

Warren-Newport Public Library District Board of Trustees

Regular Meeting

October 21, 2025 7:00 PM

McCullough Board Room

AGENDA

- I. Call to order, roll call and Determination of quorum. {<1}
- II. Pledge of Allegiance. {<1}
- III. Reading of the Mission Statement. {<1}
- IV. Public Comments, Correspondence and Communications. INFORMATION {20}
 - a. Public Comments.
The Board of Trustees allows up to 20 minutes for Public Comment. Individuals may introduce themselves and speak on any library issues, not to exceed 3 minutes. Those who want their remarks to be added to the Board record must provide a copy to the Board Secretary prior to speaking.
 - b. Written:
 - i. Memoranda from legal counsel, if any
 - ii. Other
- V. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION {3}
 - a. Reports of Standing Committees. Committee of the Whole September 2, 2025:
 - i. Building and Grounds **Page 4**
 - b. Approval of payrolls for September 2025
 - c. Approval of bills payable for August 2025
 - d. Patron Suggestions September 2025 **pg. 5**MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.
- VI. Item(s) removed from consent agenda, if any. ACTION {3}
- VII. President's report. INFORMATION {3} **pg. 7**
- VIII. Reports of other trustees. INFORMATION {5}
- IX. Executive Director's report October 2025. INFORMATION {5} **pg. 8**
- X. Old Business

- a. Facilities Improvement Update. INFORMATION {15} **pg. 18**
- b. Strategic Planning Update. INFORMATION {5} **pg. 19**
- c. WNPL Website update. INFORMATION {5}

XI. New Business

- a. Secretary's Reports. Approval of Minutes of: ACTION {2}
 - i. Public Hearing September 16, 2025 **pg. 20**
 - ii. Regular Meeting September 16, 2025 **pg. 21**

MOTION: THAT MINUTES OF PUBLIC HEARING FOR BUDGET AND APPROPRIATION SEPTEMBER 16, 2025 BE APPROVED AS PRESENTED.

MOTION: THAT MINUTES OF REGULAR MEETING SEPTEMBER 16, 2025 BE APPROVED AS PRESENTED.

- b. Approval of Monthly Financial Statements for August 2025. ACTION {5} **pg. 26**

MOTION: THAT THE MONTHLY FINANCIAL STATEMENTS FOR AUGUST 2025 BE APPROVED AS PRESENTED.

- c. Reports of Standing Committees. Committee of the Whole October 7, 2025 {2}
 - i. Building and Grounds **pg. 84**
 - ii. Summary and General **pg. 85**

- d. Resolution 2025/2026-2 To Determine the Estimate of Funds Needed for FY 25-26. ACTION {5} **pg. 87**

MOTION: THAT RESOLUTION 2025/2026-2 TO DETERMINE THE ESTIMATE OF FUNDS NEEDED FOR FISCAL YEAR 25-26, BE APPROVED AS PRESENTED.

- e. Per Capita and Equalization Aid Grant Application requirements. INFORMATION {10}
- f. Board of Trustees Quarterly Review: Evaluation and Goals. INFORMATION {10}
- g. Executive Director Evaluation Timeline. INFORMATION {5} **pg. 88**
- h. Strategic Plan Progress Report Third Quarter 2025. INFORMATION {10} **pg. 90**
- i. Other potentially actionable items: Agenda items for November 2025 Regular Meeting. INFORMATION {5}

- i. Monthly Financial Statements for September 2025
- ii. Annual Levy Ordinance FY25-26
- iii. Strategic Planning Process Update
- iv. Annual Audit and Financial Reports
- v. Board Policies TBD
- vi. Personnel Policies TBD
- vii. Annual Review of Executive Director's Performance
- viii. Per Capita and Equalization Aid Grant Requirements
- ix. Other

XII. Public forum {15}

The Board of Trustees allows up to 15 minutes for Public Forum. Individuals may introduce themselves and speak on any library issues, not to exceed 3 minutes. Those who want their remarks to be added to the Board record must provide a copy to the Board Secretary prior to speaking.

XIII. Announcements {5}

a. By the chair:

- i. Communications to the public
- ii. Upcoming calendar:
 - 1. National Friends of the Library Week: October 19-25, 2025.
 - 2. Friends of the Library Meeting, October 23, 2025, 1:00 p.m.
 - 3. Next Committee of the Whole Meeting: Tuesday, November 4, 2025, 7:00 p.m.
 - 4. Friends of the Library Booksale: Saturday, November 8, 2025.
 - 5. Regular Board Meeting Tuesday, November 18, 2025, 7:00 p.m.
 - 6. Library Closed for Staff Development Day, Thursday November 20, 2025.

b. By other trustees or the director

XIV. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 142 minutes}

**Warren-Newport Public Library District
Board of Trustees
Committee of the Whole Report**

Committee Work: Buildings & Grounds

Date: 9/2/2025

Summary: What was discussed, reported on, accomplished? Was there consensus on a decision?

Ryan Livergood updated the board on status of the building renovations, and what has been completed and when it is estimated that the next steps are completed.

Recommendation(s) for Board Action (if any), consent agenda or new business?

n/a

Tasks Pending (if any) Who – What – When: Who's doing the task? What is it? What's the deadline?

Building and Grounds Walk scheduled for the next Regular meeting with Miguel. The board will also have an update on the buildings and grounds and the newest timeline

Agenda item(s) for next Committee of the Whole:

Building and Grounds Walk scheduled for the next Regular meeting with Miguel. The board will also have a zoom meeting with our design team on what is currently in the works for the renovations

Submitted by/date:

Caroline Costa Beadle
Building & Grounds Chair
September 28, 2025

Suggestions & Questions from Our Library Users

SEPTEMBER 2025

Building-related comments

Thank You Very Much for the table by the Copier. Have a great day.

Thank you for your kind words! We're glad the table by the copier is helpful. We appreciate your feedback and hope you have a great day too!

Collection-related comments

Bottom shelf of new books is too deep to look at anything proper. It's also very low to how you had the set-up before. that whole area is hard to look at in the open series of shelves with how deep and low book at bottom shelf is.

Thank you for your thoughtful feedback about the new book shelving. We understand that the depth and height of the bottom shelf may make browsing difficult. Your comments will be shared with our facilities and collection teams as we continue to evaluate layout improvements. We're committed to making browsing comfortable and accessible for all patrons.

In Library of Things, is a Radon Detector Available?

Thank you for your interest in the Library of Things! While we currently do not have a radon detector in our collection, your suggestion will be considered during our next review cycle. We regularly assess community needs and feedback to guide future additions.

I recently graduated college where I used to have free access to things like the Adobe Creative Suite & software programs like Avid & Pro Tools – mostly for film editing. It would be awesome & I think great for the community & kids/students to have access to this at the library. 😊

We appreciate your suggestion to offer creative software like Adobe Creative Suite and Pro Tools. These tools could be a great resource for students and creatives in our community. We'll explore the feasibility of providing access through our makerspace or digital services. Thank you for helping us think big!

Warren-Newport Public Library District
Gurnee, Illinois

Programming-related comments

I love the sewing activities. I would love the library has more.

We're thrilled you enjoy our sewing programs! We'll definitely consider expanding these offerings in future programming cycles. Keep an eye on our calendar for upcoming events, and thank you for your enthusiasm!

Service-related comments

I had a Hispanic young lady order me a Milady Nail Book on 9/12/25. She never ordered it + my test is tomorrow now I gotta reschedule ok for her.

We appreciate your patience and apologize for the inconvenience you experienced regarding the Milady Nail Book request. We understand how important timely access is when preparing for a test. We're reviewing our request processes to help prevent similar delays in the future. Thank you for bringing it to our attention.

Michelle ❤️ FAB! So helpful.

Thank you for the shoutout! We're so glad Michelle was able to assist you. We'll be sure to pass along your appreciation.

Miscellaneous-related comments

I would love to buy a library t-shirt, "Love Your Library" shirt.

We love your idea! A "Love Your Library" shirt would be a great way to show community pride. We'll explore options for merchandise and share updates when this becomes available.

7+ good book kelly awesome kelly book 2+ good library cq bookend counties Book kelly authors Challenge Bookend easy library.

Thank you for your comment! If we are understanding you correctly, you're sharing enthusiasm for books and authors. If you have specific titles or suggestions, we'd love to hear more. Feel free to stop by or submit a recommendation.

Thank you for taking the time to help us improve our service to you. If suggested a title for purchase, we have passed it along to staff members who order materials.

Ryan Livergood, Executive Director

Patron comments appear here unabridged and unedited.

President's Report, October 2025

September 16
1.25 Hours

September Regular Board Meeting

September 30
30 Minutes

Review Agenda for October Committee of the Whole Meeting

October 7
2.5 Hours

October Committee of the Whole Meeting

October 15
2 Hours

Review Agenda for October Regular Board Meeting
Annual Intergovernmental Picnic

October 17
15 Minutes

Complete October President's Report and Committee Report

George Kotsinis, President
WNPLD Board of Trustees
10/17/2025

Warren-Newport Public Library District
EXECUTIVE DIRECTOR'S REPORT FOR SEPTEMBER 2025
OCTOBER 21, 2025
Submitted by Executive Director, Ryan Livergood

EXECUTIVE SUMMARY

Highlights:

- September's Library Card Sign-up Month campaign resulted in 183 new library cards being issued, including electronic cards.
- This year, the library held a lively Hispanic Heritage Month Celebration with music and fun activities. Alina Celeste and Mi Amigo Hamlet led the group in songs, Zor Zapata did colorful face painting, families enjoyed performances from Desueño Dance and a craft project with Brushwood Nature Center. Throughout the month, staff ran programs to honor Hispanic culture, and these programs were well received from the community.
- The CCS Governing Board approved entering into an agreement with BiblioCommons for their BiblioCore Discovery Layer. This new discovery layer will greatly enhance the online experience for patrons to find and discover library materials.
- In September, the quarterly Intergovernmental Dinner event transitioned to a new monthly morning coffee model. The new format allows for more robust discussion and collaboration between WNPL and our intergovernmental partners.

Meetings, programs, training attended:

- Intergovernmental Leaders' Coffee (9/4)
- CCS Governing Board (9/10)
- ILA Ebook Legislation Working Group (9/11)
- ALA Member Town Hall (9/17)
- Gurnee Chamber of Commerce Annual Business Luncheon (9/18)
- Business and Leadership Book Discussion Group (9/25)
- Presentation to Village of Gurnee Board of Trustees (9/29)

Special plans for coming month:

- WNPL 2026 Strategic Planning Process
- *Our Libraries, Reimagined* project planning

Special plans for the near future:

- New WNPL website launch
- WNPL 2026 Strategic Planning Process
- *Our Libraries, Reimagined* project planning

ADMINISTRATION

FRIENDS:

- The next Friends meeting is on Thursday, October 23.
- I have communicated with Barb Grove, BookEnds Manager, and Jane Lindquist, Friends President, information about our facilities improvement construction taking place in early 2026. WNPL staff will work with the Friends to determine how to handle the scheduled May 2026 book sale, as the Meeting Room A/B will not be available to use for the sale at that time. The November 2025 and February 2026 book sales will proceed as planned.

FUNDRAISING:

Fundraising through September				
		September	Year to Date	
Annual Fund		\$ 450.00	\$ 600.00	
Gifts		1.00	6.25	
Total		\$ 451.00	\$ 606.25	

PERSONNEL:

Status of Organization: September

Number of full-time employees: 37

Number of part-time employees: 41

TOTAL number of employees: 78

Full-time equivalents: 57.32

New hires: 9/15 - V. Harris – FT Programming Coordinator

Separations: 9/1 – A. Yeung – FT Outreach Services Specialist

9/12 – S. Beda – FT Director of Development

9/27 – A. Jones – PT Security Monitor

Changes: 9/15 - D-Alvarez- Moved from PT 28.5 to FT

9/15 - D. Melchor – Moved from PT 18 to 26 hours

Workshops, programs and training attended: Staff participated in 12 hours of formal continuing education in September.

OPERATIONS

FACILITIES

- Performed daily work activities and requested work orders.
- Meet with the housekeeping contractor about work performance.
- Anderson Pest Control on-site to perform monthly inspections and service
- Additional shelving removed from youth areas to allocate spacing to new furniture lay-out.
- Service technician from Siemens (Jason) on site to perform quarterly maintenance and update to BAS.

Warren-Newport Public Library District
Executive Director's Report
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- The Ford van was picked up from the body shop after repairs were completed.
- Outside parking lot light photocell sensors were replaced.
- Performed outside grounds, building and lighting tour and inspection with board members.
- Shampoo carpets in Story Time Room.
- Scrap metal collected for recycling.
- Study room #2 walls repainted.
- Transfer metal shelving cabinet into IT department and brought Chrome books from garage to them.
- Meet with Electrical Engineer to overview electrical layout of WNPL facility.

INFORMATION TECHNOLOGY

- Setup direct number, SMS and fax for Katie Troyer.
- Remote offline for CCS migration worked well with new computers during offline period.
- The new Outreach Services Team was set up with email outreachservices@wnpl.info for communication with patrons and partners.
- Setup delayed opening message in Phone system for 10/4.
- Main menu for phones was updated to allow extension dialing.
- 8 of our retired 6-year-old Adult Internet Computers have found new home with staff for a total of \$400.
- 3 patron hotspots were replaced.
- Maker4 laptop was replaced.
- Reviewed and amended the staff password policy.
- Organized the distribution lists and established ownership.
- Applied updated HVAC server certificate on client computers in an emergency for Facilities due to change in Vendor onsite visit date.
- We cleared the Security space in IT workroom and moved all IT equipment from the garage to the workroom in anticipation of Facilities improvement plan space requirements.
- We have renamed all computers and updated them in CCS due to recent staff changes.
- Participated in Strategic planning feedback sessions.
- Smruti chaired her first CCS IT Technical group meet.
- Smruti is working with Rebekah on ILA Poster session (10/17 9.30am-11am) on our Teams implementation journey.
- Laptop Vending Kiosk vendor was selected.
- 3 staff change requests.
- Processed Active directory and Office 365 requests.
- Troubleshooting of staff and patron equipment and hotspots.
- Conducted scheduled Server maintenance.
- Performed scheduled backups and daily morning rounds.
- Resolved 75 helpdesk tickets.

OUTREACH SERVICES

- Added 3 new Doorstop Delivery Patrons
- Interviewed and hired 1 additional PT Outreach Associate

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- Finalized and communicated new 3 week rotation schedule starting in October with all Lobby Stops, Doorstop Deliver, and Deposit Collections patrons
- Finalized Preschool Deposits and collected MOUs to begin in October
- Participated in Touch -a -Truck Event at The Learning Experience Gurnee

SECURITY STATISTICS

- Patron assists:92
- Staff assists:5
- Behavioral contacts:44
- Unattended Children:0
- Room Setups:1
- Book Donations:32
- Suspended Patrons:0
- Final Warnings:0
- Gurnee Police and Fire Assists:0

Pending investigation/suspensions- 09/24 -Two teens stole a pair of air pods a girl left unattended. Gurnee PD came to the library 10/3 requesting to see footage from the incident. The officer said he would reach out to us when the students were identified, and we will proceed with the suspension once they have been identified or are seen back at the library.

PUBLIC SERVICES

ACCESS SERVICES

- CCS headed the migration for Vernon Area Public Library; we worked offline the last few days of September and into October.
- Submitted Strategic Plan Feedback.
- New associates started to learn shelving.
- Shelters continued shifting and shelving as needed throughout library.

LIBRARY SERVICES

- Library Services welcomed April Barron to the Team as the School Liaison where she will continue to foster the library's relationship with the local schools.
- A number of book club kits were reprocessed by Material Services, and there is now a book club kit display next to the Information Desk to help promote these materials to our patrons.
- Statistics were taken for the fall quarter by all staff from September 15th – 21st.
- 100 Books Before College and the scholarship was approved by the Friends and officially started.
- Staff submitted plans/ideas for the strategic planning process.
- D&D fully started for both the Middle Schoolers and High School groups, run by Megan Vandermeer.
- September saw 8 Tutor Times, and 13 Workshop Appointments.

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MARKETING

- Karen and Valentina installed all the Hispanic Heritage Month Displays beginning of September. A huge hit with patrons and staff.
- Karen met with Joe from Weblinx to go over all the testing feedback and initial changes. Looking at a two-week timeline for them work on that and to send a new demo link for the taskforce to review.
- Library Card Sign Up Month promotion: 6 themed posts/reels across channels, The Village sent out promos for us in their Friday emails 5 times starting in mid-August, 3 eNews blasts that highlighted LCSUM (8/19 – 56 link clicks, 9/3 – 86 link clicks, 9/16 – 72 link clicks), end totals were 183 new cards (physical & digital).
- Successful social media posts were: Warren Township food pantry restock repost, HHM program promotions, HHM Celebration event photos, Firearm Safety Lock program. Successful reels were: LCSUM savings featuring Emily, National Hobbit Day featuring Eric, LCSUM book highlights, HHM displays and celebration day reels.
- Three eNews Blasts were sent during September that highlighted Library Card Sign up Month, Fall hours, HHM programs, Our Library Reimagined, HHM Celebration, HHM Reading Challenge, Delayed opening, Book Club Kits.
- Open rates were 34.78%, 35.1%, & 32.69%
- In September, we have included in the Community Corner section in the eNews Blast:
 - o Lake County Community Cares Fair
 - o Touch A Truck
 - o Waukegan Public Library's program: Library Garage Sale
 - o Woodland D50's Hispanic Heritage Month Celebration
 - o Southport Literary Fair
- The Marketing Department accepted over 70 graphics and publicity requests during September.

MATERIALS SERVICES

- Continue to work on the Beginning Reader reclassification project.
- Deduped records for CCS after addition of Vernon.
- Worked with Karen re: creation of online purchase request form.

PROGRAMMING AND COMMUNITY ENGAGEMENT

- Staff attended the Lake County Community Cares Resource Fair at College of Lake County. Over 85 people visited the WNPL resource table to learn about all the offerings and services at the library.
- Staff submitted plans and ideas for the library's strategic planning process, ensuring programming aligns with community needs.
- Staff participated in the Touch-a-Truck event at The Learning Experience Gurnee, increasing library visibility in the community.
- PCE staff worked with Outreach staff to finalize Preschool Deposits and collect MOUs to begin classroom book deposits in October, expanding outreach to local preschools.

Warren-Newport Public Library District
Executive Director's Report
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SEPTEMBER 2025 STATISTICS

LIBRARY CIRCULATION				
TYPE OF MATERIAL	September			%
	Adult	Youth	Total	Change
Audiobooks	173	135	308	-43%
Wonderbooks/Kits	-	184	184	-1%
Books	8,687	14,694	23,381	-13%
Hot Picks	351	-	351	-
DVDs/Blu-rays	2,716	409	3,125	-16%
Magazines	497	35	532	-19%
Video Games	543	-	543	-21%
Hotspots	59	-	59	4%
7-Day Hotspots	20	-	20	-29%
Rokus	25	-	25	108%
Library of Things	85	90	175	50%
Museum Passes	-		-	-100%
ebooks (DLI, Hoopla, EBSCO)	4,331	598	4,929	25%
eaudiobooks (DLI, Hoopla)	5,875	721	6,596	15%
evideo (Kanopy, Hoopla)	535	31	566	9%
emusic (Hoopla)	61	6	67	0%
emagazines (DLI/PressReader)	1,881	-	1,881	24%
ecomicbooks (Comics Plus/Hoopla)	91	44	135	-4%
Total emedia	12,774	1,400	14,174	19%
TOTAL	25,930	16,947	42,877	-6%

Programming and Services Statistics: [Statistics FY2025-26.xlsx](#)

END

BOARD AGENDA	ADMINISTRATION AGENDA	GENERAL LIBRARY AGENDA
NOVEMBER 2025– COMMITTEE OF THE WHOLE NOVEMBER 4/ REGULAR MEETING NOVEMBER 18		
• Levy Ordinance • Presentation of Audit of Financial Statements Report for FY 24-25 • Staff Year End Bonuses • Annual Review - Executive Director's Performance • Facilities improvement update • WNPL Strategic Plan update	– Approval of Levy Ordinance – File Audit Report and annual Financial Report with Comptroller and County Clerk. – Mail annual appeal letter. – Post Continuing Disclosure Information (Bonds) – Annual performance evaluations of managers and administrative staff – Facilities improvement – WNPL Strategic Planning process	– FOL Book Sale, Saturday November 8 – LIBRARY CLOSED: <i>Staff Development Day, Thursday November 20, 2025</i> <i>Thanksgiving Day, Thursday November 27, 2025</i>
DECEMBER 2025– COMMITTEE OF THE WHOLE DECEMBER 2/ REGULAR MEETING DECEMBER 16/ SPECIAL MEETING DECEMBER 22 @ 10 AM		
• Treasurer's Report of Annual Receipts and Disbursements • Review of semi-annual of closed session minutes: second half year to be approved at January's regular Meeting • Facilities improvement update • WNPL Strategic Plan update • Annual Evaluation- Executive Director's Performance	– Treasurers' Report of Receipts and Disbursements to file with County Clerk – Program pay increases for staff – Facilities improvement – WNPL Strategic Planning process	– Library Closed: <i>Christmas Eve, Wednesday December 24.</i> <i>Christmas Day, Thursday December 25, and</i> <i>New Year's Eve, Wednesday December 31</i>
JANUARY 2026 – NO COMMITTEE OF THE WHOLE / REGULAR MEETING JANUARY 20		
• Per Capita & Equalization Aid Grant Application. • Ordinance- Abatement of Tax for Debt Service • Fundraising update. • approval of semi-annual closed session minutes: second half year of 2025 • Facilities improvement update • WNPL Strategic Plan update • Annual membership renewals for Trustees	– Pay increases effective January 1. – Ordinance – Bond Levy Abatement – Filing of Illinois Per Capita & Equalization Aid Grant Application. Deadline January 30 – WNPL Strategic Plan process – Fundraising update – Facilities improvement – RAILS Memberships Standards Data Collection. Deadline March 31 – Set Budget process timeline	– Library Closed: <i>New Year's Day, Thursday January 1</i>

BOARD AGENDA	ADMINISTRATION AGENDA	GENERAL LIBRARY AGENDA
FEBRUARY 2026 – COMMITTEE OF THE WHOLE FEBRUARY 3/ REGULAR MEETING FEBRUARY 17		
• Board of Trustees Annual Self-Evaluation and Goals • Initial overview of potential capital projects for FY 26-27 • WNPL Strategic Plan update	– Capital projects evaluation criteria. – Strategic Planning Process – ILA, ALA+UFL Membership renewals for Trustees	– Black History Month – FOL Book Sale TBD – FOL Meeting, Thursday January 22
MARCH 2026 - COMMITTEE OF THE WHOLE MARCH 3/ REGULAR MEETING MARCH 17		
• CW Capital planning review and discussion. • Board of Trustees Training and self-development • Executive Director Quarterly Review - Evaluation and Goals • WNPL Strategic Plan update	– RAILS Annual Library Certification deadline March 31. – ILLINET Interlibrary Loan and Reciprocal Borrowing Statistical Survey. – Capital planning budget finalized – Board of Trustees Training and self-development – WNPL Strategic Plan update	– Freedom of Information Day – Women’s History Month –
APRIL 2026 - COMMITTEE OF THE WHOLE APRIL 7/ REGULAR MEETING APRIL 21		
• Regular Board meeting initial presentation of budget draft • File Statement of Economic Interest. (Last day April 30) • Board of Trustees Quarterly Review- Self-Evaluation and Goals	– Budget submitted by departments – File Statement of Economic Interest (elected officials, head librarians and other department heads of a unit of local government. (Last day April 30)	– National Library Week – Spring programs begins
MAY 2026 - COMMITTEE OF THE WHOLE MAY 5/ REGULAR MEETING MAY 19		
• CW Review of latest budget draft and discussion • Tentative transfer of funds from Expendable Trust to Endowment Fund	– Renewal for medical, general liability and worker’s compensation insurance – Staff Development Day: Emergency Drills	– Asian American, Native Hawaiian, and Pacific Islander Heritage Month – FOL Book Sale – Library Closed: Mother’s Day – Staff Development Day – Memorial Day

BOARD AGENDA	ADMINISTRATION AGENDA	GENERAL LIBRARY AGENDA
JUNE 2026 - COMMITTEE OF THE WHOLE JUNE 3/ REGULAR MEETING JUNE 16		
• CW- Finalize FY 25-26 Budget • Approval of FY25-26 Budget at Regular meeting • Ordinance Regular Meeting Schedule for FY25-26 • Ordinance to Transfer to the Special Reserve Fund • Semi-annual review of closed session minutes. First half year review • Executive Director Quarterly Review - Evaluation and Goals • WNPL Strategic Plan update	Fiscal Year 2025/2026 Ends – End of Fiscal Year Annual Fund Appeal – Ordinance Regular Meeting Schedule for FY25-26 – Ordinance to Transfer to the Special Reserve Fund – File Board roster with the Illinois Secretary of State and Lake County Clerk before or by July 1. – 2025 ALA Annual Conference – WNPL Strategic Plan update	– Summer Reading Begins – Library Closed: – <i>Father's Day</i>
JULY 2026– COMMITTEE OF THE WHOLE / REGULAR MEETING TBD		
• Ordinance - Building & Maintenance Tax • Ordinance - Non-Resident Library Card Program • Ordinance -Tentative Budget & Appropriation • Annual Audit of Secretary's Meetings Minutes FY25-26 • Approval of Semi-annual review of closed session minutes. First half year review. • Board of Trustees Quarterly Review: Self-Evaluation and Goals • 2026 United for Libraries: Trustee Day. TBD	– NEW FISCAL YEAR 2026-2027 BEGINS – Ordinance - Building, Sites & Maintenance – Ordinance – Annual Review Non-resident Library Card Participation – Ordinance -Tentative Budget & Appropriation – Begin work on Illinois Public Libraries Annual Report (IPLAR) – Annual Audit of Secretary's Meeting minutes FY25-26 Total Compensation Packages for employees earning over \$75,000. Website update.	– Library Closed: <i>Independence Day, July 4</i>

BOARD AGENDA	ADMINISTRATION AGENDA	GENERAL LIBRARY AGENDA
AUGUST 2026 - COMMITTEE OF THE WHOLE / REGULAR MEETING TBD		
• Approval of 2026 Illinois Public Library Annual Report (IPLAR) • Strategic Planning Process	– File 2026 Illinois Public Libraries Annual Report (IPLAR). Deadline on or before September 1 – Strategic Planning Process	– Gurnee Days – FOL Book Sale – FOL Meeting
SEPTEMBER 2026 - COMMITTEE OF THE WHOLE / REGULAR MEETING TBD		
• Public Hearing Budget & Appropriation FY 26-27 • Ordinance – Annual Budget & Appropriation • Resolution – Proclamation Friends of the Library Week October • Executive Director Quarterly Review - Evaluation and Goals •	– Ordinance – Annual Budget & Appropriation – Resolution – Proclamation FOL Week – Begin work on Annual Audit of Financial Statements	– Fall programs begin – Library Card Sign-Up Month – Hispanic Heritage Celebration – Banned Books Week – <i>Library Closed: Labor Day</i>
OCTOBER 2026 – COMMITTEE OF THE WHOLE / REGULAR MEETING TBD		
• WNPL Strategic Plan Visioning Session • Resolution – Determine Estimate of Funds Needed • Begin work on Per Capita & Equalization Aid Grant Application • Board of Trustees Quarterly Review: Training and self-development • 2025 ILA Annual Conference. Trustee Day, Thursday October 16. Donald Stephens Convention Center. Rosemont IL	– Complete and present Annual Audit to the Board – Resolution – Determine Estimate of Funds Needed – Annual Appeal Letters – Begin work on Per Capita & Equalization Aid Grant Application – ILA Annual Conference October 14-16. Donald Stephens Convention Center. Rosemont IL	– Banned Books Week: October 5 – National Friends of Libraries Week, October 19-25 – FOL Meeting, Thursday, October 23 <i>LIBRARY CLOSED 9 – 10:30 AM</i> – Warren Township High School Parade

Facilities Improvement Project Update

Friday, October 17, 2025 2:36 PM

Good afternoon,

The Facilities Improvement Steering Committee (Katie, Rebekah, and I) met with Engberg Anderson, SMC, and ThirdWay Space on Friday morning, October 17. David Vinjamuri was in town for the ILA Conference, so we moved our meeting to Friday morning to take advantage of his availability. We're pleased to report that drawings and specifications remain on schedule, with the team currently halfway through construction documents.

Here's our updated timeline: We're meeting again on Monday, October 20 to discuss finishings details, continue our furniture discussion, and finalize our approach for the electrical work that will need to be done during the construction. On November 4, we'll walk through the complete bid documents before they go out. Bidding documents will be sent to SMC during the second week of November, with bidding starting November 17. **The bid review and award Special Board Meeting is still scheduled for December 22 at 10 AM, as previously agreed. Board members will receive bid documents 48 hours prior for review. If the Board would prefer additional review time, we can move the meeting to December 23, though the project team will provide detailed recommendations and we don't anticipate this being necessary.** Meeting this timeline is critical to our February 17 construction start date. We also reviewed the phasing plan and identified a few improvements, including recovering additional collection space (the "triangle" area) that will allow us to keep more materials accessible during construction, as well as finalizing locations for critical patron services like our copy and fax machine near the information desk.

For our new trustees: We'll be using cooperative purchasing agreements (TIPS, Omni, and Sourcewell) for furniture purchases. These are pre-negotiated government contracts that allow us to obtain competitive pricing without conducting our own formal bidding process, maximizing taxpayer value while saving time.

I will have more to share from the October 20 meeting on Tuesday night.

Thanks,
Ryan

Ryan Livergood
Executive Director
Warren-Newport Public Library District
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Gurnee, IL 60031
847-244-5150 ext. 3008
rlivergood@wnpl.info

Strategic Planning Update

Friday, October 17, 2025 2:45 PM

Good afternoon,

I am connecting with Dawn Leijon of ThirdWay Space later this afternoon, so I will have more to share with you on Tuesday night. Dawn has been hard at work analyzing all the data she has collected and has created a draft community survey for the strategic planning process that I would like to take some time to review with Katie and Rebekah prior to sharing with the Board at the November 4, 2025 Committee of the Whole meeting.

Thanks,
Ryan

Ryan Livergood
Executive Director
Warren-Newport Public Library District
224 N. O'Plaine Road
Gurnee, IL 60031
847-244-5150 ext. 3008
rlivergood@wnpl.info

**Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees**

George Kotsinis, President	Bonnie Sutton
Celeste Flores, Vice President	Caroline Costa Beadle
Kerry Eagar, Secretary	Lauren Bugner
Wendy Hamilton, Treasurer	

**Public Hearing
Budget and Appropriation for FY 2025-2026
Tuesday, September 16, 2025
McCullough Board Room**

Call to Order, Roll Call, and Determination of Quorum

President Kotsinis called the Meeting to order at 7:00 p.m.

Trustees present: Costa Beadle, Eagar, Flores, Kotsinis, Hamilton and Sutton.
Trustees absent: Bugner.

Also present: Executive Director Ryan Livergood, Recording Secretary Gina Ornelas, Rebekah Raleigh, Katie Troyer, Miguel Ramirez Cavazos and Harriet Lipschutz.

Public Comments. None.

Adjournment

Vice President moved and Trustee Sutton seconded that the meeting be adjourned.

The motion carried on a voice vote.

Absent: Bugner

President Kotsinis adjourned the meeting at 7:15 p.m.

Kerry Eagar, Secretary

Approved: _____

Gina Ornelas, Recording Secretary

**Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees**

George Kotsinis, President	Bonnie Sutton
Celeste Flores, Vice President	Caroline Costa Beadle
Kerry Eagar, Secretary	Lauren Bugner
Wendy Hamilton, Treasurer	

**Regular Board Meeting
Tuesday, September 16, 2025
McCullough Board Room**

Call to Order, Roll Call, and Determination of Quorum

President Kotsinis called the Meeting to order at 7:15 p.m.

Trustees present: Costa Beadle, Eagar, Flores, Kotsinis, Hamilton and Sutton.
Trustees absent: Bugner.

Also present: Executive Director Ryan Livergood, Recording Secretary Gina Ornelas, Katie Troyer, Rebekah Raleigh, Miguel Ramirez Cavazos and Harriet Lipschutz.

Joe Huberty, David Vinjamuri, Shaun Kelly and Dawn Leijon were virtually attending at 8:03 p.m.

Pledge of Allegiance

President Kotsinis led those present in the pledge of Allegiance.

Reading of Mission Statement

President Kotsinis read the Mission Statement aloud.

Public Comments, Correspondence and Communications. None.

Consent Agenda

- a. Reports of Standing Committees. Committee of the Whole September 2, 2025:
 - i. Finance
 - ii. Building and Grounds
 - iii. Policy

- iv. Summary, Personnel and General
- b. Approval of payrolls for August 2025
- c. Approval of bills payable for July 2025
- d. Patron Suggestions August 2025

President Kotsinis removed item a. ii. Building and Grounds Report for Committee of the Whole September 2, 2025, from the Consent Agenda, as it was not presented.

Vice President Flores moved and Treasurer Hamilton seconded that the Consent Agenda be approved as amended.

The motion carried on a voice vote.

Absent: Bugner

Annual Library Facility Tour

The Board of Trustees toured the library.

President's Report

President Kotsinis presented a written report in the packet.

Reports of Other Trustees

Vice President Flores was appreciative by the variety of book clubs at the library.

She also expressed condolences on the passing of Trustee Bugner's brother.

Executive Director's Report September 2025

Executive Director Livergood presented a written report in the packet.

Old Business

- a. Facilities Improvement Update

Executive Director Livergood presented a written report in the packet.

Joe Huberty, David Vinjamuri, Shaun Kelly and Dawn Leijon were virtually attending.

New Business

a. Secretary's Reports. Approval of Minutes of:

- i. Regular Meeting August 19, 2025
- ii. Executive Session August 19, 2025, to remain closed to the public

Trustee Sutton moved and Treasurer Hamilton seconded that the Board approve Minutes of Regular Meeting August 19, 2025, as presented.

The motion carried on a roll call vote as follows:

Ayes: Flores, Hamilton, Sutton, Costa Beadle, Kotsinis

Abstain: Eagar

Absent: Bugner

Treasurer Hamilton moved and Trustee Sutton seconded that the Board approve Minutes of Executive Session August 19, 2025, as presented.

The motion carried on a roll call vote as follows:

Ayes: Flores, Hamilton, Sutton, Costa Beadle, Kotsinis

Abstain: Eagar

Absent: Bugner

b. Approval of Monthly Financial Statements for July 2025

Vice President Flores moved and Trustee Costa Beadle seconded that the Board approve the monthly Financial Statements for July 2025 as presented.

The motion carried on a voice vote.

Absent: Bugner

c. Approval of Board Policy 3001 Access to Materials

Trustee Sutton moved and President Kotsinis seconded that the Board approve Board Policy 3001 Access to materials as amended.

The motion carried on a voice vote.

Absent: Bugner

d. Approval of Personnel Policy 525 Generative Artificial Intelligence (AI) Use in the Workplace

President Kotsinis moved and Vice President Flores seconded that the Board approve Personnel Policy 525 Generative Artificial Intelligence (AI) Use in the Workplace as presented.

The motion carried on a voice vote.

Absent: Bugner

e. Ordinance 2025/2026-5 Budget and Appropriation for FY 25-26
Treasurer Hamilton moved and Trustee Sutton seconded that Ordinance 2025/2026-5 Budget and Appropriation for Fiscal Year 25-26 be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Flores, Hamilton, Sutton, Costa Beadle, Eagar, Kotsinis

Absent: Bugner

f. Resolution 2025/2026-1 Proclamation Friends of the Library Week
Secretary Eagar moved and President Kotsinis seconded that Resolution 2025/2026-1 Proclamation National Friends of the Library Week be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Eagar, Flores, Sutton, Hamilton, Costa Beadle, Kotsinis

Absent: Bugner

g. Approval of Library Closure for the Warren Township High School Homecoming Parade

Trustee Sutton moved and Treasurer Hamilton seconded that the Board approve the Library closure on Saturday, October 4, 2025, from 9:00 a.m. to 10:30 a.m. for the Warren Township High School Homecoming Parade.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Flores, Costa Beadle, Hamilton, Eagar, Kotsinis

Absent: Bugner

h. Executive Director Quarterly Review: Evaluation and Goals.
Executive Director presented a written report in the packet.

i. Strategic Planning Process update
Executive Director Livergood gave an oral report.

j. Annual Audit.
Executive Director Livergood gave an oral report.

k. Other Potentially actionable items: Agenda items for October 2025
Regular Meeting:

i. Monthly Financial Statements for August 2025

ii. Resolution To Determine Estimate of Funds Needed

iii. Strategic Planning Process

iv. Board Policies:

1. 3020 Circulation

2. New Policy 3021 Library of Things

3. 3065 Technology Use by the Public (Tentative)

v. Personnel Policies:

1. 601 Leaves of Absence (Tentative)

- 2. 603 Personal Leave (Tentative)
- 3. 605 Military Leave (Tentative)
- vi. Per Capita Grant requirements

Public Forum. None.

Announcements

- a. By the Chair:
 - i. Upcoming calendar
 - 1. Library Closed for the Warren Township High School Homecoming Parade: Saturday, October 4, 2025, from 9:00 a.m. to 10:30 a.m.
 - 2. Committee of the Whole, Tuesday, October 7, 2025, 7:00 p.m.
 - 3. 2025 ILA Annual Conference, October 14 – 16, 2025. Stephens Convention Center.
 - 4. Intergovernmental Picnic: October 15, 2025, Warren Township High School
 - 5. Regular Meeting, Tuesday, October 21, 2025, 7:00 p.m.
 - 6. Friend of the Library Meeting, October 23, 2025, 1:00 p.m.
 - 7. National Friends of the Library Week: October 19-25, 2025.

Adjournment

Trustee Sutton moved and Treasurer Hamilton seconded that the meeting be adjourned.

The motion carried on a voice vote.

Absent: Bugner

President Kotsinis adjourned the meeting at 8:56 p.m.

Kerry Eagar, Secretary

Approved: _____

Gina Ornelas, Recording Secretary

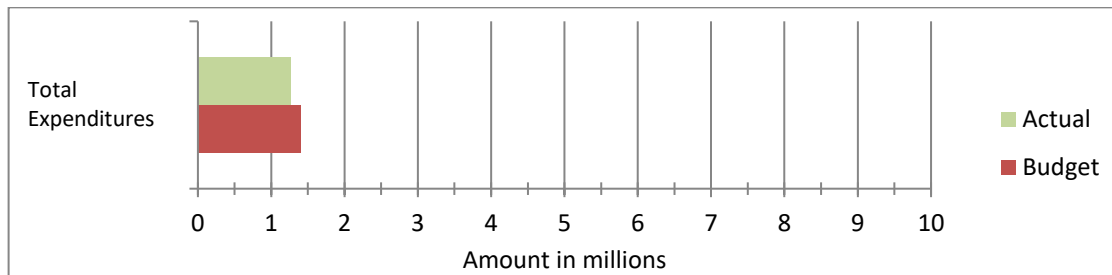
Report on August 31, 2025 Financial Statements

For the two months ended August 31, 2025, the Library remains within budgetary expectations. Total cash as of August 31, 2025, is \$11,136,048.43. This is \$817,757.72 above August 31, 2024, cash of \$10,318,290.71.

Revenues

- The total revenue received in August 2025 was \$303,020.98. The August 2025 revenue is \$37,450.54 higher than the \$265,570.44 received in August 2024. This increase is mainly due to grants (timing), \$98,073.58, and taxes (timing), \$(54,869.63).
- Year-to-date revenue received through August 2025 was \$4,327,095.54. The August year-to-date revenue received through 2025 is \$115,814.44 higher than the \$4,211,281.10 received through August 2024. This increase is due to taxes, \$125,661.79 and interest, \$(11,128.00).
- The Library received 51.8% of its budgeted revenue for the year.

Expenditures



- The expenditures for August 2025 were \$712,784.49. These expenditures are \$93,780.83 above the \$619,003.66 incurred in August 2024. This is mainly due to material purchases, \$35,111.94, personnel, \$31,542.22, and software & hardware maintenance & repairs, \$13,924.61.
- Year-to-date expenditures through August 2025 were \$1,268,436.72. These expenditures are \$25,032.67 above the year-to-date expenditures through August, 2024 of \$1,243,404.05. This is mainly due to personnel, \$65,874.84, material purchases, \$14,202.90, capital purchases, \$12,318.95, and insurance (costs prepaid in prior year), \$(60,215.28).
- Total year-to-date expenditures through August 31, 2024, were \$1,268,436.72. This is \$139,497.76 or 9.9% below the budgeted amount of \$1,407,934.48.
- The following line items have a varied budgeted expenditure by month. As such, the expenditures year-to-date are higher than 16.7% of the yearly budget. An expected year-to-date budget was calculated for these line items. This analysis can be seen in the variance report. These line items are as follows:
 - 50005 – FICA Expense
 - 50006 – Pension Expense
 - 50110 – Regular Salaries
 - 50118 – Staff Association
 - 51021 – Legal Fees
 - 51023 – Consulting/Other Professional
 - 51421 – Postage Meter Rental
 - 51650 – Newsletter Printing

- 51710 – Van Maintenance
- 51800 – Public Relations
- 51840 – Building Maintenance – Alarm
- 52020 – Books
- 52500 – Electronic Materials/Databases

Warren-Newport Public Library District
Variance Report
August 31, 2025

Account Number and Name	Expended YTD	Yearly Budget	Expected Budgeted YTD	\$ Difference More/(Less) Than Budget YTD	% Difference YTD	Explanation
Corporate Fund						
50110 - Regular Salaries	656,778.24	3,516,571.55	676,263.76	(19,485.52)	-2.88%	August is a 3 payroll month.
50118 - Staff Association	664.80	2,700.00	750.00	(85.20)	-11.36%	Timing of purchases
51021 - Legal Fees	2,636.25	12,000.00	2,800.00	(163.75)	-5.85%	Extra legal work for personnel issues
51027 - Bank Fees	99.86	480.00	40.00	59.86	149.65%	New INB bank account with fees
51421 - Postage Meter Rental	186.54	900.00	225.00	(38.46)	-17.09%	Quarterly payment
51650 -Newsletter Printing	13,333.00	60,500.00	15,125.00	(1,792.00)	-11.85%	Quarterly payment
51710 -Van Maintenance	1,154.40	5,200.00	1,266.67	(112.27)	-8.86%	Timing of hail damage repairs
51800 - Public Relations	8,327.28	39,210.00	6,535.00	1,792.28	27.43%	Large purchase of branded items (\$5,424.40)
52020 - Books	43,776.35	224,409.00	47,401.50	(3,625.15)	-7.65%	New program of leasing books that is paid at the beginning of the year (\$25,470)
52500 - Electronic Materials/Databases	145,352.60	346,473.00	148,983.39	(3,630.79)	-2.44%	Beginning of the year purchases.
Building Sites & Maintenance Fund						
51840 - Building Maintenance - Alarm	510.00	3,000.00	750.00	(240.00)	-32.00%	Quarterly payments
FICA						
50005 - FICA Expense	50,055.05	275,090.61	52,902.04	(2,846.99)	-5.38%	August is a 3 payroll month.
Public Liability Fund						
50110 - Regular Salaries	20,290.49	110,181.78	21,188.80	(898.31)	-4.24%	August is a 3 payroll month.
Special Reserve Fund						
51023 - Consulting/Other Professional	12,186.37	47,720.00	13,953.33	(1,766.96)	-12.66%	Architect Fees
IMRF Fund						
50006 - Pension Expense	70,939.23	361,318.16	69,484.26	1,454.97	2.09%	Vacation payout for long time employee that raised the IMRF amount that was needed to be paid. August is a 3 payroll month



Warren-Newport Public Library District

Monthly Financial Report

For the Month Ended

August 31, 2025

Prepared By



Lauterbach & Amen

668 N. RIVER ROAD • NAPERVILLE, ILLINOIS 60563

PHONE 630.393.1483

www.lauterbachamen.com

Warren-Newport Public Library District

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Financial Statements

Warren-Newport Public Library District

Governmental Funds Balance Sheet

As of August 31, 2025

	Corporate Fund	Building, Site and Maintenance Fund	Other Funds	Total
ASSETS				
Checking	\$ 355,747.59	\$ 5,072.77	\$ 54,271.11	\$ 415,091.47
Imprest	881.56	28.63	-	910.19
Cash on Hand	561.00	-	-	561.00
Cash in Bill Changer	290.00	-	-	290.00
INB	1,046.64	-	-	1,046.64
IL Funds Money Market	2,714,521.81	532,397.54	2,002,210.74	5,249,130.09
Investments	3,409,000.00	-	1,894,554.11	5,303,554.11
Payroll	11,263.18	-	114,838.90	126,102.08
PMA Cash Account	37,951.67	-	1,411.18	39,362.85
Interest Receivable	74,368.00	-	41,116.00	115,484.00
Prepaid Items	42,018.20	9,059.77	156,261.67	207,339.64
Total Assets	<u>\$ 6,647,649.65</u>	<u>\$ 546,558.71</u>	<u>\$ 4,264,663.71</u>	<u>\$ 11,458,872.07</u>
LIABILITIES				
Accrued Wages	\$ 146,840.93	\$ -	\$ 4,427.96	\$ 151,268.89
Accrued Liabilities	<u>1,257.00</u>	<u>-</u>	<u>-</u>	<u>1,257.00</u>
Total Liabilities	<u>148,097.93</u>	<u>-</u>	<u>4,427.96</u>	<u>152,525.89</u>
FUND BALANCE				
Fund Balance - Unrestricted	6,499,551.72	546,558.71	4,172,125.33	11,218,235.76
Fund Balance - Temporarily Restricted	-	-	46,155.23	46,155.23
Restricted Fund Balance - Endowment	<u>-</u>	<u>-</u>	<u>41,955.19</u>	<u>41,955.19</u>
Total Fund Balance	<u>6,499,551.72</u>	<u>546,558.71</u>	<u>4,260,235.75</u>	<u>11,306,346.18</u>
Total Liabilities and Fund Balance	<u>\$ 6,647,649.65</u>	<u>\$ 546,558.71</u>	<u>\$ 4,264,663.71</u>	<u>\$ 11,458,872.07</u>

Warren-Newport Public Library District

Governmental Funds Statement of Revenues, Expenditures, and Changes In Fund Balances

For the 2 Months Ended August 31, 2025

	Corporate Fund	Building, Sites and Maintenance Fund	Other Funds	Total
REVENUES				
Taxes	\$ 3,702,109.47	\$ 103,348.08	\$ 358,771.48	\$ 4,164,229.03
Replacement Taxes	14,489.82	-	-	14,489.82
Fines & Fees	5,978.88	-	-	5,978.88
Interest	22,882.82	4,161.85	15,653.72	42,698.39
Miscellaneous	99,549.42	-	150.00	99,699.42
Total Revenues	<u>3,845,010.41</u>	<u>107,509.93</u>	<u>374,575.20</u>	<u>4,327,095.54</u>
EXPENDITURES				
Personnel	\$ 711,928.89	\$ -	\$ 132,939.38	\$ 844,868.27
Operating	138,794.28	18,785.31	12,186.37	169,765.96
Library Materials	196,323.09	-	-	196,323.09
Capital Outlay	1,018.41	-	56,460.99	57,479.40
Total Expenditures	<u>1,048,064.67</u>	<u>18,785.31</u>	<u>201,586.74</u>	<u>1,268,436.72</u>
Net Change in Fund Balances	<u>2,796,945.74</u>	<u>88,724.62</u>	<u>172,988.46</u>	<u>3,058,658.82</u>
FUND BALANCE				
Beginning of the year	<u>3,702,605.98</u>	<u>457,834.09</u>	<u>4,087,247.29</u>	<u>8,247,687.36</u>
End of the period	<u>\$ 6,499,551.72</u>	<u>\$ 546,558.71</u>	<u>\$ 4,260,235.75</u>	<u>\$ 11,306,346.18</u>

Warren-Newport Public Library District

Other Funds - Combining Balance Sheet

As of August 31, 2025

	Public Liability	FICA	IMRF	Endowment Expendable Trust	Special Reserve	Working Cash	Bond	Total
ASSETS								
Checking	\$ 676.37	\$ 8,969.76	\$ 39,937.85	\$ 1,493.45	\$ 3,128.43	\$ 65.25	\$ -	\$ 54,271.11
IL Funds Money Market	58,463.81	57,149.20	398,487.08	113,410.75	1,285,075.57	89,624.33	-	2,002,210.74
Investments	-	-	-	-	1,672,784.45	221,769.66	-	1,894,554.11
Payroll	25,184.28	89,649.15	5.47	-	-	-	-	114,838.90
PMA Cash Account	-	-	-	-	814.85	596.33	-	1,411.18
Interest Receivable	-	-	-	-	37,022.00	4,094.00	-	41,116.00
Prepaid Items	55,745.17	-	-	-	100,516.50	-	-	156,261.67
Total Assets	<u>\$ 140,069.63</u>	<u>\$ 155,768.11</u>	<u>\$ 438,430.40</u>	<u>\$ 114,904.20</u>	<u>\$ 3,099,341.80</u>	<u>\$ 316,149.57</u>	<u>\$ -</u>	<u>\$ 4,264,663.71</u>
LIABILITIES								
Accrued Wages	\$ 4,427.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,427.96
Total Liabilities	<u>4,427.96</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,427.96</u>
FUND BALANCE								
Fund Balance - Unrestricted	135,641.67	155,768.11	438,430.40	26,793.78	3,099,341.80	316,149.57	-	4,172,125.33
Fund Balance - Temporarily Restricted	-	-	-	46,155.23	-	-	-	46,155.23
Restricted Fund Balance - Endowment	-	-	-	41,955.19	-	-	-	41,955.19
Total Fund Balance	<u>135,641.67</u>	<u>155,768.11</u>	<u>438,430.40</u>	<u>114,904.20</u>	<u>3,099,341.80</u>	<u>316,149.57</u>	<u>0.00</u>	<u>4,260,235.75</u>
Total Liabilities and Fund Balance	<u>\$ 140,069.63</u>	<u>\$ 155,768.11</u>	<u>\$ 438,430.40</u>	<u>\$ 114,904.20</u>	<u>\$ 3,099,341.80</u>	<u>\$ 316,149.57</u>	<u>\$ 0.00</u>	<u>\$ 4,264,663.71</u>

Warren-Newport Public Library District

**Other Funds
Combining Statement of Revenues, Expenditures,
and Changes in Fund Balances**

For the 2 Months Ended August 31, 2025

	Public Liability	FICA	IMRF	Endowment/ Expendable Trust	Special Reserve	Working Cash	Bond	Total
REVENUES								
Taxes	\$ 103,337.59	\$ 145,237.39	\$ 110,196.50	\$ -	\$ -	\$ -	\$ -	\$ 358,771.48
Interest	411.10	659.52	3,451.74	811.65	9,669.91	649.80	-	15,653.72
Miscellaneous	-	-	-	150.00	-	-	-	150.00
Total Revenues	<u>103,748.69</u>	<u>145,896.91</u>	<u>113,648.24</u>	<u>961.65</u>	<u>9,669.91</u>	<u>649.80</u>	<u>-</u>	<u>374,575.20</u>
EXPENDITURES								
Personnel	\$ 11,945.10	\$ 50,055.05	\$ 70,939.23	\$ -	\$ -	\$ -	\$ -	\$ 132,939.38
Operating	-	-	-	-	12,186.37	-	-	12,186.37
Capital Outlay	-	-	-	310.55	56,150.44	-	-	56,460.99
Total Expenditures	<u>11,945.10</u>	<u>50,055.05</u>	<u>70,939.23</u>	<u>310.55</u>	<u>68,336.81</u>	<u>-</u>	<u>-</u>	<u>201,586.74</u>
Net Change in Fund Balances	<u>91,803.59</u>	<u>95,841.86</u>	<u>42,709.01</u>	<u>651.10</u>	<u>(58,666.90)</u>	<u>649.80</u>	<u>-</u>	<u>172,988.46</u>
FUND BALANCE								
Beginning of the year	<u>43,838.08</u>	<u>59,926.25</u>	<u>395,721.39</u>	<u>114,253.10</u>	<u>3,158,008.70</u>	<u>315,499.77</u>	<u>-</u>	<u>4,087,247.29</u>
End of the period	<u>\$ 135,641.67</u>	<u>\$ 155,768.11</u>	<u>\$ 438,430.40</u>	<u>\$ 114,904.20</u>	<u>\$ 3,099,341.80</u>	<u>\$ 316,149.57</u>	<u>\$ 0.00</u>	<u>\$ 4,260,235.75</u>

Supplementary Information

WARREN-NEWPORT PUBLIC LIBRARY DISTRICT

Cash Balance by Account

AUGUST 31, 2025

Account Code	Account Title	Balance
10001	Checking	
01	Corporate Fund	355,747.59
02	Building Sites & Maintenance	5,072.77
03	FICA Fund	8,969.76
04	Public Liability	676.37
06	Working Cash	65.25
07	Special Reserve	3,128.43
08	Expendable Trust	1,493.45
10	IMRF Fund	39,937.85
Total 10001	Checking	415,091.47
10002	Imprest	
01	Corporate Fund	881.56
02	Building Sites & Maintenance	28.63
Total 10002	Imprest	910.19
Total 10011	Cash on Hand	561.00
Total 10012	Cash in Bill Changer	290.00
Total 10030	INB	1,046.64
10101	IL Funds Money Market	
01	Corporate Fund	2,714,521.81
02	Building Sites & Maintenance	532,397.54
03	FICA Fund	57,149.20
04	Public Liability	58,463.81
06	Working Cash	89,624.33
07	Special Reserve	1,285,075.57
08	Expendable Trust	113,410.75
10	IMRF Fund	398,487.08
Total 10101	IL Funds Money Market	5,249,130.09
10121	Payroll	
01	Corporate Fund	11,263.18
03	FICA Fund	89,649.15
04	Public Liability	25,184.28
10	IMRF Fund	5.47
Total 10121	Payroll	126,102.08
10110	Investments	
01	Corporate Fund	3,409,000.00
06	Working Cash	221,769.66
07	Special Reserve	1,672,784.45
Total 10110	Investments	5,303,554.11
10150	PMA Cash Account	
01	Corporate Fund	37,951.67
06	Working Cash	596.33
07	Special Reserve	814.85
Total 10150	PMA Cash Account	39,362.85
	Total Cash & Investments	11,136,048.43

Warren-Newport Public Library District
Corporate Fund
Balance Sheet as of August 31, 2025

	Period Beginning <u>Balance</u>	M.T.D. Changes	Period Ending <u>Balance</u>
Assets			
Cash & Investments			
10001 - Checking	235,085.83	120,661.76	355,747.59
10002 - Imprest	881.54	0.02	881.56
10011 - Cash on Hand	561.00	0.00	561.00
10012 - Cash in Bill Changer	290.00	0.00	290.00
10030 - INB	968.06	78.58	1,046.64
10101 - IL Funds Money Market	2,989,548.62	(275,026.81)	2,714,521.81
10110 - Investments	3,409,000.00	0.00	3,409,000.00
10121 - Payroll	36,398.88	(25,135.70)	11,263.18
10150 - PMA Cash Account	37,817.38	134.29	37,951.67
Total Cash & Investments	<u>6,710,551.31</u>	<u>(179,287.86)</u>	<u>6,531,263.45</u>
Receivables			
11500 - Interest Receivable	74,368.00	0.00	74,368.00
12000 - Prepaid Items	<u>168,945.15</u>	<u>(126,926.95)</u>	<u>42,018.20</u>
Total Receivables	<u>243,313.15</u>	<u>(126,926.95)</u>	<u>116,386.20</u>
Total Assets	<u><u>6,953,864.46</u></u>	<u><u>(306,214.81)</u></u>	<u><u>6,647,649.65</u></u>
Liabilities			
20100 - Accrued Wages	146,840.93	0.00	146,840.93
20199 - Accrued Liabilities	2,615.30	(1,358.30)	1,257.00
Total Liabilities	<u>149,456.23</u>	<u>(1,358.30)</u>	<u>148,097.93</u>
Fund Balance			
Excess Revenues Over Expenditures	3,101,802.25	(304,856.51)	2,796,945.74
30300 - Fund Balance	<u>3,702,605.98</u>	<u>0.00</u>	<u>3,702,605.98</u>
Total Fund Balance	<u>6,804,408.23</u>	<u>(304,856.51)</u>	<u>6,499,551.72</u>
Total Liabilities & Fund Balance	<u><u>6,953,864.46</u></u>	<u><u>(306,214.81)</u></u>	<u><u>6,647,649.65</u></u>

**Warren-Newport Public Library District
Building Sites & Maintenance Fund
Balance Sheet as of August 31, 2025**

	Period Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Period Ending <u>Balance</u>
Assets			
Cash & Investments			
10001 - Checking	5,072.77	0.00	5,072.77
10002 - Imprest	28.63	0.00	28.63
10101 - IL Funds Money Market	<u>541,421.48</u>	<u>(9,023.94)</u>	<u>532,397.54</u>
Total Cash & Investments	<u>546,522.88</u>	<u>(9,023.94)</u>	<u>537,498.94</u>
Receivables			
12000 - Prepaid Items	<u>9,059.77</u>	<u>0.00</u>	<u>9,059.77</u>
Total Receivables	<u>9,059.77</u>	<u>0.00</u>	<u>9,059.77</u>
 Total Assets	 <u><u>555,582.65</u></u>	 <u><u>(9,023.94)</u></u>	 <u><u>546,558.71</u></u>
Liabilities and Fund Balance			
Liabilities			
Total Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Fund Balance			
Excess Revenues Over Expenditures	97,748.56	(9,023.94)	88,724.62
30300 - Fund Balance	<u>457,834.09</u>	<u>0.00</u>	<u>457,834.09</u>
Total Fund Balance	<u>555,582.65</u>	<u>(9,023.94)</u>	<u>546,558.71</u>
Total Liabilities & Fund Balance	<u><u>555,582.65</u></u>	<u><u>(9,023.94)</u></u>	<u><u>546,558.71</u></u>

Warren-Newport Public Library District
FICA Fund
Balance Sheet as of August 31, 2025

	Period Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Period Ending <u>Balance</u>
Assets			
Cash & Investments			
10001 - Checking	8,969.76	0.00	8,969.76
10101 - IL Funds Money Market	91,103.65	(33,954.45)	57,149.20
10121 - Payroll	<u>79,902.43</u>	<u>9,746.72</u>	<u>89,649.15</u>
Total Cash & Investments	<u>179,975.84</u>	<u>(24,207.73)</u>	<u>155,768.11</u>
Receivables			
Total Receivables	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Assets	<u><u>179,975.84</u></u>	<u><u>(24,207.73)</u></u>	<u><u>155,768.11</u></u>
Liabilities and Fund Balance			
Liabilities			
Total Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Fund Balance			
Excess Revenues Over Expenditures	120,049.59	(24,207.73)	95,841.86
30300 - Fund Balance	<u>59,926.25</u>	<u>0.00</u>	<u>59,926.25</u>
Total Fund Balance	<u>179,975.84</u>	<u>(24,207.73)</u>	<u>155,768.11</u>
Total Liabilities & Fund Balance	<u><u>179,975.84</u></u>	<u><u>(24,207.73)</u></u>	<u><u>155,768.11</u></u>

Warren-Newport Public Library District
Public Liability Fund
Balance Sheet as of August 31, 2025

	Period Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Period Ending <u>Balance</u>
Assets			
Cash & Investments			
10001 - Checking	676.37	0.00	676.37
10101 - IL Funds Money Market	67,297.66	(8,833.85)	58,463.81
10121 - Payroll	<u>23,887.03</u>	<u>1,297.25</u>	<u>25,184.28</u>
Total Cash & Investments	<u>91,861.06</u>	<u>(7,536.60)</u>	<u>84,324.46</u>
Receivables			
12000 - Prepaid Items	<u>55,745.17</u>	<u>0.00</u>	<u>55,745.17</u>
Total Receivables	<u>55,745.17</u>	<u>0.00</u>	<u>55,745.17</u>
 Total Assets	 <u><u>147,606.23</u></u>	 <u><u>(7,536.60)</u></u>	 <u><u>140,069.63</u></u>
Liabilities and Fund Balance			
Liabilities			
20100 - Accrued Wages	<u>4,427.96</u>	<u>0.00</u>	<u>4,427.96</u>
Total Liabilities	<u>4,427.96</u>	<u>0.00</u>	<u>4,427.96</u>
Fund Balance			
Excess Revenues Over Expenditures	99,340.19	(7,536.60)	91,803.59
30300 - Fund Balance	<u>43,838.08</u>	<u>0.00</u>	<u>43,838.08</u>
Total Fund Balance	<u>143,178.27</u>	<u>(7,536.60)</u>	<u>135,641.67</u>
Total Liabilities & Fund Balance	<u><u>147,606.23</u></u>	<u><u>(7,536.60)</u></u>	<u><u>140,069.63</u></u>

Warren-Newport Public Library District
Working Cash Fund
Balance Sheet as of August 31, 2025

	Period Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Period Ending <u>Balance</u>
Assets			
Cash & Investments			
10001 - Checking	65.25	0.00	65.25
10101 - IL Funds Money Market	89,301.93	322.40	89,624.33
10110 - Investments	221,769.66	0.00	221,769.66
10150 - PMA Cash Account	594.16	2.17	596.33
Total Cash & Investments	<u>311,731.00</u>	<u>324.57</u>	<u>312,055.57</u>
Receivables			
11500 - Interest Receivable	<u>4,094.00</u>	<u>0.00</u>	<u>4,094.00</u>
Total Receivables	<u>4,094.00</u>	<u>0.00</u>	<u>4,094.00</u>
 Total Assets	 <u><u>315,825.00</u></u>	 <u><u>324.57</u></u>	 <u><u>316,149.57</u></u>
Liabilities and Fund Balance			
Liabilities			
Total Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Fund Balance			
Excess Revenues Over Expenditures	325.23	324.57	649.80
30300 - Fund Balance	<u>315,499.77</u>	<u>0.00</u>	<u>315,499.77</u>
Total Fund Balance	<u>315,825.00</u>	<u>324.57</u>	<u>316,149.57</u>
Total Liabilities & Fund Balance	<u><u>315,825.00</u></u>	<u><u>324.57</u></u>	<u><u>316,149.57</u></u>

Warren-Newport Public Library District
Special Reserves Fund
Balance Sheet as of August 31, 2025

	Period Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Period Ending <u>Balance</u>
Assets			
Cash & Investments			
10001 - Checking	3,128.43	0.00	3,128.43
10101 - IL Funds Money Market	1,318,566.07	(33,490.50)	1,285,075.57
10110 - Investments	1,672,784.45	0.00	1,672,784.45
10150 - PMA Cash Account	<u>812.06</u>	<u>2.79</u>	<u>814.85</u>
Total Cash & Investments	<u>2,995,291.01</u>	<u>(33,487.71)</u>	<u>2,961,803.30</u>
Receivables			
11500 - Interest Receivable	37,022.00	0.00	37,022.00
12000 - Prepaid Items	<u>100,516.50</u>	<u>0.00</u>	<u>100,516.50</u>
Total Receivables	<u>137,538.50</u>	<u>0.00</u>	<u>137,538.50</u>
 Total Assets	 <u><u>3,132,829.51</u></u>	 <u><u>(33,487.71)</u></u>	 <u><u>3,099,341.80</u></u>
Liabilities and Fund Balance			
Liabilities			
Total Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Fund Balance			
Excess Revenues Over Expenditures	(25,179.19)	(33,487.71)	(58,666.90)
30300 - Fund Balance	<u>3,158,008.70</u>	<u>0.00</u>	<u>3,158,008.70</u>
Total Fund Balance	<u>3,132,829.51</u>	<u>(33,487.71)</u>	<u>3,099,341.80</u>
Total Liabilities & Fund Balance	<u><u>3,132,829.51</u></u>	<u><u>(33,487.71)</u></u>	<u><u>3,099,341.80</u></u>

Warren-Newport Public Library District
Expendable Trust Fund
Balance Sheet as of August 31, 2025

	Period Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Period Ending <u>Balance</u>
Assets			
Cash & Investments			
10001 - Checking	1,493.45	0.00	1,493.45
10101 - IL Funds Money Market	<u>113,162.76</u>	<u>247.99</u>	<u>113,410.75</u>
Total Cash & Investments	<u>114,656.21</u>	<u>247.99</u>	<u>114,904.20</u>
 Total Assets	 <u><u>114,656.21</u></u>	 <u><u>247.99</u></u>	 <u><u>114,904.20</u></u>
 Liabilities and Fund Balance			
Liabilities			
Total Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 Fund Balance			
Excess Revenues Over Expenditures	403.11	247.99	651.10
30300 - Fund Balance	26,443.60	(300.92)	26,142.68
30704 - Fund Balance - Temporarily Restricted	46,005.23	150.00	46,155.23
30705 - Restricted Fund Balance - Endowment	<u>41,804.27</u>	<u>150.92</u>	<u>41,955.19</u>
Total Fund Balance	<u>114,656.21</u>	<u>247.99</u>	<u>114,904.20</u>
 Total Liabilities & Fund Balance	 <u><u>114,656.21</u></u>	 <u><u>247.99</u></u>	 <u><u>114,904.20</u></u>

Warren-Newport Public Library District
IMRF Fund
Balance Sheet as of August 31, 2025

	Period Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Period Ending <u>Balance</u>
Assets			
Cash & Investments			
10001 - Checking	39,937.85	0.00	39,937.85
10101 - IL Funds Money Market	429,710.66	(31,223.58)	398,487.08
10121 - Payroll	<u>5.47</u>	<u>0.00</u>	<u>5.47</u>
Total Cash & Investments	<u>469,653.98</u>	<u>(31,223.58)</u>	<u>438,430.40</u>
Receivables			
Total Assets	<u><u>469,653.98</u></u>	<u><u>(31,223.58)</u></u>	<u><u>438,430.40</u></u>
Liabilities and Fund Balance			
Liabilities			
Total Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Fund Balance			
Excess Revenues Over Expenditures	73,932.59	(31,223.58)	42,709.01
30300 - Fund Balance	<u>395,721.39</u>	<u>0.00</u>	<u>395,721.39</u>
Total Fund Balance	<u>469,653.98</u>	<u>(31,223.58)</u>	<u>438,430.40</u>
Total Liabilities & Fund Balance	<u><u>469,653.98</u></u>	<u><u>(31,223.58)</u></u>	<u><u>438,430.40</u></u>

Warren-Newport Public Library District
Bond Fund
Balance Sheet as of August 31, 2025

	Period Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Period Ending <u>Balance</u>
Assets			
Cash & Investments			
Receivables			
Total Receivables	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Capital Assets			
Total Capital Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Liabilities and Fund Balance			
Liabilities			
Total Liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Fund Balance			
Total Fund Balance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Liabilities & Fund Balance	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

Warren-Newport Public Library District
Revenue Report
For the 2 Months Ended August 31, 2025

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Amount</u>	<u>Budget Remaining</u>	<u>Percentage Received</u>
<u>Corporate Fund</u>					
Taxes					
40110 - Property Taxes - 2024 Levy	158,461.01	3,702,109.47	6,627,134.97	2,925,025.50	55.86
40202 - Replacement Taxes	<u>2,124.60</u>	<u>14,489.82</u>	<u>120,000.00</u>	<u>105,510.18</u>	<u>12.07</u>
Total Taxes	<u>160,585.61</u>	<u>3,716,599.29</u>	<u>6,747,134.97</u>	<u>3,030,535.68</u>	<u>55.08</u>
Fines & Fees					
41100 - Fines	0.00	0.00	700.00	700.00	0.00
41200 - Copier, Printer, Fax	2,716.34	4,593.70	15,000.00	10,406.30	30.62
41410 - Lost Materials	711.76	1,385.18	7,500.00	6,114.82	18.47
41420 - Lost Cards	0.00	0.00	400.00	400.00	0.00
41425 - Unique Management Receipts	0.00	0.00	1,000.00	1,000.00	0.00
41440 - Programs	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>	<u>200.00</u>	<u>0.00</u>
Total Fines & Fees	<u>3,428.10</u>	<u>5,978.88</u>	<u>24,800.00</u>	<u>18,821.12</u>	<u>24.11</u>
Miscellaneous					
40300 - Grants	98,073.58	98,073.58	348,053.00	249,979.42	28.18
41450 - Miscellaneous	359.25	459.25	1,000.00	540.75	45.93
41470 - Vending	127.83	509.64	2,100.00	1,590.36	24.27
41490 - Cash Over/(Short)	(0.30)	1.70	0.00	(1.70)	0.00
42000 - Gifts	5.25	505.25	30,000.00	29,494.75	1.68
43000 - Developers Donations	0.00	0.00	58,504.00	58,504.00	0.00
45010 - Interest	<u>10,937.67</u>	<u>22,882.82</u>	<u>200,000.00</u>	<u>177,117.18</u>	<u>11.44</u>
Total Miscellaneous	<u>109,503.28</u>	<u>122,432.24</u>	<u>639,657.00</u>	<u>517,224.76</u>	<u>19.14</u>
Total Corporate	<u><u>273,516.99</u></u>	<u><u>3,845,010.41</u></u>	<u><u>7,411,591.97</u></u>	<u><u>3,566,581.56</u></u>	<u><u>51.88</u></u>

Warren-Newport Public Library District
Revenue Report
For the 2 Months Ended August 31, 2025

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Amount</u>	<u>Budget Remaining</u>	<u>Percentage Received</u>
<u>Building Sites & Maintenance</u>					
Taxes					
40110 - Property Taxes - 2024 Levy	4,423.44	103,348.08	184,996.56	81,648.48	55.86
40202 - Replacement Taxes	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Taxes	<u>4,423.44</u>	<u>103,348.08</u>	<u>184,996.56</u>	<u>81,648.48</u>	<u>55.86</u>
Miscellaneous					
45010 - Interest	<u>1,954.67</u>	<u>4,161.85</u>	<u>22,400.00</u>	<u>18,238.15</u>	<u>18.58</u>
Total Miscellaneous	<u>1,954.67</u>	<u>4,161.85</u>	<u>22,400.00</u>	<u>18,238.15</u>	<u>18.58</u>
Total Building Sites & Maintenance	<u><u>6,378.11</u></u>	<u><u>107,509.93</u></u>	<u><u>207,396.56</u></u>	<u><u>99,886.63</u></u>	<u><u>51.84</u></u>
<u>FICA Fund</u>					
Taxes					
40110 - Property Taxes - 2024 Levy	6,216.64	145,237.39	259,991.49	114,754.10	55.86
40202 - Replacement Taxes	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Taxes	<u>6,216.64</u>	<u>145,237.39</u>	<u>259,991.49</u>	<u>114,754.10</u>	<u>55.86</u>
Miscellaneous					
45010 - Interest	<u>328.91</u>	<u>659.52</u>	<u>3,500.00</u>	<u>2,840.48</u>	<u>18.84</u>
Total Miscellaneous	<u>328.91</u>	<u>659.52</u>	<u>3,500.00</u>	<u>2,840.48</u>	<u>18.84</u>
Total FICA	<u><u>6,545.55</u></u>	<u><u>145,896.91</u></u>	<u><u>263,491.49</u></u>	<u><u>117,594.58</u></u>	<u><u>55.37</u></u>
<u>Public Liability Fund</u>					
Taxes					
40110 - Property Taxes - 2024 Levy	4,423.19	103,337.59	184,986.29	81,648.70	55.86
40202 - Replacement Taxes	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Taxes	<u>4,423.19</u>	<u>103,337.59</u>	<u>184,986.29</u>	<u>81,648.70</u>	<u>55.86</u>
Miscellaneous					
45010 - Interest	<u>242.96</u>	<u>411.10</u>	<u>1,900.00</u>	<u>1,488.90</u>	<u>21.64</u>
Total Miscellaneous	<u>242.96</u>	<u>411.10</u>	<u>1,900.00</u>	<u>1,488.90</u>	<u>21.64</u>
Total Public Liability	<u><u>4,666.15</u></u>	<u><u>103,748.69</u></u>	<u><u>186,886.29</u></u>	<u><u>83,137.60</u></u>	<u><u>55.51</u></u>
<u>Working Cash Fund</u>					
Miscellaneous					
45010 - Interest	<u>324.57</u>	<u>649.80</u>	<u>5,700.00</u>	<u>5,050.20</u>	<u>11.40</u>
Total Miscellaneous	<u>324.57</u>	<u>649.80</u>	<u>5,700.00</u>	<u>5,050.20</u>	<u>11.40</u>
Total Working Cash	<u><u>324.57</u></u>	<u><u>649.80</u></u>	<u><u>5,700.00</u></u>	<u><u>5,050.20</u></u>	<u><u>11.40</u></u>

Warren-Newport Public Library District
Revenue Report
For the 2 Months Ended August 31, 2025

	<u>Received this Month</u>	<u>Received this Year</u>	<u>Budgeted Amount</u>	<u>Budget Remaining</u>	<u>Percentage Received</u>
<u>Special Reserves Fund</u>					
Miscellaneous					
45010 - Interest	<u>4,763.16</u>	<u>9,669.91</u>	<u>45,000.00</u>	<u>35,330.09</u>	<u>21.49</u>
Total Miscellaneous	<u>4,763.16</u>	<u>9,669.91</u>	<u>45,000.00</u>	<u>35,330.09</u>	<u>21.49</u>
Total Special Reserves	<u><u>4,763.16</u></u>	<u><u>9,669.91</u></u>	<u><u>45,000.00</u></u>	<u><u>35,330.09</u></u>	<u><u>21.49</u></u>
<u>Expendable Trust Fund</u>					
Miscellaneous					
42000 - Gifts	0.00	0.00	7,500.00	7,500.00	0.00
42050 - Annual Fundraising Drive	150.00	150.00	8,000.00	7,850.00	1.88
45010 - Interest	257.62	509.50	2,500.00	1,990.50	20.38
45011 - Interest - Endowment Fund	<u>150.92</u>	<u>302.15</u>	<u>1,600.00</u>	<u>1,297.85</u>	<u>18.88</u>
Total Miscellaneous	<u>558.54</u>	<u>961.65</u>	<u>19,600.00</u>	<u>18,638.35</u>	<u>4.91</u>
Total Expendable Trust	<u><u>558.54</u></u>	<u><u>961.65</u></u>	<u><u>19,600.00</u></u>	<u><u>18,638.35</u></u>	<u><u>4.91</u></u>
<u>IMRF Fund</u>					
Taxes & Interest					
40110 - Property Taxes - 2024 Levy	4,716.54	110,196.50	197,254.86	87,058.36	55.87
45010 - Interest	<u>1,551.37</u>	<u>3,451.74</u>	<u>21,000.00</u>	<u>17,548.26</u>	<u>16.44</u>
Total Taxes & Interest	<u>6,267.91</u>	<u>113,648.24</u>	<u>218,254.86</u>	<u>104,606.62</u>	<u>52.07</u>
Total IMRF Fund	<u><u>6,267.91</u></u>	<u><u>113,648.24</u></u>	<u><u>218,254.86</u></u>	<u><u>104,606.62</u></u>	<u><u>52.07</u></u>
<u>Bond Fund</u>					
Miscellaneous					
Total Miscellaneous	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Revenues	<u><u>303,020.98</u></u>	<u><u>4,327,095.54</u></u>	<u><u>8,357,921.17</u></u>	<u><u>4,030,825.63</u></u>	<u><u>51.77</u></u>

Warren-Newport Public Library District
Expenditure Report
For the 2 Months Ended August 31, 2025

	<u>Month-to-Date Actual</u>	<u>Year-to-Date Actual</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>Percentage Used</u>
<u>Corporate Fund</u>					
Expenditures					
50110 - Regular Salaries	400,630.29	656,778.24	3,516,571.55	2,859,793.31	18.68%
50117 - Staff Recognition	100.00	100.00	12,500.00	12,400.00	0.80%
50118 - Staff Association	664.80	664.80	2,700.00	2,035.20	24.62%
50119 - Holiday Bonus	0.00	0.00	10,000.00	10,000.00	0.00%
50120 - Sunday Salaries	624.19	624.19	53,118.82	52,494.63	1.18%
50320 - Health Insurance	27,542.41	53,198.45	381,266.00	328,067.55	13.95%
50330 - Flexible Compensation	0.00	0.00	2,600.00	2,600.00	0.00%
50350 - Life Insurance	277.88	563.21	4,300.00	3,736.79	13.10%
51010 - Program Expenses	3,309.43	4,359.43	66,445.00	62,085.57	6.56%
51016 - Maker Space	1,534.79	1,534.79	11,500.00	9,965.21	13.35%
51020 - Professional Fees	960.00	2,330.00	24,980.00	22,650.00	9.33%
51021 - Legal Fees	2,636.25	2,636.25	12,000.00	9,363.75	21.97%
51023 - Consulting/Other Professional Fees	17,617.04	31,506.71	215,320.00	183,813.29	14.63%
51024 - Police Security Detail	0.00	0.00	5,000.00	5,000.00	0.00%
51025 - Audit Fees	0.00	0.00	17,480.00	17,480.00	0.00%
51026 - Unique Management Fee	177.30	177.30	3,500.00	3,322.70	5.07%
51027 - Bank Fees	31.15	99.86	480.00	380.14	20.80%
51032 - Credit Card Fees	333.35	656.43	6,000.00	5,343.57	10.94%
51200 - Library Supplies	5,438.04	6,110.61	55,370.00	49,259.39	11.04%
51210 - Office Supplies	387.44	387.44	14,555.00	14,167.56	2.66%
51212 - Computer Supplies	78.99	78.99	4,500.00	4,421.01	1.76%
51213 - Software and Hardware Support & Maint.	27,934.91	38,898.64	281,909.00	243,010.36	13.80%
51310 - Cleaning Service - Monthly Contract	0.00	7,000.00	105,000.00	98,000.00	6.67%
51410 - Telephone	5,466.60	9,013.20	56,960.00	47,946.80	15.82%
51420 - Postage	49.42	454.42	7,854.00	7,399.58	5.79%
51421 - Postage Meter Rental	186.54	186.54	900.00	713.46	20.73%
51422 - Postal Permits	0.00	0.00	200.00	200.00	0.00%
51423 - Other Carriers	0.00	0.00	250.00	250.00	0.00%
51424 - Newsletter Postage	0.00	0.00	15,476.00	15,476.00	0.00%
51500 - Staff Costs	44.66	51.66	15,829.00	15,777.34	0.33%
51501 - Training	910.21	1,144.13	24,524.00	23,379.87	4.67%
51502 - Membership & Dues	310.00	448.00	11,908.00	11,460.00	3.76%
51503 - Educational Assistance	0.00	0.00	6,775.00	6,775.00	0.00%
51504 - Board Development & Membership	30.00	30.00	1,158.00	1,128.00	2.59%
51505 - Staff Development Day	0.00	0.00	2,800.00	2,800.00	0.00%
51600 - Printing	0.00	0.00	12,860.00	12,860.00	0.00%
51650 - Newsletter Printing	13,333.00	13,333.00	60,500.00	47,167.00	22.04%
51670 - Classified Ads & Legal Printing	0.00	195.62	3,500.00	3,304.38	5.59%
51701 - Fuel	0.00	0.00	4,000.00	4,000.00	0.00%
51710 - Van Maintenance	154.40	1,154.40	5,200.00	4,045.60	22.20%
51750 - Photocopier	1,690.00	3,380.00	21,008.00	17,628.00	16.09%
51800 - Public Relations	8,327.28	8,327.28	39,210.00	30,882.72	21.24%
51802 - Graphics Supplies	0.00	0.00	12,815.00	12,815.00	0.00%
51803 - Volunteers	0.00	34.68	2,655.00	2,620.32	1.31%
51804 - PS - Displays & Marketing	0.00	0.00	4,825.00	4,825.00	0.00%
51920 - Payroll Processing	3,089.66	5,264.90	32,025.00	26,760.10	16.44%
52010 - Standing Order	226.09	516.03	26,500.00	25,983.97	1.95%
52020 - Books	10,689.48	43,776.35	224,409.00	180,632.65	19.51%
52035 - Reference - Professional Collection	0.00	0.00	975.00	975.00	0.00%
52040 - Serials & Periodicals	0.00	482.22	20,260.00	19,777.78	2.38%

Warren-Newport Public Library District
Expenditure Report
For the 2 Months Ended August 31, 2025

	<u>Month-to-Date Actual</u>	<u>Year-to-Date Actual</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>Percentage Used</u>
52045 - In-House Serials & Periodicals	0.00	0.00	60.00	60.00	0.00%
52100 - Audio - Visual	4,190.89	5,805.99	60,740.00	54,934.01	9.56%
52200 - Library of Things	37.71	37.71	1,500.00	1,462.29	2.51%
52500 - Electronic Materials/Databases	38,146.39	145,352.60	346,473.00	201,120.40	41.95%
52700 - Shipping Costs - Materials	194.50	352.19	3,000.00	2,647.81	11.74%
53010 - Capital Equipment & Furnishings	0.00	0.00	255,400.00	255,400.00	0.00%
53030 - Technology	<u>1,018.41</u>	<u>1,018.41</u>	<u>19,300.00</u>	<u>18,281.59</u>	<u>5.28%</u>
Total Expenditures	<u>578,373.50</u>	<u>1,048,064.67</u>	<u>6,108,944.37</u>	<u>5,060,879.70</u>	<u>17.16 %</u>

Building Sites & Maintenance Fund

51200 - Library Supplies	0.00	0.00	1,500.00	1,500.00	0.00%
51201 - Maintenance Supplies	1,661.26	2,753.72	31,290.00	28,536.28	8.80%
51401 - Utilities - Natural Gas	782.00	782.00	24,000.00	23,218.00	3.26%
51402 - Utilities - Electricity	8,856.16	8,856.16	78,000.00	69,143.84	11.35%
51403 - Utilities - Water & Sewer	805.32	805.32	6,000.00	5,194.68	13.42%
51702 - Inspection - Building & Bookmobile	0.00	0.00	10,850.00	10,850.00	0.00%
51810 - Building Maintenance	652.13	1,032.93	71,000.00	69,967.07	1.45%
51820 - Building Maintenance - Landscaping	1,910.00	3,820.00	24,000.00	20,180.00	15.92%
51830 - Building Maintenance - Snow Removal	0.00	0.00	48,400.00	48,400.00	0.00%
51840 - Building Maintenance - Building Alarm Systems	510.00	510.00	3,000.00	2,490.00	17.00%
51850 - Building Maintenance - HVAC	0.00	0.00	70,222.00	70,222.00	0.00%
51870 - Building Maintenance - Waste Removal	<u>225.18</u>	<u>225.18</u>	<u>3,025.00</u>	<u>2,799.82</u>	<u>7.44%</u>
Total Expenditures	<u>15,402.05</u>	<u>18,785.31</u>	<u>371,287.00</u>	<u>352,501.69</u>	<u>5.06%</u>

FICA Fund

50005 - FICA Expense	<u>30,753.28</u>	<u>50,055.05</u>	<u>275,090.61</u>	<u>225,035.56</u>	<u>18.20 %</u>
Total Expenditures	<u>30,753.28</u>	<u>50,055.05</u>	<u>275,090.61</u>	<u>225,035.56</u>	<u>18.20 %</u>

Warren-Newport Public Library District
Expenditure Report
For the 2 Months Ended August 31, 2025

	<u>Month-to-Date Actual</u>	<u>Year-to-Date Actual</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>Percentage Used</u>
<u>Public Liability Fund</u>					
50100 - Liability Insurance	0.00	(8,345.39)	42,300.00	50,645.39	(19.73)%
50110 - Regular Salaries	12,202.75	20,290.49	110,181.78	89,891.29	18.42 %
50120 - Sunday Salaries	0.00	0.00	6,196.38	6,196.38	0.00 %
50200 - Worker's Compensation	0.00	0.00	12,000.00	12,000.00	0.00 %
50300 - State Unemployment	0.00	0.00	5,000.00	5,000.00	0.00 %
50400 - Errors & Omissions	0.00	0.00	3,800.00	3,800.00	0.00 %
50600 - Treasurers Bond	<u>0.00</u>	<u>0.00</u>	<u>1,800.00</u>	<u>1,800.00</u>	<u>0.00 %</u>
Total Expenditures	<u>12,202.75</u>	<u>11,945.10</u>	<u>181,278.16</u>	<u>169,333.06</u>	<u>6.59 %</u>
<u>Working Cash Fund</u>					
Total Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00 %</u>
<u>Special Reserves Fund</u>					
51023 - Consulting/Other Professional Fees	12,186.37	12,186.37	47,720.00	35,533.63	25.54 %
53010 - Capital Equipment & Furnishings	0.00	0.00	410,500.00	410,500.00	0.00 %
53030 - Technology	3,583.58	10,921.52	101,990.00	91,068.48	10.71 %
53050 - Building Capital Projects	<u>22,480.92</u>	<u>45,228.92</u>	<u>1,207,017.00</u>	<u>1,161,788.08</u>	<u>3.75 %</u>
Total Expenditures	<u>38,250.87</u>	<u>68,336.81</u>	<u>1,767,227.00</u>	<u>1,698,890.19</u>	<u>3.87 %</u>
<u>Expendable Trust Fund</u>					
53010 - Capital Equipment & Furnishings	0.00	0.00	8,000.00	8,000.00	0.00 %
53050 - Building Capital Projects	<u>310.55</u>	<u>310.55</u>	<u>0.00</u>	<u>(310.55)</u>	<u>0.00 %</u>
Total Expenditures	<u>310.55</u>	<u>310.55</u>	<u>8,000.00</u>	<u>7,689.45</u>	<u>3.88 %</u>
<u>IMRF Fund</u>					
50006 - Pension Expense	<u>37,491.49</u>	<u>70,939.23</u>	<u>361,318.16</u>	<u>290,378.93</u>	<u>19.63 %</u>
Total Expenditures	<u>37,491.49</u>	<u>70,939.23</u>	<u>361,318.16</u>	<u>290,378.93</u>	<u>19.63 %</u>
<u>Bond Fund</u>					
58000 - Debt Service - Principal	0.00	0.00	520,000.00	520,000.00	0.00 %
58050 - Debt Service - Interest	<u>0.00</u>	<u>0.00</u>	<u>130,750.00</u>	<u>130,750.00</u>	<u>0.00 %</u>
Total Expenditures	<u>0.00</u>	<u>0.00</u>	<u>650,750.00</u>	<u>650,750.00</u>	<u>0.00 %</u>
Total Expenditures	<u>712,784.49</u>	<u>1,268,436.72</u>	<u>9,723,895.30</u>	<u>8,455,458.58</u>	<u>13.04 %</u>

Warren-Newport Public Library District
Department Budget Report
Expenditure Report as of August 31, 2025

	<u>YTD Budget</u>	<u>Expended this Month</u>	<u>YTD Actual</u>	<u>Budget Remaining</u>	<u>Percentage Used</u>
<u>Department 10 - Programming and Community Engagement</u>					
50110 - Regular Salaries	570,077.06	74,860.93	118,648.33	451,428.73	20.81 %
50117 - Staff Recognition	700.00	75.00	75.00	625.00	10.71 %
50120 - Sunday Salaries	10,742.56	188.29	188.29	10,554.27	1.75 %
51010 - Program Expenses	54,545.00	3,045.21	4,095.21	50,449.79	7.51 %
51200 - Library Supplies	6,800.00	462.26	462.26	6,337.74	6.80 %
51210 - Office Supplies	1,300.00	56.80	56.80	1,243.20	4.37 %
51500 - Staff Costs	3,100.00	44.66	51.66	3,048.34	1.67 %
51501 - Training	4,000.00	0.00	0.00	4,000.00	0.00 %
51502 - Membership & Dues	<u>740.00</u>	<u>125.00</u>	<u>223.00</u>	<u>517.00</u>	<u>30.14 %</u>
Total Expenditures	<u><u>652,004.62</u></u>	<u><u>78,858.15</u></u>	<u><u>123,800.55</u></u>	<u><u>528,204.07</u></u>	<u><u>18.99 %</u></u>

Warren-Newport Public Library District
Department Budget Report
Expenditure Report as of August 31, 2025

	<u>YTD Budget</u>	<u>Expended this Month</u>	<u>YTD Actual</u>	<u>Budget Remaining</u>	<u>Percentage Used</u>
<u>Department 20 - Library Services</u>					
50110 - Regular Salaries	619,856.01	58,831.53	93,914.72	525,941.29	15.15 %
50117 - Staff Recognition	800.00	25.00	25.00	775.00	3.13 %
50120 - Sunday Salaries	17,252.38	195.45	195.45	17,056.93	1.13 %
51010 - Program Expenses	11,900.00	264.22	264.22	11,635.78	2.22 %
51016 - Maker Space	11,500.00	1,534.79	1,534.79	9,965.21	13.35 %
51200 - Library Supplies	2,100.00	151.23	151.23	1,948.77	7.20 %
51210 - Office Supplies	500.00	53.46	53.46	446.54	10.69 %
51213 - Software and Hardware Support & Maint.	1,300.00	0.00	0.00	1,300.00	0.00 %
51500 - Staff Costs	3,203.00	0.00	0.00	3,203.00	0.00 %
51501 - Training	3,082.00	300.00	300.00	2,782.00	9.73 %
51502 - Membership & Dues	<u>1,310.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,310.00</u>	<u>0.00 %</u>
Total Expenditures	<u><u>672,803.39</u></u>	<u><u>61,355.68</u></u>	<u><u>96,438.87</u></u>	<u><u>576,364.52</u></u>	<u><u>14.33 %</u></u>

Warren-Newport Public Library District
Department Budget Report
Expenditure Report as of August 31, 2025

	<u>YTD Budget</u>	<u>Expended this Month</u>	<u>YTD Actual</u>	<u>Budget Remaining</u>	<u>Percentage Used</u>
<u>Department 40 - Materials Services</u>					
50110 - Regular Salaries	441,303.98	50,958.28	84,890.28	356,413.70	19.24 %
50117 - Staff Recognition	500.00	0.00	0.00	500.00	0.00 %
50120 - Sunday Salaries	2,559.69	80.59	80.59	2,479.10	3.15 %
51200 - Library Supplies	26,450.00	4,641.72	5,314.29	21,135.71	20.09 %
51210 - Office Supplies	400.00	38.43	38.43	361.57	9.61 %
51213 - Software and Hardware Support & Maint.	93,975.00	18,969.55	19,177.75	74,797.25	20.41 %
51420 - Postage	4,000.00	0.00	160.00	3,840.00	4.00 %
51500 - Staff Costs	1,030.00	0.00	0.00	1,030.00	0.00 %
51501 - Training	500.00	0.00	0.00	500.00	0.00 %
51502 - Membership & Dues	820.00	0.00	40.00	780.00	4.88 %
52010 - Standing Order	26,500.00	226.09	516.03	25,983.97	1.95 %
52020 - Books	224,409.00	10,689.48	43,776.35	180,632.65	19.51 %
52035 - Reference - Professional Collection	100.00	0.00	0.00	100.00	0.00 %
52040 - Serials & Periodicals	16,700.00	0.00	482.22	16,217.78	2.89 %
52100 - Audio - Visual	60,740.00	4,190.89	5,805.99	54,934.01	9.56 %
52200 - Library of Things	1,500.00	37.71	37.71	1,462.29	2.51 %
52500 - Electronic Materials/Databases	346,473.00	38,146.39	145,352.60	201,120.40	41.95 %
52700 - Shipping Costs - Materials	3,000.00	194.50	352.19	2,647.81	11.74 %
53010 - Capital Equipment & Furnishings	<u>200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>	<u>0.00 %</u>
Total Expenditures	<u><u>1,251,160.67</u></u>	<u><u>128,173.63</u></u>	<u><u>306,024.43</u></u>	<u><u>945,136.24</u></u>	<u><u>24.46 %</u></u>

Warren-Newport Public Library District
Department Budget Report
Expenditure Report as of August 31, 2025

	<u>YTD Budget</u>	<u>Expended this Month</u>	<u>YTD Actual</u>	<u>Budget Remaining</u>	<u>Percentage Used</u>
<u>Department 50 - Access Services</u>					
50110 - Regular Salaries	598,180.71	64,388.04	106,903.18	491,277.53	17.87 %
50117 - Staff Recognition	1,150.00	0.00	0.00	1,150.00	0.00 %
50120 - Sunday Salaries	21,079.24	159.86	159.86	20,919.38	0.76 %
51200 - Library Supplies	6,370.00	47.49	47.49	6,322.51	0.75 %
51210 - Office Supplies	1,010.00	0.00	0.00	1,010.00	0.00 %
51213 - Software and Hardware Support & Maint.	6,900.00	0.00	0.00	6,900.00	0.00 %
51420 - Postage	250.00	0.00	0.00	250.00	0.00 %
51500 - Staff Costs	750.00	0.00	0.00	750.00	0.00 %
51501 - Training	2,100.00	0.00	0.00	2,100.00	0.00 %
51502 - Membership & Dues	485.00	0.00	0.00	485.00	0.00 %
53030 - Technology	<u>6,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,000.00</u>	<u>0.00 %</u>
Total Expenditures	<u><u>644,274.95</u></u>	<u><u>64,595.39</u></u>	<u><u>107,110.53</u></u>	<u><u>537,164.42</u></u>	<u><u>16.62 %</u></u>

Warren-Newport Public Library District
Department Budget Report
Expenditure Report as of August 31, 2025

	<u>YTD Budget</u>	<u>Expended this Month</u>	<u>YTD Actual</u>	<u>Budget Remaining</u>	<u>Percentage Used</u>
<u>Department 60 - Marketing Services</u>					
50110 - Regular Salaries	221,325.56	25,995.26	43,320.66	178,004.90	19.57 %
50117 - Staff Recognition	200.00	0.00	0.00	200.00	0.00 %
50120 - Sunday Salaries	1,250.40	0.00	0.00	1,250.40	0.00 %
51023 - Consulting/Other Professional Fees	4,000.00	0.00	0.00	4,000.00	0.00 %
51210 - Office Supplies	345.00	0.00	0.00	345.00	0.00 %
51213 - Software and Hardware Support & Maint.	22,471.00	221.92	221.92	22,249.08	0.99 %
51424 - Newsletter Postage	15,476.00	0.00	0.00	15,476.00	0.00 %
51500 - Staff Costs	1,725.00	0.00	0.00	1,725.00	0.00 %
51501 - Training	3,050.00	0.00	0.00	3,050.00	0.00 %
51502 - Membership & Dues	500.00	0.00	0.00	500.00	0.00 %
51600 - Printing	7,660.00	0.00	0.00	7,660.00	0.00 %
51650 - Newsletter Printing	60,500.00	13,333.00	13,333.00	47,167.00	22.04 %
51800 - Public Relations	34,710.00	8,327.28	8,327.28	26,382.72	23.99 %
51802 - Graphics Supplies	12,815.00	0.00	0.00	12,815.00	0.00 %
51804 - PS - Displays & Marketing	4,825.00	0.00	0.00	4,825.00	0.00 %
52035 - Reference - Professional Collection	475.00	0.00	0.00	475.00	0.00 %
52040 - Serials & Periodicals	60.00	0.00	0.00	60.00	0.00 %
52045 - In-House Serials & Periodicals	60.00	0.00	0.00	60.00	0.00 %
53010 - Capital Equipment & Furnishings	<u>4,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,500.00</u>	<u>0.00 %</u>
Total Expenditures	<u><u>395,947.96</u></u>	<u><u>47,877.46</u></u>	<u><u>65,202.86</u></u>	<u><u>330,745.10</u></u>	<u><u>16.47 %</u></u>

Warren-Newport Public Library District
Department Budget Report
Expenditure Report as of August 31, 2025

	<u>YTD Budget</u>	<u>Expended this Month</u>	<u>YTD Actual</u>	<u>Budget Remaining</u>	<u>Percentage Used</u>
<u>Department 70 - Information Technologies</u>					
50110 - Regular Salaries	150,307.04	17,619.75	29,366.25	120,940.79	19.54 %
50117 - Staff Recognition	100.00	0.00	0.00	100.00	0.00 %
50120 - Sunday Salaries	234.55	0.00	0.00	234.55	0.00 %
51023 - Consulting/Other Professional Fees	166,600.00	13,750.95	27,501.90	139,098.10	16.51 %
51210 - Office Supplies	700.00	65.32	65.32	634.68	9.33 %
51212 - Computer Supplies	4,500.00	78.99	78.99	4,421.01	1.76 %
51213 - Software and Hardware Support & Maint.	85,380.00	8,320.48	18,428.01	66,951.99	21.58 %
51410 - Telephone	56,960.00	5,466.60	9,013.20	47,946.80	15.82 %
51500 - Staff Costs	2,330.00	0.00	0.00	2,330.00	0.00 %
51501 - Training	3,752.00	239.36	473.28	3,278.72	12.61 %
51502 - Membership & Dues	350.00	0.00	0.00	350.00	0.00 %
51750 - Photocopier	21,008.00	1,690.00	3,380.00	17,628.00	16.09 %
53030 - Technology	<u>12,400.00</u>	<u>372.57</u>	<u>372.57</u>	<u>12,027.43</u>	<u>3.00 %</u>
Total Expenditures	<u><u>504,621.59</u></u>	<u><u>47,604.02</u></u>	<u><u>88,679.52</u></u>	<u><u>415,942.07</u></u>	<u><u>17.57 %</u></u>

Warren-Newport Public Library District
Department Budget Report
Expenditure Report as of August 31, 2025

	<u>YTD Budget</u>	<u>Expended this Month</u>	<u>YTD Actual</u>	<u>Budget Remaining</u>	<u>Percentage Used</u>
<u>Department 75 - Facilities</u>					
50110 - Regular Salaries	133,819.52	15,687.00	26,179.14	107,640.38	19.56 %
50117 - Staff Recognition	100.00	0.00	0.00	100.00	0.00 %
51200 - Library Supplies	4,000.00	0.00	0.00	4,000.00	0.00 %
51210 - Office Supplies	3,000.00	0.00	0.00	3,000.00	0.00 %
51213 - Software and Hardware Support & Maint.	17,100.00	0.00	0.00	17,100.00	0.00 %
51500 - Staff Costs	224.00	0.00	0.00	224.00	0.00 %
51501 - Training	1,000.00	0.00	0.00	1,000.00	0.00 %
51502 - Membership & Dues	230.00	0.00	0.00	230.00	0.00 %
51701 - Fuel	4,000.00	0.00	0.00	4,000.00	0.00 %
51710 - Van Maintenance	<u>5,200.00</u>	<u>154.40</u>	<u>1,154.40</u>	<u>4,045.60</u>	<u>22.20 %</u>
Total Expenditures	<u><u>168,673.52</u></u>	<u><u>15,841.40</u></u>	<u><u>27,333.54</u></u>	<u><u>141,339.98</u></u>	<u><u>16.20 %</u></u>

Warren-Newport Public Library District
Department Budget Report
Expenditure Report as of August 31, 2025

	<u>YTD Budget</u>	<u>Expended this Month</u>	<u>YTD Actual</u>	<u>Budget Remaining</u>	<u>Percentage Used</u>
<u>Department 80 - Administration Dept</u>					
50110 - Regular Salaries	891,883.45	104,492.25	173,846.17	718,037.28	19.49 %
50117 - Staff Recognition	8,750.00	0.00	0.00	8,750.00	0.00 %
50118 - Staff Association	2,700.00	664.80	664.80	2,035.20	24.62 %
50120 - Sunday Salaries	6,196.38	0.00	0.00	6,196.38	0.00 %
51020 - Professional Fees	24,980.00	960.00	2,330.00	22,650.00	9.33 %
51021 - Legal Fees	12,000.00	2,636.25	2,636.25	9,363.75	21.97 %
51023 - Consulting/Other Professional Fees	44,720.00	3,866.09	4,004.81	40,715.19	8.96 %
51024 - Police Security Detail	5,000.00	0.00	0.00	5,000.00	0.00 %
51025 - Audit Fees	17,480.00	0.00	0.00	17,480.00	0.00 %
51026 - Unique Management Fee	3,500.00	177.30	177.30	3,322.70	5.07 %
51027 - Bank Fees	480.00	31.15	99.86	380.14	20.80 %
51032 - Credit Card Fees	6,000.00	333.35	656.43	5,343.57	10.94 %
51200 - Library Supplies	5,450.00	282.32	282.32	5,167.68	5.18 %
51210 - Office Supplies	2,600.00	0.00	0.00	2,600.00	0.00 %
51213 - Software and Hardware Support & Maint.	54,783.00	422.96	1,070.96	53,712.04	1.95 %
51420 - Postage	3,604.00	49.42	294.42	3,309.58	8.17 %
51421 - Postage Meter Rental	900.00	186.54	186.54	713.46	20.73 %
51422 - Postal Permits	200.00	0.00	0.00	200.00	0.00 %
51423 - Other Carriers	250.00	0.00	0.00	250.00	0.00 %
51500 - Staff Costs	3,367.00	0.00	0.00	3,367.00	0.00 %
51501 - Training	6,740.00	370.85	370.85	6,369.15	5.50 %
51502 - Membership & Dues	7,473.00	185.00	185.00	7,288.00	2.48 %
51503 - Educational Assistance	6,775.00	0.00	0.00	6,775.00	0.00 %
51504 - Board Development & Membership	1,158.00	30.00	30.00	1,128.00	2.59 %
51505 - Staff Development Day	2,800.00	0.00	0.00	2,800.00	0.00 %
51600 - Printing	5,200.00	0.00	0.00	5,200.00	0.00 %
51670 - Classified Ads & Legal Printing	3,500.00	0.00	195.62	3,304.38	5.59 %
51800 - Public Relations	4,500.00	0.00	0.00	4,500.00	0.00 %
51803 - Volunteers	2,655.00	0.00	34.68	2,620.32	1.31 %
52035 - Reference - Professional Collection	400.00	0.00	0.00	400.00	0.00 %
52040 - Serials & Periodicals	3,500.00	0.00	0.00	3,500.00	0.00 %

Warren-Newport Public Library District
Department Budget Report
Expenditure Report as of August 31, 2025

	<u>YTD Budget</u>	<u>Expended this Month</u>	<u>YTD Actual</u>	<u>Budget Remaining</u>	<u>Percentage Used</u>
<u>Department 80 - Administration Dept</u>					
53010 - Capital Equipment & Furnishings	700.00	0.00	0.00	700.00	0.00 %
53030 - Technology	<u>900.00</u>	<u>645.84</u>	<u>645.84</u>	<u>254.16</u>	<u>71.76 %</u>
Total Expenditures	<u><u>1,141,144.83</u></u>	<u><u>115,334.12</u></u>	<u><u>187,711.85</u></u>	<u><u>953,432.98</u></u>	<u><u>16.45 %</u></u>

Warren-Newport Public Library District
Department Budget Report
Expenditure Report as of August 31, 2025

	<u>YTD Budget</u>	<u>Expended this Month</u>	<u>YTD Actual</u>	<u>Budget Remaining</u>	<u>Percentage Used</u>
<u>Department 85 - Security</u>					
50117 - Staff Recognition	200.00	0.00	0.00	200.00	0.00 %
51200 - Library Supplies	200.00	75.00	75.00	125.00	37.50 %
51210 - Office Supplies	200.00	0.00	0.00	200.00	0.00 %
51500 - Staff Costs	100.00	0.00	0.00	100.00	0.00 %
51501 - Training	<u>300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300.00</u>	<u>0.00 %</u>
Total Expenditures	<u><u>1,000.00</u></u>	<u><u>75.00</u></u>	<u><u>75.00</u></u>	<u><u>925.00</u></u>	<u><u>7.50 %</u></u>

Warren-Newport Public Library District
Department Budget Report
Expenditure Report as of August 31, 2025

	<u>YTD Budget</u>	<u>Expended this Month</u>	<u>YTD Actual</u>	<u>Budget Remaining</u>	<u>Percentage Used</u>
<u>Department 90 - Unassigned</u>					
50005 - FICA Expense	275,090.61	30,753.28	50,055.05	225,035.56	18.20 %
50006 - Pension Expense	361,318.16	37,491.49	70,939.23	290,378.93	19.63 %
50100 - Liability Insurance	42,300.00	0.00	(8,345.39)	50,645.39	(19.73)%
50119 - Holiday Bonus	10,000.00	0.00	0.00	10,000.00	0.00 %
50200 - Worker's Compensation	12,000.00	0.00	0.00	12,000.00	0.00 %
50300 - State Unemployment	5,000.00	0.00	0.00	5,000.00	0.00 %
50320 - Health Insurance	381,266.00	27,542.41	53,198.45	328,067.55	13.95 %
50330 - Flexible Compensation	2,600.00	0.00	0.00	2,600.00	0.00 %
50350 - Life Insurance	4,300.00	277.88	563.21	3,736.79	13.10 %
50400 - Errors & Omissions	3,800.00	0.00	0.00	3,800.00	0.00 %
50600 - Treasurers Bond	1,800.00	0.00	0.00	1,800.00	0.00 %
51023 - Consulting/Other Professional Fees	47,720.00	12,186.37	12,186.37	35,533.63	25.54 %
51200 - Library Supplies	5,500.00	(221.98)	(221.98)	5,721.98	(4.04)%
51201 - Maintenance Supplies	31,290.00	1,661.26	2,753.72	28,536.28	8.80 %
51210 - Office Supplies	4,500.00	173.43	173.43	4,326.57	3.85 %
51310 - Cleaning Service - Monthly Contract	105,000.00	0.00	7,000.00	98,000.00	6.67 %
51401 - Utilities - Natural Gas	24,000.00	782.00	782.00	23,218.00	3.26 %
51402 - Utilities - Electricity	78,000.00	8,856.16	8,856.16	69,143.84	11.35 %
51403 - Utilities - Water & Sewer	6,000.00	805.32	805.32	5,194.68	13.42 %
51702 - Inspection - Building & Bookmobile	10,850.00	0.00	0.00	10,850.00	0.00 %
51810 - Building Maintenance	71,000.00	652.13	1,032.93	69,967.07	1.45 %
51820 - Building Maintenance - Landscaping	24,000.00	1,910.00	3,820.00	20,180.00	15.92 %
51830 - Building Maintenance - Snow Removal	48,400.00	0.00	0.00	48,400.00	0.00 %
51840 - Building Maintenance - Building Alarm Systems	3,000.00	510.00	510.00	2,490.00	17.00 %
51850 - Building Maintenance - HVAC	70,222.00	0.00	0.00	70,222.00	0.00 %
51870 - Building Maintenance - Waste Removal	3,025.00	225.18	225.18	2,799.82	7.44 %
51920 - Payroll Processing	32,025.00	3,089.66	5,264.90	26,760.10	16.44 %
53010 - Capital Equipment & Furnishings	668,500.00	0.00	0.00	668,500.00	0.00 %
53030 - Technology	101,990.00	3,583.58	10,921.52	91,068.48	10.71 %
53050 - Building Capital Projects	1,207,017.00	22,791.47	45,539.47	1,161,477.53	3.77 %
58000 - Debt Service - Principal	520,000.00	0.00	0.00	520,000.00	0.00 %
58050 - Debt Service - Interest	130,750.00	0.00	0.00	130,750.00	0.00 %
Total Expenditures	<u>4,292,263.77</u>	<u>153,069.64</u>	<u>266,059.57</u>	<u>4,026,204.20</u>	<u>6.20 %</u>

**Warren-Newport Public Library District
WNPL Trial Balance**

			1 Month Ended August 31, 2025	2 Months Ended August 31, 2025
Account	Type	Description	Adjusted Balance	
10-90-10001	A	Checking	0.00	39,937.85
1-90-10001	A	Checking	120,661.76	355,747.59
2-90-10001	A	Checking	0.00	5,072.77
3-90-10001	A	Checking	0.00	8,969.76
4-90-10001	A	Checking	0.00	676.37
6-90-10001	A	Checking	0.00	65.25
7-90-10001	A	Checking	0.00	3,128.43
8-90-10001	A	Checking	0.00	1,493.45
1-90-10002	A	Imprest	0.02	881.56
2-90-10002	A	Imprest	0.00	28.63
1-90-10011	A	Cash on Hand	0.00	561.00
1-90-10012	A	Cash in Bill Changer	0.00	290.00
1-90-10030	A	INB	78.58	1,046.64
10-90-10101	A	IL Funds Money Market	(31,223.58)	398,487.08
1-90-10101	A	IL Funds Money Market	(275,026.81)	2,714,521.81
2-90-10101	A	IL Funds Money Market	(9,023.94)	532,397.54
3-90-10101	A	IL Funds Money Market	(33,954.45)	57,149.20
4-90-10101	A	IL Funds Money Market	(8,833.85)	58,463.81
6-90-10101	A	IL Funds Money Market	322.40	89,624.33
7-90-10101	A	IL Funds Money Market	(33,490.50)	1,285,075.57
8-90-10101	A	IL Funds Money Market	247.99	113,410.75
1-90-10110	A	Investments	0.00	3,409,000.00
6-90-10110	A	Investments	0.00	221,769.66
7-90-10110	A	Investments	0.00	1,672,784.45
10-90-10121	A	Payroll	0.00	5.47
1-90-10121	A	Payroll	(25,135.70)	11,263.18
3-90-10121	A	Payroll	9,746.72	89,649.15
4-90-10121	A	Payroll	1,297.25	25,184.28
1-90-10150	A	PMA Cash Account	134.29	37,951.67
6-90-10150	A	PMA Cash Account	2.17	596.33
7-90-10150	A	PMA Cash Account	2.79	814.85
1-90-11500	A	Interest Receivable	0.00	74,368.00
6-90-11500	A	Interest Receivable	0.00	4,094.00
7-90-11500	A	Interest Receivable	0.00	37,022.00
1-90-12000	A	Prepaid Items	(126,926.95)	42,018.20
2-90-12000	A	Prepaid Items	0.00	9,059.77
4-90-12000	A	Prepaid Items	0.00	55,745.17
7-90-12000	A	Prepaid Items	0.00	100,516.50
34-90-18000	A	Deferred Outflow Pension Payments	0.00	883,129.00
34-90-18001	A	Deferred Outflows - Contributions from Measurement	0.00	165,730.00

Warren-Newport Public Library District WNPL Trial Balance

			1 Month Ended	2 Months Ended
			August 31, 2025	August 31, 2025
Account	Type	Description	Adjusted Balance	
34-90-18004	A	Net Pension Asset	0.00	(2,018,094.00)
34-90-19910	A	Buildings	0.00	15,462,755.76
34-90-19920	A	Land	0.00	304,909.00
34-90-19925	A	Land Improvements	0.00	425,813.50
34-90-19930	A	Furniture & Fixtures	0.00	2,037,241.49
34-90-19940	A	Books & Audio - Visual Materials	0.00	1,841,969.00
34-90-19950	A	Bookmobile	0.00	57,762.00
34-90-19960	A	Computer Hardware	0.00	121,223.35
34-90-19999	A	Accumulated Depreciation	0.00	(10,170,578.01)
1-90-20100	L	Accrued Wages	0.00	(146,840.93)
4-90-20100	L	Accrued Wages	0.00	(4,427.96)
1-90-20199	L	Accrued Liabilities	1,358.30	(1,257.00)
34-90-20200	L	Bonds Payable	0.00	(2,355,000.00)
34-90-20201	L	Accrued Interest Expense	0.00	(5,908.00)
34-90-20202	L	Bonds Payable - Current	0.00	(520,000.00)
34-90-20204	L	Premium on Issuance - LT	0.00	(324,286.00)
34-90-20206	L	Premium on Issuance - Current	0.00	(92,653.00)
34-90-20209	L	Compensated Absences Payable	0.00	(189,414.00)
34-90-20350	L	Deferred Inflows-Pension Accrual	0.00	(27,949.00)
34-90-24001	L	Net OPEB Liability	0.00	(313,647.00)
10-90-30300	Q	Fund Balance	0.00	(395,721.39)
1-90-30300	Q	Fund Balance	0.00	(3,702,605.98)
2-90-30300	Q	Fund Balance	0.00	(457,834.09)
34-90-30300	Q	Fund Balance	0.00	(5,283,004.09)
3-90-30300	Q	Fund Balance	0.00	(59,926.25)
4-90-30300	Q	Fund Balance	0.00	(43,838.08)
6-90-30300	Q	Fund Balance	0.00	(315,499.77)
7-90-30300	Q	Fund Balance	0.00	(3,158,008.70)
8-90-30300	Q	Fund Balance	300.92	(26,142.68)
8-90-30704	Q	Fund Balance - Temporarily Restricted	(150.00)	(46,155.23)
8-90-30705	Q	Restricted Fund Balance - Endowment	(150.92)	(41,955.19)
10-90-40110	R	Property Taxes - 2024 Levy	(4,716.54)	(110,196.50)
1-90-40110	R	Property Taxes - 2024 Levy	(158,461.01)	(3,702,109.47)
2-90-40110	R	Property Taxes - 2024 Levy	(4,423.44)	(103,348.08)
3-90-40110	R	Property Taxes - 2024 Levy	(6,216.64)	(145,237.39)
4-90-40110	R	Property Taxes - 2024 Levy	(4,423.19)	(103,337.59)
1-90-40202	R	Replacement Taxes	(2,124.60)	(14,489.82)
1-90-40300	R	Grants	(98,073.58)	(98,073.58)
1-90-41200	R	Copier, Printer, Fax	(2,716.34)	(4,593.70)
1-90-41410	R	Lost Materials	(711.76)	(1,385.18)
1-90-41450	R	Miscellaneous	(359.25)	(459.25)

**Warren-Newport Public Library District
WNPL Trial Balance**

			1 Month Ended August 31, 2025	2 Months Ended August 31, 2025
Account	Type	Description	Adjusted Balance	
1-90-41470	R	Vending	(127.83)	(509.64)
1-90-41490	R	Cash Over/(Short)	0.30	(1.70)
1-90-42000	R	Gifts	(5.25)	(505.25)
8-90-42050	R	Annual Fundraising Drive	(150.00)	(150.00)
10-90-45010	R	Interest	(1,551.37)	(3,451.74)
1-90-45010	R	Interest	(10,937.67)	(22,882.82)
2-90-45010	R	Interest	(1,954.67)	(4,161.85)
3-90-45010	R	IL Funds - Interest	(328.91)	(659.52)
4-90-45010	R	Interest	(242.96)	(411.10)
6-90-45010	R	Interest	(324.57)	(649.80)
7-90-45010	R	Interest	(4,763.16)	(9,669.91)
8-90-45010	R	Interest	(257.62)	(509.50)
8-90-45011	R	Interest - Endowment Fund	(150.92)	(302.15)
3-90-50005	E	FICA Expense	30,753.28	50,055.05
10-90-50006	E	Pension Expense	37,491.49	70,939.23
4-90-50100	E	Liability Insurance	0.00	(8,345.39)
1-10-50110	E	Regular Salaries	74,860.93	118,648.33
1-20-50110	E	Regular Salaries	58,831.53	93,914.72
1-40-50110	E	Regular Salaries	50,958.28	84,890.28
1-50-50110	E	Regular Salaries	64,388.04	106,903.18
1-60-50110	E	Regular Salaries	25,995.26	43,320.66
1-70-50110	E	Regular Salaries	17,619.75	29,366.25
1-75-50110	E	Regular Salaries	15,687.00	26,179.14
1-80-50110	E	Regular Salaries	92,289.50	153,555.68
4-80-50110	E	Regular Salaries	12,202.75	20,290.49
1-10-50117	E	Staff Recognition	75.00	75.00
1-20-50117	E	Staff Recognition	25.00	25.00
1-80-50118	E	Staff Association	664.80	664.80
1-10-50120	E	Sunday Salaries	188.29	188.29
1-20-50120	E	Sunday Salaries	195.45	195.45
1-40-50120	E	Sunday Salaries	80.59	80.59
1-50-50120	E	Sunday Salaries	159.86	159.86
1-90-50320	E	Health Insurance	27,542.41	53,198.45
1-90-50350	E	Life Insurance	277.88	563.21
1-10-51010	E	Program Expenses	3,045.21	4,095.21
1-20-51010	E	Program Expenses	264.22	264.22
1-20-51016	E	Maker Space	1,534.79	1,534.79
1-80-51020	E	Professional Fees	960.00	2,330.00
1-80-51021	E	Legal Fees	2,636.25	2,636.25
1-70-51023	E	Consulting & Other Professional Fees	13,750.95	27,501.90
1-80-51023	E	Consulting & Other Professional Fees	3,866.09	4,004.81

**Warren-Newport Public Library District
WNPL Trial Balance**

Account	Type	Description	1 Month Ended	2 Months Ended
			August 31, 2025	August 31, 2025
			Adjusted Balance	
7-90-51023	E	Consulting & Other Professional Fees	12,186.37	12,186.37
1-80-51026	E	Unique Management Fee	177.30	177.30
1-80-51027	E	Bank Fees	31.15	99.86
1-80-51032	E	Credit Card Fees	333.35	656.43
1-10-51200	E	Library Supplies	462.26	462.26
1-20-51200	E	Library Supplies	151.23	151.23
1-40-51200	E	Library Supplies	4,641.72	5,314.29
1-50-51200	E	Library Supplies	47.49	47.49
1-80-51200	E	Library Supplies	282.32	282.32
1-85-51200	E	Library Supplies	75.00	75.00
1-90-51200	E	Library Supplies	(221.98)	(221.98)
2-90-51201	E	Maintenance Supplies- Bldg.	1,661.26	2,753.72
1-10-51210	E	Office Supplies	56.80	56.80
1-20-51210	E	Office Supplies	53.46	53.46
1-40-51210	E	Office Supplies	38.43	38.43
1-70-51210	E	Office Supplies	65.32	65.32
1-90-51210	E	Office Supplies	173.43	173.43
1-70-51212	E	Computer Supplies	78.99	78.99
1-40-51213	E	Software and Hardware Support & Maint.	18,969.55	19,177.75
1-60-51213	E	Computer Software & Hardware Maintenance	221.92	221.92
1-70-51213	E	Software and Hardware Supplies	8,320.48	18,428.01
1-80-51213	E	Software and Hardware Support & Maint.	422.96	1,070.96
1-90-51310	E	Cleaning Service - Monthly Contract	0.00	7,000.00
2-90-51401	E	Utilities - Natural Gas	782.00	782.00
2-90-51402	E	Utilities - Electricity	8,856.16	8,856.16
2-90-51403	E	Utilities - Water & Sewer	805.32	805.32
1-70-51410	E	Telephone	5,466.60	9,013.20
1-40-51420	E	Postage	0.00	160.00
1-80-51420	E	Postage	49.42	294.42
1-80-51421	E	Postage Meter Rental	186.54	186.54
1-10-51500	E	Staff Costs	44.66	51.66
1-20-51501	E	Training	300.00	300.00
1-70-51501	E	Training	239.36	473.28
1-80-51501	E	Training	370.85	370.85
1-10-51502	E	Membership & Dues	125.00	223.00
1-40-51502	E	Membership & Dues	0.00	40.00
1-80-51502	E	Membership & Dues	185.00	185.00
1-80-51504	E	Board Development & Membership	30.00	30.00
1-60-51650	E	Newletter Printing	13,333.00	13,333.00
1-80-51670	E	Classified Ads & Legal Printing	0.00	195.62
1-75-51710	E	Van Maintenance	154.40	1,154.40

Warren-Newport Public Library District WNPL Trial Balance

			1 Month Ended August 31, 2025	2 Months Ended August 31, 2025
Account	Type	Description	Adjusted Balance	
1-70-51750	E	Photocopier Lease & Maintenance	1,690.00	3,380.00
1-60-51800	E	Public Relations	8,327.28	8,327.28
1-80-51803	E	Volunteers	0.00	34.68
2-90-51810	E	Building Maintenance	652.13	1,032.93
2-90-51820	E	Building Maintenance - Landscaping	1,910.00	3,820.00
2-90-51840	E	Building Maintenance - Building Alarm Systems	510.00	510.00
2-90-51870	E	Building Maintenance - Waste Removal	225.18	225.18
1-90-51920	E	Payroll Services	3,089.66	5,264.90
1-40-52010	E	Standing Orders	226.09	516.03
1-40-52020	E	Books	10,689.48	43,776.35
1-40-52040	E	Serials & Periodicals	0.00	482.22
1-40-52100	E	Audio - Visual	4,190.89	5,805.99
1-40-52200	E	Library of Things	37.71	37.71
1-40-52500	E	Online Electronic Databases	38,146.39	145,352.60
1-40-52700	E	Shipping Costs - Materials	194.50	352.19
1-70-53030	E	Technology	372.57	372.57
1-80-53030	E	Technology	645.84	645.84
7-90-53030	E	Technology	3,583.58	10,921.52
7-90-53050	E	Building Capital Projects	22,480.92	45,228.92
8-90-53050	E	Building Capital Projects	310.55	310.55
Totals			0.00	0.00
Net Profit/(Loss)			(409,763.51)	3,058,658.82

Warren-Newport Public Library District

Check Register

All Bank Accounts
August 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
Amazon Capital Services				20260	08/05/25	<u>3,347.21</u>
2-90-51810	Building Maintenance	Acct #A2MYANVR5PC	418.85			
1-10-51210	Office Supplies	Acct #A2MYANVR5PC	20.81			
1-10-51010	Program Expenses	Acct #A2MYANVR5PC	422.50			
1-40-52020	Books	Acct #A2MYANVR5PC	512.46			
1-20-51016	Maker Space	Acct #A2MYANVR5PC	828.61			
1-40-51200	Library Supplies	Acct #A2MYANVR5PC	49.30			
1-10-51200	Library Supplies	Acct #A2MYANVR5PC	70.31			
1-40-52200	Library of Things	Acct #A2MYANVR5PC	26.74			
1-40-52100	Audio - Visual	Acct #A2MYANVR5PC	307.92			
1-80-50118	Staff Association	Acct #A2MYANVR5PC	365.43			
1-80-51200	Library Supplies	Acct #A2MYANVR5PC	115.00			
1-20-51210	Office Supplies	Acct #A2MYANVR5PC	53.46			
1-20-51200	Library Supplies	Acct #A2MYANVR5PC	63.61			
1-50-51200	Library Supplies	Acct #A2MYANVR5PC	47.49			
1-20-51010	Program Expenses	Acct #A2MYANVR5PC	44.72			
Creative Brick & Concrete				20261	08/05/25	<u>310.55</u>
8-90-53050	Building Capital Projects	Cust #WARREN-NEWPO, Inv #721949	176.38			
8-90-53050	Building Capital Projects	Cust #WARREN-NEWPO, Inv #722019	134.17			
De Lage Landen Financial Services Inc				20262	08/05/25	<u>1,690.00</u>
1-70-51750	Photocopier Lease & Maintenance	Acct #339147, Inv #591077232	1,690.00			
GoTo Communications, Inc.				20263	08/05/25	<u>1,920.57</u>
1-70-51410	Telephone	Cust #CN-560226-2006, Inv #IN7104110263	1,920.57			
ILT Vignocchi, Inc.				20264	08/05/25	<u>1,910.00</u>
2-90-51820	Building Maintenance - Landscaping	Inv #INV-9386	1,910.00			
Midwest Tape				20265	08/05/25	<u>20,000.00</u>
1-40-52500	Online Electronic Databases	Hoopla Service	20,000.00			
RAILS				20266	08/05/25	<u>735.00</u>
1-40-52500	Online Electronic Databases	Inv #14958	735.00			
Thirdway, Inc.				20267	08/05/25	<u>6,077.83</u>
7-90-51023	Consulting & Other Professional Fees	Inv #2084	891.46			
7-90-51023	Consulting & Other Professional Fees	Inv #2094	4,400.00			
7-90-51023	Consulting & Other Professional Fees	Inv #2097	786.37			
Today's Business Solutions, Inc.				20268	08/05/25	<u>202.54</u>
1-80-51023	Consulting & Other Professional Fees	Inv #073025-27	202.54			
ArtRageous Apparel				20269	08/15/25	<u>75.00</u>
1-85-51200	Library Supplies	Inv #251160	75.00			

Warren-Newport Public Library District

Check Register

All Bank Accounts
August 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Bibliotheca, LLC.				20270	08/15/25	<u>3,674.00</u>
1-40-51200	Library Supplies	Cust #C14500-US, Inv #INV-US82123	3,674.00			
Cardmember Service				20271	08/15/25	<u>9,363.04</u>
1-10-50117	Staff Recognition	Acct #4798 1714 2900 0166	75.00			
1-10-51010	Program Expenses	Acct #4798 1714 2900 0166	120.59			
1-10-51200	Library Supplies	Acct #4798 1714 2900 0166	204.99			
1-10-51502	Membership & Dues	Acct #4798 1714 2900 0166	125.00			
1-20-50117	Staff Recognition	Acct #4798 1714 2900 0166	25.00			
1-20-51016	Maker Space	Acct #4798 1714 2900 0166	15.08			
1-20-51501	Training	Acct #4798 1714 2900 0166	300.00			
1-40-51200	Library Supplies	Acct #4798 1714 2900 0166	120.72			
1-40-52500	Online Electronic Databases	Acct #4798 1714 2900 0166	198.81			
1-60-51213	Computer Software & Hardware Maintenance	Acct #4798 1714 2900 0166	221.92			
1-60-51800	Public Relations	Acct #4798 1714 2900 0166	5,424.40			
1-75-51710	Van Maintenance	Acct #4798 1714 2900 0166	154.40			
1-80-50118	Staff Association	Acct #4798 1714 2900 0166	126.87			
1-80-51200	Library Supplies	Acct #4798 1714 2900 0166	62.64			
1-80-51213	Software and Hardware Support & Maint.	Acct #4798 1714 2900 0166	422.96			
1-80-51501	Training	Acct #4798 1714 2900 0166	370.85			
1-80-51502	Membership & Dues	Acct #4798 1714 2900 0166	185.00			
1-80-51504	Board Development & Membership	Acct #4798 1714 2900 0166	30.00			
1-80-53030	Technology	Acct #4798 1714 2900 0166	645.84			
1-90-51210	Office Supplies	Acct #4798 1714 2900 0166	173.43			
2-90-51201	Maintenance Supplies-Bldg.	Acct #4798 1714 2900 0166	126.26			
2-90-51810	Building Maintenance	Acct #4798 1714 2900 0166	233.28			
Cooperative Computer Services				20272	08/15/25	<u>18,969.55</u>
1-40-51213	Software and Hardware Support & Maint.	Cust #WRK, Inv #2463	18,969.55			
Engberg Anderson Architects				20273	08/15/25	<u>12,127.92</u>
7-90-53050	Building Capital Projects	Inv #24378001-1	12,127.92			
Global Tree Service				20274	08/15/25	<u>2,500.00</u>
7-90-53050	Building Capital Projects	Transplant plants and shrubs	2,500.00			
Lauterbach & Amen, LLP				20275	08/15/25	<u>960.00</u>
1-80-51020	Professional Fees	Inv #107494	960.00			
Mobilebeacon				20276	08/15/25	<u>10,320.00</u>
1-40-52500	Online Electronic Databases	Ref #A-118970-20250722-1142	8,400.00			
1-70-51410	Telephone	Ref #A-118970-20250722-1142	1,920.00			
Network Technology Innovations, Inc.				20277	08/15/25	<u>1,946.15</u>
7-90-53030	Technology	Inv #3798	1,946.15			
OverDrive, Inc.				20278	08/15/25	<u>4,531.74</u>
1-40-52500	Online Electronic Databases	Cust #1018-1003, Inv #01018CO25247258	4,531.74			
Pitney Bowes Bank Inc Purchase Power				20279	08/15/25	<u>49.42</u>

Warren-Newport Public Library District

Check Register

All Bank Accounts

August 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
1-80-51420	Postage	Acct #8000-9090-0621-5565	49.42			
Pitney Bowes Global Financial Ser.				20280	08/15/25	<u>186.54</u>
1-80-51421	Postage Meter Rental	Acct #0016891385, Inv #3107342057	186.54			
Uline				20281	08/15/25	<u>1,535.00</u>
2-90-51201	Maintenance Supplies-Bldg.	Cust #2467722, Inv #196139375	1,535.00			
Unique				20282	08/15/25	<u>177.30</u>
1-80-51026	Unique Management Fee	Inv #6142867	177.30			
Village of Gurnee				20283	08/15/25	<u>2,902.88</u>
1-60-51800	Public Relations	Cust #4443, Inv #4800	2,902.88			
Waste Management				20284	08/15/25	<u>225.18</u>
2-90-51870	Building Maintenance - Waste Removal	Cust #15-24798-33008, Inv #7468504-2013-2	225.18			
CDW Government, Inc.				20285	08/19/25	<u>242.31</u>
7-90-53030	Technology	Acct #186659, Inv #AF3ZD9J	174.59			
1-70-51212	Computer Supplies	Acct #186659, Inv #AF32R8L	67.72			
Comcast				20286	08/19/25	<u>1,600.00</u>
1-70-51410	Telephone	Acct #931106889, Inv #248058389	1,600.00			
Constellation New Energy, Inc.				20287	08/19/25	<u>8,856.16</u>
2-90-51402	Utilities - Electricity	Cust #764456-0, Stmt #71308608601	8,856.16			
Constellation NewEnergy - Gas Division				20288	08/19/25	<u>782.00</u>
2-90-51401	Utilities - Natural Gas	Acct #BG-10237, Inv #4382543	782.00			
DeSueno Dance LLC				20289	08/19/25	<u>250.00</u>
1-10-51010	Program Expenses	Latin Dance Sampler	250.00			
Engberg Anderson Architects				20290	08/19/25	<u>(12,127.92)</u>
7-90-53050	Building Capital Projects	To Void Duplicated Check	-12,127.92			
Engberg Anderson Architects				20290	08/19/25	<u>12,127.92</u>
7-90-53050	Building Capital Projects	Inv #24378001-1	12,127.92			
FSS Technologies, LLC				20291	08/19/25	<u>510.00</u>
2-90-51840	Building Maintenance - Building Alarm Systems	Inv #I-70037	510.00			
GoCreative Programs, LLC				20292	08/19/25	<u>1,000.00</u>
1-10-51010	Program Expenses	Hispanic Cultural Heritage Show	1,000.00			
Mobilebeacon				20293	08/19/25	<u>(10,320.00)</u>
1-40-52500	Online Electronic Databases	To Void Duplicated Check	-8,400.00			
1-70-51410	Telephone	To Void Duplicated Check	-1,920.00			
Mobilebeacon				20293	08/19/25	<u>10,320.00</u>
1-40-52500	Online Electronic Databases	Inv #A-118970-20250722-1142	8,400.00			

Warren-Newport Public Library District

Check Register

All Bank Accounts
August 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
1-70-51410	Telephone	Inv #A-118970-20250722-1142	1,920.00			
Network Technology Innovations, Inc.				20294	08/19/25	<u>1,946.15</u>
7-90-53030	Technology	Inv #3798	1,946.15			
Network Technology Innovations, Inc.				20294	08/19/25	<u>(1,946.15)</u>
7-90-53030	Technology	To Void Duplicated Check	-1,946.15			
OverDrive, Inc.				20295	08/19/25	<u>(4,531.74)</u>
1-40-52500	Online Electronic Databases	To Void Duplicated Check	-4,531.74			
OverDrive, Inc.				20295	08/19/25	<u>4,531.74</u>
1-40-52500	Online Electronic Databases	Cust #1018-1003, Inv #01018CO25247258	4,531.74			
Pitney Bowes Global Financial Ser.				20296	08/19/25	<u>186.54</u>
1-80-51421	Postage Meter Rental	Acct #0016891385, Inv #3107342057	186.54			
Pitney Bowes Global Financial Ser.				20296	08/19/25	<u>(186.54)</u>
1-80-51421	Postage Meter Rental	To Void Duplicated Check	-186.54			
Total Paving and Brick Services				20297	08/19/25	<u>7,853.00</u>
7-90-53050	Building Capital Projects	Inv #14141	7,853.00			
Uline				20298	08/19/25	<u>1,535.00</u>
2-90-51201	Maintenance Supplies-Bldg.	Cust #2467722, Inv #196139375	1,535.00			
Uline				20298	08/19/25	<u>(1,535.00)</u>
2-90-51201	Maintenance Supplies-Bldg.	To Void Duplicated Check	-1,535.00			
Unique				20299	08/19/25	<u>(177.30)</u>
1-80-51026	Unique Management Fee	To Void Duplicated Check	-177.30			
Unique				20299	08/19/25	<u>177.30</u>
1-80-51026	Unique Management Fee	Inv #6142867	177.30			
Village of Gurnee				20300	08/19/25	<u>805.32</u>
2-90-51403	Utilities - Water & Sewer	Cust #14460-04443, Inv #480815	805.32			
Village of Gurnee				20301	08/19/25	<u>(2,902.88)</u>
1-60-51800	Public Relations	To Void Duplicated Check	-2,902.88			
Village of Gurnee				20301	08/19/25	<u>2,902.88</u>
1-60-51800	Public Relations	Cust #4443, Inv #4800	2,902.88			
Zor Zapata Facepainting LLC				20302	08/19/25	<u>250.00</u>
1-10-51010	Program Expenses	Hispanic Heritage Celebration	250.00			
Baker & Taylor				20303	08/29/25	<u>10,684.91</u>
1-10-51010	Program Expenses	Baker & Taylor	204.15			
1-40-52010	Standing Orders	Baker & Taylor	226.09			
1-40-52020	Books	Baker & Taylor	9,294.93			
1-40-51200	Library Supplies	Baker & Taylor	765.24			
1-40-52700	Shipping Costs - Materials	Baker & Taylor	194.50			

Warren-Newport Public Library District

Check Register

All Bank Accounts

August 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
James W. Smith Printing Company				20304	08/29/25	<u>13,333.00</u>
1-60-51650	Newletter Printing	Acct #10760, Inv #056947	13,333.00			
Midwest Tape				20305	08/29/25	<u>1,762.83</u>
1-40-52100	Audio - Visual	Midwest Tape	1,762.83			
Outsource Solutions Group, Inc				20306	08/29/25	<u>22,310.79</u>
1-70-51023	Consulting & Other Professional Fees	Inv #85281	13,750.95			
1-70-51501	Training	Inv #85281	239.36			
1-70-51213	Software and Hardware Supplies	Inv #85281	664.48			
1-70-51213	Software and Hardware Supplies	Inv #85299	7,656.00			
OverDrive, Inc.				20307	08/29/25	<u>4,280.84</u>
1-40-52500	Online Electronic Databases	Cust #1018-1003, Inv #01018CO25258468	4,280.84			
Playaway Products LLC				20308	08/29/25	<u>1,515.76</u>
1-40-52100	Audio - Visual	Inv #508433	1,515.76			
Thirdway, Inc.				20309	08/29/25	<u>10,803.38</u>
7-90-51023	Consulting & Other Professional Fees	Inv #2103	3,500.00			
7-90-51023	Consulting & Other Professional Fees	Inv #2102	3,500.00			
1-80-51023	Consulting & Other Professional Fees	Inv #2107	1,500.00			
1-80-51023	Consulting & Other Professional Fees	Inv #2108	1,500.00			
1-80-51023	Consulting & Other Professional Fees	Inv #2109	803.38			
T-Mobile				20310	08/29/25	<u>26.03</u>
1-70-51410	Telephone	Acct #951931266	26.03			
Accurate Employment Screening, LLC				20311	08/30/25	<u>62.71</u>
1-80-51023	Consulting & Other Professional Fees	INV #AUR2354450	62.71			
Amazon Capital Services				20312	08/30/25	<u>3,916.14</u>
1-10-51010	Program Expenses	Acct #A2MYANVR5PC	753.14			
1-80-51200	Library Supplies	Acct #A2MYANVR5PC	104.68			
1-40-52020	Books	Acct #A2MYANVR5PC	849.30			
1-70-51212	Computer Supplies	Acct #A2MYANVR5PC	11.27			
1-20-51016	Maker Space	Acct #A2MYANVR5PC	676.35			
1-10-51210	Office Supplies	Acct #A2MYANVR5PC	35.99			
7-90-53030	Technology	Acct #A2MYANVR5PC	67.95			
1-40-52100	Audio - Visual	Acct #A2MYANVR5PC	604.38			
1-70-51210	Office Supplies	Acct #A2MYANVR5PC	65.32			
1-20-51200	Library Supplies	Acct #A2MYANVR5PC	87.62			
1-40-51200	Library Supplies	Acct #A2MYANVR5PC	32.46			
1-40-52200	Library of Things	Acct #A2MYANVR5PC	10.97			
1-10-51200	Library Supplies	Acct #A2MYANVR5PC	186.96			
1-40-51210	Office Supplies	Acct #A2MYANVR5PC	38.43			
1-20-51010	Program Expenses	Acct #A2MYANVR5PC	219.50			
1-90-51200	Library Supplies	Acct #A2MYANVR5PC	171.82			

Warren-Newport Public Library District

Check Register

All Bank Accounts

August 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
CDW Government, Inc.				20313	08/30/25	<u>2,333.03</u>
1-70-53030	Technology	Acct #186659, Inv #AF6XX5Z	938.14			
7-90-53030	Technology	Acct #186659, Inv #AF6XX6A	1,394.89			
Cengage Learning, Inc.				20314	08/30/25	<u>32.79</u>
1-40-52020	Books	Acct #100298154, Inv #999100776141	32.79			
Robbins Schwartz				20315	08/30/25	<u>2,636.25</u>
1-80-51021	Legal Fees	Client #001632, Inv #1021084	2,066.25			
1-80-51021	Legal Fees	Client #001632, Inv #1023631	570.00			
NCPERS - IL IMRF				51632	08/06/25	<u>35,154.94</u>
1-90-20160	Pension Withholding	July 2025 Member Contributions	11,009.88			
10-90-50006	Pension Expense	July 2025 Employer Contributions	24,145.06			
United HealthCare Insurance Co.				51635	08/12/25	<u>33,880.63</u>
1-90-50320	Health Insurance	Employer Payment	25,999.70			
1-90-20140	Health Insurance	Employee W/H	7,880.93			
Principal				51636	08/19/25	<u>2,680.37</u>
1-90-20140	Health Insurance	August Payroll	1,277.54			
1-90-50320	Health Insurance	August Payroll	1,124.95			
1-90-50350	Life Insurance	August Payroll	277.88			
Employee Benefits				51637	08/31/25	<u>4,412.85</u>
1-90-20180	Flexible Benefits	Payroll - 08/01	1,443.11			
1-90-20180	Flexible Benefits	Payroll - 08/15	1,443.11			
1-90-20180	Flexible Benefits	Payroll - 08/29	1,443.11			
1-90-50320	Health Insurance	Monthly Fee - August 2025	83.52			
NCPERS Group Life Ins.				51639	08/10/25	<u>80.00</u>
1-90-20150	Life Insurance	Group Life Insurance - August 2025	80.00			
Fifth Third Bank				51640	08/31/25	<u>307.19</u>
1-80-51032	Credit Card Fees	Vantiv	199.84			
1-80-51032	Credit Card Fees	Fifth Third Billing	107.35			
Check List Total						<u><u>278,100.65</u></u>

Warren-Newport Public Library District

WNPL Check List

Fifth Third Comingled

August 1, 2025 - August 31, 2025

Check Number	Check Date	Payee	Amount
Vendor Checks			
20260	08/05/25	Amazon Capital Services	3,347.21
20261	08/05/25	Creative Brick & Concrete	310.55
20262	08/05/25	De Lage Landen Financial Services Inc	1,690.00
20263	08/05/25	GoTo Communications, Inc.	1,920.57
20264	08/05/25	ILT Vignocchi, Inc.	1,910.00
20265	08/05/25	Midwest Tape	20,000.00
20266	08/05/25	RAILS	735.00
20267	08/05/25	Thirdway, Inc.	6,077.83
20268	08/05/25	Today's Business Solutions, Inc.	202.54
20269	08/15/25	ArtRageous Apparel	75.00
20270	08/15/25	Bibliotheca, LLC.	3,674.00
20271	08/15/25	Cardmember Service	9,363.04
20272	08/15/25	Cooperative Computer Services	18,969.55
20273	08/15/25	Engberg Anderson Architects	12,127.92
20274	08/15/25	Global Tree Service	2,500.00
20275	08/15/25	Lauterbach & Amen, LLP	960.00
20276	08/15/25	Mobilebeacon	10,320.00
20277	08/15/25	Network Technology Innovations, Inc.	1,946.15
20278	08/15/25	OverDrive, Inc.	4,531.74
20279	08/15/25	Pitney Bowes Bank Inc Purchase Power	49.42
20280	08/15/25	Pitney Bowes Global Financial Ser.	186.54
20281	08/15/25	Uline	1,535.00
20282	08/15/25	Unique	177.30
20283	08/15/25	Village of Gurnee	2,902.88
20284	08/15/25	Waste Management	225.18
20285	08/19/25	CDW Government, Inc.	242.31
20286	08/19/25	Comcast	1,600.00
20287	08/19/25	Constellation New Energy, Inc.	8,856.16
20288	08/19/25	Constellation NewEnergy - Gas Division	782.00
20289	08/19/25	DeSueno Dance LLC	250.00
20290	08/19/25	Engberg Anderson Architects	(12,127.92)
20290	08/19/25	Engberg Anderson Architects	12,127.92
20291	08/19/25	FSS Technologies, LLC	510.00
20292	08/19/25	GoCreative Programs, LLC	1,000.00
20293	08/19/25	Mobilebeacon	10,320.00
20293	08/19/25	Mobilebeacon	(10,320.00)
20294	08/19/25	Network Technology Innovations, Inc.	(1,946.15)
20294	08/19/25	Network Technology Innovations, Inc.	1,946.15
20295	08/19/25	OverDrive, Inc.	4,531.74
20295	08/19/25	OverDrive, Inc.	(4,531.74)
20296	08/19/25	Pitney Bowes Global Financial Ser.	(186.54)
20296	08/19/25	Pitney Bowes Global Financial Ser.	186.54
20297	08/19/25	Total Paving and Brick Services	7,853.00
20298	08/19/25	Uline	1,535.00
20298	08/19/25	Uline	(1,535.00)
20299	08/19/25	Unique	(177.30)
20299	08/19/25	Unique	177.30
20300	08/19/25	Village of Gurnee	805.32
20301	08/19/25	Village of Gurnee	(2,902.88)
20301	08/19/25	Village of Gurnee	2,902.88
20302	08/19/25	Zor Zapata Facepainting LLC	250.00
20303	08/29/25	Baker & Taylor	10,684.91
20304	08/29/25	James W. Smith Printing Company	13,333.00
20305	08/29/25	Midwest Tape	1,762.83
20306	08/29/25	Outsource Solutions Group, Inc	22,310.79
20307	08/29/25	OverDrive, Inc.	4,280.84
20308	08/29/25	Playaway Products LLC	1,515.76

Warren-Newport Public Library District**WNPL Check List**

Fifth Third Comingled

August 1, 2025 - August 31, 2025

Check Number	Check Date	Payee	Amount
20309	08/29/25	Thirdway, Inc.	10,803.38
20310	08/29/25	T-Mobile	26.03
20311	08/30/25	Accurate Employment Screening, LLC	62.71
20312	08/30/25	Amazon Capital Services	3,916.14
20313	08/30/25	CDW Government, Inc.	2,333.03
20314	08/30/25	Cengage Learning, Inc.	32.79
20315	08/30/25	Robbins Schwartz	2,636.25
51632	08/06/25	NCPERS - IL IMRF	35,154.94
51635	08/12/25	United HealthCare Insurance Co.	33,880.63
51636	08/19/25	Principal	2,680.37
51637	08/31/25	Employee Benefits	4,412.85
51639	08/10/25	NCPERS Group Life Ins.	80.00
51640	08/31/25	Fifth Third Bank	307.19
Vendor Check Total			<u>278,100.65</u>
Check List Total			<u><u>278,100.65</u></u>

Check count = 70

Property Tax Allocations - Lake County
Current Property Taxes - 2024 Levy
For the Year Ended June 30, 2026

Library	6,627,134.97	88.90275%
Building Maintenance	184,996.56	2.48172%
IMRF	197,254.86	2.64617%
Liability Insurance	184,986.29	2.48158%
Bonds & Interest	0.00	0.00000%
Social Security	259,991.49	3.48778%
Total	7,454,364.17	100.00000%

	Total	Corporate	Building		Public	
Date	Distribution	1-90-40110	Maintenance 2-90-40110	IMRF 10-90-40110	Liability 4-90-40110	FICA 3-90-40110
7/3	153.96	134.05	6.15	6.90	2.90	3.96
7/3	49,107.21	43,657.43	1,218.84	1,299.67	1,218.57	1,712.70
7/25	89,325.21	79,410.53	2,217.84	2,364.75	2,216.44	3,115.36
8/8	39,151.77	34,807.00	971.64	1,036.02	971.58	1,365.53
8/12	25.06	22.29	0.62	0.66	0.62	0.87
8/22	139,063.99	123,631.72	3,451.18	3,679.86	3,450.99	4,850.24
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
	316,827.20	281,663.02	7,866.27	8,387.86	7,861.10	11,048.66

2024 Levy Collected in 2025 Fiscal Year

5/23	527,486.07	468,949.64	13,090.74	13,958.16	13,090.01	18,397.53
6/12	2,321,105.37	2,063,526.58	57,603.37	61,420.30	57,600.17	80,954.94
6/17	168.36	149.68	4.18	4.46	4.18	5.87
6/27	997,536.52	886,837.43	24,756.08	26,396.47	24,754.70	34,791.83
6/30	1,105.51	982.83	27.44	29.25	27.43	38.56
		0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
	<u>3,847,401.83</u>	<u>3,420,446.16</u>	<u>95,481.81</u>	<u>101,808.64</u>	<u>95,476.49</u>	<u>134,188.73</u>
Totals	4,164,229.03	3,702,109.19	103,348.08	110,196.50	103,337.59	145,237.39

Payroll Distribution Summary

For The Year Ended June 30, 2026

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Payroll Distribution Summary

For The Year Ended June 30, 2026

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Payroll Distribution Summary

For The Year Ended June 30, 2026

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WARREN-NEWPORT PUBLIC LIBRARY
Monthly Cash Balances

Month	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24
Account								
10001	\$ 356,281.32	\$ 282,690.52	\$ 331,767.89	\$ 329,521.78	\$ 325,078.07	\$ 324,030.74	\$ 273,570.94	\$ 215,128.05
10002	529.45	529.46	529.47	529.48	529.49	529.50	529.51	529.52
10011	571.00	571.00	571.00	571.00	571.00	571.00	571.00	571.00
10012	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00
10020	-	-	-	-	-	-	-	-
10030	-	-	-	-	-	-	-	-
10101	7,360,334.50	7,222,023.33	5,826,365.65	5,146,117.66	4,494,206.05	3,997,089.60	3,434,491.49	3,060,619.34
10110	4,858,013.49	4,847,351.45	4,794,151.45	4,949,031.25	4,955,481.25	4,829,850.00	4,505,138.11	5,008,088.11
10121	167,962.55	168,053.54	159,702.95	159,124.76	288,200.89	157,225.44	140,618.68	126,987.46
10150	40,322.56	71,625.04	159,913.80	5,618.74	18,034.91	173,097.66	522,924.65	21,277.64
10300	-	-	-	-	-	-	-	-
16000	-	-	-	-	-	-	-	-
Total	\$12,784,304.87	\$12,593,134.34	\$11,273,292.21	\$10,590,804.67	\$10,082,391.66	\$9,482,683.94	\$8,878,134.38	\$8,433,491.12

WARREN-NEWPORT PUBLIC LIBRARY
Monthly Cash Balances

Month	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24
Account								
10001	\$ 287,881.26	\$ 282,655.37	\$ 242,265.76	\$ 318,069.03	\$ 307,577.00	\$ 246,158.53	\$ 312,449.32	\$ 325,192.80
10002	529.53	529.54	530.55	530.56	530.57	32.28	1,000.01	970.03
10011	571.00	571.00	571.00	571.00	571.00	571.00	561.00	561.00
10012	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00
10020	-	-	-	-	-	-	-	-
10030	-	-	1.00	4.19	167.98	639.15	1,000.00	918.02
10101	2,716,078.94	5,614,865.00	4,995,934.82	4,706,633.57	7,006,014.83	6,919,779.19	5,892,964.35	5,287,608.67
10110	4,864,288.11	5,026,288.11	4,451,288.11	4,214,138.11	4,845,888.11	5,110,942.22	4,889,642.22	5,137,042.22
10121	144,014.18	165,410.70	313,704.82	185,035.23	202,006.50	216,720.26	229,214.34	364,883.86
10150	193,761.10	32,474.98	639,686.18	893,019.02	275,250.14	36,886.56	307,967.00	72,608.86
10300	-	-	-	-	-	-	-	-
16000	-	-	-	-	-	-	-	-
Total	\$8,207,414.12	\$11,123,084.70	\$10,644,272.24	\$10,318,290.71	\$12,638,296.13	\$12,532,019.19	\$11,635,088.24	\$11,190,075.46

WARREN-NEWPORT PUBLIC LIBRARY
Monthly Cash Balances

Month	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25
Account								
10001	\$ 187,834.92	\$ 203,215.40	\$ 297,668.41	\$ 164,746.49	\$ 278,770.70	\$ 258,261.05	\$ 294,429.71	\$ 415,091.47
10002	910.06	910.07	910.09	910.11	910.13	910.15	910.17	910.19
10011	561.00	561.00	561.00	561.00	561.00	561.00	561.00	561.00
10012	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00
10020	-	-	-	-	-	-	-	-
10030	1,011.31	1,080.00	1,000.00	975.40	1,020.84	1,000.00	968.06	1,046.64
10101	4,914,903.01	4,468,611.30	3,981,304.31	3,581,463.27	3,502,392.82	6,070,111.32	5,640,112.83	5,249,130.09
10110	5,140,942.22	5,243,942.22	5,254,254.11	5,031,304.11	5,055,554.11	5,303,554.11	5,303,554.11	5,303,554.11
10121	220,074.59	199,643.12	178,835.83	155,895.38	106.15	255,659.01	140,193.81	126,102.08
10150	88,492.57	10,775.25	8,595.04	257,315.90	277,802.61	39,084.84	39,223.60	39,362.85
10300	-	-	-	-	-	-	-	-
16000	-	-	-	-	-	-	-	-
Total	\$10,555,019.68	\$10,129,028.36	\$9,723,418.79	\$9,193,461.66	\$9,117,408.36	\$11,929,431.48	\$11,420,243.29	\$11,136,048.43

**Warren-Newport Public Library District
Board of Trustees
Committee of the Whole Report**

Committee Work: Buildings & Grounds

Date: 10/7/2025

Summary: What was discussed, reported on, accomplished? Was there consensus on a decision?

Ryan Livergood updated the board on status of the building renovations, and what has been completed and when it is estimated that the next steps are completed. Target completion date by June 1, 2026

Recommendation(s) for Board Action (if any), consent agenda or new business?

Continue to coordinate and find a date for this summer for a ribbon cutting to celebrate with the community.

Tasks Pending (if any) Who – What – When: Who's doing the task? What is it? What's the deadline?

The time line and schedule for Library Closures during remodeling.

Agenda item(s) for next Committee of the Whole:

Confirm Building Vote and special meeting scheduled for Dec 22nd 10am to award the contract to begin the remodel. .

Submitted by/date:

Caroline Costa Beadle
Building & Grounds Chair
October 7, 2025

**Warren-Newport Public Library District
Board of Trustees
Committee of the Whole Report
Summary, Personnel, and General**

Date, and Location: October 7, 2025, McCullough Board Room

Members Attending: George Kotsinis, Wendy Hamilton, Kerry Eagar, Bonnie Sutton, Lauren Bugner, Caroline Beadle, Ryan Livergood

Members Absent: Celeste Flores

Also Attending: Gina Ornelas, Rebekah Raleigh, Katie Troyer, Dawn Leijon, David Vinjamuri

Overall Summary:

The meeting was called to order at 7:00 p.m.

Committee of the Whole included: Buildings and Grounds and General topics. Reports of each area follow. Trustee Bugner moved, and Trustee Eagar seconded to adjourn the meeting. The motion carried on a voice vote. Committee of the Whole adjourned at 9:10 p.m.

Personnel Topics: What was discussed, reported on, accomplished? Was there consensus on a decision?

None.

General Topics: What was discussed, reported on, accomplished? Was there consensus on a decision?

Strategic Planning Process: Visioning Session

The Thirdway Strategic Planning Consultants Dawn (in person) and David (joining remotely) led the Board through a Visioning Session to capture Board input on the strategic plan.

The Board began by discussing the merits of a community engagement survey. The Board asked Ryan to come back at the next Board meeting with options and costs for a possible survey and additional community engagement options.

Dawn described the focus group process used so far and summarized the input from those groups. The Board then participated in an ideation exercise to describe their vision for the library, role in the community, and definition of success. The Board then discussed the outputs of the exercise.

Recommendation(s) for Board Action (if any), consent agenda or new business?

None

Tasks Pending (if any) Who – What – When: Who's doing the task? What is it? What's the deadline?

Personnel and General Agenda item(s) for next Committee of the Whole:

TBD

George Kotsinis, President

Date October 17, 2025

Info: Resolution 2025/2026-2 To Determine the Estimate of Funds Needed for FY 25-26

Friday, October 17, 2025 2:59 PM

Good afternoon,

Essentially, the purpose of the Board adopting this resolution is to make WNPLD compliant with the Truth in Taxation Law. WNPLD is required to hold what is known as a Truth in Taxation (TITA) hearing if we are planning to levy 5% or more beyond last year's tax extension, which we are not.

Beyond the legal requirement, you can think of the Resolution to Determine Estimate of Funds Needed for FY 2025-2026 as a sort of warning device to remind us if it will be necessary to hold a public TITA hearing prior to adopting the Levy Ordinance. Once again, this year, it is not necessary, and we will not be holding a TITA hearing.

Thanks,
Ryan

Ryan Livergood
Executive Director
Warren-Newport Public Library District
224 N. O'Plaine Road
Gurnee, IL 60031
847-244-5150 ext. 3008
rlivergood@wnpl.info

WARREN-NEWPORT PUBLIC LIBRARY DISTRICT
LAKE COUNTY, ILLINOIS

RESOLUTION # 2025/2026-2

**TO DETERMINE ESTIMATE OF FUND NEEDED
FOR FISCAL YEAR 2025-2026**

WHEREAS, the Warren-Newport Public Library District must file before December 31, 2025, its Levy Ordinance for the 2025-2026 fiscal year; and

WHEREAS, pursuant to “The Truth in Taxation Law” (35 ILCS 200/18-55 et seq.), the Warren-Newport Public Library District must determine not less than 20 days prior to adoption of its Levy Ordinance the amounts of money estimated to be necessary to be raised by taxation for the 2025-2026 fiscal year upon the taxable property in said Library District.

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED by the Board of Trustees of the Warren-Newport Public Library District that the amounts of money estimated to be necessary to be raised by taxation for the 2025-2026 fiscal year upon the taxable property in said Library District is \$7,779,094.

ADOPTED this 21st day of October 2025 pursuant to a vote as follows:

AYES:

NAYS:

ABSENT OR ABSTAIN:

ATTEST:

George Kotsinis, President
Board of Trustees of the
Warren-Newport Public Library District

Kerry Eagar, Secretary
Board of Trustees of the
Warren-Newport Public Library District

(SEAL)

Timeline for Evaluation of Executive Director Ryan Livergood (2025)

Monday, October 27	Self-Evaluation completed (Ryan)
Tuesday, October 28	Surveys out to Trustees (George) Job description and Ryan's self-evaluation sent to Trustees (George)
Tuesday, November 4	Last day for Trustees to complete survey (all Trustees)
Tuesday, November 11	Survey results compiled and sent to George (George)
Tuesday, November 18	Exec Session with Trustees only to give input for the written evaluation (all Trustees)
November/December	Write Board evaluation of Ryan (George)
Tuesday, December 2	Written evaluation finished and distributed to Trustees (George)
Tuesday, December 9	Deadline for Trustee changes to evaluation
Wednesday, December 10	Ryan receives a copy of the survey results and written evaluation
Tuesday, December 16 (Regular Meeting)	Exec Session with Ryan (all Trustees, Ryan)

Info: Strategic Plan Progress Report Third Quarter 2025

Friday, October 17, 2025 3:16 PM

Good afternoon,

Attached is the third quarter strategic plan progress report for our current strategic plan (not to be confused with the new strategic plan we are in the process of developing right now). Four times a year, I provide the Board with updates so you are aware of our progress toward achieving our strategic plan goals. I think it is helpful to note that WNPL underwent a reorganization in July 2024. One of the key benefits of this reorganization was better alignment between our organizational structure and our strategic plan.

Thanks,
Ryan

Ryan Livergood
Executive Director
Warren-Newport Public Library District
224 N. O'Plaine Road
Gurnee, IL 60031
847-244-5150 ext. 3008
rlivergood@wnpl.info

Strategic Plan Progress Report Third Quarter 2025

This document summarizes the progress made on WNPL's 2023-2025 Strategic Plan:

Strategic Priority: Communication (A)

Goal A1) Formalize our Strategic Marketing Plan

- The WNPL Strategic Marketing Plan is complete. The initial draft plan was created by the Executive Director, Deputy Director, and Head of Communications. The WNPL Marketing Committee has reviewed and revised the plan. It was reviewed by the WNPL Library Board of Trustees at their September 2024 Committee of the Whole meeting and November 2024 meeting. The Board receives quarterly updates regarding our progress.

Goal A2) Create a task force to gain user feedback, investigate improvements to current website, and plan for possible website redesign.

- Weblinx, our partner vendor, has completed the majority of navigation changes based on feedback from the testing phase and is working on final coding adjustments. After we complete one more round of testing with a new demo link, Weblinx will migrate all content to the new website platform. We anticipate the launch of the new WNPL website in November 2025.

Goal A3) Create a task force (or bring in a consultant) to evaluate signage throughout the Library.

- Changing library signage was identified as a priority during the 2024 library space audit completed by ThirdWay Space. We are implementing this goal into our long-range facilities improvement plan.

Strategic priority: Programs (B)

Goal B1) Establish a Programming Committee consisting of staff members from Adult Services, Youth Services, Mobile Services, Community Engagement, and Communications to ensure library-wide specific programming initiatives are met.

- The Programming Committee started meeting in early 2023 to actively do the activities required to meet this goal.
- During the staff reorganization in July of 2024, an entire department was created to focus on programming and community engagement.

Goal B2) Utilize Communico to collect attendance statistics to have a consistent capture method across departments.

- The Programming Committee established this method, and this data is being shared with our Communications Team to aid us with our future marketing strategy.

Strategic Plan Progress Report Third Quarter 2025

Strategic Priority: Services (C)

Goal C1) The Outreach and Community Engagement committee will work with Mobile Services, Youth Services, and Adult Services to find and nurture connections and/or partnerships within the community.

- The Outreach and Community Engagement Committee started meeting in early 2023 to actively do the activities required to meet this goal.
- During the staff reorganization, an entire department was created to focus on community engagement, along with programming.

Goal C2) Mobile Services partners with local intergovernmental agencies and businesses to form community stops, early literacy visits, lobby stops, and other initiatives.

- Mobile Services was active in establishing these connections and these relationships continue to grow under the Outreach and Community Engagement Committee. We have established a robust early literacy visits program and several new lobby stops. We have hired two part-time programmers to do more programming in the community.
- Our Director of Operations assumed direct oversight of the Outreach Team in August 2025, which was previously under the Manager of Access Services. This change has already improved our services in this area and positions us to develop these services further.

Goal C3) Mobile Services will provide library services and materials throughout the community to under-resourced areas through community stops, early literacy visits, and other initiatives.

- Mobile Services has actively analyzed community data as the services we offer the community have grown over the past year. Successes include a monthly visit to Park City with Rosalind Franklin's Community Care Coach. These efforts continue under Programming and Community Engagement.

Goal C4) Evaluate ways to eliminate barriers to Library card access by utilizing the Public Services task force to pinpoint which policies need change in order to increase card access.

- Public Services Managers met and implemented changes to our Library Card Policy (Policy 3013) to make library access more accessible to those experiencing homelessness and high school students over sixteen (16).
- We updated the Circulation Policy (Policy 3020) to allow non-resident cardholders to place holds on WNPL materials, while still giving WNPL patrons priority over materials.

Strategic Plan Progress Report Third Quarter 2025

- We signed a contract to go live with Patron Point, a patron engagement software that, in addition to email marketing, allows us to verify online library card registrations in real-time.
- Online library card registrations went live in November 2024.

Strategic Priority: Collections (D)

Goal D1) Establish the Collection Committee consisting of staff representatives from Public Services and Technical Services to determine the collection needs of the entire community.

- The Collection Committee was established in the Fall of 2023 and started these efforts.
- During the staff reorganization, Amy Blanchard moved into the position of Collection Development Manager. Amy's primary responsibility is working with the Collection Committee as chair to oversee these efforts.
- WNPL has developed a collection development strategic plan to directly address our collection development weaknesses and priorities.

Goal D2) Review existing formats and evaluate trending formats on the feasibility to add to the collection (cost, relevance to our community, space issues, etc.)

- The Collection Committee was established in the Fall of 2023 and has started these efforts. We have identified the need to scale back on our A/V collection due to declining use and weed duplicates of items across all collections no longer needed due to our CCS membership.
- WNPL has eliminated Music CDs and is currently examining other A/V collections.
- WNPL has budgeted more money in FY 2025-2026 for certain collections that we have discovered are outdated or worn, especially for our non-fiction and youth collections.

Goal D3) Continue to budget and evaluate Library of Things Collection.

- The Library of Things Collection launched on March 1, 2024. It has been extremely popular with the community since being launched.

Strategic Priority: Spaces (E)

Goal E1) The Executive Director will work with key staff including the Deputy Director, Facilities Manager, and Security Supervisor to upgrade and enhance security throughout the building and on Library grounds.

- The Board accepted the proposal from Martin Technology Solutions to install a new security surveillance system at the May Special Board meeting. The new system was installed over the summer and went live in early August of 2024.

Strategic Plan Progress Report Third Quarter 2025

Goal E2) The Executive Director will work with Public Service Managers to address the immediate space needs of our community.

- Study rooms have been enhanced with new whiteboards and monitors in the larger study rooms. Study rooms can now be directly booked by patrons.
- Vending machines have been relocated.
- Our former café space has been transformed into a dedicated Maker Space.
- Service points were reorganized (Welcome Desk, Information Desk, and Tech Help Desk) to create a better service experience for our patrons.
- The teen collection was relocated out of The Vault to create more space for teen students after school.
- Pillar booths (one person booth designed to provide a private and quiet workspace) have been purchased and opened for patron use.
- A short-range facilities improvement plan has been developed with the assistance of Engberg Anderson and ThirdWay Space. We finalized the implementation of this plan in August.
- A long-range facilities improvement plan has been developed with the assistance of Engberg Anderson and ThirdWay Space. We will begin to implement this plan in FY 2025-2026, including fully redoing our youth spaces.
- The board approved funding the FY 2025-2026 budget to remodel our youth areas and purchase new adult furniture. Construction is scheduled to begin in mid-February 2026.

Goal E3) The Executive Director will work with Public Service Managers to provide opportunities as appropriate for the display of local community artwork and small exhibitions.

- Local student art has been on display during major cultural events at WNPL in 2023 and 2024.
- Funds were included in the FY 2024-2025 budget for art display stands to facilitate the display of public art.
- WNPL staff have engaged a local artist to explore re-curating WNPL's existing art collection.
- WNPL staff worked with local artists to paint temporary art on windows within WNPL.

Goal E4) The Executive Director will work with Public Services Managers to strategically plan for enhancing our spaces to reflect the changing needs of our community and hire a consultant to help with long-range space planning.

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- WNPL hired a space auditor to review our space in May 2024. The results of this report were presented to the Board at the August 2024 Committee of the Whole meeting.
- The Board approved hiring Engberg Anderson and ThirdWay Space to help develop a WNPL Facilities Improvement Plan.
- A short-range facilities improvement plan has been developed with the assistance of Engberg Anderson and ThirdWay Space. We are in the process of finalizing the implementation of this plan in August.
- A long-range facilities improvement plan has been developed with the assistance of Engberg Anderson and ThirdWay Space.
- Part of the long-range facilities improvement plan will be implemented in 2026.

Goal E5) The Outreach and Community Engagement Committee will research potential flags to include in our Flag Policy. The Library will implement the Flag Policy beginning in January 2024.

- Due to various concerns, the Committee, in consultation with the WNPL Management Team, has chosen to not recommend any additional flags currently.

Strategic Priority: Organizational Health (F)

Goal F1) Communication: Promote staff commitment to the Library's mission and shared values with effective communication throughout the organization.

- The Internal Communications Committee was formed in early 2023 and has implemented many changes that have greatly improved communication. Based on the feedback received during our first annual staff internal communication survey, the following improvements have been implemented:
 - Weekly All Staff emails every Friday afternoon, including Staff Shout-Outs, a peer-to-peer staff recognition program.
 - The Monday weekly email overviewing the events for the week and the schedules for public service leads, closers, and security previously only went to select staff. This Monday email now gets sent to all staff.
 - Staff training and implementation of Microsoft Teams.
 - Staff training and implementation of CallingPost, a service that allows us to send instant text message to all staff in case of an emergency.
 - Implementation of Simple In and Out, an application staff can access on their phones, via Teams, and on a monitor by the staff entrance that tells staff both whether key staff are in the building and whether someone is in a department or not.
- The Internal Communications Committee conducts annual staff surveys and reviews results to further communication improvements based on the feedback from staff.

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- The latest surveys in 2025 indicate a strong foundation of satisfaction, with 94% of staff satisfied or very satisfied with how they receive internal information and 81% feeling they consistently get what they need to do their jobs effectively.

Goal F2) Provide ongoing training to all staff to ensure staff at all levels are equipped to be successful at WNPL.

- The Power Skills Committee (originally called the Continuing Education Committee) was established in early 2023. The purpose of this committee is to empower staff through training and resources in areas like customer service, conflict resolution, and diversity & inclusion.
- Quarterly TLC (Training, Learning, Coffee) trainings were established in 2023 to provide staff with a chance to do team building activities together and receive training.
- Two dedicated dates each year have been established for annual staff development days.

Goal F3) Reinforce the message that WNPL values service, innovation, community engagement, and equitable and inclusive access by recognizing efforts and celebrating success.

- The Recruitment and Retention Committee conducted a staff survey in the Summer of 2023 to get staff feedback for how WNPL can best recognize efforts and celebrate success. Based on this feedback, the Committee shared their recommendations for a staff recognition program with the WNPL Board of Trustees. The Board established a staff recognition policy.

Goal F4) Review and enhance our onboarding process.

- An Onboarding Task Force revamped the onboarding process. This revamp included the following highlights:
 - Developed a job requisition form for hiring managers to make clear what is needed from various staff members and deadlines for those requests.
 - Created a 90-day checklist for managers and new employees.
 - Created Paylocity training to be completed within the first 90 days of employment.
 - Redesigned the 90-Day & Annual Review forms.

Goal F5) Encourage initiative and innovation.

- This remains one of our few goals that hasn't been formally accomplished. While WNPL staff have certainly taken initiative in several areas and we have done innovative projects, this is a goal that we will want to revisit for our next strategic plan.

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Goal F6) Increase engagement and ownership of Library initiatives.

- We have adopted a committee structure to give more staff opportunities to get involved in various projects. We have accomplished many tasks through this new structure and staff have suggested changes that were implemented quickly. Two examples from staff suggestions: Staff Shout-Outs and the Puzzle Swap.
- The staff reorganization has more evenly distributed ownership of library initiatives across the organization. Individual staff members chair no more than one committee at a time and participate on no more than two committees total.

Goal F7) Renew our culture of fun at WNPL through teambuilding activities that increase opportunities for interaction among all staff.

- In 2023, the Administration Team organized and hosted our first annual celebration for staff during National Library Week. This was repeated during National Library Week in 2024 and 2025.
- The Recruitment and Retention Committee has started rolling out voluntary staff off-site events each month in 2024 and 2025. Events have included a bowling night, Saturday brunch, and volunteering at Bernie's Book Bank.
- New staff clubs have started to form, including a Gardening Club, a Healthy Living Club, and a Read Watch Listen Club. Discussions and resource sharing for these clubs are done in Teams.