



Niles Public Library District

Regular Meeting

Wednesday, July 20, 2016 6:45 PM

**NILES PUBLIC LIBRARY DISTRICT
REGULAR MEETING AGENDA**

July 20, 2016

6:45 PM

Board Room

6960 Oakton Street

Niles, Illinois

ORDER OF BUSINESS

1. Call to Order
2. Pledge of Allegiance
3. Executive Session-for the purpose of interviewing candidates to fill a public office
4. Approval of Minutes
 - A. Tentative Budget and Appropriations Public Hearing of June 15, 2016 4
 - B. Regular Board Meeting of June 15, 2016 5
5. Public Comment
6. Treasurer's Report
 - A. Review Financial Reports 10
 - B. Approve the payment of the bills for operating expenses of \$377,192.25; payroll expenses of \$288,314.64; Special Reserve expenses of \$66,486.30; for a total monthly expense of \$731,993.19 17
7. Director's Report 24
8. Communications 36
9. Committee Reports
 - A. Building & Grounds
 - B. Technology
10. Liaison Reports
 - A. Friends of the Library
 - B. Legislative
 - C. RAILS
11. Secretary's Report-A certified Copy of Ordinance 16-03, an Ordinance Adopting the Prevailing Wage Rate for Laborers, Workers, and Mechanics Employed by the Niles Public Library District was sent tot he Director of the Illinois Department of Labor and the Secretary of State Index Division on June 27, 2016. The Notice of Determination of the Prevailing Rate of Wages was published in the Niles Herald-Spectator on June 23, 2016.
12. New Business
 - A. Approve that the Niles Public Library District continue to participate in the Non- 40

Board Meeting Agenda - July 20, 2016

Resident Library Card Illinois Program and charge an annual fee of \$266.39 based on the formula established by the Illinois State Library

- B. Approve recommended changes to Policy 3.05, Lending Regulations 41
 - C. Approve the 2010 Sidcor Dempster Plaza Associates PTAB settlement offer recommended by Klein, Thorpe & Jenkins 43
 - D. Approve the 2010-2012 Horizon Bay Senior Communities PTAB settlement offer recommended by Klein, Thorpe & Jenkins 46
- 13. Unfinished Business
 - 14. Executive Session-for the purpose of selecting a person to fill a public office
 - 15. Final Action, if any, on closed session subjects
 - 16. Other
 - 17. Adjournment

NILES PUBLIC LIBRARY DISTRICT
Minutes of the Tentative Budget and Appropriations Public Hearing
June 15, 2016
6:55 PM
New Board Room
6960 Oakton Street
Niles, Illinois

A video recording of this meeting can be viewed on the Library's website www.nileslibrary.org.

Trustees Present

Karen Dimond, Carolyn Drblik, Barbara Nakanishi, Patti Rozanski,
Linda Ryan, Tim Spadoni

Library Staff Present

Susan Lempke-Library Director; Greg Pritz-Assistant Director/Business & Operations Manager; Cyndi Rademacher-Assistant Director; Diane Winberg-Administrative Assistant; Sasha Vasilic-Public Relations & Marketing Supervisor; Suzy Wulf-Digital Services Supervisor; Victoria Luz-Technical Services Supervisor; Maryellen Essig-Assistant Supervisor, Adult Services; Cecilia Cygnar-Adult Services Librarian; David Melis-Cataloging Librarian; Dave Dabrowski-Maintenance Services Supervisor, Dodie Frisbie-Adult Services Supervisor

Others Present

Eric M. Poders, *The North Shore Voice*; Dennis Walsh, Attorney, Klein Thorpe and Jenkins; Danette Matyas, Niles Resident; Carol Jung, Niles Resident

Call to Order

The Tentative Budget and Appropriations Public Hearing was called to order at 6:55 PM.

Roll Call

Roll call was taken by Ms. Winberg.

Pledge of Allegiance

President Ryan led the Pledge of Allegiance.

President Ryan announced the purpose of the Public Hearing.

Public Comments: Tentative Budget and Appropriations for Fiscal Year 2016/2017

There were no comments from the public concerning Ordinance 16-01, a Tentative Ordinance Providing for Budget and Appropriations of the Niles Public Library District for the Fiscal Year Beginning July 1, 2016, and Ending June 30, 2017.

Adjournment

Trustee Spadoni moved to adjourn the public hearing at 6:58 p.m. Trustee Rozanski seconded.

Roll call vote: Dimond, Drblik, Nakanishi, Rozanski, Ryan, Spadoni. Nays: None. Motion passed.

President

Secretary

NILES PUBLIC LIBRARY DISTRICT
Regular Board Meeting Minutes
May 18, 2016
7:00 PM
Board Room
6960 Oakton Street
Niles, Illinois

A video recording of this meeting can be viewed on the Library's website www.nileslibrary.org.

Trustees Present

Karen Dimond, Carolyn Drblik, Barbara Nakanishi, Patti Rozanski, Linda Ryan, Tim Spadoni

Library Staff Present

Susan Lempke-Library Director; Greg Pritz-Assistant Director/Business & Operations Manager; Cyndi Rademacher-Assistant Director; Diane Winberg-Administrative Assistant; Sasha Vasilic-Public Relations & Marketing Supervisor; Suzy Wulf-Digital Services Supervisor; Victoria Luz-Technical Services Supervisor; Maryellen Essig-Assistant Supervisor, Adult Services; Cecilia Cygnar-Adult Services Librarian; David Melis-Cataloging Librarian; Dave Dabrowski-Maintenance Services Supervisor, Dodie Frisbie-Adult Services Supervisor

Others Present

Eric M. Poders, *The North Shore Voice*; Igor Studenkov, *Niles Bugle*; Dennis Walsh, Attorney, Klein Thorpe and Jenkins; Danette Matyas, Niles Resident; Carol Jung, Niles Resident; Chris Ball, Niles Resident

Call to Order

The Regular Board Meeting of the Niles Public Library District Board of Trustees was called to order at 7:00 PM.

Roll Call

The roll was taken by Ms. Winberg.

Minutes of the Regular Board Meeting of May 18, 2016

Trustee Dimond MOVED the Library Board of Trustees approve the Minutes of the Regular Board Meeting of May 18, 2016. Trustee Rozanski seconded.

Roll Call Vote: Ayes: Dimond, Drblik, Nakanishi, Rozanski, Ryan, Spadoni. Nays: None. Motion passed.

Public Comment

President Ryan invited Ms. Matyas to speak. Ms. Matyas addressed the Board regarding the Library's pension options and the affect it will have on the taxpayers of the district.

Treasurer's Report

The Library Board reviewed the May 2016 Treasurer's Report and narrative as prepared by Mr. Pritz.

Payment of the Bills

Trustee Nakanishi MOVED the Library Board of Trustees approve the payment of the bills for operating expenses of \$199,454.16, payroll expenses of \$268,130.10, Special Reserve expenses of \$0, for a total monthly expense of \$467,584.26. Trustee Dimond seconded.

Roll Call Vote: Ayes: Dimond, Drblik, Nakanishi, Rozanski, Ryan, Spadoni. Nays: None. Motion passed.

Director's Report

Ms. Lempke presented highlights of her report. She reported that the Summer Reading Program is in full force and she presented the Board with examples of the children's reading logs. The teen volunteers are doing great job

playing the games with the children. Getting ready for the summer reading programs is huge and the staff did an especially great job this year.

Ms. Lempke announced that the shrink wrapping of the van took place and that it looks fabulous. The van will get its grand unveiling at the 4th of July parade. Ms. Lempke encouraged the Trustees to participate in the parade. Everyone marching in the parade will be given a t-shirt designed to wear for the parade.

Ms. Lempke followed-up on the Chamber's annual golf outing on July 19th. Trustees Dimond and Spadoni have signed up for the dinner only. She asked those who may be interested to please let her know. There was a discussion about whether the Board previously agreed not to attend events like this. Ms. Lempke agreed to locate the discussion and report back.

Once again this summer, the children's department will be hosting free lunches sponsored through the State with federal funds for children through the age of 18 on Tuesday, Wednesday, and Thursday. Last year's program was very successful and we're hopeful that it will be again this year. The lunches are served between 12 noon and 1PM.

Ms. Lempke informed the Trustees that she will be sending them a proposal that she has been waiting for from a strategic planning consultant outside of Indianapolis. She asked the trustees to review the proposal and that she recommends that they be invited to the July meeting in person or via SKYPE.

Regarding changes in FLSA labor laws for classifying who should be exempt and non-exempt, Ms. Lempke said that looking at the salaries of the library's exempt staff (mostly supervisors), the Library would not have to make any changes.

Communications

They were included in the Board packet.

Committee Reports

Building & Grounds Committee (Trustees Dimond, Nakanishi, Rozanski, and Ryan)

There was no report.

Liaison Reports

Friends of the Library

Trustee Drblik reported that at their last meeting for the summer, the Friends have agreed to pay \$850 for the performance of The Cricket on the Hearth by Charles Dickens which will be held sometime in December.

The Friends will sponsor the Village's "Farm on Frank's" garden project with a \$250 donation which will give them some recognition through advertising. They discussed a possible cursive writing contest in the fall which would be preceded by classes for children in the 2nd grade to learn cursive. They are still planning a field trip to the Barrington Library sometime in October.

Legislative

There was no report.

RAILS

Ms. Lempke reported that RAILS has received 60% of their budget for last year from the state. They have been able to get through the year with the help of their healthy reserve fund. Due to the lack of state funding, they did have to drop the training the state offered for new library directors which there are 70 of in the State of Illinois.

Secretary's Report

There was no report.

New Business**Ordinance 16-03**

Trustee Dimond MOVED the Library Board of Trustees adopt Ordinance 16-03, an Ordinance Adopting the Prevailing Wage Rates for Laborers, Workers and Mechanics Employed by the Niles Public Library District. Trustee Nakanishi seconded.

Roll call vote: Ayes: Dimond, Drblik, Nakanishi, Rozanski, Ryan, Spadoni. Nays: None. Motion passed.

Ordinance 16-04

Trustee Dimond MOVED the Library Board of Trustees adopt Ordinance 16-04 an Ordinance Determining Personal Property No Longer Necessary or Useful to the Niles Public Library District and Authorizing its Conveyance or Sale. Trustee Rozanski seconded.

Mr. Pritz informed the Trustees that he will obtain quotes from a couple of dealerships for the selling price of the van. He will then advertise for bids to sell the van and will only accept bids above a certain price level. After a brief discussion on the value of the van and the wording in the Ordinance, the Trustees agreed to amend the Ordinance by removing the unit value as stated in the second paragraph on the first page.

Trustee Dimond MOVED to amend Ordinance 16-04 by removing the unit value of personal property. Trustee Rozanski agreed.

Roll call vote: Ayes: Dimond, Drblik, Nakanishi, Rozanski, Ryan, Spadoni. Nays: None. Motion passed.

Replacement of Lead Compressor

Trustee Dimond MOVED the Library Board of Trustees approve the expenditure not to exceed \$19,000 from the Special Reserve Fund for the replacement of the lead compressor in the Carrier chiller Model #30GT-245-510A by Oak Brook Mechanical Services. Trustee Nakanishi seconded.

Mr. Pritz informed the Trustees that the additional money is for the possible replacement and disposal of all the oil and refrigerant in the compressors should that need to be done. This could not be determined prior to the replacement of the compressor.

Roll call vote: Ayes: Dimond, Drblik, Nakanishi, Rozanski, Ryan, Spadoni. Nays: None. Motion passed.

Credit Card Readers

Trustee Dimond MOVED the Library Board of Trustees approve the expenditure not to exceed \$8,439.00 from the Special Reserve Fund with Bibliotheca (formerly 3M) for the replacement purchase of 6 credit card readers to be installed in the Library District's self-checks. Trustee Drblik seconded.

Roll call vote: Ayes: Dimond, Drblik, Nakanishi, Rozanski, Ryan, Spadoni. Nays: None. Motion passed.

Wide Format Printer

Trustee Dimond MOVED the Library Board of Trustees approve the expenditure not to exceed \$7,511.00 from the Per Capita Grant with B&H Photo for the replacement of the wide format printer in Marketing and Public Relations with a new Epson SureColor T727OD 44" Dual Roll Printer. Trustee Nakanishi seconded.

Roll call vote: Ayes: Dimond, Drblik, Nakanishi, Rozanski, Ryan, Spadoni. Nays: None. Motion passed.

Unfinished Business**Decision on Retirement Benefit**

Mr. Pritz gave a final presentation on the retirement options for the Niles Library featuring the library's current plan (457b), a Hybrid Plan, an Alternative Plan 401(a) and IMRF, a defined benefit plan.

President Ryan went around the table asking the Trustees to express their opinions on the right choice of a retirement plan for the Library.

A motion was made to take a five minute break. Ayes: All in favor.

The break began at 8:27 PM. The Regular Board Meeting resumed at 8:34 PM.

Roll call was taken. All Board members were present.

President Ryan noted that the consensus of the Board's majority is to adopt IMRF as the defined retirement benefit plan for the Niles Public Library District.

Ordinance 16-06

Trustee Dimond MOVED the Library Board of Trustees to adopt Ordinance 16-06 an Ordinance electing the participation in the Illinois Municipal Retirement Fund effective July 1, 2016. Trustee Nakanishi seconded.

Roll call vote: Ayes: Dimond, Nakanishi, Rozanski, Ryan, Spadoni. Nays: Drblik. Motion passed.

Ordinance 16-05

Trustee Dimond MOVED the Library Board of Trustees adopt Ordinance 16-05, an Ordinance Providing for Budget and Appropriations of The Niles Public Library District, Cook County, Illinois for the Fiscal Year Beginning July 1, 2016 and Ending June 30, 2017. Trustee Nakanishi seconded.

Since the Board has elected to participate in IMRF, Ms. Lempke asked that the appropriations for employee fringe benefits be raised from \$500,000 to \$2.5 MM. The budget of \$250,000 for employee fringe benefits would stay the same.

Trustee Dimond agreed to amend Ordinance 16-05 so that the appropriations for employee fringe benefits be raised from \$500,000 to \$2.5 MM. Trustee Nakanishi also agreed to accept the change.

Roll call vote; Ayes: Dimond, Nakanishi, Rozanski, Ryan, Spadoni. Nays: Drblik. Motion passed.

Executive Session

Trustee Nakanishi MOVED the Library Board of Trustees enter into Executive Session to discuss the selection of a person to fill a public office. Trustee Rozanski seconded.

Roll call vote: Ayes: Dimond, Drblik, Nakanishi, Rozanski, Ryan, Spadoni. Nays: None. Motion passed.

Executive session started at 8:56 PM.

Executive session ended at 9:17 PM.

The Regular Board Meeting resumed at 9:17 PM. Roll call was taken.

Final Action – if any, on closed session subjects

There was no final action.

Other

There was no other.

Adjournment

Trustee Nakanishi MOVED to adjourn. Trustee Drblik seconded.

Roll call vote: Dimond, Drblik, Nakanishi, Rozanski, Ryan, Spadoni. Nays: None. Motion passed.

The meeting adjourned at 9:18 PM.

President

Secretary

DRAFT

Financial statement narrative For the month of June 2016 and the year then ended

Revenue

Revenue for the month was short of budget expectations by \$25,006 and more than year to date expectations by \$38,426 or 0.6%.

Expenditures

Salaries

Salaries for the month are \$9,145 more than budget estimates (June is a five week pay month this year) or 3.4% and under budget \$120,427 or 3.7% on the year.

Library Materials

Library Materials for the month is \$34,279 over budget and \$8,837 under budget or 1.2% for the year.

Library Operating Expenses

Library Operating Expenses is \$21,521 over budget or 74.2% for the month and \$67,815 under budget or 16.1% year to date. This is due primarily per capita funds which were spent in this month.

General and Administrative

General and Administrative expenses is \$2,053 over budget estimates or 7.7% for the month and under budget by \$80,803 or 25.1% year to date. This is due primarily to slow spending in the consultant line item.

Employee Fringe Benefits

Employee Fringe Benefits is \$184 over budget or approximately 0.3% for the month and \$30,039 under budget or 4.4% year to date.

Utilities

Utilities is approximately \$2,000 under budget for the month and \$13,877 year to date.

Net Surplus/ (Deficit)

For the month, the Net Deficit is \$579,845 which is \$133,098 unfavorable to the budgeted Net Deficit of \$446,747 and \$666,092 favorable year to date.

Niles Public Library District

Balance Sheet

June 30, 2016

	GENERAL FUND 4/30/2016	SPECIAL REVENUE FUNDS	SPECIAL RESERVE FUND	TOTAL
Assets				
Cash and Investments				
Cash	(\$2,065,453)	\$416,986	\$1,687,270	\$38,802
Investments	\$10,179,899			\$10,179,899
Total Cash and Investments	\$8,114,446	\$416,986	\$1,687,270	\$10,218,701
Receivables				
Property Tax Receivable, net	\$2,581,494	\$97,345		\$2,678,839
Replacement Tax Receivable	\$24,126			\$24,126
Total Receivables	\$2,605,620	\$97,345	\$0	\$2,702,965
Total Assets	\$10,720,066	\$514,331	\$1,687,270	\$12,921,667
 Liabilities and Fund Balance				
Liabilities				
Accounts Payable	\$173,339	\$17,832	\$0	\$191,171
Accounts Payable-Friends of the Library	\$12,877			\$12,877
Other Liabilities	\$41,947			\$41,947
Deferred Revenues	\$2,581,464	\$97,375		\$2,678,839
Total Liabilities	\$2,809,626	\$115,207	\$0	\$2,924,833
 Fund Balance				
Fund Balance	\$7,910,440	\$399,124	\$1,687,270	\$9,996,834
Total Fund Balance	\$7,910,440	\$399,124	\$1,687,270	\$9,996,834
Total Liabilities and Fund Balance	\$10,720,066	\$514,331	\$1,687,270	\$12,921,667

Niles Public Library District
Income Statement-Consolidated

June 30, 2016

	Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance
Revenues						
Property Taxes	\$2,577		\$2,577	\$5,972,652	\$5,922,747	\$49,905
Replacement Taxes				\$134,452	\$140,000	(\$5,548)
Per Capita Grant	\$44,157	\$71,605	(\$27,448)	\$44,157	\$71,605	(\$27,448)
Grants-Other				\$1,000	\$1,000	
Investment Income	\$3,809	\$5,000	(\$1,191)	\$74,469	\$60,000	\$14,469
Fines	\$2,736	\$4,167	(\$1,431)	\$49,786	\$50,000	(\$214)
Lost Books	\$614	\$625	(\$11)	\$10,064	\$7,500	\$2,564
Pay For Print	\$3,808	\$1,667	\$2,142	\$20,881	\$20,000	\$881
Non-Resident Fees				\$580		\$580
Flash Drive & Ear Bud Sales	\$3		\$3	\$125		\$125
Commissions & Fees	\$23		\$23	\$3		\$3
Donations-Friends of the Library					\$1,400	(\$1,400)
Donations	\$250		\$250	\$4,721		\$4,721
Miscellaneous	\$193	\$113	\$81	\$1,138	\$1,350	(\$212)
Total Revenues	\$58,170	\$83,176	(\$25,006)	\$6,314,028	\$6,275,602	\$38,426
Expenditures						
Salaries						
Library Director	\$10,167	\$10,201	\$34	\$122,000	\$122,411	\$411
Payroll-Department Managers	\$13,963	\$14,770	\$806	\$168,059	\$177,235	\$9,176
Payroll-Division Supervisors	\$35,701	\$36,155	\$453	\$410,131	\$433,857	\$23,726
Payroll-Librarian I	\$100,823	\$97,093	(\$3,730)	\$1,165,008	\$1,165,110	\$102
Payroll-Library Grade V	\$63,776	\$61,118	(\$2,658)	\$685,533	\$733,412	\$47,879
Payroll-Library Grade VI	\$29,751	\$27,709	(\$2,042)	\$300,234	\$332,510	\$32,276
Payroll-Library Pages	\$13,277	\$10,194	(\$3,083)	\$114,260	\$122,326	\$8,066
Payroll-Sundays	\$7,259	\$6,833	(\$426)	\$84,962	\$82,000	(\$2,962)
Adjustments		\$833	\$833	\$3,500	\$10,000	\$6,500
Substitutes		\$667	\$667	\$12,748	\$8,000	(\$4,748)
Total Salaries	\$274,717	\$265,572	(\$9,145)	\$3,066,434	\$3,186,861	\$120,427

Niles Public Library District
Income Statement-Consolidated

June 30, 2016

	Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance
Library Materials						
Books-Adult	\$13,719	\$13,417	(\$303)	\$167,311	\$161,000	(\$6,311)
Books-Youth Services	\$8,273	\$6,250	(\$2,023)	\$66,261	\$75,000	\$8,739
Books-Teen	\$1,808	\$1,250	(\$558)	\$16,041	\$15,000	(\$1,041)
Downloadables	\$1,340	\$6,667	\$5,327	\$79,341	\$80,000	\$659
Periodicals	\$8,065	\$2,667	(\$5,398)	\$32,267	\$32,000	(\$267)
AV-Adult	\$28,923	\$10,000	(\$18,923)	\$114,567	\$120,000	\$5,433
AV-Youth Services	\$7,234	\$3,542	(\$3,692)	\$41,407	\$42,500	\$1,093
AV-Teen	\$1,136	\$1,000	(\$136)	\$11,569	\$12,000	\$431
Online Databases	\$25,239	\$16,667	(\$8,572)	\$199,900	\$200,000	\$100
Total Library Materials	\$95,737	\$61,458	(\$34,279)	\$728,663	\$737,500	\$8,837
Library Operating Expenditures						
CCS Charges	\$5,963	\$6,667	\$704	\$75,032	\$80,000	\$4,968
Processing & Supplies	\$1,726	\$1,667	(\$60)	\$18,554	\$20,000	\$1,446
Internet Charges	\$1,251	\$1,375	\$124	\$14,669	\$16,500	\$1,831
Software, Licenses	\$955	\$5,819	\$4,864	\$41,204	\$69,823	\$28,619
Printing	\$750	\$3,971	\$3,221	\$32,255	\$47,650	\$15,396
Library Supplies	\$493	\$1,067	\$574	\$10,834	\$12,800	\$1,966
Programming & Support-Adult	\$1,048	\$2,417	\$1,369	\$28,028	\$29,000	\$972
Programming & Support-Juvenile	\$3,076	\$3,167	\$90	\$35,460	\$38,000	\$2,540
Programming & Support-Joint	\$365	\$933	\$568	\$5,532	\$11,200	\$5,668
Programming & Support-Teen	\$424	\$667	\$243	\$9,468	\$8,000	(\$1,468)
Public Performing Rights				\$1,407	\$1,400	(\$7)
Computer Charges OCLC		\$958	\$958	\$10,773	\$11,500	\$727
Miscellaneous	\$244	\$83	(\$161)	\$2,180	\$1,000	(\$1,180)
Per Capita Grant Expenditures	\$32,834		(\$32,834)	\$65,976	\$71,605	\$5,629
Grant - Other Expenditures	\$1,000	\$83	(\$917)	\$1,000	\$1,000	
Volunteers	\$391	\$125	(\$266)	\$792	\$1,500	\$708
Total Library Operating Expenditures	\$50,519	\$28,998	(\$21,521)	\$353,163	\$420,978	\$67,815

Niles Public Library District
Income Statement-Consolidated

June 30, 2016

	Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance
General and Administration						
Janitorial Supplies	\$11,578	\$2,804	(\$8,774)	\$37,774	\$33,650	(\$4,124)
Copiers	\$1,588	\$833	(\$755)	\$9,729	\$10,000	\$271
Professional Development	\$2,011	\$3,272	\$1,261	\$38,547	\$39,259	\$712
Mileage	\$340	\$317	(\$24)	\$4,077	\$3,800	(\$277)
Professional Collection		\$63	\$63	\$494	\$750	\$256
Legal Fees	\$337	\$2,500	\$2,163	\$25,283	\$30,000	\$4,717
Consultants	\$200	\$5,792	\$5,592	\$6,722	\$69,500	\$62,778
Kitchen Supplies	\$728	\$125	(\$603)	\$1,182	\$1,500	\$318
Promotional Expense	\$4,591	\$2,142	(\$2,449)	\$20,260	\$25,703	\$5,443
Office Supplies	\$1,160	\$2,083	\$923	\$24,885	\$25,000	\$115
Postage & Freight	\$204	\$1,500	\$1,296	\$17,205	\$18,000	\$795
Publication of Notices-Advertisements	\$33	\$100	\$67	\$1,465	\$1,200	(\$265)
Subscriptions & Dues	\$439	\$714	\$275	\$7,857	\$8,565	\$708
Collection Services	\$119	\$83	(\$36)	\$523	\$1,000	\$477
Telephone	\$1,435	\$1,375	(\$60)	\$13,237	\$16,500	\$3,263
Trustee Expense	\$2,023	\$833	(\$1,190)	\$3,245	\$10,000	\$6,755
Payroll Service	\$1,160	\$1,083	(\$77)	\$14,681	\$13,000	(\$1,681)
Bank Fees		\$275	\$275	\$2,758	\$3,300	\$542
Parking Lease	\$881	\$881		\$10,572	\$10,572	
Total General and Administration	\$28,828	\$26,775	(\$2,053)	\$240,496	\$321,299	\$80,803
Vehicle Operation						
Gas, Oil, Grease	\$71	\$83	\$13	\$371	\$1,000	\$629
Repairs & Maintenance	\$4	\$150	\$147	\$2,205	\$1,800	(\$405)
Miscellaneous		\$8	\$8		\$100	\$100
Auto Insurance				\$1,709	\$1,435	(\$274)
Total Vehicle Operation	\$74	\$242	\$168	\$4,285	\$4,335	\$50

Niles Public Library District
Income Statement-Consolidated

June 30, 2016

	Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance
Employee Fringe Benefits						
Deferred Compensation	\$13,931	\$14,583	\$652	\$163,803	\$175,000	\$11,197
Group Health	\$35,204	\$32,500	(\$2,704)	\$404,088	\$390,000	(\$14,088)
Health Reimbursement Account	\$4,475	\$5,500	\$1,025	\$41,122	\$66,000	\$24,878
Dental	\$702	\$1,667	\$965	\$12,554	\$20,000	\$7,446
Vision	\$554	\$583	\$29	\$6,217	\$7,000	\$783
FSA fee	\$160	\$100	(\$60)	\$1,090	\$1,200	\$110
Life, LTD, AD&D, STD	\$1,592	\$1,500	(\$92)	\$18,287	\$18,000	(\$287)
Total Employee Fringe Benefits	\$56,618	\$56,433	(\$184)	\$647,161	\$677,200	\$30,039
Utilities						
Gas	\$266	\$1,250	\$984	\$8,796	\$15,000	\$6,204
Electric	\$7,069	\$8,333	\$1,264	\$93,734	\$100,000	\$6,266
Water	\$755	\$667	(\$88)	\$6,592	\$8,000	\$1,408
Total Utilities	\$8,090	\$10,250	\$2,160	\$109,123	\$123,000	\$13,877
Capital Expenditures						
Special Reserve - Equipment	\$87,648	\$41,417	(\$46,231)	\$208,392	\$497,000	\$288,608
Total Capital Expenditures	\$87,648	\$41,417	(\$46,231)	\$208,392	\$497,000	\$288,608
Audit						
Audit Expense				\$14,500	\$14,500	
Total Audit Expenditures	\$0	\$0	\$0	\$14,500	\$14,500	\$0
Liability Insurance						
Liability Insurance				\$28,544	\$28,544	
Total Liability Expenditures	\$0	\$0	\$0	\$28,544	\$28,544	\$0
Social Security						
Social Security	\$21,453	\$20,000	(\$1,453)	\$243,995	\$240,000	(\$3,995)
Total Social Security Expenditures	\$21,453	\$20,000	(\$1,453)	\$243,995	\$240,000	(\$3,995)

Niles Public Library District
Income Statement-Consolidated

June 30, 2016

	Month Actual	Month Budget	Month Variance	YTD Actual	YTD Budget	YTD Variance
Workers' Compensation						
Workers' Compensation				\$21,303	\$21,524	\$221
Total Workers' Compensation Expenditures	\$0	\$0	\$0	\$21,303	\$21,524	\$221
Unemployment Compensation						
Unemployment Compensation	\$1,326	\$1,250	(\$76)	\$19,208	\$15,000	(\$4,208)
Total Unemployment Compensation Expenditures	\$1,326	\$1,250	(\$76)	\$19,208	\$15,000	(\$4,208)
Building & Equipment Maintenance						
Repairs & Improvements	\$2,992	\$3,975	\$983	\$71,032	\$47,700	(\$23,332)
Contractual Maintenance	\$2,615	\$3,524	\$909	\$38,256	\$42,285	\$4,029
Non-Contractual Maintenance	\$2,668	\$1,283	(\$1,385)	\$16,165	\$15,400	(\$765)
Equipment Maintenance	\$893	\$3,013	\$2,120	\$20,474	\$36,150	\$15,676
Non Capital Expenses	\$874	\$2,417	\$1,542	\$11,911	\$29,000	\$17,089
Furniture & Fixtures	\$2,963	\$3,317	\$354	\$27,305	\$39,800	\$12,495
Total Building & Equipment Maintenance Expenditures	\$13,005	\$17,528	\$4,523	\$185,144	\$210,335	\$25,191
Total Expenditures	\$638,015	\$529,923	(\$108,093)	\$5,870,410	\$6,498,076	\$627,666
NET SURPLUS/(DEFICIT)	(\$579,845)	(\$446,747)	(\$133,098)	\$443,618	(\$222,474)	\$666,092

Niles Public Library District Bank Register Report - Checking

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Status	Post Date
73745	Accounts Payable	Computer Check	7/20/2016	AFLAC	\$0.00	\$324.74	(\$324.74)	Outstanding	7/31/2016
73746	Accounts Payable	Computer Check	7/20/2016	PAULA S. AKERS	\$0.00	\$17.99	(\$342.73)	Outstanding	7/31/2016
73747	Accounts Payable	Computer Check	7/20/2016	ALLIANCE ENTERTAINMENT	\$0.00	\$277.72	(\$620.45)	Outstanding	7/31/2016
73748	Accounts Payable	Computer Check	7/20/2016	AMARK INDUSTRIES	\$0.00	\$1,854.50	(\$2,474.95)	Outstanding	7/31/2016
73749	Accounts Payable	Computer Check	7/20/2016	AMAZON	\$0.00	\$1,705.18	(\$4,180.13)	Outstanding	7/31/2016
73750	Accounts Payable	Computer Check	7/20/2016	AMERICAN GRAPHICS LLC	\$0.00	\$4,557.60	(\$8,737.73)	Outstanding	7/31/2016
73751	Accounts Payable	Computer Check	7/20/2016	AMERICAN LIBRARY ASSOCIATI	\$0.00	\$259.00	(\$8,996.73)	Outstanding	7/31/2016
73752	Accounts Payable	Computer Check	7/20/2016	AT&T	\$0.00	\$43.47	(\$9,040.20)	Outstanding	7/31/2016
73753	Accounts Payable	Computer Check	7/20/2016	AT&T	\$0.00	\$427.82	(\$9,468.02)	Outstanding	7/31/2016
73754	Accounts Payable	Computer Check	7/20/2016	AUTOMATIC BUILDING CONTRO	\$0.00	\$1,071.00	(\$10,539.02)	Outstanding	7/31/2016
73755	Accounts Payable	Computer Check	7/20/2016	AVCAFE	\$0.00	\$232.91	(\$10,771.93)	Outstanding	7/31/2016
73756	Accounts Payable	Computer Check	7/20/2016	B&H PHOTO-VIDEO	\$0.00	\$7,511.00	(\$18,282.93)	Outstanding	7/31/2016
73757	Accounts Payable	Computer Check	7/20/2016	BRODART CO.	\$0.00	\$127.44	(\$18,410.37)	Outstanding	7/31/2016
73758	Accounts Payable	Computer Check	7/20/2016	CALL ONE	\$0.00	\$1,184.88	(\$19,595.25)	Outstanding	7/31/2016
73759	Accounts Payable	Computer Check	7/20/2016	ARIANNE CAREY	\$0.00	\$37.10	(\$19,632.35)	Outstanding	7/31/2016
73760	Accounts Payable	Computer Check	7/20/2016	CDW GOVERNMENT, INC.	\$0.00	\$26,251.63	(\$45,883.98)	Outstanding	7/31/2016
73761	Accounts Payable	Computer Check	7/20/2016	CENGAGE LEARNING, INC.	\$0.00	\$936.90	(\$46,820.88)	Outstanding	7/31/2016
73762	Accounts Payable	Computer Check	7/20/2016	CENTER POINT LARGE PRINT	\$0.00	\$311.58	(\$47,132.46)	Outstanding	7/31/2016
73763	Accounts Payable	Computer Check	7/20/2016	CHICAGO TRIBUNE	\$0.00	\$33.38	(\$47,165.84)	Outstanding	7/31/2016
73764	Accounts Payable	Computer Check	7/20/2016	CHRIS' LANDSCAPE, INC.	\$0.00	\$450.00	(\$47,615.84)	Outstanding	7/31/2016
73765	Accounts Payable	Computer Check	7/20/2016	CINTAS CORPORATION LOC. 769	\$0.00	\$792.34	(\$48,408.18)	Outstanding	7/31/2016
73766	Accounts Payable	Computer Check	7/20/2016	COMED	\$0.00	\$7,069.00	(\$55,477.18)	Outstanding	7/31/2016
73767	Accounts Payable	Computer Check	7/20/2016	COMMUNICATION REVOLVING F	\$0.00	\$500.00	(\$55,977.18)	Outstanding	7/31/2016
73768	Accounts Payable	Computer Check	7/20/2016	DANIEL J. CONNOLLY	\$0.00	\$519.75	(\$56,496.93)	Outstanding	7/31/2016
73769	Accounts Payable	Computer Check	7/20/2016	CONSUMERS' CHECKBOOK	\$0.00	\$200.00	(\$56,696.93)	Outstanding	7/31/2016
73770	Accounts Payable	Computer Check	7/20/2016	COOPERATIVE COMPUTER SERV	\$0.00	\$5,962.95	(\$62,659.88)	Outstanding	7/31/2016
73771	Accounts Payable	Computer Check	7/20/2016	COPIER DYNAMICS	\$0.00	\$624.65	(\$63,284.53)	Outstanding	7/31/2016
73772	Accounts Payable	Computer Check	7/20/2016	COVERALL NORTH AMERICA, IN	\$0.00	\$2,117.50	(\$65,402.03)	Outstanding	7/31/2016
73773	Accounts Payable	Computer Check	7/20/2016	ALISON CRAIG	\$0.00	\$3.99	(\$65,406.02)	Outstanding	7/31/2016
73774	Accounts Payable	Computer Check	7/20/2016	CREATIVE PROMOTIONAL PROD	\$0.00	\$3,333.95	(\$68,739.97)	Outstanding	7/31/2016
73775	Accounts Payable	Computer Check	7/20/2016	CRIMSON MULTIMEDIA DISTRI	\$0.00	\$60.00	(\$68,799.97)	Outstanding	7/31/2016
73776	Accounts Payable	Computer Check	7/20/2016	CECILIA CYGNAR	\$0.00	\$57.06	(\$68,857.03)	Outstanding	7/31/2016
73777	Accounts Payable	Computer Check	7/20/2016	DELL MARKETING L.P.	\$0.00	\$83,866.59	(\$152,723.62)	Outstanding	7/31/2016
73778	Accounts Payable	Computer Check	7/20/2016	DELTA PUBLISHING COMPANY	\$0.00	\$538.69	(\$153,262.31)	Outstanding	7/31/2016
73779	Accounts Payable	Computer Check	7/20/2016	DEMCO, INC.	\$0.00	\$478.42	(\$153,740.73)	Outstanding	7/31/2016
73780	Accounts Payable	Computer Check	7/20/2016	DISPLAYS2GO	\$0.00	\$863.11	(\$154,603.84)	Outstanding	7/31/2016
73781	Accounts Payable	Computer Check	7/20/2016	EASYPERMIT POSTAGE	\$0.00	\$300.00	(\$154,903.84)	Outstanding	7/31/2016
73782	Accounts Payable	Computer Check	7/20/2016	EBSCO INFORMATION SERVICES	\$0.00	\$19,044.56	(\$173,948.40)	Outstanding	7/31/2016
73783	Accounts Payable	Computer Check	7/20/2016	F.J. KERRIGAN	\$0.00	\$477.00	(\$174,425.40)	Outstanding	7/31/2016

Niles Public Library District Bank Register Report - Checking

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Status	Post Date
73784	Accounts Payable	Computer Check	7/20/2016	FIFTH THIRD BANK	\$0.00	\$2,648.53	(\$177,073.93)	Outstanding	7/31/2016
73785	Accounts Payable	Computer Check	7/20/2016	FINDAWAY WORLD, LLC	\$0.00	\$2,363.48	(\$179,437.41)	Outstanding	7/31/2016
73786	Accounts Payable	Computer Check	7/20/2016	FIRE & SECURITY SYSTEMS, INC.	\$0.00	\$150.00	(\$179,587.41)	Outstanding	7/31/2016
73787	Accounts Payable	Computer Check	7/20/2016	FLEXSOURCE, LLC	\$0.00	\$668.00	(\$180,255.41)	Outstanding	7/31/2016
73788	Accounts Payable	Computer Check	7/20/2016	STEVE FRENZEL	\$0.00	\$200.00	(\$180,455.41)	Outstanding	7/31/2016
73789	Accounts Payable	Computer Check	7/20/2016	DOROTHEA FRISBIE	\$0.00	\$33.54	(\$180,488.95)	Outstanding	7/31/2016
73790	Accounts Payable	Computer Check	7/20/2016	GARVEY'S OFFICE PRODUCTS	\$0.00	\$2,609.80	(\$183,098.75)	Outstanding	7/31/2016
73791	Accounts Payable	Computer Check	7/20/2016	DEBORAH GRAHAM	\$0.00	\$280.44	(\$183,379.19)	Outstanding	7/31/2016
73792	Accounts Payable	Computer Check	7/20/2016	GRAINGER	\$0.00	\$2,742.75	(\$186,121.94)	Outstanding	7/31/2016
73793	Accounts Payable	Computer Check	7/20/2016	GROOT INDUSTRIES, INC.	\$0.00	\$213.63	(\$186,335.57)	Outstanding	7/31/2016
73794	Accounts Payable	Computer Check	7/20/2016	JENNIFER HALE	\$0.00	\$100.00	(\$186,435.57)	Outstanding	7/31/2016
73795	Accounts Payable	Computer Check	7/20/2016	LISA M. HALE	\$0.00	\$100.00	(\$186,535.57)	Outstanding	7/31/2016
73796	Accounts Payable	Computer Check	7/20/2016	HALL PASS	\$0.00	\$6.00	(\$186,541.57)	Outstanding	7/31/2016
73797	Accounts Payable	Computer Check	7/20/2016	CAITLYN HANNON	\$0.00	\$923.00	(\$187,464.57)	Outstanding	7/31/2016
73798	Accounts Payable	Computer Check	7/20/2016	HEALTHCARE SERVICE CORPOR	\$0.00	\$40,863.89	(\$228,328.46)	Outstanding	7/31/2016
73799	Accounts Payable	Computer Check	7/20/2016	ILLINOIS LIBRARY ASSOCIATION	\$0.00	\$197.84	(\$228,526.30)	Outstanding	7/31/2016
73800	Accounts Payable	Computer Check	7/20/2016	INGRAM LIBRARY SERVICES	\$0.00	\$25,208.28	(\$253,734.58)	Outstanding	7/31/2016
73801	Accounts Payable	Computer Check	7/20/2016	IRON MOUNTAIN	\$0.00	\$243.98	(\$253,978.56)	Outstanding	7/31/2016
73802	Accounts Payable	Computer Check	7/20/2016	ANDREA JOHNSON	\$0.00	\$125.46	(\$254,104.02)	Outstanding	7/31/2016
73803	Accounts Payable	Computer Check	7/20/2016	KLEIN, THORPE & JENKINS, LTD.	\$0.00	\$260.00	(\$254,364.02)	Outstanding	7/31/2016
73804	Accounts Payable	Computer Check	7/20/2016	KONE INC.	\$0.00	\$583.66	(\$254,947.68)	Outstanding	7/31/2016
73805	Accounts Payable	Computer Check	7/20/2016	KONICA MINOLTA BUSINESS SO	\$0.00	\$1,588.22	(\$256,535.90)	Outstanding	7/31/2016
73806	Accounts Payable	Computer Check	7/20/2016	KOREAN BOOKS	\$0.00	\$544.28	(\$257,080.18)	Outstanding	7/31/2016
73807	Accounts Payable	Computer Check	7/20/2016	ANNA KOZIOL	\$0.00	\$519.75	(\$257,599.93)	Outstanding	7/31/2016
73808	Accounts Payable	Computer Check	7/20/2016	LAUBE IMAGING PRODUCTS	\$0.00	\$370.20	(\$257,970.13)	Outstanding	7/31/2016
73809	Accounts Payable	Computer Check	7/20/2016	SUSAN LEMPKE	\$0.00	\$1,017.35	(\$258,987.48)	Outstanding	7/31/2016
73810	Accounts Payable	Computer Check	7/20/2016	LIBRARIES FIRST	\$0.00	\$13,589.00	(\$272,576.48)	Outstanding	7/31/2016
73811	Accounts Payable	Computer Check	7/20/2016	VICTORIA LUZ	\$0.00	\$88.57	(\$272,665.05)	Outstanding	7/31/2016
73812	Accounts Payable	Computer Check	7/20/2016	MAKERBOT INDUSTRIES LLC	\$0.00	\$43.20	(\$272,708.25)	Outstanding	7/31/2016
73813	Accounts Payable	Computer Check	7/20/2016	MANAGEMENT ASSOCIATION	\$0.00	\$1,220.00	(\$273,928.25)	Outstanding	7/31/2016
73814	Accounts Payable	Computer Check	7/20/2016	MATTHEW BENDER & CO., INC.	\$0.00	\$2,615.25	(\$276,543.50)	Outstanding	7/31/2016
73815	Accounts Payable	Computer Check	7/20/2016	JOAN MCGEE	\$0.00	\$225.00	(\$276,768.50)	Outstanding	7/31/2016
73816	Accounts Payable	Computer Check	7/20/2016	MENARDS	\$0.00	\$564.49	(\$277,332.99)	Outstanding	7/31/2016
73817	Accounts Payable	Computer Check	7/20/2016	MIDWEST TAPE	\$0.00	\$33,298.67	(\$310,631.66)	Outstanding	7/31/2016
73818	Accounts Payable	Computer Check	7/20/2016	MARY MILLER	\$0.00	\$186.22	(\$310,817.88)	Outstanding	7/31/2016
73819	Accounts Payable	Computer Check	7/20/2016	MOVIE LICENSING USA	\$0.00	\$1,220.00	(\$312,037.88)	Outstanding	7/31/2016
73820	Accounts Payable	Computer Check	7/20/2016	MULTICULTURAL BOOKS & VID	\$0.00	\$3,638.41	(\$315,676.29)	Outstanding	7/31/2016
73821	Accounts Payable	Computer Check	7/20/2016	SARAH MUSKIVITCH	\$0.00	\$43.47	(\$315,719.76)	Outstanding	7/31/2016
73822	Accounts Payable	Computer Check	7/20/2016	BARBARA NAKANISHI	\$0.00	\$1,191.46	(\$316,911.22)	Outstanding	7/31/2016

Niles Public Library District Bank Register Report - Checking

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Status	Post Date
73823	Accounts Payable	Computer Check	7/20/2016	NATIONAL AUDUBON SOCIETY	\$0.00	\$20.00	(\$316,931.22)	Outstanding	7/31/2016
73824	Accounts Payable	Computer Check	7/20/2016	NICOR GAS	\$0.00	\$266.47	(\$317,197.69)	Outstanding	7/31/2016
73825	Accounts Payable	Computer Check	7/20/2016	NILES CHAMBER OF COMMERCE	\$0.00	\$110.00	(\$317,307.69)	Outstanding	7/31/2016
73826	Accounts Payable	Computer Check	7/20/2016	NILES ELEMENTARY SCHOOL DI	\$0.00	\$881.00	(\$318,188.69)	Outstanding	7/31/2016
73827	Accounts Payable	Computer Check	7/20/2016	NILES HISTORICAL SOCIETY	\$0.00	\$40.00	(\$318,228.69)	Outstanding	7/31/2016
73828	Accounts Payable	Computer Check	7/20/2016	DONELLA M. O'DONNELL	\$0.00	\$9.95	(\$318,238.64)	Outstanding	7/31/2016
73829	Accounts Payable	Computer Check	7/20/2016	OAK BROOK MECHANICAL SERV	\$0.00	\$748.00	(\$318,986.64)	Outstanding	7/31/2016
73830	Accounts Payable	Computer Check	7/20/2016	OMNIGRAPHICS, INC.	\$0.00	\$163.70	(\$319,150.34)	Outstanding	7/31/2016
73831	Accounts Payable	Computer Check	7/20/2016	ORIENTAL TRADING COMPANY, I	\$0.00	\$326.77	(\$319,477.11)	Outstanding	7/31/2016
73832	Accounts Payable	Computer Check	7/20/2016	BARBARA OTTOLINO	\$0.00	\$200.00	(\$319,677.11)	Outstanding	7/31/2016
73833	Accounts Payable	Computer Check	7/20/2016	OVERDRIVE, INC.	\$0.00	\$1,291.91	(\$320,969.02)	Outstanding	7/31/2016
73834	Accounts Payable	Computer Check	7/20/2016	PENGUIN RANDOM HOUSE LLC	\$0.00	\$114.67	(\$321,083.69)	Outstanding	7/31/2016
73835	Accounts Payable	Computer Check	7/20/2016	PETTY CASH	\$0.00	\$99.50	(\$321,183.19)	Outstanding	7/31/2016
73836	Accounts Payable	Computer Check	7/20/2016	ALYSSA PIERCE	\$0.00	\$910.00	(\$322,093.19)	Outstanding	7/31/2016
73837	Accounts Payable	Computer Check	7/20/2016	PLIC - SBD GRAND ISLAND	\$0.00	\$1,591.52	(\$323,684.71)	Outstanding	7/31/2016
73838	Accounts Payable	Computer Check	7/20/2016	POLONIA BOOKSTORE, INC.	\$0.00	\$794.93	(\$324,479.64)	Outstanding	7/31/2016
73839	Accounts Payable	Computer Check	7/20/2016	PRESS READER	\$0.00	\$8,000.00	(\$332,479.64)	Outstanding	7/31/2016
73840	Accounts Payable	Computer Check	7/20/2016	GREG PRITZ	\$0.00	\$978.39	(\$333,458.03)	Outstanding	7/31/2016
73841	Accounts Payable	Computer Check	7/20/2016	PROQUEST LLC	\$0.00	\$1,694.00	(\$335,152.03)	Outstanding	7/31/2016
73842	Accounts Payable	Computer Check	7/20/2016	QUO VADIS	\$0.00	\$504.56	(\$335,656.59)	Outstanding	7/31/2016
73843	Accounts Payable	Computer Check	7/20/2016	JOHN RADZKO	\$0.00	\$14.29	(\$335,670.88)	Outstanding	7/31/2016
73844	Accounts Payable	Computer Check	7/20/2016	RAINBOW BOOK COMPANY	\$0.00	\$6,167.83	(\$341,838.71)	Outstanding	7/31/2016
73845	Accounts Payable	Computer Check	7/20/2016	RECORDED BOOKS, LLC	\$0.00	\$25.88	(\$341,864.59)	Outstanding	7/31/2016
73846	Accounts Payable	Computer Check	7/20/2016	RHODE ISLAND NOVELTY	\$0.00	\$1,291.64	(\$343,156.23)	Outstanding	7/31/2016
73847	Accounts Payable	Computer Check	7/20/2016	ROCKFORD CARPETLAND USA	\$0.00	\$59.75	(\$343,215.98)	Outstanding	7/31/2016
73848	Accounts Payable	Computer Check	7/20/2016	RUSSIAN PUBLISHING HOUSE, L	\$0.00	\$774.25	(\$343,990.23)	Outstanding	7/31/2016
73849	Accounts Payable	Computer Check	7/20/2016	SEAWAY SUPPLY CO.	\$0.00	\$408.00	(\$344,398.23)	Outstanding	7/31/2016
73850	Accounts Payable	Computer Check	7/20/2016	CLARA SHEFFER	\$0.00	\$24.99	(\$344,423.22)	Outstanding	7/31/2016
73851	Accounts Payable	Computer Check	7/20/2016	SHELL	\$0.00	\$70.58	(\$344,493.80)	Outstanding	7/31/2016
73852	Accounts Payable	Computer Check	7/20/2016	EVAN P. SINGER	\$0.00	\$450.00	(\$344,943.80)	Outstanding	7/31/2016
73853	Accounts Payable	Computer Check	7/20/2016	SMITHEREEN PEST MANAGEMEN	\$0.00	\$228.00	(\$345,171.80)	Outstanding	7/31/2016
73854	Accounts Payable	Computer Check	7/20/2016	TIM SPADONI	\$0.00	\$617.58	(\$345,789.38)	Outstanding	7/31/2016
73855	Accounts Payable	Computer Check	7/20/2016	CAROLE STEPHENS	\$0.00	\$550.00	(\$346,339.38)	Outstanding	7/31/2016
73856	Accounts Payable	Computer Check	7/20/2016	TERRY STRAND	\$0.00	\$35.00	(\$346,374.38)	Outstanding	7/31/2016
73857	Accounts Payable	Computer Check	7/20/2016	THE HARTFORD	\$0.00	\$22,168.00	(\$368,542.38)	Outstanding	7/31/2016
73858	Accounts Payable	Computer Check	7/20/2016	TODAY'S BUSINESS SOLUTIONS, I	\$0.00	\$1,688.32	(\$370,230.70)	Outstanding	7/31/2016
73859	Accounts Payable	Computer Check	7/20/2016	KATHY TOY	\$0.00	\$17.82	(\$370,248.52)	Outstanding	7/31/2016
73860	Accounts Payable	Computer Check	7/20/2016	TRAVELERS	\$0.00	\$3,421.00	(\$373,669.52)	Outstanding	7/31/2016
73861	Accounts Payable	Computer Check	7/20/2016	TREEHOUSE	\$0.00	\$3,950.00	(\$377,619.52)	Outstanding	7/31/2016

Niles Public Library District Bank Register Report - Checking

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Status	Post Date
73862	Accounts Payable	Computer Check	7/20/2016	UNIQUE MANAGEMENT SERVICE	\$0.00	\$119.40	(\$377,738.92)	Outstanding	7/31/2016
73863	Accounts Payable	Computer Check	7/20/2016	UNITED STATES TREASURY	\$0.00	\$70.72	(\$377,809.64)	Outstanding	7/31/2016
73864	Accounts Payable	Computer Check	7/20/2016	UTICA NATIONAL INSURANCE G	\$0.00	\$28,346.00	(\$406,155.64)	Outstanding	7/31/2016
73865	Accounts Payable	Computer Check	7/20/2016	SASHA VASILIC	\$0.00	\$146.18	(\$406,301.82)	Outstanding	7/31/2016
73866	Accounts Payable	Computer Check	7/20/2016	SRDJAN VASILIC	\$0.00	\$21.92	(\$406,323.74)	Outstanding	7/31/2016
73867	Accounts Payable	Computer Check	7/20/2016	HANNAH VERDON	\$0.00	\$500.00	(\$406,823.74)	Outstanding	7/31/2016
73868	Accounts Payable	Computer Check	7/20/2016	VERIZON WIRELESS	\$0.00	\$206.59	(\$407,030.33)	Outstanding	7/31/2016
73869	Accounts Payable	Computer Check	7/20/2016	VILLAGE OF NILES	\$0.00	\$754.96	(\$407,785.29)	Outstanding	7/31/2016
73870	Accounts Payable	Computer Check	7/20/2016	VISA	\$0.00	\$3,487.44	(\$411,272.73)	Outstanding	7/31/2016
73871	Accounts Payable	Computer Check	7/20/2016	VISION SERVICE PLAN OF ILLINO	\$0.00	\$646.86	(\$411,919.59)	Outstanding	7/31/2016
73872	Accounts Payable	Computer Check	7/20/2016	VISOGRAPHIC	\$0.00	\$5,891.36	(\$417,810.95)	Outstanding	7/31/2016
73873	Accounts Payable	Computer Check	7/20/2016	WESTERN IRRIGATION, INC.	\$0.00	\$1,335.00	(\$419,145.95)	Outstanding	7/31/2016
73874	Accounts Payable	Computer Check	7/20/2016	DEIDRE K. WINTERHALTER	\$0.00	\$140.93	(\$419,286.88)	Outstanding	7/31/2016
73875	Accounts Payable	Computer Check	7/20/2016	SUZANNE WULF	\$0.00	\$119.56	(\$419,406.44)	Outstanding	7/31/2016

Summary by Transaction Type

Total Deposits:	\$0.00
Less Payments by Transaction Type:	
Computer Check	(\$419,406.44)
Total Payments:	(\$419,406.44)
Total Change in Register Balance:	(\$419,406.44)

Niles Public Library District Bank Register Report - Imprest

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Status	Post Date
2948	Accounts Payable	Manual Check	6/1/2016	BARBARA ZUKOWSKI	\$0.00	\$250.60	(\$250.60)	Outstanding	6/1/2016
2949	Accounts Payable	Manual Check	6/10/2016	VISA	\$0.00	\$860.93	(\$1,111.53)	Outstanding	6/30/2016
2950	Accounts Payable	Manual Check	6/16/2016	COSTCO	\$0.00	\$173.83	(\$1,285.36)	Outstanding	6/1/2016
2951	Accounts Payable	Manual Check	6/20/2016	LIBRARY FURNITURE INTERNATI	\$0.00	\$2,497.00	(\$3,782.36)	Outstanding	6/1/2016

Summary by Transaction Type

Total Deposits:	\$0.00
Less Payments by Transaction Type:	
Manual Check	(\$3,782.36)
Total Payments:	(\$3,782.36)
Total Change in Register Balance:	(\$3,782.36)

Niles Public Library District
_SPECIAL RESERVE

<u>Transaction Date</u>	<u>AP Transaction Number</u>	<u>Transaction Type</u>	<u>GL Transaction Number</u>	<u>Vendor/Payee</u>	<u>Journal Reference</u>	<u>Post Status</u>	<u>Post Date</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
40-5810-58-00, Special Reserve - Equipment									
6/7/2016	XJXMRJ8D1	Invoice	2163-0711	DELL MARKETING L.P.	DELL MARKETING L	Posted	6/30/2016	\$15,367.80	\$0.00
6/26/2016	XJXTTK576	Invoice	2163-1130	DELL MARKETING L.P.	DELL MARKETING L	Posted	6/30/2016	\$2,044.74	\$0.00
6/30/2016	XJXWT8C21	Invoice	2163-1163	DELL MARKETING L.P.	DELL MARKETING L	Posted	6/30/2016	\$49,073.76	\$0.00
<i>Totals for 40-5810-58-00, Special Reserve - Equipmen:</i>								\$66,486.30	\$0.00
Grand Totals:								\$66,486.30	\$0.00

Niles Public Library District

_SPECIAL RESERVE

Report name: _SPECIAL RESERVE REPORT

Report format: Detail

Include these transaction dates: Last fiscal period (6/1/2016 to 6/30/2016)

Include all post dates

Include all Post Statuses

Include adjustment transactions

Include miscellaneous entries

Include these Accounts: 40-5805-58-00, 40-5810-58-00, 40-5811-58-00, 40-5815-58-00, 40-5820-58-00

Include all Funds

Include all Classes

Include all Vendors

Include all Invoices

Include all Credit Memos

Include all Payments

Include all Purchase Orders

Include all Receipts

Include all Account Attributes

Include all Vendor Attributes

Include all Invoice Attributes

Include all Credit Memo Attributes

Include all Purchase Order Attributes

Include all Expense(s)

Include all Departments(s)

Director's Report June/July 2016



The Library has had some traffic from young people (mostly) looking intently at their phones, because our Library was designated a Pokéstop in the new Pokémon GO App. This new smartphone game gives players a chance to catch virtual creatures, train them, and battle each other. Arianne and Sasha collaborated to get it posted on Facebook right away, generating over 1000 hits so far. We already had a Pokémon program scheduled on July 25, so our KidSpace staff is on target with their program planning.

The other big hit on our Facebook page this month with over 4,000 views is the time-lapse video that Digital Services Assistant Srdjan Vasilic put together of the van being wrapped. *From Sasha:* American Graphics in Niles called our garage “home” for more than 10 hours as they vinyl wrapped the new library delivery van. It looks amazing and super eye-catching! Srdjan from Digital Services set up a video camera to record the whole process so he could create a time-lapse video for promotional purposes. After the library delivery van’s grand premiere at the Village of Niles 4th of July Parade, we released the time-lapse video on Facebook. It became our most popular post to date! The video has 4,000+ views and it reached a whopping 7,500+ people. Check out the video on the Library’s Facebook or YouTube accounts.

If you haven’t already “liked” the Library’s Facebook page, you might want to now. It’s a great way to see what’s going on at the Library and to support us in the community. Every time you click the like button, that gives the post a little boost and your friends see what you liked, so it helps spread the word.

June/July activity

As always, summer is a very busy time at the Library, with programs inside the library and out while kids are out of school. You will see the list of programs in the monthly statistics.

At the end of June, we used Per Capita grant funds from the state to hold a field day and Beach Party with Dave Rudolph at the north end of the District in Dee Park. Dodie, Deidre and Cyndi collaborated on setting up this outside event with Golf Maine Park District, and fortunately, the weather cooperated. *From Dodie:* These events were part of our effort to build library awareness and a stronger relationship with the residents in this area. It was a joyous occasion with much laughter and many smiles. *From Arianne:* The Dee Park event provided a way for the EM63 students to ‘check-in’ off site for the Summer Reading Club game. Hopefully, earning a visit in the game enticed more students to physically come and visit the library to continue their SRC progress. Home Run Inn Pizza provided fabric bags as a SRC give away and we used leftover prizes from previous years to pass out for playing Bozo Buckets, The Wheel of Prizes, the hula hoop contest, an egg shaker spoon race, a three legged race, and a bean bag toss. For many in attendance, it was the first time they joined a conga line, or tried out the limbo. The cultural experience was a first for some of the families in attendance. We hope to continue this form of outreach at Dee Park. The Park District staff was wholly supportive and excited to partner with us.



The Fourth of July parade was a big success. We had almost 100 walkers this year, with more than the usual number of patrons walking with us. We showcased the new van, passed out (or really bounced out) superballs in the Library's colors, and got lots of love along the way. The combination of the brightly colored van and t-shirts, the new banner, the teen dressed up as Captain America, and the red convertible at the end carrying trustees Ryan and Rozanski made for a very festive entry in this year's parade. We also had a lot of people attracted to our station at the park to play Bozo buckets and Plinko, managed by Patron Services Team Leader/Serials Clerk Elbert Au. Sasha and his marketing crew did an outstanding job.



Programs



From Arianne: Thus far we have had 892 students come to the library to register for SRC on top of the 2,233 EM63 students that we registered before school let out. We had over 4,000 visits to the library during the month of June – KidSpace is hopping with Summer Reading Fun!



Pre Reader Early Literacy Activities include letter hockey, color bean bag toss, the Tortoise and the Hare trackball, and number fishing.



Our Giant Game Board keeps them coming back for more!



Students checking in at the SRC get to mark the visit with a sticker on their school symbol; a fun way to show their school pride.



Some students save their tokens to buy bigger prizes, some spend them as they earn them. This a great financial literacy experience for our patrons, and the teen volunteers who work the concession stand.

The Wonder Ground is open during the summer months as well! We are exploring Backyard Science with stories and recording our observations with drawings. Each week students share science themed picture books and then draw their reactions. They are sent home with a drawing prompt to make and record their observations in their Wonder Ground Notebooks.

From Dodie: Judy McNulty partnered with Darlene Fox (Digital Services) to hold a **Small Business Program** showcasing one of our more popular databases, Reference USA. This event was targeted to Niles Chamber members but open to the public. She also partnered with Ruth Schuster (Digital Services) to host a **“Hassle-Free Couponing” Program**. They demonstrated how to save money and time with paperless coupons using store sites and the Internet. Attendees raved about the class. Here are some of the comments: “I will take anything with these ladies!” and “Thank you for having such wonderful employees!” “Presenters knew their information quite well and made the class fun.” “I learned a lot about how to save more money at stores I shop at frequently.”

Barbara Rinella visited the Niles Library for the first time to do her program **The News Sorority – Diane Sawyer, Katie Couric and Christiane Amanpour and the Triumph of Women in TV**. The event was a great success – it attracted 74 people in the middle of a Wednesday afternoon! The **History Comes Alive Biography Series** continues to draw interest. This month we had a visit from Marie Antoinette – played by dramatist Martina Mathisen. Her performance was based on the book, *Marie Antoinette: The Journey* by Antonia Fraser.



History Comes Alive: Marie Antoinette

Marketing the Library

From Dodie: Krystyna Banek had a busy month in June. She had her Polish book discussion and also a Polish travel program (*Around the World in 80 Days*) with 87 attendees (on Father’s Day – no less!). Through her contacts, Krystyna was interviewed at the library and about the library by a local Polish TV station. Filming will conclude this coming Monday and we look forward to a half hour program about our library and all the wonderful things we have to offer.

From Sasha: In our efforts to reach the north end of the Library District, we used Per Capita funds towards becoming the Official Splash Pad Sponsor at the Golf Maine Park District. The splash pad at Dee Park is a very

popular destination in the summer for families. We have a large banner hanging by the splash pad promoting the Library. We also have a banner hanging at Feldman Park, Golf Maine Park District's other location. Our sponsorship lasts one year and it also includes a website banner and two half page ads in Golf Maine Park District's printed newsletter. We hope that our message and branding catches the eyes of our taxpayers in the north end of the Library District.

Creative Studio

From Suzy: This month there were 37 successful 3D prints and 5 conversions at the VHS to DVD station in the lower level.

We got the the LulzBot Mini printer up and running this month to help manage the 3D printing queue. The quality of the prints is fantastic and given its small size it would be ideal for demonstrations at the schools and out in the community.

The Maker Fest planning committee met this month to decide on a logo for the fest, discuss the library sponsored programs, and preview the participant application form on the website. The logo looks great, big thanks to Srdjan and Arianne for all of their work matching our vision to the logo.



I worked with Cyndi and Debbie to create an application for teens interested in volunteering in the Creative Studio this summer. We held two orientations at the beginning on the month and we have 20 volunteers this summer. The volunteers have been assisting with the technology and Creative Studio classes. The response from the presenters and attendees has been positive.

Teen Advisory Board

From Arianne: The Teen Advisory Board pitched in to help design three of the Summer Reading Club quests: a miniature golf course, pizza box soccer field and a slam dunk basketball game. All three were fun to create, and fun to play. The Teen Advisory Board celebrated the service of five graduating seniors with a special party. We appreciate their service and wish them success.

Building notes

I met with Scott Freres of The Lakota Group, and he is putting together some ideas on signage, which the Buildings and Grounds Committee can look at together with the information sent previously by Dan Pohrte of Product Architecture.

Dave experimented with a succession of LED lights on the Second Floor (with the adult fiction and DVD collections) in an effort to reduce the electricity costs on the floor. He tested out four different light bulbs, but so far we are finding that the noise they make is troublesome. We will try again in a year to see if there's an improvement in the technology.

Staff changes

Jabez Patterson has been hired as a Digital Services Assistant, and is off to a great start working the Tech Desk.

Materials

From Suzy: Darlene negotiated with Brainfuse to reduce our renewal price by \$500 and get an additional database, LearnNow at no cost. The estimated cost of LearnNow would have been \$5,000. We decided not to renew Learning Express since LearnNow covers the same content for an additional savings of \$8,437. Way to go Darlene!

From Victoria: Tech Services did outstanding work bringing our busiest end-of-fiscal-year, thus far, to a close. I would like to thank and congratulate my department on working together on this accomplishment. In June, I attended my last meeting of the four consecutive years I served on the CCS SCRAP Committee and three of those as an officer. It was extra but rewarding work. I feel that I learned a lot, built collegial relationships, shared resources and brought my twenty-plus years cataloging experience to the table. At the June meeting we focused on continuing education and how to bring new catalogers or catalogers new to CCS up to speed on our required standards and an easy way to access that information.

ALA

Secretary Barbara Nakanishi, Treasurer Tim Spadoni and I attended the Annual ALA Conference in hot Orlando. I finished my work with the Sibert Award Committee and am beginning work with the Association for Library Service to Children Division Budget Committee, which will probably not be as fun but will be good experience seeing how the division fits in with the ALA organization as a whole. The emphasis in this conference was on making sure libraries are including materials and services for diverse populations—diversity, equity and equality were often used words.

Trustee attendance at events

I was asked to report back on what the Board previously agreed about which events Board members should attend. I found the discussion as part of the July 15, 2015 meeting. At that time, the Board agreed that it was part of their responsibility to attend networking events such as Chamber of Commerce events. The question of attending school fundraisers was left open. The Village trustees attend Chamber events, and the Niles Park District trustees attend many different community events.

Committees

The Sunshine Committee held a Hot Dog Day in June, featuring potluck salads and desserts along with hot dogs grilled in the rain by Dave.

Display and Art Gallery Committee, chaired by Victoria, has mounted a beautiful display by artist Carol Luc of watercolors titled “Rural Influences”. They have added a glass display case for smaller or 3D pieces. There will be an artist’s reception on Friday, July 22 from 5-7pm.

Materials Marketing Committee has a “Read, White and Blue” display in the lobby with book covers in those three colors, a Shark Week display in the Commons which has gotten a lot of browsing, and a very cute display on the lower level called “All the Feels” of heartbreaking books. People must like sad stories, because these have been going like crazy.

Trustee Calendar

July

7/1**Beginning of FY2016-17**

7/4—Niles Independence Day Parade

No Friends of the Library Meeting

7/19—Chamber of Commerce Golf Outing, Wheeling

7/20—Regular Meeting of the Board of Trustees—Trustee vacancy interviews

August

No Friends of the Library Meeting

8/17—Regular Meeting of the Board of Trustees—New Trustee sworn in

September

9/12—Friends of the Library Meeting

9/21—Regular Meeting of the Board of Trustees

October

10/10—Friends of the Library Meeting

10/18-20—Illinois Library Association Conference, Rosemont

10/19—Regular Meeting of the Board of Trustees—Determine levy

November

11/14--Friends of the Library Meeting

11/16—Regular Meeting of the Board of Trustees—Pass levy

December

12/12—First day to file trustee election petitions

12/12—Friends of the Library Meeting

12/19—Last day to file trustee election petitions

Monthly Statistical Report --June 2016

LOAN OF LIBRARY MATERIALS	Current Month	Prior Year Same Month	% Change	Current YTD	Prior YTD	% Change
Adult	47,853	41,989	13.97%	491,156	506,313	-2.99%
Teens	4,756	4,280	11.12%	39,819	40,848	-2.52%
Juvenile	50,949	43,682	16.64%	474,206	473,193	0.21%
Digital	2,495	2,394	4.22%	70,600	50,167	40.73%
Equipment	113	0		749	0	
TOTAL Loan of Library Materials	106,053	92,345	14.84%	1,075,781	1,070,521	0.49%
LOAN OF MATERIAL BY TYPE	Current Month	Prior Year Same Month	% Change	Current YTD	Prior YTD	% Change
Adult						
Print	21,981	19,126	14.93%	224,954	221,816	1.41%
Periodical	1,054	1,254	-15.95%	10,306	13,005	-20.75%
Audio	5,056	4,825	4.79%	55,451	56,656	-2.13%
DVD	19,762	16,784	17.74%	200,445	214,836	-6.70%
TOTAL Adult Loans	47,853	41,989	13.97%	491,156	506,313	-2.99%
Teens						
Print	3,520	3,672	-4.14%	29,162	30,764	-5.21%
Periodical	26	9	188.89%	159	162	-1.85%
Audio	799	549	45.54%	6,347	6,181	2.69%
DVD	411	50	722.00%	4,132	3,741	10.45%
Equipment				19		
TOTAL Teen Loans	4,756	4,280	11.12%	39,819	40,848	-2.52%
Juvenile						
Print	37,041	30,160	22.81%	343,522	331,038	3.77%
Periodical	314	177	77.40%	1,414	1,283	10.21%
Audio	3,833	3,117	22.97%	29,716	31,450	-5.51%
DVD	9,761	10,228	-4.57%	99,554	109,422	-9.02%
TOTAL Juvenile Loans	50,949	43,682	16.64%	474,206	473,193	0.21%
Digital Services	Current Month	Prior Year Same Month	% Change	Current YTD	Prior YTD	% Change
Digital Loan	2,495	2,394	4.22%	70,600	50,167	40.73%
Equipment Loan	113	-		730	-	
Online Database Use	5,370	5580	-3.76%	98,215	77,654	26.48%
HOLDS	Current Month	Prior Year Same Month	% Change			
Holds Placed	7,632	7,591	0.54%			
Holds Made Available	11,295	12,999	-13.11%			
PATRONS	Current Month	Prior Year Same Month	% Change			
New District Cards	445	422	5.45%			
Total District Cardholders	25,600	25,497	0.40%			
Patron Visits	36,473	37,831	-3.59%			
Unique Library Cards Used	5,473	5,533	-1.08%			
IN-HOUSE USE	Current Month	Prior Year Same Month	% Change	Current YTD	Prior YTD	% Change
MATERIALS						
Reference--All	76	13	484.62%	500	313	59.74%
Circulating--Juvenile	6,409	6,980	-8.18%	54,244	89,028	-39.07%
Circulating--Teen	477	649	-26.50%	5,306	7,144	-25.73%
Circulating--Commons	-	163		1,205	1,803	-33.17%
Circulating--Adult	1,912	3,410	-43.93%	22,457	50,940	-55.91%
TOTAL In-House Use of Materials	8,874	11,215	10.97%	83,712	149,228	-43.90%
Items moved on Shelf	3,571	-		48,513	-	

Monthly Statistical Report --June 2016

IN-HOUSE Continued						
PC USERS BY AREA	Current Month	Prior Year Same Month	% Change	Current YTD	Prior YTD	% Change
Adult Guest Pass	1,506	-		8,492	-	
Adult Services	2,985	4,612	-2.62%	40,741	58,686	-16.11%
Youth Services	2,139	1,338	59.87%	15,425	14,817	4.10%
Teen Services	635	746	-14.88%	4,531	4,458	1.64%
Express Internet	153	189	-19.05%	2,129	3,182	-33.09%
Patron Wi-Fi Uses	13,787	10,430	32.19%	142,322	119,122	19.48%
Total Users	21,205	17,315	22.47%	213,640	200,265	6.68%
Scanning & Fax Pages	3,985	3,274	21.72%	51,011	46,107	10.64%
Print & Copy Pages	16,718	14,951	11.82%	192,028	188,330	1.96%
USE OF STAFF MEDIATED EQUIPMENT	Current Month	Prior Year Same Month	% Change	Current YTD	Prior YTD	% Change
3-D Printer	37	-		248	-	
Large Scale Poster Printer	-	-		4	-	
VHS to DVD Conversion	5	-		73	-	
TOTAL Use of Staff Mediated Equipment	42	-		325	-	
USERS OF STAFF MEDIATED SPACES BY LOCATION	Current Month	Prior Year Same Month	% Change	Current YTD	Prior YTD	% Change
KidSpace Study Room	50	22	127.27%	831	211	-77.32%
Study Rooms 1-5	487	363	34.16%	7,339	3,664	100.29%
Creative Studio A	22	-		273	-	
TOTAL Users of Staff Mediated Spaces	559	385	45.19%	8,443	3,664	130.42%
MARKETING & PR	Current Month	Prior Year Same Month	% Change			
Website Hits	34,049	36,717	-7.27%			
Facebook "Likes"	1,127	887	27.06%			
Buzz Blog views	586	598	-2.01%			
Media Hits (includes print and online articles and listings)	33	13	153.85%			
e-News Subscribers	13,262	10,993	20.64%			
New Resident Letters (May)	41	-				
TECHNICAL SERVICES	Items Added	Items Withdrawn	Library Holdings			
Shelved materials	3,105	2,022	269,895			
Non-shelved materials	0	25	34,181			
Equipment	-	-	25			
Total	3,105	2,047	304,101			
LIBRARY SERVICES	Current Month	Prior Year Same month	% Change	Current YTD	Prior YTD	% Change
Notary Public	157	222	-29.28%	1,472	1,028	43.19%
Test Proctoring	15	24	-37.50%	141	123	14.63%
Voters' Registration	-	-		8	8	0.00%
SERVICE DESKS	Current Month	Prior Year Same Month	% Change	Current YTD	Prior YTD	% Change
Quick Questions	10,828	4,871	122.30%	93,901	54,559	72.11%
Ready Assistance	5817	-		53,264	-	
Reference/Research	6,496	6,545	-0.75%	72,797	73,259	-0.63%
TOTAL All Service Desks	23,141	6,983	231.39%	219,962	127,818	72.09%
Adult Services (3rd floor)						
Quick Questions	65	160	-59.38%	2,711	4,704	-42.37%
Reference/Research	741	1,173	-36.83%	9,098	11,191	-18.70%
Total Reference Desk	806	1,333	-39.53%	11,809	15,895	-25.71%
Commons Desk						
Quick Questions	1	-		386	-	
Ready Assistance	1	-		254	-	
Total Commons Desk	2	-		640	-	

Monthly Statistical Report --June 2016

SERVICE DESKS Continued	Current Month	Prior Year Same Month	% Change	Current YTD	Prior YTD	% Change
Fiction/Audiovisual Services (2nd floor)						
Quick Questions	158	194	-18.56%	5,626	9,899	-43.17%
Reference/Research	1,299	1,840	-29.40%	15,464	17,130	-9.73%
Total InfoDesk	1,457	2,034	-28.37%	21,090	27,029	-21.97%
Patron Services						
Quick Questions	6,602			48,656		
Ready Assistance	5,816			53,010		
Total Patron Services	12,418	-		101,666	-	
Technology Desk						
Quick Questions	119	365	-67.40%	2,400	8,786	-72.68%
Reference/Research	1,121	1,500	-25.27%	12,959	13,563	-4.45%
Total Tech Desk	1,240	1,865	-33.51%	15,359	22,349	-31.28%
Teen Desk						
Quick Questions	685	1,055	-35.07%	4,246	4,578	-7.25%
Reference/Research	288	219	31.51%	2,077	2,473	-16.01%
Total Teen Desk	973	1,274	-23.63%	6,323	7,051	-10.32%
Outreach Services						
Quick Questions	2	-		157	-	
Reference/Research	1,513	352	329.83%	11,324	6,001	88.70%
Bulk Loan Items Delivered to Nursing Homes	485	465	4.30%	5,635	5,330	5.72%
Materials pulled for Homebound Users	992	988	0.40%	11,193	12,384	-9.62%
Total Outreach Services	2,992	1,805	65.76%	28,309	23,715	19.37%
Youth Services						
Quick Questions	3,196	3,097	3.20%	29,719	26,592	11.76%
Reference/Research	1,534	1,461	5.00%	21,875	22,901	-4.48%
School Loans pulled	5	12	-58.33%	239	266	-10.15%
Museum Adventure passes distributed	40	41	-2.44%	226	251	-9.96%
Total Youth Services	4,775	4,611	3.56%	52,059	50,010	4.10%
GRAND Total	24,663	12,922	90.86%	220,139	146,049	50.73%
Interlibrary Loan Lending						
Items Lent to CCS Libraries	5,442	2,799	94.43%	43,065	33,846	27.24%
Items Received from CCS Libraries for Patrons	4,157	2,939	41.44%	38,985	34,269	13.76%
Items Lent to OCLC Libraries	416	277	50.18%	3,780	3,307	14.30%
Items Received from OCLC Libraries for Patrons	123	116	6.03%	1,351	1,246	8.43%
Total	10,138	6,131	65.36%	87,181	72,668	19.97%
Outreach Services						
Homebound						
Patrons	259	244	6.15%			
Visits	200	238	-15.97%			
Institutions						
Institution Deposit Collections	10	10	0.00%			
Visits	10	10	0.00%			
Schools						
Items Delivered	226	465	-51.40%			
Trips	5	19	-73.68%			
VOLUNTEERS AND HOURS						
Admin/Tech Serv/Maint/PR & Library Events	19	127				
Adult & Outreach Services & Programs/Patron Services	15	73				
Digital Services & Programs	10	41				
Teen Services & Programs	20	55				
Youth Services Department & Programs	28	165				
YS Summer Reading Club	76	770				
Total Volunteers and Hours This Month	168	1231				
Last Year's Volunteers/Hours Same Month	171	1094				

Monthly Statistical Report --June 2016

LIBRARY PROGRAMS AND EXHIBITS	Number of Programs	Attendance	Number of Programs Prior Year Same Month	Attendance Prior Year Same Month	Attendance % Change
Youth Programs	242	11,946	220	11,514	3.75%
Teens Programs	12	1,216	151	1,524	-20.21%
Adults Programs	45	1,125	38	1,172	-4.01%
Outside Meetings	8	130	13	215	-39.53%
Exhibit	0				
TOTAL PROGRAMS AND EXHIBITS	307	14,417	422	14,425	-0.06%
Programs--Youth					
Babytime (parent & child)	4	196			
Evening Family Storytime	4	72			
Rise & Shine Storytime (parent & child)	3	112			
Mega Mondays: Drama, Minecraft, Yoga for Kids, Lego Club	4	104			
Bibliobop Dance Party	1	65			
Family Movie: <i>Alvin and the Chipmunks: Road Chip</i>	1	55			
Second Saturday Breakfast Bingo	1	25			
Elementary School Visits	1	150			
Preschool Visits	13	201			
Outreach to Schools or Organizations: Librarians at programs	1	45			
Kid's Free Lunch	5	279			
Summer Reading Opening: Play for the Win Game	1	15			
Summer Reading Opening: Wheel of Wisdom Game Show	2	101			
Summer Reading Opening Second Sunday: Jim Gill	2	77			
Summer Reading Club Registrations	1	3,125			
Summer Reading Club added visits	ongoing	4,513			
Summer Reading Club Volunteer Orientation	3	70			
YS Summer Reading Club volunteers	76	770			
Kindle Book Club	1	3			
1000 Books Before Kindergarten (1KBK) registrations	1	4			
1000 Books Before Kindergarten (1KBK) added visits	ongoing	23			
Field Day & Summer Concert at Dee Park	1	80			
Book Buddies	99	198			
Book Buddies Orientation	1	8			
Bike Niles Fest	1	40			
Wonder Ground: Backyard Science	8	112			
Miss Jamie's Farm	1	65			
Chess Tournament	1	18			
Teacher Use of Die Cut Machine	1	1			
I Spy Tank	1	23			
Ipad Usage	1	450			
Toys and Games Use	1	692			
Video Games	1	254			
Total Youth Services Programs	242	11,946	220	11,514	3.75%
Programs--Teen Audience					
Movie in the Underground: <i>Independence Day</i>	1	3			
Creative Studio Summer Volunteer Orientation	2	12			
CupCake Wars	1	19			
Fandom Maker Lab	1	1			
Summer Reading Club Registrations	1	193			
Summer Reading Club Books Logged	1	759			
Teen Advisory Board (TAB)	1	12			
Library Challenges	1	79			
Project Playbill Summer Theatre	2	20			
Underground Videogames	1	118			
Total Teen Programs	12	1,216	151	1,524	-20.21%
Programs--Adult Audience					
Barbara Rinella Presents The News Sorority	1	74			
Book Discussions- Literary Fiction	2	17			
Book Bites- Popular Fiction Discussion (w/Glenview Library)	1	23			
Bubble & Squawk Cookbook Discussion	1	5			
Conversation with Local Author: Boman Desal	1	16			
Crossing Borders Music Collective in Concert	1	24			
DS 3D Printing Basics	1	2			
DS Adult Computer Bootcamp	3	17			
DS Buying a New Computer or Tablet	1	9			
DS Father's Day Gifts	1	18			

Monthly Statistical Report --June 2016

LIBRARY PROGRAMS- Adult Audience Continued	This Month	Attendance	TL Programs Prior Year	Attendance Prior Year	Attendance % Change
DS Hassle Free Couponing	1	7			
DS Laser Cutting Basics	1	1			
DS Making \$ on YouTube	1	12			
DS Microsoft Excel 2016: The Basics	1	18			
DS Microsoft Excel 2016: Do More with Excel	1	17			
DS Open Lab	1	7			
DS Podstawy Emaila (email instruction in Polish)	1	2			
DS Sewing Workshop: Choosing Fabric and Pattern to Fit	1	11			
DS Sewing Workshop: Making Garments Your Own	1	11			
DS Silhouette Studio Vinyl Cutting Basics	1	5			
DS Tablet Tuesdays	1	3			
DS 1-2-1	2	2			
English Conversation 1-2-1	2	8			
History Comes Alive: Meet Marie Antoinette	1	55			
Job Counseling	1	3			
MaineStreamers Luncheon	1	40			
New Release Movie: The Big Short	1	23			
Niles Garden Club: Library Container Planting	1	4			
Niles Songwriters	1	3			
Oakton ESL English as a Second Language Classes	1	40			
Polish Book Discussion	1	8			
Polish Travelogue: Around the World in 80 Days	1	87			
Roadside History of Illinois	1	21			
SCORE: Small Business Counseling	5	8			
Senior Coffee Hour: The Wise Consumer	1	15			
Small Business Begin with Reference USA	1	7			
Summer Reading- Adults	1	502			
Total Adult Programs	45	1125	38	1,172	-4.01%
Outside Meetings					
Burning Bush Condo Association	1	15			
Niles All American Toastmasters	2	18			
Niles Township Toastmasters	2	34			
Jewish Genealogical Society of Illinois	1	10			
Niles Historical Society	1	47			
Ligia Amarei-New Mom's Group	1	6			
Total Outside Meetings	8	130	13	215	-39.53%
GRAND TOTAL PROGRAM AND ATTENDANCE	307	14,417	422	14,425	-0.06%

Patron Suggestions and Comments for July 2016

Responses to Patron Suggestions and Comments

Frustrations

Your Internet Connection speed can be maddening—slow at times!!! Please ask your vendor to increase the internet speed!!!

When you are having trouble with our Internet speed, please let the person at the nearest desk know. It helps us troubleshoot the problem. In general, our Internet speed is very good so we need to know when there is an issue.

Please connect the earphones or headphones to the computers. It's a pain to connect or disconnect the earphones. F. Y.

Some of our patrons bring their own headphones, so the Library ones are in their way. We are experimenting with keeping the area more tidy, but if we have several patrons comment that they don't like the change, we will consider putting them back again.

The Niles Library has stopped stocking a weekly magazine called "COIN WORLD." Is there a chance of getting it back again?

Here is what the selector told me: During the renewal for periodicals we looked at circulation. We dropped titles that had very low circ. This title, after being monitored, had 2 circs. We opted to purchase other titles that may be of interest to our patrons. Coin World does have a web site with up to date articles. *Guide Book of United States Coins 2016* is also available.

I never find Large Print books in the Hot Picks section. L. M., Niles.

It is true that we don't generally purchase Large Print books for our Hot Picks collection. We will consider it!

It is a shame IT deleted all of the kid's games off of the computers. My son loved coming to the library to play the Backyard Baseball game. He also loved this as an addition to the reading program. Now your computers are not just for kids!!! Why did they change such a good thing!

Unfortunately, the kid's games were on very old CD-ROMS, and the new computers won't work with them. We are working on coming up with some fun alternatives, but in the meantime, we are sorry your son is disappointed. Kids always have priority on the KidSpace computers, and adults can always be bumped.

Was it the intent of the architects of the renovation to create a first floor playground?? What a waste of space!

Yes, children learn through play, so the KidSpace area is full of hands-on learning experiences. During the summer, it can be very busy, with over 100 people using the space for everything from reading and tutoring to learning on the computer and practicing the five early literacy skills: Read, Sing, Talk, Write, and Play. The Library also includes many quieter areas for adults.

Comments

1. The group study rooms were the best helping tool for our State Board NCLEX-RN exam. We have used the rooms to study together and are very appreciative of the rooms and the help that your staff- Krystyna and Bernadetta- has provided us. Thank you. M. G., D. P.
2. Thank you for your wonderful services. R. W.

3. Miss Val—did a super job, above & beyond. Thank you. A. R.
4. Gail was wonderful. She is a great asset to the Niles Public Library. She was very efficient and answered all of my questions. She was very knowledgeable. It was refreshing to see such wonderful service with a beautiful smile.
5. I am very pleased with the new non-fiction books on the new material “non-fiction” shelf, especially *“Fools Talk”* and *“You Are What you Love.”*
6. Kudos on upgrading your PCs! And thank you for including GIMP image editor. I use it all the time. Thank you.
7. This library is awesome. I have always received so much help with any questions I have. I am recently unemployed and need help with my many questions. Your employees are extremely knowledgeable and have a smile on their face. Thank you.
8. The silhouette project was a great learning experience. I made a father/son one for father’s day and it was the best gift a new father had ever gotten and it’s a showpiece that everyone compliments on! I had sent it overseas!
9. The book scan station is just fantastic. I use it frequently and really appreciate the use of it. Thanks. S. K.
10. I like the peace and quiet of the library. It helps me read comfortably. I also like the organization of the books. It makes it easier to find books. I love the study areas because they help me study.
11. Thank you. I really appreciate the Hold/Pick-up service. It saves time and is convenient. Thank you to whoever took the many books off the shelf. ☺ E. M.
12. Thank you for not charging for the use of the fax machine. I have lived in Niles since May 1983 and really appreciate the services the Niles Library provides. R. M., Niles.
[Thank you so much to each of you for taking the time to write and let the staff \(and the trustees\) know that their work is appreciated.](#)

Suggestions

In the women’s bathroom, it says “Please do not dispose of paper towels into the toilet.” You should clarify the difference between paper towels and toilet paper. It is confusing to foreigners who do not know English very well and they throw used toilet paper in the trash and on the floor. Health hazard and unsanitary!

[We can try to come up with clearer wording. Thank you for alerting us to this issue.](#)

Can we have the movies start one half hour earlier to accommodate the new bus schedule? Many times we have to leave 15 minutes before the movie ends so that we can make the last bus. M. W., Niles.

[We are giving this suggestion some serious thought. Thank you for writing.](#)

Please put notices near your fax machines that fax through the internet—not a secure phone line. If people request a confirmation through email, their entire document is sent via email. Personal information that is sent via fax, ends up in an email, compromising person security as email is not a secure form of communication. Things like SS#, credit card numbers and expiration date should never go through email. This just happened to me.

Yes, we can post a notice about that. You are correct that the scanning station offers faxing through the Internet. It is not a fax machine and does not use a phone line. Thank you for the suggestion.

Have we been helpful to you today?

Very helpful!

We need more animal books!

DISTRICT OFFICE:
4404 W. LAWRENCE AVENUE
CHICAGO, IL 60630
TELEPHONE: 773/736-0218
FAX: 773/736-2333

CAPITOL OFFICE:
279 - S STRATTON BUILDING
SPRINGFIELD, IL 62706
TELEPHONE: 217/782-8198
FAX: 217/782-2906

e-mail: johnd@ilga.gov

June 16, 2016

Niles Public Library
6960 W. Oakton St.
Niles, IL 60714

Dear Niles Public Library,

The last 12 months have been financially difficult for many organizations as a result of the state budget impasse, and libraries have not been an exception.

I'm outraged the state has gone this long without a budget resolution. I have supported a number of plans to fully fund our state's library systems, and I am committed to working with Democrats and Republicans to find a solution to the budget impasse, but the governor continues to oppose our efforts.

The General Assembly appropriated some emergency state funds to keep libraries operational through Senate Bill 2039 last December, but many libraries have still been forced to cut programs, staff and resources due to inadequate funding from the state.

Libraries are vital to successful and thriving communities, providing educational resources to everyone. Libraries host college and career fairs, allow residents to access the internet, and are invaluable sources of research and information.

To help further the mission of our library systems, I helped to pass a spending plan for the upcoming fiscal year that would fully appropriate library services, grants and literacy programs. If this spending plan gains Senate approval, it will give libraries the funding they need to continue providing residents with important literacy services. Conversely, after a year without a state budget, Governor Rauner proposed a budget that appropriates 33 percent less than the budget I supported.

I continue to support a balanced approach to the state budget that includes spending reductions while protecting Illinois' middle-class families and most vulnerable residents from dangerous and devastating cuts. I also support closing corporate tax loopholes and requiring millionaires to pay their fair share so we can protect these essential services, such as those offered by our public libraries.

If you have any questions, or would like to share how the state budget impasse is impacting you, please contact my office at 773-736-0218, or email me at johnd@ilga.gov.

Sincerely,


John C. D'Amico



JOHN C. D'AMICO
STATE REPRESENTATIVE
15TH DISTRICT

COMMITTEES:

CHAIRMAN:

- TRANSPORTATION: VEHICLES & SAFETY
- TRANSPORTATION: LICENSE PLATES SUB-COMMITTEE
- TRANSPORTATION: SIGNS & SIGNALS SUB-COMMITTEE

VICE CHAIRMAN:

- TRANSPORTATION, REGULATION, ROADS AND BRIDGES

MEMBER:

- CONSUMER PROTECTION
- LABOR & COMMERCE
- VETERANS' AFFAIRS

New Business - Recommended Actions

A. Recommended Action on Non-Resident Library Card

MOVE to approve that the Niles Public Library District continue to participate in the Non-Resident Library Card Illinois Program and charge an annual fee of \$266.39 based on the formula established by the Illinois State Library.

Memorandum A of Recommended Board Action

Our annual non-resident fee is based on a formula established by the Illinois State Library. According to the formula, our income from local tax sources, which is \$6,104,058, as noted in the latest Illinois Public Library Annual Report, is divided by the District's population of 57,284. This produces a cost of service per capita, \$115.75, which is multiplied by the average number of persons per household in the District—2.5, according to the 2010 census. The result, \$266.39, is used to determine a minimum nonresident fee for a family card. The state formula permits library districts to set the actual fee at or above this minimum level, as long as the fee is "fair and reasonable." Our recommendation is for an annual fee of \$266.00.

July 20, 2016

New Business—Recommended Actions

B. Recommended Action on Lending Regulations

MOVE the Library Board of approve recommended changes to Policy 3.05, Lending Regulations.

Memorandum B of Recommended Board Action

We have added a new format, Playaway Launchpad, which is a small collection, so for now we would like to limit to one per NPLD card with one renewal. When the size of the collection increases, we will adjust the restrictions accordingly. We would at this time like to increase the limit on Hot Picks DVDs and Blu-rays to 3 at a time to match the limits on the Hot Picks books. There are also a few small typos corrected.

3.05 LENDING REGULATIONS

The Lending Regulations for the Library are listed below. These regulations will be reviewed annually by the library staff and a report forwarded to the Board incorporating any recommendations for change.

Exceptions to the regulations on checkout, loan periods and renewals will be handled on an individual basis by the Patron Services Supervisor, or, in that person's absence, the ~~senior Patron Services Clerk~~ **Team Leader** on duty after consulting with the Supervisor of the department from where the collection is housed.

At the request of Department Supervisors, and with the approval of the Library Director, certain high-demand items, such as new items, may be given a shorter loan period for a specified amount of time, or may be subject to reserve restrictions. Most material checked out to a Teacher Card may be given a six-week loan period, subject to certain restrictions.

Charges for any lost Niles material will be the replacement cost and a \$5.00 processing fee or the patron can purchase a new exact replacement and pay the \$5.00 processing fee. If lost material is returned within three months of date paid, the cost of material will be refunded.

Patron accounts sent to our collection agency will have additional fees added. Patron accounts sent to collection are not refundable.

MATERIAL	Loan Period	Reserve	Renewal	Restrictions	Vacation Loan	Fines
Most materials (exceptions listed below)	3 Week	Yes	Yes*	Limit of 4 renewals	Yes	.15 per day /\$10
Hot Picks books	3 Week	No	No	Limit 3/NPLD cardholders card	No	.15 per day /\$10
Hot Picks DVD & Blu Rays	1 Week	No	No	Limit 1/NPLD Card	No	.15 per day/\$10
eBooks	2 Week	Yes	Yes*	Limit of 5/NPLD Card-card	No	No None
Magazines	1 Week	Yes	Yes*	4 renewals	No	.15 per day/\$5
DVDs & Blue Rays Blu-rays: New	1 Week	Yes	Yes*	Limit 15/limit of 4 renewals	No	.15 per day/\$10
Video Games	1 Week	Yes	Yes*	Limit 10/NPLD card/4 renewals	No	.15 per day/\$10
Book Discussion/Bag	6 Week	Yes	Yes*	Limit of 4 renewals	No	.15 per day/\$10
Begin with a Books Bag	4 Week	Yes	Yes*	Niles Teacher Cards Only	No	No None
Hotspots	3 Week	Yes	Yes*	Limit of one per household at a time/one renewal/ NPLD card Hotspots must be returned inside to Patron Services Tech Desk	No	\$3/day; \$24 if returned through drop; lost or damaged \$50
Technology Equipment	1 Week	Yes	Yes*	Limit of one renewal/ NPLD card equipment must be returned to Tech Desk	No	\$3/day; limit of cost of item or \$30, whichever is less
Playaway Launchpad	1 Week	Yes	Yes*	Limit of 1/NPLD card/1 renewal	No	\$3/day; limit cost of item or \$30, whichever is less
Reference materials	Librarian's discretion only					

***Items on Hold are not renewable.**

Adopted by the Niles Public Library District Board of Trustees 7.1.92 Revised 2.21.96; 10.16.96; 3.19.97; 10.15.97; 12.10.97; 10.21.98; 12.16.98; 3.17.99; 9.15.99; 10.20.99; 9.20.00; 11.15.00; 3.21.01; 8.24.01; 6.19.02; 8.21.02; 4.15.03; 5.21.03; 11.19.03; 4.21.04; 7.21.04; 7.18.07; 3.19.08; 6.18.08; 2.18.09; 4.21.10; 5.19.10; 5.25.10; 9.20.11; 2.22.12; 5.22.13; 5.21.14; 3.18.15; 8.19.15; 12.16.15;

July 20, 2016

New Business—Recommended Actions

C. Recommended Action on 2010 Sidcor Dempster Plaza Associates PTAB Appeal

MOVE the Library Board of Trustees approve the 2010 Sidcor Dempster Plaza Associates PTAB settlement offer recommended by Klein, Thorpe & Jenkins.

Memorandum C of Recommended Board Action

The letter from Klein, Thorpe & Jenkins requesting approval of their recommendation to settle is attached.



20 N. Wacker Drive, Ste 1660
Chicago, Illinois 60606-2903
T 312 984 6400 F 312 984 6444

15010 S. Ravinia Avenue, Ste 10
Orland Park, Illinois 60462-5353
T 708 349 3888 F 708 349 1506

DD 312 984-6458
mamilluzzi@ktjlaw.com

www.ktjlaw.com

July 15, 2016

Via Email

Ms. Susan Lempke
Library Director
Niles Public Library District
6960 West Oakton St.
Niles, Illinois 60714

Re:	Intervenor:	Niles Public Library District
	PTAB Appeal:	Sidcor Dempster Plaza Associates
	PTAB Docket No.:	10-24447
	PINs:	09-14-308-024-0000
	<u>Street Address:</u>	<u>8700 W. Dempster Street, Niles, IL</u>

Dear Ms. Lempke:

We have been in communication with the appellant to negotiate a stipulated assessment for the 2010 tax year PTAB appeal. The appellant only filed a PTAB appeal in the 2010 tax year. The parties attended a prehearing conference on July 13, 2016.

The Cook County Board of Review assessed the property at an assessed valuation (“AV”) of \$2,499,997.00 for the 2010 tax year, which equates to a fair market value (“FMV”) of \$9,999,988.00 for the 2010 tax year. The appellant's initial request at the time they filed their appeal was a reduced AV of \$1,625,000 for the 2010 tax year, which equates to a fair market value (“FMV”) of \$6,500,000 for the 2010 tax year. The total amount of refund at risk for the Library District for the 2010 tax year is **\$11,261.21**, if PTAB grants all of the relief requested by appellant. Not included in this amount is interest payable at the lesser of 5% or CPI.

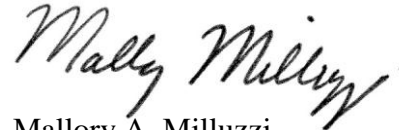
After preliminary negotiations and discussions with the appellant, the appellant has made a settlement offer of an AV of \$2,100,000 for the 2010 tax year, which results in a FMV of \$8,400,000. At the proposed settlement amount, the refund from the Library District would be **\$5,147.96**, plus interest at the lesser of 5% or CPI, which would be deducted from future tax installments.

We are requesting approval to settle at this amount. The proposed settlement amount represents a compromise of our appraisal, which valued the property at \$10,300,000 and the appellant’s appraisal, which valued the property at \$6,500,000. Additionally, the appellant only appealed one tax year of the triennial because in the subsequent tax years, the Board of Review assessed the property at an AV of \$1,960,000, which equates to a FMV of \$7,840,000. Our proposed settlement is higher than the other years of the triennial. For the reasons stated, we believe it is in the best interests of the Library District to settle.

Please let us know if you agree with our settlement recommendation, as well as any questions or concerns you may have.

Very truly yours,

KLEIN, THORPE AND JENKINS, LTD.

A handwritten signature in cursive script that reads "Mally Milluzzi".

Mallory A. Milluzzi

MAL/lh

cc: Greg Pritz (via email)
Dennis G. Walsh (via email)
Donald E. Renner III (via email)
Ryan T. Court (via email)

July 20, 2016

New Business—Recommended Actions

D. Recommended Action on 2010-2012 Horizon Bay Senior Communities PTAB Appeal

MOVE the Library Board of Trustees approve the 2010-2012 Horizon Bay Senior Communities settlement offer recommended by Klein, Thorpe & Jenkins.

Memorandum D of Recommended Board Action

The letter from Klein, Thorpe & Jenkins requesting approval of their recommendation to settle is attached.



20 N. Wacker Drive, Ste 1660
Chicago, Illinois 60606-2903
T 312 984 6400 F 312 984 6444

15010 S. Ravinia Avenue, Ste 10
Orland Park, Illinois 60462-5353
T 708 349 3888 F 708 349 1506

DD 312 984-6458
mamilluzzi@ktjlaw.com

www.ktjlaw.com

July 15, 2016

Via Email

Ms. Susan Lempke
Library Director
Niles Public Library District
6960 West Oakton St.
Niles, Illinois 60714

Re:	Intervenor:	Niles Public Library District
	Appellant:	Horizon Bay Senior Communities
	PTAB Docket No.:	10-23100
	PINs:	09-15-201-013, -017, -018
	Street Address:	<u>8975 W. Golf Road, Niles, IL</u>

Dear Ms. Lempke:

We have been in communication with the appellant to negotiate a stipulated assessment for the 2010-2012 triennial. However, the Library District is only an intervenor of record in the 2010 tax year. The parties attended a prehearing conference on July 13, 2016.

The Cook County Board of Review assessed the property at an assessed valuation (“AV”) of \$3,031,304 for the 2010-2012 triennial, which equates to a fair market value (“FMV”) of \$24,446,000 for the 2010-2012 triennial. The appellant's initial request at the time they filed their appeal was a reduced AV of \$1,860,000 for the 2010-2012 triennial, which equates to a fair market value (“FMV”) of \$15,000,000 for the 2010-2012 triennial. The total amount of refund at risk for the Library District for the 2010-2012 triennial is **\$47,776.12**, if PTAB grants all of the relief requested by appellant. Not included in this amount is interest payable at the lesser of 5% or CPI.

After preliminary negotiations and discussions with the appellant, the appellant has made a settlement offer of an AV of \$2,790,000 for the 2010-2012 triennial, which results in a FMV of \$22,500,000. At the proposed settlement amount, the refund from the Library District would be **\$9,842.51**, plus interest at the lesser of 5% or CPI, which would be deducted from future tax installments.

We are requesting approval to settle at this amount. The amount of the refund does not justify proceeding to hearing, especially because the Library District has only intervened in the 2010 year (the settlement refund for the 2010 tax year is \$3,137.43). This settlement is extremely favorable for the Library. We were able to use our strong appraisal, which valued the property at \$27,100,000, to negotiate a higher valuation. For the reasons stated, we believe it is in the best interests of the Library District to settle.

Please let us know if you agree with our settlement recommendation, as well as any questions or concerns you may have.

Very truly yours,

KLEIN, THORPE AND JENKINS, LTD.

A handwritten signature in black ink that reads "Mally Milluzzi". The signature is written in a cursive, flowing style.

Mallory A. Milluzzi

MAL/lh

cc: Greg Pritz (via email)
Dennis G. Walsh (via email)
Donald E. Renner III (via email)
Ryan T. Court (via email)