.33
Adult Services Librarian	\$ 45,000.00	\$ 52,000.00	\$ 23.08	\$ 26.67
Maker Librarian	\$ 46,000.00	\$ 54,000.00	\$ 23.59	\$ 27.69
Adult Services Assistant (with a master's degree)	\$ 16.00	\$ 20.00		
Adult Services Assistant (no master's degree)	\$ 13.00	\$ 17.00		

Effective January 2024

Position	Low	High	Hourly Low	Hourly High
Adult & Teen Services Manager	\$ 60,000.00	\$ 85,000.00	\$ 30.77	\$ 43.59
Adult Services Librarian	\$ 45,000.00	\$ 60,000.00	\$ 23.08	\$ 30.77
Maker Librarian	\$ 46,000.00	\$ 60,000.00	\$ 23.59	\$ 30.77
Adult Services Assistant (with a master's degree)	\$ 17.00	\$ 24.00		
Adult Services Assistant (no master's degree)	\$ 16.00	\$ 21.00		

Effective January 2027

Position	Low	High	Hourly Low	Hourly High
Adult & Teen Services Manager	\$ 65,000.00	\$ 85,000.00	\$ 33.33	\$ 43.59
Adult Services Librarian	\$ 50,000.00	\$ 65,000.00	\$ 25.64	\$ 33.33
Maker Librarian	\$ 46,000.00	\$ 65,000.00	\$ 23.59	\$ 33.33
Adult Services Assistant (with a master's degree)	\$ 18.00	\$ 26.00		

Adult Services Assistant (no master's degree	\$	17.00	\$	24.00
Studio Assistant	\$	17.65	\$	26.00

LSF Brookfield Library
Salary Scale
Effective January 2027

Position	Low	High	Hourly Low	Hourly High
Department Heads				
Adult & Teen Services	\$ 65,000.00	\$ 85,000.00	\$ 33.33	\$ 43.59
Youth Services	\$ 60,000.00	\$ 75,000.00	\$ 30.77	\$ 38.46
Technical Services	\$ 50,000.00	\$ 70,000.00	\$ 25.64	\$ 35.90
Circulation Services	\$ 55,000.00	\$ 70,000.00	\$ 28.21	\$ 35.90
Community Engagement Coordinator	\$ 60,000.00	\$ 76,000.00	\$ 30.77	\$ 38.97
Administrative Assistant/Business Manager	\$ 57,000.00	\$ 80,000.00	\$ 29.23	\$ 41.03
Building Maintenance Manager	\$ 57,000.00	\$ 75,000.00	\$ 29.23	\$ 38.46
Full-Time Staff				
Adult Services Librarian	\$ 50,000.00	\$ 65,000.00	\$ 25.64	\$ 33.33
Maker Librarian	\$ 46,000.00	\$ 65,000.00	\$ 23.59	\$ 33.33
Student Success Librarian	\$ 60,000.00	\$ 70,000.00	\$ 30.77	\$ 35.90
Youth Services Librarian	\$ 50,000.00	\$ 62,000.00	\$ 25.64	\$ 31.79
Circulation Assistant / Clerk	\$ 40,000.00	\$ 55,000.00	\$ 20.51	\$ 28.21
Part-Time Staff				
Technical Services Assistant	\$ 16.00	\$ 20.00		
Technical Services Assistant (w/ LTA)	\$ 17.00	\$ 21.00		
Circulation Associate (with LTA)	\$ 16.00	\$ 20.00		
Circulation Associate (no LTA)	\$ 15.75	\$ 20.00		
Adult Services Assistant (with a master's degree)	\$ 18.00	\$ 26.00		
Adult Services Assistant (no master's degree)	\$ 17.00	\$ 24.00		
Youth Services Assistant (with a master's degree)	\$ 18.00	\$ 26.00		
Youth Services Assistant (no master's degree)	\$ 17.00	\$ 24.00		
Studio Assistant	\$ 18.75	\$ 26.00		
Marketing Coordinator	\$ 19.00	\$ 24.00		
Book Bike Envoy	\$ 17.00	\$ 22.00		

RAILS Jobs August & September 2026

Position	Full/Part-Time	Library	Budget	Pay Rate
Circulation Assistant	Part-time	Northbrook Public Library	\$10 million	\$17.72 - \$19.68
Circulation Assistant	Part-time	Westmont Public Library	\$2.6 million	\$17.57
Circulation Assistant	Part-time	Addison Public Library	\$6 million	\$16.54 - \$20.68
Circulation Assistant	Part-time	Itasca Public Library	\$1.8 million	\$15.25 - \$16.50
Circulation Assistant	Part-time	LSF Brookfield Library	\$2.6 million	\$15.75 - \$20.00
Tech Services Assistant	Full-time	Joliet Junior College Library		\$20.70 - \$21.94
Tech Services Assistant	Part-time	Glencoe Public Library	\$3.5 million	\$15.12 - \$18.90
Tech Services Assistant	Part-time	LSF Brookfield Library	\$2.6 million	\$16.00 - \$21.00
Maker Studio Assistant	Part-time	Elmhurst Public Library	\$9 million	\$18.34 - \$22.93
Tech & Maker Assistant	Full-time	Indian Prairie Public	\$5 million	\$21.10 - \$24.27
Maker Studio Assistant	Part-time	LSF Brookfield Library	\$2.6 million	\$18.75 - \$26.00
Youth Assistant	Part-time	Arlington Heights Public	\$17 million	\$20.00 - \$23.00
Youth Assistant	Part-time	Grande Prairie Public Library	\$1 million	\$18.00 - \$20.00
Youth Bilingual Mandarin	Part-time	Naperville Public Library	\$18 million	\$21.30
Youth Assistant	Part-time	LSF Brookfield Library	\$2.6 million	\$17.00 - \$26.00
Adult Program Cord.	Full-time	Glencoe Public Library	\$3.5 million	\$41,980-\$52,475
Adult & Teen Assistant	Part-time	New Lenox Public Library	\$4 million	18.64 - \$19.80
Adult Assistant	Part-time	Naperville Public Library	\$18 million	\$21.30
Adult Librarian	Part-time	Naperville Public Library	\$18 million	\$27.10
Adult & Teen Manager	Full-time	Naperville Public Library	\$18 million	\$75,000-\$80,000
Adult & Teen Assistant	Part-time	LSF Brookfield Library	\$2.6 million	\$17.00 - \$26.00
Adult & Teen Manager	Full-time	LSF Brookfield Library	\$2.6 million	\$65,000 - \$85,000

**LSF Brookfield Library
Property Tax Receipts
Fiscal Year 2027**

Anticipated FY2027 Property Tax Receipts

2,600,000.00

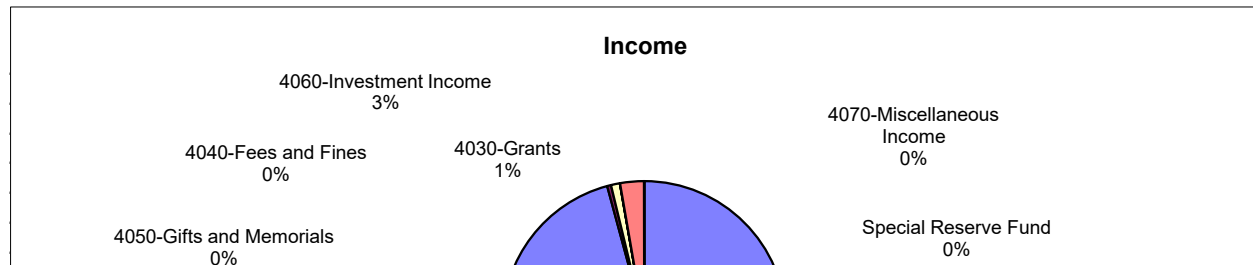
**LSF Brookfield Library
Projected Expenditures
Fiscal Year 2027**

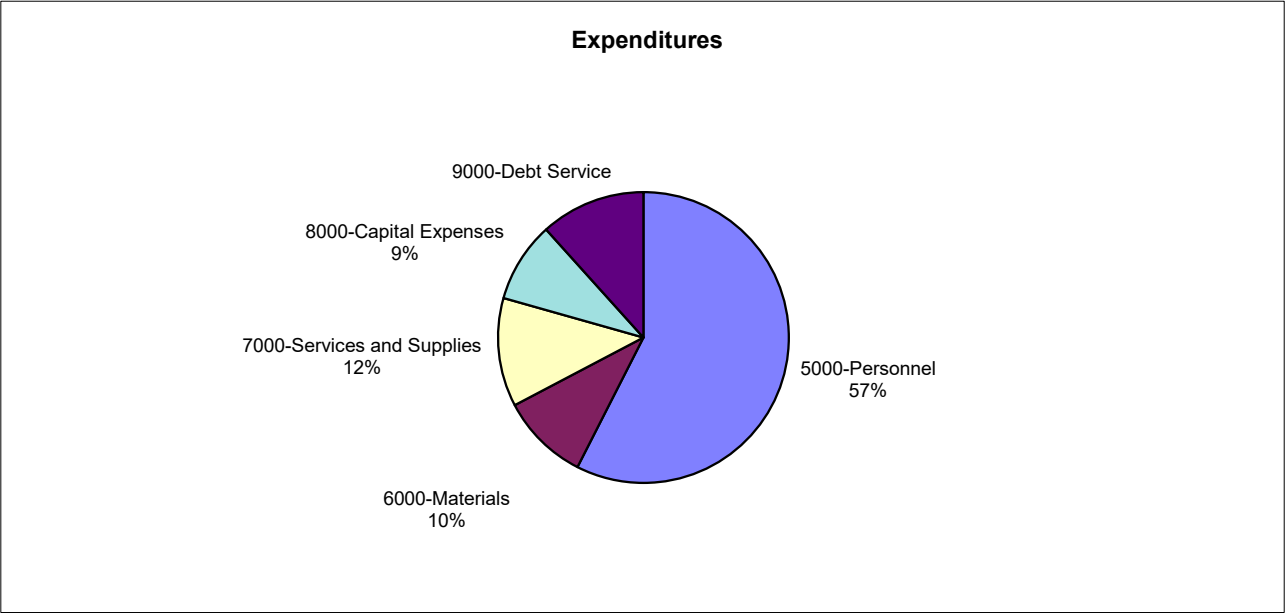
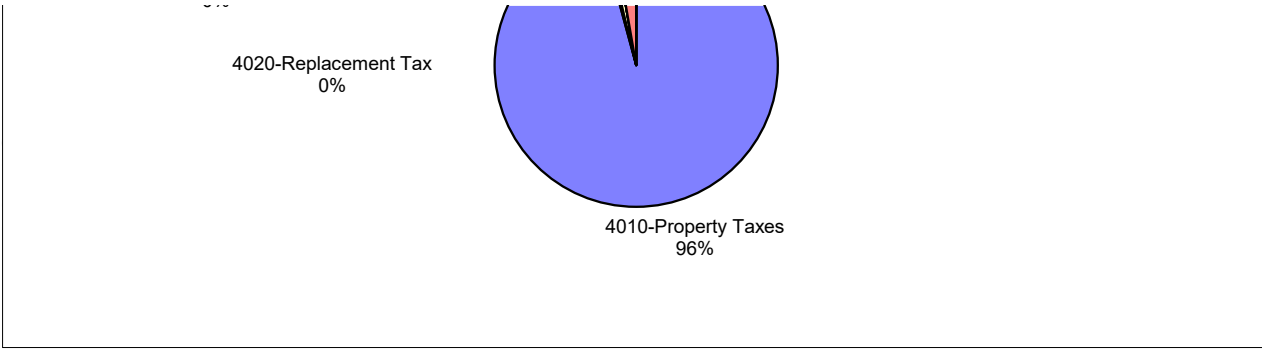
5000 · Personnel	FY2027	FY2026	\$ change	% change
5010 · Salaries-Operating Regular	887,920.61	858,115.44	29,805.17	3.47%
5020 · Salaries-Part Time	339,704.19	320,581.21	19,122.98	5.97%
5030 · Medical Insurance	213,090.60	206,112.60	6,978.00	3.39%
5040 · IMRF (IMRF Fund)	17,758.42	30,000.00	-12,241.58	-40.81%
5050 · FICA (FICA Fund)	93,913.30	90,170.29	3,743.01	4.15%
5051 · IL Unemployment	3,346.20	3,346.20	0.00	0.00%
5052 · Personnel - Contingency	500.00	2,000.00	-1,500.00	-75.00%
5560 · Payroll Expenses	6,200.00	6,200.00	0.00	0.00%
Total 5000 · Personnel	1,562,433.32	1,516,525.74	45,907.58	3.03%
6000 · Materials				
6010 · Books				
6011 · NonFiction	23,000.00	23,000.00	0.00	0.00%
6012 · Fiction	26,000.00	26,000.00	0.00	0.00%
6013 · Hot Picks Fiction	11,000.00	12,000.00	-1,000.00	-8.33%
6014 · Youth Fiction	15,500.00	15,500.00	0.00	0.00%
6015 · Youth NonFiction	12,500.00	10,500.00	2,000.00	19.05%
6016 · Young Adult Fiction	4,000.00	4,000.00	0.00	0.00%
6017 · Young Adult NonFiction	3,000.00	3,000.00	0.00	0.00%
Total 6010 · Books	95,000.00	94,000.00	1,000.00	1.06%
6020 · Periodicals	11,000.00	11,000.00	0.00	0.00%
6030 · Audiovisual Materials				
6032 · Adult AV	16,500.00	16,500.00	0.00	0.00%
6034 · Youth AV	7,300.00	8,300.00	-1,000.00	-12.05%
Total 6030 · Audiovisual Materials	23,800.00	24,800.00	-1,000.00	-4.03%
6040 · Electronic Databases				
6041 · Databases - Adult	56,000.00	56,000.00	0.00	0.00%
6042 · Databases - Youth	8,000.00	10,000.00	-2,000.00	-20.00%
6045 · Interlibrary Loan	500.00	500.00	0.00	0.00%
6046a · Digital Content Adult & Teen	70,000.00	70,000.00	0.00	0.00%
6046b · Digital Devices Adult & Teen	14,000.00	14,000.00	0.00	0.00%
6048 · Website Consultation	7,000.00	7,000.00	0.00	0.00%
Total 6000 · Materials	285,300.00	287,300.00	-2,000.00	-0.70%
7000 · Services and Supplies				
7010 · Professional Associations	6,000.00	6,000.00	0.00	0.00%
7020 · Co-Worker Services	7,500.00	8,100.00	-600.00	-7.41%
7030 · Continuing Education				
7032 · Staff Education	17,350.00	17,350.00	0.00	0.00%
7034 · Board Education	900.00	4,000.00	-3,100.00	-77.50%
7036 · Continuing Education - Other	500.00	500.00	0.00	0.00%
Total 7030 · Continuing Education	18,750.00	21,850.00	-3,100.00	-14.19%
7040 · Professional Seivces	23,300.00	23,200.00	100.00	0.43%
7050 · Insurance-General	31,250.00	31,250.00	0.00	0.00%
7060 · Maintenance-Office Equipment	130,000.00	110,500.00	19,500.00	17.65%
7070 · Printing and Publications	24,100.00	23,000.00	1,100.00	4.78%
7080 · Telephone and Internet	15,000.00	16,500.00	-1,500.00	-9.09%
7090 · Office Supplies	6,800.00	6,800.00	0.00	0.00%
7091 · Technical Services Equipment	850.00	850.00	0.00	0.00%
7092S · Technical Services Supplies	6,500.00	6,500.00	0.00	0.00%
7092P · Technical Services Processing	4,500.00	4,500.00	0.00	0.00%
7093 · Circulation Services Supplies	5,500.00	5,500.00	0.00	0.00%
7094 · Reciprocal Borrowing Services/Billing	1,700.00	1,700.00	0.00	0.00%
7100 · Postage	10,500.00	10,500.00	0.00	0.00%

7110 · Classes & Events				
7112 · Adult Classes & Events	11,500.00	11,500.00	0.00	0.00%
7114 · Youth Classes & Events	17,500.00	16,500.00	1,000.00	6.06%
7115 · Maker Studio Classes & Events	3,000.00	3,000.00	0.00	0.00%
7116 · Young Adult Classes & Events	6,000.00	5,000.00	1,000.00	20.00%
7118 · Movie Licensing	550.00	550.00	0.00	0.00%
Total 7110 · Programming	38,550.00	36,550.00	2,000.00	5.47%
7120 · Outreach & Engagement	19,000.00	19,000.00	0.00	0.00%
7130 · Gifts Given	1,000.00	1,000.00	0.00	0.00%
7140 · Contingency	500.00	1,000.00	-500.00	-50.00%
7000 · Services and Supplies - Other	500.00	1,000.00	-500.00	-50.00%
Total 7000 · Services and Supplies	351,800.00	335,300.00	16,500.00	4.92%
8000 · Capital Expenses				
8010 · Computers				
8012 · Hardware	12,500.00	28,000.00	-15,500.00	-55.36%
8014 · Software	17,650.00	27,650.00	-10,000.00	-36.17%
8016 · Computers - Other	0.00	2,000.00	-2,000.00	-100.00%
Total 8010 · Computers	30,150.00	57,650.00	-27,500.00	-47.70%
8020 · Photocopiers	6,000.00	7,000.00	-1,000.00	-14.29%
8025 · Janitorial	49,000.00	49,000.00	0.00	0.00%
8030 · Maintenance-Building (Building & Site Fund)	82,700.00	79,875.00	2,825.00	3.54%
8040 · Capital Improvement (Building & Site Fund)	0.00	0.00	0.00	0.00%
8050 · Capital Projects (General Fund)	10,000.00	119,650.00	-109,650.00	-91.64%
8051 · Capital Expenses - Other	0.00	0.00	0.00	0.00%
Total 8000 · Capital Expenses	177,850.00	313,175.00	-135,325.00	-43.21%
9000 · Debt Service	339,837.34	344,754.00	-4,916.66	-1.43%
9100 · Capital Expenditures (Special Reserve Fund)	250,000.00	1,765,000.00	-1,515,000.00	-85.84%
	2,967,220.66	4,562,054.74	-1,594,834.08	-34.96%

**LSF Brookfield Library
Working Budget Summary
Fiscal Year 2027**

	General Fund	IMRF	FICA	Building & Site	Special Reserve	Memo Total
Beginning Balance January 1, 2027 (estimated)	300,000	0	0	0	1,700,000	2,000,000
Income						
4010-Property Taxes	2,600,000	30,000	98,000	92,000		2,820,000
4020-Replacement Tax	13,000					13,000
4030-Grants	30,000					30,000
4040-Fines and Fees	0					0
4050-Gifts and Memorials	500					500
4060-Investment Income	35,000				45,000	80,000
4070-Miscellaneous Income	500					500
Total Income	2,979,000	30,000	98,000	92,000	1,745,000	4,944,000
Expenditures						
5000-Personnel	1,562,433	17,758	93,913			1,674,105
6000-Materials	285,300					285,300
7000-Services and Supplies	351,800					351,800
8000-Capital Expenses	177,850			82,700		260,550
9000-Debt Service	339,837					339,837
9100-Special Reserve					250,000	
Total Expenditures	2,717,221	17,758	93,913	82,700	250,000	2,911,592
Revenues Over (Under) Expenditures	261,779	12,242	4,087	9,300	1,495,000	
Ending Balance December 31 (estimated)	261,779	12,242	4,087	9,300	1,495,000	2,032,408
<i>Reserves for six months</i>	1,358,610	8,879	46,957	41,350		1,455,796





LSF Brookfield Library
Health Insurance Ratios (95% / 5%)
Fiscal Year 2027

Medical Plans	New Premium	Library Pays	Annually	Employee Pays	Per Paycheck
PPO Medical (High Deductible) - single	\$978.00	\$929.10	\$11,149.20	\$48.90	\$22.57
PPO Medical - employee/spouse	\$2,446.00	\$2,323.70	\$27,884.40	\$122.30	\$56.45
PPO Medical - employee/children	\$2,001.00	\$1,900.95	\$22,811.40	\$100.05	\$46.18
PPO Medical - family	\$3,332.00	\$3,165.40	\$37,984.80	\$166.60	\$76.89
HSA PPO - single	\$1,019.00	\$968.05	\$11,616.60	\$50.95	\$23.52
HSA PPO - employee/spouse	\$2,352.00	\$2,234.40	\$26,812.80	\$117.60	\$54.28
HSA PPO - employee/children	\$1,960.00	\$1,862.00	\$22,344.00	\$98.00	\$45.23
HSA PPO - family	\$3,136.00	\$2,979.20	\$35,750.40	\$156.80	\$72.37

Dental Plans	Premium	Library Pays	Annually	Employee Pays	Per Paycheck
DHMO Dental - single	\$29.92	\$0.00	\$0.00	\$29.92	\$13.81
HMO Dental - employee/spouse	\$57.54	\$0.00	\$0.00	\$57.54	\$26.56
HMO Dental - employee/children	\$62.42	\$0.00	\$0.00	\$62.42	\$28.81
HMO Dental - family	\$94.22	\$0.00	\$0.00	\$94.22	\$43.49
PPO - single	\$43.00	\$0.00	\$0.00	\$43.00	\$19.85
PreDent - employee/spouse	\$80.00	\$0.00	\$0.00	\$80.00	\$36.92
PreDent - employee/children	\$79.00	\$0.00	\$0.00	\$79.00	\$36.46
PreDent - family	\$120.00	\$0.00	\$0.00	\$120.00	\$55.38

Vision Plans	Premium	Library Pays		Employee Pays	Per Paycheck
Vision - single	\$7.75	\$0.00	\$0.00	\$7.75	\$3.58
Vision - employee/spouse or partner	\$12.41	\$0.00	\$0.00	\$12.41	\$5.73
Vision - employee/ children	\$12.67	\$0.00	\$0.00	\$12.67	\$5.85
Vision - family	\$20.43	\$0.00	\$0.00	\$20.43	\$9.43

Maximum Costs to Library:	Monthly	Yearly
Medical	\$ 37,984.80	\$ 417,832.80
Dental	\$ -	\$ -
Total		<u>\$ 417,832.80</u>

More Likely:	Monthly	Yearly
Medical	\$ 17,507.55	\$ 210,090.60
Dental	\$ -	\$ -

Yearly Total: \$ 210,090.60

LSF Brookfield Library
Health Insurance Ratios (95% / 5%)
Fiscal Year 2027

	High PPO	HDHP/HSA	Monthly Savings	Annual Savings	H.S.A. Funding	Net Savings
Employee	\$978.00	\$1,019.00	-\$41.00	-\$492.00	\$0.00	-\$492.00
Employee/spouse	\$2,446.00	\$2,352.00	\$94.00	\$1,128.00	\$0.00	\$1,128.00
Employee/children	\$2,001.00	\$1,960.00	\$41.00	\$492.00	\$0.00	\$492.00
Family	\$3,332.00	\$3,136.00	\$196.00	\$2,352.00	\$1,000.00	\$1,352.00

Library Costs	Monthly	Yearly
Contributions	N/A	\$ 3,000.00
Yearly Total:		\$ 3,000.00

**LSF Brookfield Library
6000-Estimated Materials
Fiscal Year 2027**

6010 · Books

Adult Books

6011 · NonFiction	23,000.00	
6012 · Fiction	26,000.00	
6013 · Hot Picks Fiction	11,000.00	

Total Adult Books		<u>60,000.00</u>
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Youth Books

6014 · Youth Fiction	15,500.00	
6015 · Youth NonFiction	12,500.00	
6016 · Young Adult Fiction	4,000.00	
6017 · Young Adult NonFiction	3,000.00	

Total Youth Books		<u>35,000.00</u>
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Total 6010 · Books		<u>95,000.00</u>
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6020 · Periodicals

Total 6020 · Periodicals		<u>11,000.00</u>
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6030 · Audiovisual Materials

Adult & Teen AV

6031 · Audiorecordings	4,000.00	
6032 · Videorecordings	10,000.00	
6038 · Video Games	2,500.00	

Total Adult AV		<u>16,500.00</u>
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Youth AV

6034 · Audiorecordings	1,500.00	
6035 · Videorecordings	3,200.00	
6036 · Music CDs	100.00	
6037 · Video Games	2,500.00	

Total Youth AV		<u>7,300.00</u>
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Total 6030 · Audiovisual Materials		<u>23,800.00</u>
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6040 · Electronic Databases / Services

6041 · Databases - Adult	56,000.00	
6042 · Databases - Youth	8,000.00	
6045 · Interlibrary Loan	500.00	
6046a · Digital Content Adult & Teen	70,000.00	
6046b · Digital Devices Adult & Teen	14,000.00	
6048 · Website	7,000.00	

Total Electronic Databases / Services		<u>155,500.00</u>
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TOTAL 6000-Materials		<u>285,300.00</u>
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LSF Brookfield Library
7000-Estimated Services and Supplies
Fiscal Year 2027

7010 · Professional Associations		
Total 7010 · Professional Associations		6,000.00
7020 · Co-Worker Services		
Holiday Party	1,000.00	
Coffee, tea and other foodstuffs	600.00	
Recognitions and awards	250.00	
Board meetings	150.00	
Manager Phone Reimbursement	2,000.00	
Staff Development Days	3,500.00	
Total 7020 · Co-Worker Services		7,500.00
7030 · Continuing Education		
7032 · Staff Education		
Director Conferences / Education	2,000.00	
Department Head Conferences / Education	7,200.00	
Full-time professionals Conferences / Education	2,250.00	
Full-time paraprofessionals Conferences / Education	900.00	
Educational assistance:	0.00	
Workshops	5,000.00	
Total 7032 · Staff Education	17,350.00	
ILA Conference	1,000.00	
ILA Trustee Forum	500.00	
Workshops / Conferences	700.00	
Total 7034 · Board Education	2,200.00	
Total 7030 · Continuing Education		19,550.00
7040 · Professional Services		
7041 · Legal	7,000.00	
7042 · Audit	8,800.00	
7043 · Financial consultant	3,500.00	
7046 · Benefit Management Fees	4,000.00	
Total 7040 · Professional Services		23,300.00
7050 · Insurance-General		
Worker's Compensation	2,800.00	
Commerical Lines	22,000.00	
Treasurer's Bond	1,500.00	
Auto	400.00	
Umbrella	4,550.00	
Total 7050 · Insurance-General		31,250.00
7060 · Maintenance-Office Equipment		
SWAN Maintenance	38,000.00	
BoardBook	4,000.00	
IT Support (Creative IT Consulting)	88,000.00	
Total 7060 · Maintenance-Office Equipment		130,000.00
7070 · Printing and Publications		
Newsletters - Print & Electronic	22,000.00	
Annual Report	2,100.00	
Total 7070 · Printing and Publications		24,100.00
7080 · Telephone		
Total 7080 · Phone, Fax and Internet		
B&B Networks (Phone)	2,500.00	
Comcast	11,500.00	
Fax (TBS)	1,000.00	
Total 7080 · Telephone and Internet		15,000.00
7090 · Office Supplies		6,800.00

7091 · Technical Services Equipment	850.00
7092S · Technical Services Supplies	6,500.00
7092P · Technical Services Processing	4,500.00
7093 · Circulation Services Supplies	5,500.00
7094 · Reciprocal Borrowing Services/Billing	1,700.00
7100 · Postage	
Total 7100 · Postage	10,500.00
7110 · Classes and Events	
7112 · Adult Classes & Events	11,500.00
7114 · Youth Classes & Events	17,500.00
7115 · Maker Studio Classes & Events	3,000.00
7116 · Young Adult Classes & Events	6,000.00
7118 · Movie Licensing	550.00
Total 7110 · Programming	38,550.00
7120 · Outreach & Engagement	
Total 7120 · Outreach & Engagement	19,000.00
7130 · Gifts Given	
Total 7130 · Gifts Given	1,000.00
7140 · Contingency	1,000.00
TOTAL 7000-Services and Supplies	352,600.00

\$2000 for the d
\$1,200 for each
\$900 for each fi
\$500 for each fi

LSF Brookfield Library
8000-Estimated Capital Expenses
Fiscal Year 2027

8010 · Computers		
8012 · Hardware		
Computers	6,000.00	
Maker Studio	4,000.00	
Other hardware	2,500.00	
Total 8012 · Hardware	<u>12,500.00</u>	
8014 · Software		
Shared digital services	11,000.00	
Internet filter	150.00	
Accessibility	2,500.00	
Annual renewals	4,000.00	
Total 8014 · Software	<u>17,650.00</u>	
Total 8010 · Computers		30,150.00
8020 · Photocopiers		
Staff copier	2,000.00	
Public copiers	4,000.00	
Total 8020 · Photocopiers		6,000.00
8025 · Janitorial		49,000.00
8030 · Building Maintenance (Building & Site Fund)		
Consumable supplies	7,000.00	
HVAC	8,000.00	
Water treatment / boiler (HOH)	500.00	
Landscaping	22,000.00	
Sprinkler system	1,000.00	
Snow removal	10,000.00	
Salt	500.00	
Pest control	1,400.00	
Fire alarm	3,000.00	
Burglar and Access Control	7,500.00	
Fire extinguishers	1,800.00	
Backflow testing	1,000.00	
Elevator certification	1,700.00	
Elevator maintenance	5,800.00	
Generator	1,900.00	
Window Cleaning	2,000.00	
Roof survey	1,600.00	
Odd jobs & other	6,000.00	
Total 8030 · Building Maintenance (Building & Site Fund)		82,700.00
8040 · Capital Improvement		0.00
8050 · Capital Projects	10,000.00	10,000.00
Total 8050 · Capital Projects (General Fund)		10,000.00
8051 · Capital Expenses, Other		0.00
TOTAL 8000 · Capital Expenses		<u>92,700.00</u>

LSF Brookfield Library
9100-Estimated Special Reserve
Fiscal Year 2027

9100 · Special Reserve

9100 · Special Reserve

Corrective Library Building Work Payouts

250,000.00

Total 9100 · Special Reserve

250,000.00

Total 9100 · Special Reserve

250,000.00

TOTAL 9100 · Special Reserve

250,000.00

**LSF Brookfield Library
Personnel Expenditures**

	FY2027	FY2026	FY2025	FY2024	FY2023	FY2022	FY2021	\$ change	% change
5000 · Personnel									
5010 · Salaries-Operating Regular	887,920.61	858,115.44	809,605.10	774,763.28	759,878.73	714,951.51	613,280.07	274,640.54	30.93%
5020 · Salaries-Part Time	339,704.19	320,581.21	273,399.11	267,004.78	222,919.05	209,819.71	222,281.73	129,884.48	38.23%
5030 · Medical Insurance	195,000.00	175,000.00	160,301.73	156,529.56	145,759.20	110,170.86	164,510.39	84,829.14	43.50%
5040 · IMRF (IMRF Fund)	29,194.10	29,194.10						0.00	0.00%
5050 · FICA (FICA Fund)	93,913.30	90,170.29						3,743.01	4.15%
5051 · IL Unemployment	3,346.20	3,346.20						0.00	0.00%
5052 · Personnel - Contingency	500.00	2,000.00						-1,500.00	-75.00%
5560 · Payroll Expenses	6,200.00	6,200.00						0.00	0.00%
Total 5000 · Personnel	1,555,778.40	1,484,607.24						71,171.16	4.79%
6000 · Materials									
6010 · Books									
6011 · NonFiction	23,000.00	23,000.00						0.00	0.00%
6012 · Fiction	26,000.00	26,000.00						0.00	0.00%
6013 · Hot Picks Fiction	11,000.00	12,000.00						-1,000.00	-8.33%
6014 · Youth Fiction	15,500.00	15,500.00						0.00	0.00%
6015 · Youth NonFiction	12,500.00	10,500.00						2,000.00	19.05%
6016 · Young Adult Fiction	4,000.00	4,000.00						0.00	0.00%
6017 · Young Adult NonFiction	3,000.00	3,000.00						0.00	0.00%
Total 6010 · Books	95,000.00	94,000.00						1,000.00	1.06%
6020 · Periodicals	11,000.00	11,000.00						0.00	0.00%
6030 · Audiovisual Materials									
6032 · Adult AV	16,500.00	16,500.00						0.00	0.00%
6034 · Youth AV	7,300.00	8,300.00						-1,000.00	-12.05%
Total 6030 · Audiovisual Materials	23,800.00	24,800.00						-1,000.00	-4.03%
6040 · Electronic Databases									
6041 · Databases - Adult	56,000.00	56,000.00						0.00	0.00%
6042 · Databases - Youth	8,000.00	10,000.00						-2,000.00	-20.00%
6045 · Interlibrary Loan	500.00	500.00						0.00	0.00%
6046a · Digital Content Adult & Teen	70,000.00	70,000.00						0.00	0.00%
6046b · Digital Devices Adult & Teen	14,000.00	14,000.00						0.00	0.00%
6048 · Website Consultation	7,000.00	7,000.00						0.00	0.00%
6049 · Shared Digital Content	0.00	18,000.00						-18,000.00	0.00%
Total 6000 · Materials	285,300.00	305,300.00						-20,000.00	-6.55%
7000 · Services and Supplies									
7010 · Professional Associations	6,000.00	6,000.00						0.00	0.00%
7020 · Co-Worker Services	7,500.00	8,100.00						-600.00	-7.41%
7030 · Continuing Education									
7032 · Staff Education	17,350.00	17,350.00						0.00	0.00%
7034 · Board Education	900.00	4,000.00						-3,100.00	-77.50%
7036 · Continuing Education - Other	500.00	500.00						0.00	0.00%
Total 7030 · Continuing Education	18,750.00	21,850.00						-3,100.00	-14.19%
7040 · Professional Seives	23,300.00	23,200.00						100.00	0.43%
7050 · Insurance-General	31,250.00	31,250.00						0.00	0.00%
7060 · Maintenance-Office Equipment	130,000.00	110,500.00						19,500.00	17.65%
7070 · Printing and Publications	24,100.00	23,000.00						1,100.00	4.78%
7080 · Telephone and Internet	15,000.00	16,500.00						-1,500.00	-9.09%
7090 · Office Supplies	6,800.00	6,800.00						0.00	0.00%
7091 · Technical Services Equipment	850.00	850.00						0.00	0.00%
7092S · Technical Services Supplies	6,500.00	6,500.00						0.00	0.00%
7092P · Technical Services Processing	4,500.00	4,500.00						0.00	0.00%
7093 · Circulation Services Supplies	5,500.00	5,500.00						0.00	0.00%
7094 · Reciprocal Borrowing Services/Billing	1,700.00	1,700.00						0.00	0.00%
7100 · Postage	10,500.00	10,500.00						0.00	0.00%
7110 · Classes & Events									
7112 · Adult Classes & Events	11,500.00	11,500.00						0.00	0.00%
7114 · Youth Classes & Events	17,500.00	16,500.00						1,000.00	6.06%
7115 · Maker Studio Classes & Events	3,000.00	3,000.00						0.00	0.00%
7116 · Young Adult Classes & Events	6,000.00	5,000.00						1,000.00	20.00%
7118 · Movie Licensing	550.00	550.00						0.00	0.00%
Total 7110 · Programming	38,550.00	36,550.00						2,000.00	5.47%
7120 · Outreach & Engagement	19,000.00	19,000.00						0.00	0.00%
7130 · Gifts Given	1,000.00	1,000.00						0.00	0.00%
7140 · Contingency	500.00	1,000.00						-500.00	-50.00%
7000 · Services and Supplies - Other	500.00	1,000.00						-500.00	-50.00%
Total 7000 · Services and Supplies	351,800.00	335,300.00						16,500.00	4.92%
8000 · Capital Expenses									
8010 · Computers									
8012 · Hardware	12,500.00	28,000.00						-15,500.00	-55.36%
8014 · Software	17,650.00	27,650.00						-10,000.00	-36.17%
8016 · Computers - Other	0.00	2,000.00						-2,000.00	-100.00%
Total 8010 · Computers	30,150.00	57,650.00						-27,500.00	-47.70%
8020 · Photocopiers	6,000.00	7,000.00						-1,000.00	-14.29%
8025 · Janitorial	49,000.00	49,000.00						0.00	0.00%
8030 · Maintenance-Building (Building & Site Fund)	82,700.00	79,875.00						2,825.00	3.54%
8040 · Capital Improvement (Building & Site Fund)	0.00	0.00						0.00	0.00%
8050 · Capital Projects (General Fund)	10,000.00	119,650.00						-109,650.00	-91.64%
8051 · Capital Expenses - Other	0.00	0.00						0.00	0.00%
Total 8000 · Capital Expenses	177,850.00	313,175.00						-135,325.00	-43.21%
9000 · Debt Service	339,837.34	344,754.00						-4,916.66	-1.43%
9100 · Capital Expenditures (Special Reserve Fund)	250,000.00	1,765,000.00						-1,515,000.00	-85.84%
	2,960,565.74	4,548,136.24						-1,587,570.50	-34.91%

d Action: Monthly Bills



LINDA SOKOL FRANCIS
BROOKFIELD LIBRARY
INFORM • INSPIRE • INNOVATE

WARRANT - September 23, 2026

Payroll 9/11/26		\$ 41,508.68	Actual
Payroll 9/25/26		\$ 41,789.98	Estimate
Unpaid bills (List below)		\$ 216,072.92	
TOTAL DISBURSEMENTS		\$ 299,371.58	

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

September 23, 2026 - LIST OF BILLS

Payee/Vendor	Check Number	Expense Account	Date	Amount Paid
AFLAC	20186	AFLAC	9.23.26	\$ 34.08
AMAZON	20187	Materials	9.23.26	\$ 5,013.22
ATLAS	20188	Membership	9.23.26	\$ 50.00
B & B Networks	20189	Phone	9.23.26	\$ 181.19
B. Allan Graphics	20190	Newsletter	9.23.26	\$ 2,400.00
Ballet Folklorico de Chicago	20191	Presenter	9.23.26	\$ 450.00
Beary Landscape Management	20192	Landscaping	9.23.26	\$ 831.30
James Berg	20193	Cell Reimbursement	9.23.26	\$ 250.00
Case Lots, Inc.	20194	Bldg Supplies	9.23.26	\$ 153.70
CDW-G	20195	Computers / IT	9.23.26	\$ 1,522.80
Center Point Large Print	20196	Materials	9.23.26	\$ 49.14
Comcast	20197	Internet	9.23.26	\$ 930.00
Kimberly Coughran	20198	Cell Reimbursement	9.23.26	\$ 250.00
Creative IT Consulting, LLC	20199	Computers / IT	9.23.26	\$ 6,002.00
Dancing Cranes Yoga	20200	Presenter	9.23.26	\$ 195.00
Dancing Cranes Yoga	20201	Presenter	9.23.26	\$ 195.00
EnvisionWare, Inc.	20202	Equipment	9.23.26	\$ 10,960.00
Gale/CENGAGE Learning	20203	Materials	9.23.26	\$ 98.40
Emily Hampston	20204	Cell Reimbursement	9.23.26	\$ 250.00
Melanie Holmes	20205	Presenter	9.23.26	\$ 250.00
IHLS-OCLC	20206	OCLC	9.23.26	\$ 30.52
Independent Construction Services	20207	Owners Rep	9.23.26	\$ 3,045.00

Payee/Vendor	Check Number	Expense Account	Date	Amount Paid
Ingram Library Services	20208	Materials	9.23.26	\$ 3,236.69
Kanopy, Inc.	20209	Database	9.23.26	\$ 245.65
Konica Minolta Premier Finance	20210	Copiers	9.23.26	\$ 684.57
Library Ideas	20211	Materials	9.23.26	\$ 1,388.71
LIMRiCC - PHIP	20212	PHIP	9.23.26	\$ 18,604.84
Los Amigos Books	20213	Materials	9.23.26	\$ 737.09
Kyle Lovett	20214	Cell Reimbursement	9.23.26	\$ 250.00
Midwest Tape	20215	Materials	9.23.26	\$ 165.36
Bonnie Mielke	20216	Presenter	9.23.26	\$ 120.00
Mobile Beacon	20217	Hot Spots	9.23.26	\$ 1,920.00
Marianne Mohrhusen	20218	Presenter	9.23.26	\$ 150.00
Marianne Mohrhusen	20219	Presenter	9.23.26	\$ 150.00
Francine Montoro	20220	Cell Reimbursement	9.23.26	\$ 250.00
Quadient	20221	Posatge Machine	9.23.26	\$ 200.97
Yesennia Ruiz	20222	Cell Reimbursement	9.23.26	\$ 250.00
ServiceMaster Commercial Cleaning	20223	Cleaning x 2	9.23.26	\$ 7,788.00
Siemens Industry, Inc	20224	Fire Alarm	9.23.26	\$ 2,501.95
Jennifer Smith	20225	Cell Reimbursement	9.23.26	\$ 250.00
Smithreen Pest Mgmt	20226	Bug Guy	9.23.26	\$ 100.00
Suburban Life Media	20227	Periodicals	9.23.26	\$ 65.00
SWAN	20228	Swan Expo	9.23.26	\$ 225.00
Unique Management Services, Inc.	20229	Collections	9.23.26	\$ 108.35
Village of Brookfield	20230	IMRF	9.23.26	\$ 7,541.93
Visa	20231	Credit Card	9.23.26	\$ 6,196.46
Ward Contracting & Building Restoration	20232	Bldg Envelope	9.23.26	\$ 110,276.00
Wiss, Janney, Elstner Associates, Inc	20233	Bldg Envelope	9.23.26	\$ 19,525.00
Total				\$ 216,072.92

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**