

LEGAL NOTICE:

AGENDA
MONTHLY MEETING OF
THE RIVERSIDE PUBLIC LIBRARY BOARD OF TRUSTEES

Notice is hereby given that the Riverside Public Library Board of Trustees, Cook County, Illinois, will hold a Regular Meeting commencing at the hour of 7:30 pm on Tuesday, October 13, 2026 in the Foley Community Room of the Riverside Public Library, 1 Burling Rd., Riverside, IL 60546

- I. Call to Order 7:30 pm
- II. Roll Call
- III. Welcome Guests
- IV. Public Comment
- V. Approve Regular Meeting Minutes of September 8, 2026 – *Action Item*
- VI. Review of September Bills—*Action Item*
- VII. Review of September Financial Statements—*Action Item*
- VIII. Committee Reports
 - A. Finance – Nancy DeFauw
 - B. Building & Grounds – Ken Circo and Tracy Bohrer
 - 1. ADA Access from Parking Spaces
 - 2. Exterior Ramp Cost Estimate
 - C. Policy & Bylaws – Dan Loucks
 - D. Technology – Mickey Novak
 - E. Communications and Marketing – Courtney Greve Hack and Amy Bilow
 - F. Capital Improvement Plan - Ken Circo and Tracy Bohrer
- IX. Staff Reports
 - A. Youth and Teen Services Manager—Nora Durbin
 - B. Circulation Services & Computer Services Manager—Sharon Shroyer
 - C. Information Services—Diane Silva
 - D. Monthly Statistics
- X. Director's Report—Janice Foley
- XI. Unfinished Business
 - A. Updated Levy and Operating Budget – *Action Item*
- XII. New Business
 - A. Reading Between the Wines 2027 – *Action Item*
 - B. Board of Trustees Meeting Start Times – *Action Item*
 - C. Library Insurance Management and Risk Control Combination (LIMRiCC) Updates – *Action Item*
 - 1. Resolution 2026 - LIMRiCC1 – Approval of the Resolution to Join LIMRiCC – *Action Item*
 - 2. Resolution 2026 – LIMRiCC2 – Approval of the Resolution to Amend the Intergovernmental Agreement – *Action Item*



3. Resolution 2026 – LIMRICC3 – Approval of the Resolution to Amend the Bylaws – **Action Item**

D. Early Closing on October 31 – **Action Item**

E. Patron Art Donation – **Action Item**

XIII. **Announcements**

XIV. **Correspondence & FYIs**

XV. **Executive Session**

A. *The Board of Trustees may decide, by a roll call vote, to convene in executive session if there are matters to discuss confidentially, in accordance with the Open Meetings Act.*

XVI. **Adjournment**



**Minutes of the Regular Board Meeting
of the
Riverside Public Library Board of Trustees
September 8, 2026**

Held Tuesday, September 8, 2026 in the Foley Community Room of the Riverside Public Library, 1 Burling Road, Riverside, Illinois, called for 7:30 pm.

In Attendance: Ken Circo, President; Courtney Greve Hack, Vice President; Dan Loucks, Secretary; Nancy DeFauw, Treasurer; Amy Bilow, Trustee; Tracy Bohrer, Trustee; and Mickey Novak, Trustee.

Also in Attendance: Janice Foley, Library Director; Diane Silva, Assistant Director; Ashley Vimont, Financial Services Manager and Lisa Garay, Office Administrator.

Absent: None

Called to order at 7:30 pm by Ken Circo, President

Review of Regular Meeting Minutes - August

Amy Bilow moved, and Mickey Novak seconded, that the Board approve the minutes of the August 11, 2026 regular meeting.

Ayes: Bilow, Bohrer, DeFauw, Greve Hack, Loucks, Novak

Nays: None

Abstained: None

The motion passed.

Review of Current Bills - August

Courtney Greve Hack moved, and Dan Loucks seconded, that the Board approve accounts payable check numbers 24853 through 24884, and the payment of payroll checks for department numbers 01 through 04, which includes payroll through August 22, 2026, in the total amount of \$101,556.96.

Roll Call Vote:

Ayes: Bilow, Bohrer, DeFauw, Greve Hack, Loucks, Novak

Nays: None

Abstained: None

The motion passed.

Review of Financial Statements - August

Courtney Greve Hack moved, and Nancy DeFauw seconded, that the Board approve the financial statements for August 31, 2026, subject to audit.

Roll Call Vote:

Ayes: Bilow, Bohrer, DeFauw, Greve Hack, Loucks, Novak

Nays: None

Abstained: None

The motion passed.

Committee Reports

Building and Grounds Committee

On the exterior ramp project, President Circo reported that Tim should have a preliminary cost estimate from the contractor for the next Board meeting. Director Foley is working on the grant application, which is due January 29, 2027. Several Board members asked about the project steps and time line. We have the preliminary design from the architect. The architect is working on getting us a preliminary cost estimate. Once we have these, we can go to the Village Board and the Preservation Commission for approval. The Board thought that perhaps we would have everything we needed to share with the Village sometime next spring. We have discussed sharing this all with the community around the time we are seeking Village approval. Once we get the approval, we would finalized the design drawings and go out to bid.

The staff area renovation is moving forward on schedule. Our furniture is here in Illinois in storage and scheduled to be assembled the week of September 21. The flooring for the Director's office is on back order.

Window frames near Sharon's desk need to be cleaned. Janice will reach out to Holton Brothers.

Patrons reported liking self-serve hold shelves.

The August 26th power surge caused the LED lighting on the lower level to flash on and off; as well as, a loss of power to the Library. As a result, we closed the building at 5:30 pm for the remainder of the day. In addition, the power surge also caused a problem with the HVAC system. We called GT Mechanical to re-set the system.

Policy and Bylaws Committee

Community Service Volunteer Policy

Dan Loucks moved, and Nancy DeFauw seconded, that the Board approve the Community Service Volunteer policy.

Ayes: Bilow, Bohrer, DeFauw, Greve Hack, Loucks, Novak

Nays: None

Abstained: None

The motion passed.

Travel Reimbursement Policy

Dan Loucks moved, and Courtney Greve Hack seconded, that the Board approve the Travel Reimbursement policy.

Ayes: Bilow, Bohrer, DeFauw, Greve Hack, Loucks, Novak

Nays: None

Abstained: None

The motion passed.

Technology Committee

Trustee Novak shared an update on the progress on the RPL Technology Plan. The committee met twice over the summer. The plan should be ready by the end of the year and will mostly consist of appendices. This will allow the plan to be updated easily. A few highlights of the plan: increasing our technology-based operating capacity, engaging a technology consultant to review our current system and suggest updates / improvements, and perhaps having more dedicated staff at some point.

The Board had several questions regarding how other libraries address this issue, the scope and fees for this project, our current technology consultant, how to identify technology consultants, and sharing this project with the community. The committee will provide an update on these issues at the November meeting.

Staff Reports

Several Board members commented that Mandi and Josh are busy in YTS.

Trustee DeFauw noticed we're scheduling more programming, but attendance is down. Assistant Director Silva notes that adult programming is often cyclical. The Olmsted Society has had no programs here yet this year. These are usually very well attended as the topics are specific to our community and they have a dedicated audience. To address these issues, we're trying to focus and select adult programs that are more interactive; for example "how to" cooking demonstrations. YTS story time numbers do seem a bit low. Middle grade summer program attendance has decreased over the last 5 years. We are also planning more passive after school activities.

Director's Report

Peter Boutsikakis reached out to us asking about Reading Between The Wines (RBTW). Many of the vendors have already expressed interest. The Board discussed the possibility of scheduling for the first Saturday in March once again. The Board discussed several ideas for re-vamping the format. Courtney Greve Hack asked which project the funds raised would support. The Board thought we should direct them to the exterior ramp project. The Board also asked for the decision regarding RBTW 2027 be placed on the October Board agenda.

Our health insurance premium rates have indeed increased again. The HMO is expected to increase about 1.5%. The PPO increase should be somewhat smaller. The Board asked several questions about the impact this might have on the staff.

New Business

2027 Operating Budget

Courtney Greve Hack moved, and Amy Bilow seconded, the approval of the 2027 Operating Budget.

Roll Call Vote:

Ayes: Bilow, Bohrer, DeFauw, Greve Hack, Loucks, Novak

Nays: None

Abstained: None

The motion passed.

The Board discussed several items including: the increased legal fees line item to reflect current expenditures, capital expenses, a question about the technology line items, budgeted personnel expenses, and the lead pipe replacement project. The liability insurance final budget number will not be available until November. We adjusted it a bit anticipating an increase.

2027 Holiday Closings

Mickey Novak moved, and Courtney Greve Hack seconded, the approval of the 2027 Library Holiday Closings.

Ayes: Bilow, Bohrer, DeFauw, Greve Hack, Loucks

Nays: None

Abstained: None

The motion passed.

Announcements

The Board discussed the regular start time of the Board meetings given that we now close at 8 pm on weekdays. We will include this item on the October agenda for further discussion.

Correspondence

President Circo mentioned that Jerry Jones has audio equipment available if the Library is interested.

Adjournment

Upon motion by Nancy DeFauw, seconded by Courtney Greve Hack, and passed unanimously, the meeting was adjourned at 8:38 pm.

President

Secretary

Riverside Public Library

CASH DISBURSEMENTS

SEPTEMBER 2026

ACCOUNTS PAYABLE DISBURSEMENTS



**TOTAL FOR SEPTEMBER ACCOUNTS PAYABLE AND PAYROLL =
\$83,824.40**

Including voided check #24910

**Riverside Public Library
Cash Balances
As of 9/30/2026**

	Balance, <u>9/30/2026</u>
Consolidated Operating Funds:	
First American- Checking	116,182.31
First American- Payroll	<u>268.21</u>
Total First American accounts	116,450.52
 Illinois Funds	
Operating Fund	829,306.20
Capital Improvements Fund	646,106.45
Working Cash Fund	175,889.92
Library Bond Fund	<u>39,519.03</u>
Total Illinois Funds	1,690,821.60
 Total Operating Funds Cash Balances	1,807,272.12
 Gift & Endowment Funds:	
Gift and Donations Fund	216,721.74
Batko Endowment Fund	7,091.50
Youth and Teen Technology Fund	57,384.28
 Total Gift & Endowment Funds	281,197.52
 Total Funds	 <u>2,088,469.64</u>

The Riverside Public Library
Check/Voucher Register - A/P Checks
From 9/1/2026 Through 9/30/2026

Check Number	Check Date	Payee	Check Amount	Transaction Description
1750	9/25/2026	Administration	8,002.92	Group: 01
1751	9/25/2026	Information Services	10,648.25	Group: 02
1752	9/25/2026	Children & Youth Services	8,039.69	Group: 03
1753	9/25/2026	Patron Services	13,133.13	Group: 04
24885	9/9/2026	Belcore Electric	977.00	LED Light Replacement
24886	9/9/2026	Garvey's Office Products	64.98	Copy Paper and Rubber Bands
24887	9/9/2026	Hallett Movers	7,360.00	Office Furniture and Boxes Removal/Relocation
24888	9/9/2026	Lofton Landscaping Company	305.00	Mow and Weeding
24889	9/9/2026	NCPERS Group Life Ins	32.00	Term Life - Forsyth & Silva - September
24890	9/9/2026	Unique Management Services, Inc.	59.10	July Placements
24891	9/9/2026	Web Computer Consultants	1,000.00	Cable and Hardware Cleanup/Removal
24892	9/15/2026	Riverside Brookfield High School	50.00	RBHS 2026-2027 Yearbook
24893	9/15/2026	David Wilson	75.00	Riverside Street Names Program
24894	9/24/2026	Alarm Detection Systems, Inc.	1,227.06	Quarterly Charges Oct-Dec
24895	9/24/2026	Blue Cross Blue Shield of Illinois	3,338.65	Medical - October
24896	9/24/2026	Fredricksen Fire Equipment	235.30	6 Year Internal Inspection & Annual Exterior Inspection
24897	9/24/2026	Madison National Life	22.41	Life Insurance - October
24898	9/24/2026	Business Card	1,349.29	Credit Card Purchases - Durbin
24899	9/24/2026	North Suburban Employee Benefit Coc	563.00	Dental - August
24900	9/24/2026	North Suburban Employee Benefit Coc	7,593.00	Medical - August
24901	9/24/2026	Village of Riverside	5,827.60	September 2026 IMRF
24902	9/29/2026	Colley Elevator Co.	240.00	Elevator Maintenance
24903	9/29/2026	Demco, Inc.	304.99	Jacket Covers
24904	9/29/2026	Incrediblebats, Inc.	650.00	Animals Around the World Program
24905	9/29/2026	KC Cleaning, Inc.	2,000.00	Janitorial Services
24906	9/29/2026	Unique Management Services, Inc.	98.50	August Placements
			<u>73,196.87</u>	
			2,023.28	
			1,993.17	
ACH000116	9/30/2026	Comcast Cable	238.81	High Speed Internet
ACH000117	9/30/2026	Comcast Cable	503.20	Phone Bill
ACH000118	9/30/2026	Leaf	<u>848.30</u>	Copier Rental
Report Total			<u>78,803.63</u>	

The Riverside Public Library
Check/Voucher Register - A/P Checks
From 10/13/2026 Through 10/13/2026

Check Number	Check Date	Payee	Check Amount	Transaction Description
24907	10/13/2026	Amazon Capital Sevices	1,213.39	Amazon Purchases
24908	10/13/2026	Cintas Corporation LOC. 769	772.57	Mats and Cleaning Supplies
24909	10/13/2026	Demco, Inc.	112.30	Book Tape
24911	10/13/2026	Ingram Library Services	2,617.51	Various Titles
24912	10/13/2026	Lofton Landscaping Company	<u>305.00</u>	Mow, Trim, Weeding
Report Total			<u>5,020.77</u>	

Amazon Charges Summary
9/01/26 - 9/30/26

31.60	Building Maintenance
64.33	Books
217.63	Movies
22.99	Summer Reading
0.00	Friends of the Library
14.97	Memorials
111.10	Office Supplies
49.94	Library Supplies
93.37	YTS Games
64.11	YTS DVDS
9.43	YTS Supplies
74.62	Advertising
263.23	Toner
197.07	Tech Supplies
(1.00)	Credit
1,213.39	Total

Riverside Public Library
List of Credit Card Charges
Check dated 9/24/2026

51.29	Jewel Osco	SPOT Supplies
28.34	Netflix	Monthly Subscription
34.64	Hulu	Monthly Subscription
960.00	Mobile Beacon	Device Renewals (Final bill)
35.46	USPS	Postage
51.95	QuickGifts	SRP Prize
50.00	La Barra	SRP Prize
120.00	Riverside Foods	SRP Prize
11.25	Fullmer Locksmith	Keys
9.99	Cricut	Monthly Subscription
(3.63)	Sticky Brand	Stickers refund

1,349.29

Riverside Public Library

FINANCIAL REPORTS

For 9 Months Ending

September 30, 2026

UNAUDITED



The Riverside Public Library
Balance Sheet- Operating Funds - Consolidated Report- Operating Funds
Operating Fund
As of 9/30/2026

	Current Period Balance
Assets	
Illinois Fund-Operating Fund	719,954.12
Ill Fund Prime-Special Reserve Fund	(0.01)
1st American-Checking Account	103,858.08
1st American-Payroll Account	268.20
Riverside Bank savings account	0.01
Illinois Fund- Library Bond Fund	(42,292.80)
Property Tax Receivable	(1,577,658.49)
Due from Other Funds	266.37
Due from other groups	520.19
Due from Friends of the Library	373.17
Staff Receivables	10.39
Due from Vlg of Riverside	1,773.00
Fixed Assets	2,100,381.00
Prepaid Expense	<u>3,373.00</u>
Total Assets	<u><u>1,310,826.23</u></u>
Liabilities	
Accounts Payable	5,020.77
Federal W/H & FICA Payable	(60.37)
State W/H Payable	(0.20)
State Unemployment Payable	1,041.30
IMRF Payable	(301.84)
Deferred Property Taxes	(1,577,658.94)
Accrued Payroll	6,245.84
Health Insurance Payable	9,051.26
Term Life Insurance Payable	(136.00)
Due to Other Funds	60.00
Due to Library Gift Fund	2.50
Due to Friends of the Library	38.00
Due to Historical Society	6.00
Investment in Fixed Assets	<u>2,100,381.00</u>
Total Liabilities	<u><u>543,689.32</u></u>
Fund Balances	
Beginning Fund Balances	
Assigned for Operations	1,030,218.33
Restricted for Audit	3,502.75
Restricted for IMRF	(1,064.14)
Restricted for FICA	(737.07)
Restricted for Unemployment	<u>256.63</u>
Total Beginning Fund Balances	1,032,176.50
Excess Revenues/(Expenditures)	
2025 Property Tax	1,222,726.92
Other	<u>(1,487,766.51)</u>
Total Excess Revenues/(Expenditures)	<u>(265,039.59)</u>
Total Fund Balances	<u><u>767,136.91</u></u>
Total Liabilities & Fund Balances	<u><u>1,310,826.23</u></u>

The Riverside Public Library
Statement of Revenues and Expenditures - Budget Report of Revenues-BRE
From 9/1/2026 Through 9/30/2026

	Current Period Actual	Current Year Actual 7 mos. ending 7/31/2026	Annual Operating Budget	Variance - Over/(Under) Annual Budget	Percent of Total Remaining to be Collected
Property Taxes					
2024 Property Tax Revenue	0.00	391,650.57	0.00	391,650.57	0.00%
2025 Property Tax	26,437.79	1,222,726.92	1,313,900.00	(91,173.08)	(6.94)%
Lower Level Bond revenue	0.00	0.00	126,000.00	(126,000.00)	(100.00)%
Total Property Taxes	<u>26,437.79</u>	<u>1,614,377.49</u>	<u>1,439,900.00</u>	<u>174,477.49</u>	<u>12.12%</u>
Inter Government Funds					
Per capita state grants	0.00	15,806.60	7,000.00	8,806.60	125.81%
Corporate Replacement Taxes	0.00	10,067.77	15,000.00	(4,932.23)	(32.88)%
Total Inter Government Funds	<u>0.00</u>	<u>25,874.37</u>	<u>22,000.00</u>	<u>3,874.37</u>	<u>17.61%</u>
Interest on Operating Funds					
Interest-Illinois Funds	2,419.58	26,971.60	15,000.00	11,971.60	79.81%
Total Interest on Operating Funds	<u>2,419.58</u>	<u>26,971.60</u>	<u>15,000.00</u>	<u>11,971.60</u>	<u>79.81%</u>
Fees for Services					
Fines	216.75	2,146.86	700.00	1,446.86	206.69%
Fax Fees	0.00	150.20	0.00	150.20	0.00%
SPOT revenue/'internet fees'	0.00	10.00	50.00	(40.00)	(80.00)%
Printing Fees	273.88	3,574.43	1,700.00	1,874.43	110.26%
Book & Video Sales	502.00	4,282.29	3,000.00	1,282.29	42.74%
Adult Replacement Fees	0.00	381.39	100.00	281.39	281.39%
CYS Replacement Fees	14.00	126.99	100.00	26.99	26.99%
ILL Fees	14.00	150.00	50.00	100.00	200.00%
Lost Book Credit	0.00	31.00	100.00	(69.00)	(69.00)%
The SPOT revenue	3.50	226.00	0.00	226.00	0.00%
Meeting Room Charges	0.00	75.00	100.00	(25.00)	(25.00)%
Total Fees for Services	<u>1,024.13</u>	<u>11,154.16</u>	<u>5,900.00</u>	<u>5,254.16</u>	<u>89.05%</u>
Miscellaneous Revenue					
Miscellaneous Revenue	9.10	822.17	200.00	622.17	311.08%
Donations	25.45	92.84	0.00	92.84	0.00%
Total Miscellaneous Revenue	<u>34.55</u>	<u>915.01</u>	<u>200.00</u>	<u>715.01</u>	<u>357.50%</u>
Total Revenues	<u>29,916.05</u>	<u>1,679,292.63</u>	<u>1,483,000.00</u>	<u>196,292.63</u>	<u>13.24%</u>

The Riverside Public Library
Statement of Revenues and Expenditures for budgeting - Budget Report-Expenditure-BRE
From 9/1/2026 Through 9/30/2026

	Current Period Actual	Current Year Actual- 7 mos.ending 7/31/2026	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Personnel Services					
Staff Salaries	57,304.53	602,508.44	815,000.00	212,491.56	26.07%
Health & Life Insurance	5,800.45	64,144.76	80,000.00	15,855.24	19.82%
Employer's Portion - IMRF	3,597.64	37,726.00	50,000.00	12,274.00	24.55%
Employer's Portion - FICA	4,016.45	42,667.98	62,000.00	19,332.02	31.18%
Unemployment Comp Expense	23.24	779.37	1,800.00	1,020.63	56.70%
Total Personnel Services	70,742.31	747,826.55	1,008,800.00	260,973.45	25.87%
Supplies					
Office Supplies	176.08	1,335.89	3,000.00	1,664.11	55.47%
Library Supplies	467.23	1,225.64	3,500.00	2,274.36	64.98%
Building Maintenance Supplies	380.48	5,665.73	8,000.00	2,334.27	29.18%
Ink Cartridges	263.23	1,819.33	1,500.00	(319.33)	(21.29)%
Total Supplies	1,287.02	10,046.59	16,000.00	5,953.41	37.21%
Contractual Services					
Janitorial	2,000.00	18,000.00	32,000.00	14,000.00	43.75%
Water	0.00	1,967.41	5,000.00	3,032.59	60.65%
Gas	0.00	11,076.10	15,000.00	3,923.90	26.16%
Bldg Maint-Renovation Exp	0.00	21.50	0.00	(21.50)	0.00%
Building Maintenance	1,142.89	16,893.53	35,000.00	18,106.47	51.73%
Small Equipment Maintenance	235.30	310.30	1,000.00	689.70	68.97%
Equipment Maintenance	1,467.06	11,995.69	18,000.00	6,004.31	33.36%
Furnishings & Equipment	977.00	1,502.00	4,000.00	2,498.00	62.45%
Copier Rental & Maintenance	848.30	7,415.32	11,000.00	3,584.68	32.59%
Total Contractual Services	6,670.55	69,181.85	121,000.00	51,818.15	42.82%
Electronic Resources					
On-line Data Bases	0.00	16,278.36	34,000.00	17,721.64	52.12%
SWAN Computer	0.00	18,239.50	30,000.00	11,760.50	39.20%
Internet Expense	1,198.81	3,109.15	3,200.00	90.85	2.84%
Patron Subscription services	72.97	2,370.90	5,000.00	2,629.10	52.58%
Total Electronic Resources	1,271.78	39,997.91	72,200.00	32,202.09	44.60%
Information Services					
Books	1,298.63	13,534.58	19,500.00	5,965.42	30.59%
Standing Order Books	433.09	2,991.60	4,500.00	1,508.40	33.52%
Periodicals	0.00	4,591.87	10,000.00	5,408.13	54.08%
Videos	217.63	1,834.24	3,000.00	1,165.76	38.86%
Digital Material	0.00	2,107.44	2,000.00	(107.44)	(5.37)%
Library of Things expenses	0.00	130.65	500.00	369.35	73.87%
The SPOT expenses	65.04	557.49	950.00	392.51	41.32%
Total Information Services	2,014.39	25,747.87	40,450.00	14,702.13	36.35%
Children/Youth Services					
CYS Juvenile Books	417.37	3,992.39	5,000.00	1,007.61	20.15%
CYS Periodicals	0.00	0.00	150.00	150.00	100.00%
CYS Reference Books	0.00	0.00	400.00	400.00	100.00%
CYS Video Games	0.00	0.00	300.00	300.00	100.00%
CYS Young Adult	88.51	819.88	2,000.00	1,180.12	59.01%
CYS Easy Books	326.86	2,040.55	3,000.00	959.45	31.98%
CYS DVD	64.11	239.64	650.00	410.36	63.13%
CYS Toys & Puzzles	93.37	183.37	100.00	(83.37)	(83.37)%
CYS Storytime Resources	0.00	0.00	100.00	100.00	100.00%
CYS STEAM	0.00	198.80	300.00	101.20	33.73%
Total Children/Youth Services	990.22	7,474.63	12,000.00	4,525.37	37.71%

The Riverside Public Library
Statement of Revenues and Expenditures for budgeting - Budget Report-Expenditure-BRE
From 9/1/2026 Through 9/30/2026

	Current Period Actual	Current Year Actual- 7 mos.ending 7/31/2026	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Marketing/Public Relations					
CYS Programming	0.00	343.77	1,000.00	656.23	65.62%
Adult Programming	725.00	3,342.50	4,800.00	1,457.50	30.36%
Library Programs	0.00	504.99	2,000.00	1,495.01	74.75%
Advertising Expenses	70.99	349.20	5,000.00	4,650.80	93.02%
Binding	0.00	0.00	200.00	200.00	100.00%
Newsletter Expense	0.00	12,526.63	18,000.00	5,473.37	30.41%
Total Marketing/Public Relations	795.99	17,067.09	31,000.00	13,932.91	44.94%
Administration					
Shipping Charges	47.00	490.77	700.00	209.23	29.89%
Legal Services	0.00	1,504.50	5,000.00	3,495.50	69.91%
Credit Bureau	157.60	630.40	800.00	169.60	21.20%
Telephone	503.20	4,789.62	10,000.00	5,210.38	52.10%
Postage	35.46	558.79	1,200.00	641.21	53.43%
Treasurer's Bond	0.00	500.00	500.00	0.00	0.00%
Liability Insurance	0.00	21,456.71	32,000.00	10,543.29	32.95%
Audit Fees	0.00	5,000.00	5,000.00	0.00	0.00%
Travel	0.00	0.00	200.00	200.00	100.00%
Seminars, Conferences, Meetings	0.00	562.22	1,000.00	437.78	43.78%
Membership Dues	0.00	715.95	1,000.00	284.05	28.41%
Accounting Expenses	0.00	3,263.05	6,000.00	2,736.95	45.62%
Staff Development	0.00	477.90	6,500.00	6,022.10	92.65%
Bond repayment	0.00	11,325.00	126,000.00	114,675.00	91.01%
Credit Card/Bank Fees	16.32	850.87	700.00	(150.87)	(21.55)%
Miscellaneous Expense	0.00	1,091.20	10,000.00	8,908.80	89.09%
Board Expense	0.00	604.00	1,500.00	896.00	59.73%
Capital Expense	7,360.00	23,831.29	38,300.00	14,468.71	37.78%
Total Administration	8,119.58	77,652.27	246,400.00	168,747.73	68.49%
Technology					
Technology Supplies	197.07	497.47	900.00	402.53	44.73%
Computer Consultant	1,000.00	2,680.00	2,000.00	(680.00)	(34.00)%
Network Maintenance	0.00	1,039.94	2,000.00	960.06	48.00%
Computer Hardware & Equipment	0.00	3,022.64	6,000.00	2,977.36	49.62%
E-Library Subscription Svs	0.00	12,009.62	15,000.00	2,990.38	19.94%
Computer Software	0.00	263.87	2,000.00	1,736.13	86.81%
Total Technology	1,197.07	19,513.54	27,900.00	8,386.46	30.06%
Total Operating Expense	91,817.13	974,510.39	1,503,550.00	529,039.61	35.19%
Miscellaneous Expenses					
Lost ILL Expense	0.00	(197.17)	0.00	197.17	0.00%
Transfer to Other Funds	0.00	418,290.82	0.00	(418,290.82)	0.00%
Total Miscellaneous Expenses	0.00	418,093.65	0.00	(418,093.65)	0.00%
Total Budgeted Expenses	93,088.91	1,432,601.95	1,575,750.00	143,148.05	9.08%

The Riverside Public Library
Statement of Revenues and Expenditures for budgeting - Operating Fund-Rev/Exp vs. Budget-BRE
From 9/1/2026 Through 9/30/2026

	Current Period Actual	Current Year Actual-7 mos.ending 7/31/2026	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenues					
Property Taxes					
2024 Property Tax Revenue	0.00	391,650.57	0.00	391,650.57	0.00%
2025 Property Tax	26,437.79	1,222,726.92	1,313,900.00	(91,173.08)	(6.94)%
Lower Level Bond revenue	0.00	0.00	126,000.00	(126,000.00)	(100.00)%
Total Property Taxes	26,437.79	1,614,377.49	1,439,900.00	174,477.49	12.12%
Inter Government Funds	0.00	25,874.37	22,000.00	3,874.37	17.61%
Interest	2,419.58	26,971.60	15,000.00	11,971.60	79.81%
Fees for Services	1,024.13	11,154.16	5,900.00	5,254.16	89.05%
Misc Revenue	34.55	915.01	200.00	715.01	357.50%
Total Revenues	29,916.05	1,679,292.63	1,483,000.00	196,292.63	13.24%
Total Revenue	29,916.05	1,679,292.63	1,483,000.00	196,292.63	13.24%
Expenditures					
Personnel Services	70,742.31	747,826.55	1,008,800.00	260,973.45	25.87%
Supplies	1,287.02	10,046.59	16,000.00	5,953.41	37.21%
Contractual Services	6,670.55	69,181.85	121,000.00	51,818.15	42.82%
Information Services	2,014.39	25,747.87	40,450.00	14,702.13	36.35%
Electronic Resources	1,271.78	39,997.91	72,200.00	32,202.09	44.60%
Children/Youth Services	990.22	7,474.63	12,000.00	4,525.37	37.71%
Marketing/Public Relations	795.99	17,067.09	31,000.00	13,932.91	44.94%
Administration	8,119.58	77,652.27	246,400.00	168,747.73	68.49%
Technology	1,197.07	19,513.54	27,900.00	8,386.46	30.06%
Total Expenditures	93,088.91	1,014,508.30	1,575,750.00	561,241.70	35.62%
Miscellaneous Expenses					
Misc Expenses	0.00	418,093.65	0.00	(418,093.65)	0.00%
Total Miscellaneous Expenses	0.00	418,093.65	0.00	(418,093.65)	0.00%
Total Expenditures	93,088.91	1,432,601.95	1,575,750.00	143,148.05	9.08%
Excess Revenues(Expenditures)	(63,172.86)	246,690.68	(92,750.00)	339,440.68	

Janice,

Public Works intends to install ADA-compliant access to the library from the designated handicap parking spaces along Burling Rd. We anticipate this work taking place later this fall. Attached is a map identifying the proposed installation of a section of sidewalk that will parallel a newly installed depressed curb line and connect to the main walkway leading to the library. A portion of the existing main walkway will also be replaced to properly integrate the new sidewalk and provide a continuous accessible route. Once I have a better idea on the timeline I will provide an update. Please let me know if you have any question.

Thanks,



Dan Tabb

Public Works Director
Riverside Public Works
3860 Columbus Blvd.
Riverside, IL 60546
P: 708.442.3590 x 506
F: 708.443.5694
dtabb@riverside.il.us

This e-mail transmission contains information from the Village of Riverside, which is confidential or privileged. The information is intended for the use of the addressed individual or entity. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this information is prohibited. If you have received this Email in error, please notify us by replying to the e-mail address or calling the sender at the phone number above.

T B one Construction Inc.

4515 N. Kenneth Ave. Chicago IL 60630

Phone 312 608-8558 Fax 773 286-6106

Proposal

Date	25/606
9/21/2026	Estimate #

Submitted to:		
Timothy Berneche 314 Illinois st. Glen Ellyn, IL 60137		
Project		
Riverside Public Library		
Item	Description	Total
Concrete	This proposal has been prepared base on architectural plans drawn by Bernache 2 Architecture for Riverside Public Library , Exterior pedestrians ramp renovation. Dated 05. 18. 2026 Provide all labor, materials, equipment, tools, supervision, and disposal necessary to complete the proposed exterior accessible ramp and associated concrete work in accordance with the provided architectural plans. DEMOLITION & SITE PREPARATION • Field verify existing dimensions, elevations, and site conditions prior to beginning work. • Protect the existing library building, stonework, sidewalks, landscaping, trees, curbs, and other improvements designated to remain. • Sawcut, demolish, and remove the existing concrete ramp, landings, walls, and associated concrete within the limits of the proposed ramp construction. • Remove existing ramp railings as necessary to allow demolition and reconstruction of the ramp. New railing fabrication and installation is excluded unless otherwise stated. • Load, haul, and legally dispose of concrete and demolition debris generated by this scope. EXCAVATION & SUBGRADE • Excavate as required for the proposed ramp foundations, foundation walls, landings, and associated concrete construction. • Prepare and compact subgrade to the elevations required by the construction documents. • Provide and install required compacted granular base/fill beneath concrete slabs and landings.	68,895.00

We propose hereby to furnish material and labor to complete the project in accordance with above specification, for the sum of:

Total

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specification submitted, per standard practices. Any alteration from the above specification, requested by owner, architect, or city ordinance, will be executed for extra charge.

Respectfully submitted by: _____

Ted Bukowski

--

Acceptance of proposal

The above prices, specifications, are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Date : _____

Signature

T B one Construction Inc.

4515 N. Kenneth Ave. Chicago IL 60630

Phone 312 608-8558 Fax 773 286-6106

Proposal

Date	25/606
9/21/2026	Estimate #

Submitted to:		
Timothy Bemeche 314 Illinois st. Glen Ellyn, IL 60137		
Project		
Riverside Public Library		
Item	Description	Total
	• Provide necessary backfill ll and compaction around completed foundations. FOUNDATIONS & STRUCTURAL CONCRETE • Form and construct reinforced cast-in-place concrete foundations and foundation/retaining walls supporting the proposed ramp and landings. • Provide reinforcing steel, welded wire reinforcement, dowels, corner reinforcement, another concrete reinforcement as detailed in the construction documents. • Construct foundations to the depths, dimensions, elevations, and configurations indicated on the architectural plans and ramp details. • Provide all forming, bracing, placement, consolidation, stripping, curing, and associated labor necessary for complete concrete construction. RAMP, LANDINGS & CONCRETE FLATWORK • Form and pour the complete accessible concrete ramp system, including ramp runs, intermediate landings, turning areas, entrance landing, transition areas, and associated concrete surfaces shown within the ramp construction limits. • Construct ramp slopes, cross slopes, landing elevations, transitions, and clear widths in accordance with the architectural drawings. • Provide reinforced concrete ramp slabs over properly prepared and compacted granular base as detailed. • Provide concrete sidewalk replacement, concrete infill, transition slabs, and other concrete	

We propose hereby to furnish material and labor to complete the project in accordance with above specification, for the sum of:

Total

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specification submitted, per standard practices. Any alteration from the above specification, requested by owner, architect, or city ordinance, will be executed for extra charge.

Respectfully submitted by: _____

Ted Bukowski

--

Acceptance of proposal

The above prices, specifications, are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Date : _____

Signature

T B one Construction Inc.

4515 N. Kenneth Ave. Chicago IL 60630

Phone 312 608-8558 Fax 773 286-6106

Proposal

Date	25/606
9/21/2026	Estimate #

Submitted to:		
Timothy Berneche 314 Illinois st. Glen Ellyn, IL 60137		
Project		
Riverside Public Library		
Item	Description	Total
	flatwork shown as part of or directly affected by the proposed ramp construction. • Tie new concrete into existing sidewalks and walking surfaces at the elevations indicated on the drawings. • Provide smooth transitions between new and existing walking surfaces without abrupt elevation changes or trip hazards. • Patch and grade concrete areas affected by removal of the existing ramp where indicated. ARCHITECTURAL / TEXTURED CONCRETE • Construct exposed ramp/foundation wall surfaces utilizing the architectural textured/stamped concrete treatment indicated in the plans. • Provide textured/form-finished concrete intended to resemble and complement the existing stone appearance of the Riverside Public Library. • Coordinate required concrete texture/pattern and appearance with the General Contractor, Owner, and/or Architect prior to concrete placement. • Provide sample or mock-up of proposed architectural concrete finish if required for approval prior to final placement. JOINTS & CONCRETE FINISHING • Provide expansion/isolation joints at connections to existing construction and at locations indicated on the drawings. • Provide properly spaced control/contraction joints throughout new concrete construction as	

We propose hereby to furnish material and labor to complete the project in accordance with above specification, for the sum of:

Total

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specification submitted, per standard practices. Any alteration from the above specification, requested by owner, architect, or city ordinance, will be executed for extra charge.

Respectfully submitted by: _____

Ted Bukowski

--

Acceptance of proposal

The above prices, specifications, are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Date : _____

Signature

T B one Construction Inc.

4515 N. Kenneth Ave. Chicago IL 60630

Phone 312 608-8558 Fax 773 286-6106

Proposal

Date	25/606
9/21/2026	Estimate #

Submitted to:		
Timothy Berneche 314 Illinois st. Glen Ellyn, IL 60137		
Project		
Riverside Public Library		
Item	Description	Total
Railing Railing	indicated. • Provide exterior slip-resistant finish to all ramp, landing, sidewalk, and pedestrian walking surfaces. • Tool and finish exposed edges and joints for a clean, professional installation. • Cure and protect newly placed concrete from pedes DESCRIPTION: Fabricate and install approx. 160ft of railing for ramp. Powder coating BLACK All material is guaranteed to be as specified. Our work will be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specification involving extra costs will be executed only upon written orders, and will become an extra change over and above this proposal. By accepting this Proposal, unless we expressly agree, the subject property, naming us as Additional Insured. All agreements are contingent upon strikes, accidents, weather conditions, public authorities or delays beyond our control. Terms: A deposit is required with the acceptance of the contract and before commencement of	54,428.00 0.00

We propose hereby to furnish material and labor to complete the project in accordance with above specification, for the sum of:

Total

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specification submitted, per standard practices. Any alteration from the above specification, requested by owner, architect, or city ordinance, will be executed for extra charge.

Respectfully submitted by: _____

Ted Bukowski

--

Acceptance of proposal

The above prices, specifications, are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Date : _____

Signature

T B one Construction Inc.

4515 N. Kenneth Ave. Chicago IL 60630

Phone 312 608-8558 Fax 773 286-6106

Proposal

Date	25/606
9/21/2026	Estimate #

Submitted to:		
Timothy Berneche 314 Illinois st. Glen Ellyn, IL 60137		
Project		Riverside Public Library
Item	Description	Total
General Condition Overhead and profit	work. The balance is due upon completion of work. Any invoices not paid within sixty (60) days will bear interest at the rate of one and one-half percent (1.5%) per month. If a complaint is filed in court on any past-due amount of any court costs actually paid and the sum equal to thirty-three percent (33%) of the total amount due as and for attorney's fees related to the collection, shall be added to the invoice amount. This proposal shall be deemed null and void if not signed and faxed backed within 5 days do to material prices change. Note: This proposal is valid for 30 days. After 30 days, prices are subject to change. Anything that is not included in this proposal is considered "excluded". Permits are not included in this proposal. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. In such circumstances, a mutually agreed upon change order will need to be signed before work will continue. Owner is responsible for any required permits. Initial payment and subsequent payments will be scheduled once the job is awarded. Final payment is due upon completion. Prices are based on non-union labor.	3,600.00 13,400.00

We propose hereby to furnish material and labor to complete the project in accordance with above specification, for the sum of:

Total

\$140,323.00

All material is quaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specification submitted,per standart practices.Any alteration from the above specification, requested by owner, architect,or city ordinance, will be executed for extra charge.

Respectfully submitted by: _____

Ted Bukowski

--

Acceptance of proposal

The above prices ,specifications,are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Date : _____

Signature _____

YOUTH & TEEN SERVICES – September 2026 – Nora Durbin

September was again light on programming because of the lack of programming space this month. We were still busy with other activities including a return to school visits. We also opened registration for our Just for You: Subscription Book Bags program.

Highlights

Section changes – We were able to finish the change from our series section to our new Bridge section this month. Thank you to Mandi for all of her help with this big undertaking. We evaluated each book to see where it should go, J fiction or Bridge J. I think parents and kids are already responding well to this section. The Bridge section contains easier chapter books that used to be spread between J fiction and the series section. They are a great place for kids to go when they are done with E Readers but not quite ready for J fiction.

Anne and Bridget have continued evaluating and adding titles to our growing Parenting Collection.

Farmer's Market—Fran has done a wonderful job of planning engaging activities at the Farmer's Market this year. She always has a fun drop in activity and lots of information about upcoming programs at the Library. Of course, the fruit or vegetable of the week is always hiding somewhere at the Market too!

The SPOT programs— The SPOT was busy with appointments this month including embroidery, Glowforge and 3D printing appointments. Mandi and Josh also worked on planning programs for the new year.

The SPOT to Go cart was popular with color projects and leaf based projects this month.

School and Community Outreach— School visits were back this month. Anne visited the D96 Early learners. Bridget visited the Hollywood Communication Development Classroom. Fran visited RPC Preschool.

RB's Transitions group came for book club. We also welcomed two student workers from the RB Transitions program, Colin and Isaac. Both will be working shifts two days a week at the Library. I also talked with St. Mary's 2nd grade teachers about their upcoming October field trip, and Katie Moroney from Hauser about an upcoming Library Club field trip.

YOUTH & TEEN SERVICES STATISTICS –September 2026	
Reference questions asked	<u>191</u>
Informational questions asked	<u>275</u>

Date	Name of Program	Youth 0-5	Youth 6-11	Young Adult	Adult	General Interest
9/1-9/5	The SPOT to Go Cart					18
9/1/2026	The SPOT Open Hours				3	
9/2/2026	RB Transitions Book Club			7	2	
9/2/2026	Farmer's Market					66
9/3/2026	D96 Early Learners Storytime AM	36			6	
9/3/2026	D96 Early Learners Storytime PM	20			7	
9/8-9/18	Subscription Book Bag Registration	3	8			
9/8/9/13	The SPOT to Go Cart					24
9/9/2026	RB Transitions Book Club			8	2	

YOUTH & TEEN SERVICES – September 2026 – Nora Durbin

Date	Name of Program	Youth 0-5	Youth 6-11	Young Adult	Adult	General Interest
9/9/2026	Farmer's Market					65
9/13/2026	Girl Scout Troop 47811 Cleaning Project		10		3	
9/14-9/20	The SPOT to Go Cart					30
9/14/2026	Storytime at RPC 1	10			2	
9/14/2026	Storytime at RPC 2	10			2	
9/14/2026	Storytime at RPC 3	10			2	
9/15/2026	The SPOT Open Hours				1	
9/16/2026	RB Transitions Book Club			8	2	
9/16/2026	Farmer's Market					20
9/21-9/30	The SPOT to Go Cart					33
9/22/2026	The SPOT Open Hours				1	
9/23/2026	RB Transitions Book Club			7	2	
9/23/2026	Farmer's Market					47
9/28/2026	Storytime at RPC 1	10			2	
9/28/2026	Storytime at RPC 2	10			2	
9/28/2026	Storytime at RPC 3	10			2	
9/29/2026	Visit to Hollywood CD Classroom		8		5	
9/30/2026	RB Transitions Book Club			5	2	
9/1-9/31	Blue Board Question					75
9/4/2026	Staffed SPOT Appointment: Embroidery				1	
9/5/2026	Unstaffed SPOT Appointment: Embroidery				1	
9/11/2026	Staffed SPOT Appointment: Glowforge				1	
9/21/2026	Staffed SPOT Appointment: 3D Printing				1	
9/28/2026	Unstaffed SPOT Appointment: Embroidery				1	
9/1-9/31	3D Print Requests				3	
After School (21 Days)		700				
Phone Charger Checkout		20				
Board Game Usage		40				
Nintendo Switch Usage		22				
Study Room Usage		39				

Circulation and Computer Services

September 2026

Sharon Shroyer

Circulation

The renovation is, mostly, over and all I have to say is, wow! We have so much space, we actually echo a bit. The shelves for ILL are a bit smaller than the old ones, but we do not have to worry that a shelf will fall because of a missing post, causing books to fall on us. The closed cabinets for the Library of Things has so much storage and all of it is blissfully hidden, making the view behind the desks much cleaner. The center work island hides all of our blue plastic bins from delivery. The desks are spacious and new, no slivers to worry about. Janice found nice cloth bins for each staff member in the department for their personal effects. While the terrace has a lovely view and it was very quiet, which was lovely, the sun will not be missed. It is nice to be back in our regular spots. We are moving some things back in stages, taking note not to have clutter or return things unneeded, only things that give us joy.

Dana, who is in charge of processing new material and repairs, has far more storage for all of her supplies in the tech room. She did a great job of not only working out of boxes for the time we were on the terrace but also not waiting for the movers. She moved all the boxes of her supplies herself.

Computer Services

In anticipation of our move back to our old locations, I took the opportunity to replace most of the old surge protectors that were unearthed when all the old furniture was moved. Some of these predated my employment here; they needed to go to recycling.

The issue of setting up mobile email access on our newest employees' personal phones has finally been resolved. Apparently, tweaking the DNS records for our website had some positive results.

On September 17 and 18, I took advantage of two days off that Diane and Lisa had scheduled, to finish setting up their new laptops. Once equipment was back in its proper location and plugged in, I reinstalled their regular printers a few days ago.

Diane, Lisa and I met to discuss the daunting project of getting all of our mapped drives organized and cleaned up.

I will be getting prices for the last big equipment purchase this year. We are replacing the workstation at the Information Services desk.

September 2026 Information Services Update

Diane Silva

Y: Drive

Lisa, Sharon and I kicked off a redesign project our shared drive (Y:). It's been in its current format for years and is hard for staff to find what they are seeking. The new model will create a drive that acts as a self-service portal for staff (S:) with pdfs of documents needed for general work. A separate working drive (W:) will allow space for staff to work on special projects without cluttering up the S: drive. A third management (M:) drive will allow for common space for management specific tasks, like budgeting and planning.

The current Y: drive is a behemoth with years of stuff, "creative" naming conventions, and loads of project documents tucked into personal drives. It will take a while to untangle everything. The goal is to create new space without deleting the Y: drive. That drive will become an accessible (but locked) archive so we can find old work without inadvertently adding to it.

Holiday Newsletter

Brent and I worked hard to learn the new Affinity software and easily completed the Nov/Dec newsletter by the end of the month, allowing us to get it to the printer with plenty of time for delivery.

Illinois Libraries Present

I rolled off the ILP committee last spring with the intention of helping them get set up with the data work before full roll off. The data load is proving to be difficult for ILA staff to manage along with their existing load. As a result, I was pulled back onto the ILP committee to manage reporting. I'll retire some other time!

Library Calendar Upgrade

Kudos to Henry who completed the website design to integrate the new calendar well in advance of the November 2 roll out. This month was full of getting all the November/December programs into the new calendar. As of the end of September, the remaining pieces of the project are staff training (scheduled for Oct 23) and transferring all existing registrations to the new calendar. This work will require us to shut down program registration for the weekend prior to go-live.

Programming Highlights

David Wilson, a former resident and Riverside Public Library employee, came to town this month for a fascinating program on the history of Riverside Street Names. This program accompanied the release of his new book, *Towns Along the Q*, referencing the historic Chicago, Burlington and Quincy Railroad (now the BNSF Line). Reviews were glowing and many attendees took home copies of his book.

Programming Statistics

Riverside Street Names – 30

Sock Pumpkins - 15

Chess Club (3 sessions) – 31

Asahi (3 sessions) – 20

Mahjong (4 sessions) - 33

Karen Hao (ILP) – 2

LAC Plant Giveaway – 55
Lyric Opera – 13
Red Cross Blood Drive - 30
Meditation (2 session) – 12
Genealogy Club – 6

Wordsmith's Society – 3
Yarn Crafters (2 sessions) - 4
Tech Help Appointment – 1
Passive
Seed Packets Take/Leave –13

Patron Interactions – We had 562 patron interactions this month.

Riverside Public Library
Miscellaneous Statistics - September 2026

	Sep-26	Sep-25	YTD 2026	YTD 2025
Reference Statistics				
Questions Asked - Adult	562	543	6359	6448
Questions Asked - Youth Services	466	324	3625	3486

Internet Usage - Adult	221	301	2157	2584
- TYS	261	246	3224	2655
Total Usage	482	547	5381	5239

Holdings				
Adult Titles Added	176	194	1742	1712
YTS Titles Added	112	47	706	669
Total Titles Added	288	241	2448	2381
Adult Titles Withdrawn	9	79	978	1753
YTS Titles Withdrawn	129	127	442	1590
Total Titles Withdrawn	138	206	1420	3343

Total Holdings			63740	62492
-----------------------	--	--	--------------	--------------

Library Programs - Active				
Children 0-5	8	37	265	289
Children 6-11	3	7	103	100
YA 12-18	0	3	30	44
Adults 19+	34	25	285	266
General Interest (Mixed)	10	10	129	87
Totals	55	82	812	786

Library Programs - Active Attendance				
Children 0-5	119	385	2413	2586
Children 6-11	26	69	1947	1761
YA 12-18	0	14	952	636
Adults 19+	306	506	3857	6359
General Interest (Mixed)	418	514	4852	5726
Totals	869	1488	14021	17068

Library Programs - Passive				
Children 0-5	0	7	52	56
Children 6-11	1	3	17	20
YA 12-18	0	0	2	4
Adults 19+	1	2	23	18
General Interest (Mixed)	6	2	56	38
Totals	8	14	150	136

Library Programs - Passive Attendance				
Children 0-5	0	90	492	683
Children 6-11	11	35	173	192
YA 12-18	0	0	15	21
Adults 19+	1	70	136	462
General Interest (Mixed)	146	155	2126	2968
Totals	158	350	2942	4326

Community Programs Attendance	7	12	126	79
	65	148	873	1009

	Sep-26	Sep-25	YTD 2026	YTD 2025
Study Room Use	39	45	398	289
New Library Cards Issued	54	46	472	444
Library Attendance	8018	8037	78493	76123
Notary Service	9	16	147	168
Checkouts	4451	4697	43263	46692
Renewals	3227	2956	28789	28940
Checkins	5178	5938	49238	55191
Total Circulation	12856	13591	121290	130823
Interlibrary Loans				
Loaned	1016	965	8873	8867
Borrowed	1270	1136	10207	10611
Reciprocal Borrowing				
Loaned to Other Library Patrons	523	438	4622	4856
RPL Patrons Borrowing Elsewhere	1001	993	11438	11104
Digital Resources				
Hoopla	389	383	3608	3135
Palace Project	183	119	891	1029
Libby (Digital Library of Illinois)	2371	2126	19368	15840
Kanopy	405	NA	1749	NA
Web Site Total Hits	3636	3648	38317	37659
Wireless Statistics	2040	850	16943	16239
Online Databases				
Ancestry.com				
Searches	364	118	2112	3270
Returns	1171	176	4488	5519
Newsbank				
Searches	76	23	215	239
Consumers Reports				
Sessions	6	9	72	88
Searches	39	95	813	772
Chicago Tribune				
Digital Views	3310	NA	22379	NA
Digital Users	8	NA	54	NA
Online Views	78	NA	1446	NA
Online Users	8	NA	57	NA
Additional Statistics				
Newspaper Archives				
Searches	66	34	388	285
Museum Passes				
Issued	16	20	138	150
Library of Things				
Equipment	71	78	581	675
Kits	16	10	186	117
Spot Collection Use*	118	22	290	104
Now includes the SPOT to go cart				

Library Director's Report

September 2026

Janice Foley

Administration

The Renovation Project took up the entire month with the final work on the mezzanine stairs happening on September 30. Darren from Studio GC came on the 30th and did a walk through with Diane and I. There are a few issues that will need to be addressed, but nothing that prevented the involved department staffs from moving back in. The back work room is totally transformed. I encourage you to take a look at it the next time you are in the Library. Circulation has a fresh new look with a lot of storage! My office is looking spacious and orderly. The Mezzanine office space is the area that most adjustments need to be done, but it is also looking great. Thank you to all the staff. You were so accommodating when we needed to spread out to all ends of the Library. Nora not only let Ashley use her office space throughout the project, she also came in several days at 7:30 am to let in the workers. Diane and I also worked early shifts to accommodate early work starts. Thank you also to the Board for supporting the renovation project, which has made such a positive impact on work conditions!

Necessary changes to the Tax Levy/Operating Budget required discussions with our Legal Team. They were responsible for contact with Cook County to get a problem corrected. We were then able to update our 2026 Tax Levy and 2027 Operating Budget appropriately. The revised documents are in this month's board packet to be approved. Discussion by the Village during three of their upcoming Board Meetings will require attendance by a Library representative. Diane and I will make sure one of us will be at every meeting.

I sent inquiries to other Library Directors about technology consultants as discussed at the September Board Meeting. We will be following up in the months to come.

I have begun working on the grant application for the ramp project. Ken has been in contact with Tim Bernesch and we have information in the Board packet.

Community Outreach and Partnerships

The Friends Bingo fundraiser takes place on October 3. I put together the Bingo booklet again this year and also coordinated the Raffle. We are hoping for a successful event because money raised from the Bingo ultimately comes to the Library to support programs and other purchases. The Board of Trustee's donation provides the winning prize for Game 12, the cover-all.

The Library will be participating in two Trunk or Treat events this season. October 8 is the Parks and Rec event and the Ames School one will be held on October 23. Gargoyles, with guest star standup Dewey, will be the theme of our decorations

We are registered for this year's Holiday Stroll. Santa and Mrs. Claus will again be gracing our Great Room which is a guaranteed high attendee rate! Trustees are invited to help out

by Santa and give out Santa presents to the young visitors. I will send around a sign up soon.

The Friends of the Library met on September 15. Final bingo planning was discussed.

The Genealogy Club continues to meet on the fourth Tuesday of the month. It is always a lively and informative meeting!

Managers continued to have meetings on Thursdays.

Building and Grounds

Fire extinguishers had their annual inspection. Routine elevator maintenance continued, as did lawn care.



Library Board Memorandum

To: Board of Trustees
From: Janice Foley, Library Director
Date: 10/01/2026
Re: Updated Levy and Operating Budget

Due to the changes made by Cook County for our Tax Rate, the Board needs to approve the updated Levy and Operating Budget.

The only changes are in the Personnel Services and Capital Expense Fund Accounts. I am happy to answer any questions you may have at the Board Meeting.

RIVERSIDE PUBLIC LIBRARY- TAX LEVY ORDINANCE FOR 2026

OPERATIONS	1,336,763
AUDIT	5,000
IMRF	52,000
FICA	64,000
UNEMPLOYMENT	1,800
BOND	<u>123,900</u>
TOTAL LEVY	1,583,463

	2026 PROPOSED <u>BUDGET</u>	PROPOSED 2025 TAX LEVY <u>USED</u>	OTHER REVENUE <u>SOURCES USED</u>
PERSONNEL SERVICES	1,013,800	1,011,210	2,590
MATERIALS & SUPPLIES	18,700	17,400	1,300
CONTRACTUAL SERVICES	136,000	135,000	1,000
ELECTRONIC RESOURCES	76,200	75,000	1,200
INFORMATION SERVICES	39,500	39,500	0
CHILDREN/YOUTH SERVICES	12,050	12,050	0
MARKETING/PUBLIC RELATIONS	33,700	33,000	700
ADMINISTRATION EXPENSE	96,503	94,403	2,100
TECHNOLOGY EXPENSE	42,900	42,000	900
BOND PAYMENT	<u>123,900</u>	<u>123,900</u>	<u>0</u>
TOTAL	1,593,253	1,583,463	9,590

RIVERSIDE PUBLIC LIBRARY
LIBRARY OPERATING FUND
OPERATING BUDGET 2027

PROPOSED 2027 BUDGET						
OPERATING FUND	AUDIT FUND	IMRF FUND	FICA FUND	UNEMPLOY COMP FUND	Bond Activity	TOTAL FUNDS

BEG FUND BAL (CASH RESERVE):

ESTIMATED REVENUES:

3100 TAXES						
3118-01-001 Property Tax-Operations	1,255,470.00	1,255,474				1,336,763
3118-01-007 Property Tax-Audit	4,500	5,000	5,000			5,000
3118-01-008 Property Tax-IMRF	47,421	50,000	52,000			52,000
3118-01-009 Property Tax-FICA	56,907	62,000		64,000		64,000
3118-01-011 Property Tax-Unemployment	812	1,800		1,800		1,800
3850-01 Bonds-referendum	123,000	126,000			123,900	123,900

TOTAL PROPERTY TAXES

3200 INTERGOVERNMENTAL	1,488,110	1,500,274				1,583,463
------------------------	-----------	-----------	--	--	--	-----------

3210 PerCapita State Grant	13,715	7,000				10,000
3220 Corp Replacement Tax	25,840	15,000				19,000

TOTAL INTERGOVERNMENTAL

3300 INTEREST	39,554	22,000	-	-	-	29,000
---------------	--------	--------	---	---	---	--------

3310 Interest on Investments

3310 Interest on Investments	43,871	15,000				17,000
------------------------------	--------	--------	--	--	--	--------

TOTAL INTEREST

3400 FEES & SERVICES	43,871	15,000				17,000
----------------------	--------	--------	--	--	--	--------

3415 Fines & Fees

3415 Fines & Fees	2,795	700				500
-------------------	-------	-----	--	--	--	-----

3420 Fax Fees

3420 Fax Fees	3					50
---------------	---	--	--	--	--	----

3425 SPOT user fees

3425 SPOT user fees	200	50				50
---------------------	-----	----	--	--	--	----

3430 Printing Fees

3430 Printing Fees	4,335	1,700				2,000
--------------------	-------	-------	--	--	--	-------

3435 Book and Video Sales

3435 Book and Video Sales	4,665	3,000				4,000
---------------------------	-------	-------	--	--	--	-------

3495 Miscellaneous/Other

3495 Miscellaneous/Other	721	200				75
--------------------------	-----	-----	--	--	--	----

3535 Liability Insurance Refund

3535 Liability Insurance Refund						
---------------------------------	--	--	--	--	--	--

3810 Donations

3810 Donations	132					500
----------------	-----	--	--	--	--	-----

3801 Adult replacement fees

3801 Adult replacement fees	657	100				125
-----------------------------	-----	-----	--	--	--	-----

3802 CYS Replacement fees

3802 CYS Replacement fees	289	100				100
---------------------------	-----	-----	--	--	--	-----

3825 Meeting Room Rental

3825 Meeting Room Rental	225	100				100
--------------------------	-----	-----	--	--	--	-----

3816 ILL Fees

3816 ILL Fees	35	50				50
---------------	----	----	--	--	--	----

3817 Lost Book credit- ILL

3817 Lost Book credit- ILL	478	100				100
----------------------------	-----	-----	--	--	--	-----

TOTAL FEES & SERVICES

TOTAL FEES & SERVICES	14,534	6,100				7,600
-----------------------	--------	-------	--	--	--	-------

TOTAL REVENUES

TOTAL REVENUES	1,586,069	1,543,374				1,637,063
----------------	-----------	-----------	--	--	--	-----------

TOTAL FUNDS AVAILABLE

TOTAL FUNDS AVAILABLE	1,586,069	1,543,374				1,637,063
-----------------------	-----------	-----------	--	--	--	-----------

ESTIMATED EXPENDITURES

4410 PERSONNEL SERVICES

4410 PERSONNEL SERVICES	780,502	815,000				811,000
-------------------------	---------	---------	--	--	--	---------

4102 Regular Salaries

4102 Regular Salaries	73,115	80,000				85,000
-----------------------	--------	--------	--	--	--	--------

4130 Health & Life Insurance

4130 Health & Life Insurance	47,421	50,000				52,000
------------------------------	--------	--------	--	--	--	--------

4140 IMRF

4140 IMRF	56,907	62,000				64,000
-----------	--------	--------	--	--	--	--------

4141 FICA

4141 FICA	812	1,800				1,800
-----------	-----	-------	--	--	--	-------

4142 Unemployment

4142 Unemployment	958,757	1,008,800				1,013,800
-------------------	---------	-----------	--	--	--	-----------

TOTAL PERSONNEL SERVICES

TOTAL PERSONNEL SERVICES	958,757	1,008,800				1,013,800
--------------------------	---------	-----------	--	--	--	-----------

4200 MATERIALS & SUPPLIES

4200 MATERIALS & SUPPLIES	2,420	3,000				3,000
---------------------------	-------	-------	--	--	--	-------

4201 Office Supplies

4201 Office Supplies	2,500	3,500				3,500
----------------------	-------	-------	--	--	--	-------

4202 Library Supplies

4202 Library Supplies	8,386	8,000				10,000
-----------------------	-------	-------	--	--	--	--------

4241 Blag Maint Supplies

4241 Blag Maint Supplies	1,276	1,500				2,200
--------------------------	-------	-------	--	--	--	-------

4902 Ink Cartridges

4902 Ink Cartridges	14,582	16,000				18,700
---------------------	--------	--------	--	--	--	--------

TOTAL MATERIALS & SUPPLIES

TOTAL MATERIALS & SUPPLIES	24,250	32,000				34,000
----------------------------	--------	--------	--	--	--	--------

4300 CONTRACTUAL SERVICES

4300 CONTRACTUAL SERVICES	2,713	5,000				8,000
---------------------------	-------	-------	--	--	--	-------

4320 Janitorial

4320 Janitorial	9,963	15,000				17,000
-----------------	-------	--------	--	--	--	--------

4324 Water

4324 Water	23,378	35,000				40,000
------------	--------	--------	--	--	--	--------

4326 Gas

4326 Gas	906	1,000				2,000
----------	-----	-------	--	--	--	-------

4361 Building Maintenance

4361 Building Maintenance	16,769	18,000				20,000
---------------------------	--------	--------	--	--	--	--------

4362 Small Equip Maintenance

4362 Small Equip Maintenance						
------------------------------	--	--	--	--	--	--

4363 Equipment Maint

4363 Equipment Maint						
----------------------	--	--	--	--	--	--

4366 Other leased equipment

4366 Other leased equipment						
-----------------------------	--	--	--	--	--	--

4364 Furnishings & Equipment

4364 Furnishings & Equipment		4,000				4,000
------------------------------	--	-------	--	--	--	-------

4365 Copy machine rental
4368 Copy Machine Rent- Principal
4369 Copy Machine Rent- Interest

TOTAL CONTRACTUAL SERVICES

ELECTRONIC RESOURCES

4411 Online databases
4915 SWAN Computer
4918 Internet Expense (Comcast)
4919 Patron Subscription Services

*Mobile Beacon, Hulu, Netflix, Nintendo, Circuit

TOTAL ELECTRONIC RESOURCES

INFORMATION SOURCES

4412 Fiction/Non-Fiction Books
4414 Standing Order Publications
4418 Periodicals
4420 DVD/Blu-Ray
4423 Digital Library
4442 Library of Things

TOTAL INFORMATION SOURCES

CHILDREN/YOUTH SERVICES

4551 CYS Juvenile Books
4552 CYS Periodicals
4554 CYS Reference Books
4555 CYS Video Games
4556 CYS Young Adult
4558 CYS Board Books
4560 CYS Easy Books
4562 CYS Audio Books
4563 CYS Compact Discs
4565 CYS DVD
4566 CYS Toys & Puzzles
4567 CYS Storyline Resources
4568 CYS STEAM

TOTAL YOUTH SERVICES

MARKETING/PUBLIC RELATIONS

4443 SPOI expenses
4509 CYS Programming
4609 IS Programming
4610 Library Programs (Swank & Museum pass)
4615 Advertising/Public Relations
4630 Binding
4648 PR Newsletters

TOTAL MARKETING/PUBLIC RELATIONS

ADMINISTRATION

4425 Shipping Charges
4703 Legal Service
4709 Credit Bureau
4711 Telephone
4712 Postage
4732 Treasurer's Bond
4733 Liability Insurance
4737 Audit Fees
4740 Travel
4744 Seminars, Conf, Mtgs.
4745 Membership Dues
4746 Accounting Expenses
4747 Staff Development
4794 Credit Card/Bank Fees
4795 Miscellaneous
4798 Board Expense
4799 Bond repayment
4799 Capital Expense

TOTAL ADMINISTRATION COSTS

TECHNOLOGY

4900

	Actual 2025	Budgeted F/Y 2026	PROPOSED 2027 BUDGET					TOTAL FUNDS
			OPERATING FUND	AUDIT FUND	IMRF FUND	FICA FUND	UNEMPLOY COMP FUND	
	9,613	11,000	11,000					11,000
	87,592	121,000	136,000					136,000
	20,393	34,000	36,000					36,000
	23,633	30,000	32,000					32,000
	3,126	3,200	3,200					3,200
	3,500	5,000	5,000					5,000
	50,653	72,200	76,200					76,200
	17,714	19,500	21,000					21,000
	3,762	4,500	4,500					4,500
	8,933	10,000	8,500					8,500
	2,602	3,000	3,000					3,000
		2,000	2,000					2,000
	325	500	500					500
	33,336	39,500	39,500					39,500
	3,582	5,000	5,000					5,000
		150						
		400						
	276	300	300					300
	936	2,000	2,150					2,150
	2,607	3,000	3,500					3,500
	488	650	600					600
	35	100	100					100
	17	100	100					100
	455	300	300					300
	8,395	12,000	12,050					12,050
	484	750	1,000					1,000
	1,071	1,000	1,000					1,000
	5,084	5,000	5,000					5,000
	485	2,000	2,000					2,000
	448	5,000	4,500					4,500
		200	200					200
	15,757	18,000	20,000					20,000
	23,327	31,950	33,700					33,700
	580	700	700					700
	8,103	5,000	7,000					7,000
	768	800	900					900
	5,837	10,000	11,000					11,000
	708	1,200	1,400					1,400
		1,000	500					500
	26,257	32,000	34,000					34,000
	4,240	5,000	5,000					5,000
	77	200	300					300
	170	1,000	1,500					1,500
	755	1,000	1,500					1,500
	2,668	6,000	7,000					7,000
	1,497	6,500	7,500					7,500
	334	700	700					700
	4,480	10,000	15,000					15,000
	529	1,000	2,000					2,000
	123,000	126,000						123,900
		38,300	503					503
	180,503	246,400	91,503	5,000				123,900
								220,403

	Actual 2025	Budgeted F/Y 2026	PROPOSED 2027 BUDGET						
			OPERATING FUND	AUDIT FUND	IMRF FUND	FICA FUND	UNEMPLOY COMP FUND	Bond Activity	TOTAL FUNDS
4901 Technology Supplies	734	900	900						900
4905 Computer Consultant	320	2,000	2,000						2,000
4910 Network Maintenance	100	2,000	16,000						16,000
4924 E-Library subscription services	12,136	15,000	16,000						16,000
4920 Hardware & Equipment	3,886	6,000	6,000						6,000
4925 Software	111	2,000	2,000						2,000
TOTAL TECHNOLOGY EXPENSES	17,286	27,900	42,900						42,900
4808, 4816, 4817, 4999 OTHER MISC EXPENSES	20								
TOTAL EXPENSES	1,374,451	1,575,750	1,346,553	5,000	52,000	64,000	1,800	123,900	1,593,253
OPERATING BALANCE	211,618	(32,376)	43,810	-	-	-	-	-	43,810
END FUND BAL (CASH RESERVES)	211,618	(32,376)	43,810	-	-	-	-	-	43,810

#N/A



Library Board Memorandum

To: Board of Trustees
From: Janice Foley, Library Director
Date: 9/24/2026
Re: Reading Between The Wines Board Approval

Peter Boutsikakis is onboard to do a RBTW event in 2027. The proposed date is March 6. It is suggested that not having a break out session will make the entire event easier to plan and execute. Two Board members will need to volunteer to serve on the Committee if the Board approves the event.



Library Board Memorandum

To: Board of Trustees
From: Janice Foley, Library Director
Date: 10/5/2026
Re: Board Meeting Time

At the Board September meeting, the possibility of changing the Board meeting time was discussed. Because the matter was not included on the meeting agenda, formal action could not be taken at that time.

Now that the Library closes to the public at 8:00 p.m., our regular meeting start time of 7:30 p.m. almost guarantees that Board meetings will extend beyond the Library's closing time.

Would the Board like to consider moving the meeting start time to an earlier hour to better accommodate the Library's current operating hours?



Library Board Memorandum

To: Board of Trustees
From: Janice Foley, Library Director and Ashley Vimont, Financial Services Manager
Date: 10/01/2026
Re: LIMRiCC Changes

We have our Unemployment Insurance through LIMRiCC and consequently have to approve the following documents for the program:

TO: LIMRiCC Member Libraries, Including UCGA Member Libraries
FROM: Jennifer Mills, Chair of LIMRiCC

With the WIN member libraries joining the pool as of January 1, 2027, LIMRiCC has had to revise its Bylaws and Intergovernmental Agreement. Our attorney carefully vetted both, and WIN's attorney has reviewed them as well.

Since the changes are substantial, each Member Library's Board will have to:

- Approve the Resolution to Join LIMRiCC (please indicate if you are joining UCGA only, health insurance only, or both). Please use your own internal numbering system for resolutions, and use the stand-alone resolution sent to you for joining. (Resolution 2026 - LIMRiCC1)
- Approve the Resolution to Amend the Intergovernmental Agreement (please use your own internal numbering system for resolutions). (Resolution 2026 - LIMRiCC2).
- Approve the Resolution to Amend the Bylaws (please use your own internal numbering system for resolutions). (Resolution 2026 - LIMRiCC3).
- Sign the new Intergovernmental Agreement for LIMRiCC.
- Return the two (2) ballots to approve the amendments to both amending the IGA and the bylaws.

UCGA-only member libraries will also be responsible for doing all of these tasks. We greatly appreciate your willingness and patience.

LIMRiCC does not anticipate revising the IGA or the Bylaws again for a substantial amount of time.

An updated Intergovernmental Agreement and the new Bylaws are attached for your reference.

RESOLUTION 2026-LIMRiCC 1

RESOLUTION PROVIDING FOR THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL COMBINATION ("LIMRiCC")

BE IT RESOLVED by the Board of the RIVERSIDE LIBRARY (hereinafter referred to as the "Library") as follows:

1. Authority: This Resolution is adopted pursuant to the Intergovernmental Cooperation of the Clause of the Constitution of the State of Illinois, the Intergovernmental Cooperation Act, the Library Systems Act, and the Illinois Public Library District Act (or the Illinois Local Library Act where applicable).

2. Findings:

A. The Library Insurance Management and Risk Control Combination (LIMRiCC) has heretofore been established by Intergovernmental Agreement among existing public libraries and library systems to provide the following programs:

X 1. The Unemployment Compensation Program

 2. The Employee Benefits Program

A copy of the Intergovernmental agreement providing for these programs is attached hereto as Exhibit A.

B. It is in the best interest of the Library to participate in such of the above programs as are indicated by a checkmark in the appropriate box.

3. Authorization: That the President and the Secretary of this Library are, therefore, authorized and directed to execute an Intergovernmental agreement providing for the risk management and authorizing Membership in LIMRiCC for the programs hereinabove indicated, the Intergovernmental Agreement to conform substantially to the Intergovernmental Agreement attached hereto as Exhibit A and effective on January 1, 2027.

Adopted this day _____ of _____, 20_____, pursuant to a roll call vote as follows:

Ayes:

Nays:

Absent:

NAME OF LIBRARY:

Attest:

President

Secretary

RESOLUTION 2026-LIMEICC 2

AMENDING THE AMENDED INTERGOVERNMENTAL AGREEMENT PROVIDING FOR RISK MANAGEMENT AND AUTHORIZING MEMBERSHIP IN THE LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL COMBINATION (LIMRiCC) TO ALLOW FOR SUBSTANTIVE AMENDMENTS TO THE INTERGOVERNMENTAL AGREEMENT

WHEREAS, the Intergovernmental Agreement providing for Risk Management and authorizing membership in the Library Insurance Management and Risk Control ("LIMRiCC") (hereinafter referred to as "Agreement") has been amended from time to time by the Members of LIMRiCC to adhere to the changing needs of the Members of LIMRiCC and to reflect the current policies and practice; and

Whereas, the Board of the Library of the Insurance Manage and Risk Control Combination desires to now propose substantive changes to the IGA that will update the LIMRiCC Intergovernmental Agreement; and

Whereas, the Board of the Library of the Insurance Management and Risk Control Combination believes it is in the best interest of LIMRiCC to make such changes.

NOW THEREFORE, BE IT RESOLVED by the President and the Board of the Library and Insurance Management and Risk Control Combination ("LIMRiCC"), as follows:

Section 1: That the recitals set forth above are incorporate as Section 1 of this Resolution.

Section 2: It is proposed that "Public Libraries" are included as an entity that can enter into a contract with LIMRiCC, along with "Library Districts, [Public Libraries], Boards of Library Trustees, Library Systems, and Intergovernmental Entities that provide services to Public Library Districts."

Section 3: It is proposed that Article I (C)(2) "Agreements of Members" be amended to: "The LIMRiCC **Board** may contract with private or public ~~corporations~~ **consultants** for assistance in the processing of claims and the member will share in the cost of administering and paying the claims as provided in this contract."

Section 4: It is proposed that Article I (C)(3) "Agreements of Members" be amended to: ""The member shall make these payments in equal quarterly installments due on the 15th day of April, July, October and January of each year. A late fee of ~~\$50.00~~ **one hundred (\$100.00)** dollars will be issued for any paperwork or payment submitted after the due date. The Board of LIMRiCC shall have the authority to increase the late fee by up to ten percent (10%) in a calendar year."

Section 5. It is proposed to eliminate outdated language in Article I (E)(1) "Period of Coverage": "~~The initial coverage provided by LIMRiCC shall include all claims by members for persons whose employment is terminated by such member during the period from July 1, 1993, through December 31, 1993.~~ Coverage shall be continued from year to year thereafter on a calendar year basis, unless terminated therein."

Section 6: It is proposed that Article II "The Self-Insurance Program" of the former agreement be entirely eliminated. This is an insurance product no longer provided by LIMRiCC.

Section 7: It is proposed that in the updated IGA, the new Article II be titled, "EMPLOYEE BENEFIT INSURANCE PROGRAM"

Section 8: It is proposed that in Article II (A)(1) "Purchase of Health Insurance Plan" that "Health Insurance" be added to the list of the products that LIMRiCC provides to its members:

- **Health Insurance**
- Life insurance Benefits
- Accidental Death and Dismemberment Benefits
- Employee Assistance Benefits
- Dental Insurance
- Vision Insurance

Section 9: It is proposed that in Article II (A)(1) "Purchase of Health Insurance Plan" that language be added allowing former members of the WIN network to purchase short- and long-term disability insurance: "Furthermore, short term and long term disability insurance will be offered to current members of LIMRiCC who were members of the Wellness Insurance Network (WIN) as of September 1, 2026. Notwithstanding anything to the contrary in this Section H, individuals who were receiving disability coverage from Member as of 1/1/2026 and were considered part-time employees but only worked a minimum of 17.5 hours per week will remain Qualified Employees solely for the purposes of receiving disability coverage. By arranging for the purchase of these insurance products on behalf of all Members, LIMRiCC can achieve savings in premiums."

Section 10: It is proposed that in Article II (A)(2) "Changes in Participant Administration Fee" that the words "or special" be added to a sentence: "The Board of Directors has the authority to change any component of the Administrative fee at any regular **or special** meeting of the Board of Directors, provided all Members of the Insured Participants of the Program have been provided with thirty (30) days' notice of said meeting and of the proposed change to the Base Administration Fee and/or the Participant Administration Fee, which proposed change must be included on the meeting agenda."

Section 11: It is proposed that in Article II (H) "Employee Qualifications" that the following bolded print be added: "Members may set stricter requirements for their employees to be eligible for the Program, except that Members are required to provide and pay for life insurance for all full-time employees **on an employer-paid basis** unless a full-time employee specifically opts out of the life insurance benefit. **Employees may opt out of the life insurance coverage and Members may offer voluntary life insurance for those seeking additional coverage.** Each member is responsible for retaining and housing documentation [...]"

Section 12: It is proposed that in Article II (J) "Mandatory Member Meetings" that following bolded print be added: "Each Member must have at least one (1) representative (Library Director/Administrator, other administrators, or his/her designee) in attendance, either in person or via electronic attendance, at a minimum of one meeting per year. Effective with the ~~2024~~**2027** plan year, failure to have (1) representative attend without good cause, will result in a fee of **one hundred and fifty (\$150) dollars.**"

Section 13: It is proposed that in Article II (M) "New Membership" that new members, including members joining from the WIN pool must participate in the program for two years. It adds the following language: "New members must participate in the Program for at least two years."

Section 14: It is proposed that in Article II (O) "Refund Adjustment Policy for HIP" that "90 days" also be spelled out to 'ninety days.'

Section 15: It is proposed that in Article II (P) "Term of the Program" that outdated language be removed: "LIMRiCC has been operating a purchase of health insurance program since on or about March 1, 1994 for the purchase of health insurance products. This ~~revised Article III and Program amends LIMRiCC's purchase of health insurance program and shall become effective on the 1st day of December, 2015, provided that by such date that there are no less than twenty (20) members of LIMRiCC who have elected in writing to participate in the Program, and shall continue in effect thereafter until terminated.~~"

Section 16: It is proposed that in Article II (P)(1): "Term of the Program" that the following bolded language be added: "Members shall have the right to cancel participation in the Program by providing **one hundred and twenty (120) days** written notice to the Board of Directors. **In the event that a Member cancels participation in the Program, the Member will not be allowed to rejoin unless at least two (2) years have passed and the member has at least fifty-one (51) enrolled lives for six (6) consecutive months.**"

Section 17: It is proposed that the email address be changed from mtannehill@limrcc.org to benefits@limrcc.org for the purposes of notices or communication with LIMRiCC electronically.

Section 18: It is proposed that in Article III (A)(2) to reword this clause thusly: "To furnish full cooperation ~~with LIMRiCC's attorney's, claims administrator~~ **by with** any agent, employee, officer, or independent contractor **with LIMRiCC's attorneys or claims administrator** relating to the purposes and powers of LIMRiCC.

Section 19: It is proposed that Article III (B) (3) "Rights of Members" that the outdated language relating to Metropolitan Library System be eliminated: ~~When rights of Members to participate in benefits are dependent on the length of time in participation, the member shall be credited for its participation in the predecessor programs of the Metropolitan Library System (formerly Suburban Library System).~~"

Section 20: The proposed effective date of the amendments is December 16, 2026.

Section 21: That the President of the Board is authorized and directed to sign and the Secretary is authorized and directed to attest to this Resolution.

Section 22: This Resolution shall be in full force and effect immediately upon its adoption.

Adopted by the Library Insurance and Risk Control Combination this 16th Day of September, 2026.

Adopted by the _____ (Library Name) this _____ Day of _____ (Month), 2026.

By: _____
President

Attest:

RESOLUTION 2026 - LIMRice 3

AMENDING THE AMENDED BY-LAWS OF THE LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL COMBINATION (LIMRiCC) ORGANIZATION TO ALLOW FOR SUBSTANTIVE AMENDMENTS TO THE BY-LAWS OF THE ORGANIZATION

WHEREAS, the By-Laws governing the organization of the Library Insurance Management and Risk Control Combination ("LIMRiCC") has been amended from time to time by the Members of LIMRiCC to adhere to the changing needs of the Members of LIMRiCC, the organization itself, and to reflect the current policies and practice; and

Whereas, the Board of the Library of the Insurance Manage and Risk Control Combination desires to now propose substantive changes to the By-Laws that will update the LIMRiCC By-Laws; and

Whereas, the Board of the Library of the Insurance Management and Risk Control Combination believes it is in the best interest of LIMRiCC to make such changes.

NOW THEREFORE, BE IT RESOLVED by the President and the Board of the Library and Insurance Management and Risk Control Combination ("LIMRiCC"), as follows:

Section 1: That the recitals set forth above are incorporate as Section 1 of this Resolution.

Section 2: It is proposed that in Article I, "Change of Name," that the entity's name **remain** Library Insurance Management and Risk Control Combination that is "voluntarily established by contracting Library Systems, ~~including the Metropolitan Library System~~, Boards of Library Trustees, **Public Libraries**, Library Districts, and Intergovernmental Entities that provide services to Public Libraries, Library Districts, and Library Systems (Members)."

Section 3: It is proposed that Article II "The Previous Programs" be renamed to "Purpose-Limitation of Participation".

Section 4: It is proposed that the first paragraph of Article II "Purpose –Limitation of Participation" be amended to read (**Bolded is added text**): "The purpose of LIMRiCC is to provide conventional insurance coverage and/or self-insurance for claims against its Members, including any one or more of the following types of insurance coverage: **Health; Life; Accidental Death and Dismemberment; Employee Assistance Program; Dental; Vision; certain ancillary voluntary products; Unemployment Compensation. Furthermore, long-term disability will be offered to current members of the Wellness Insurance Network (WIN) as of September 1, 2026.**"

~~Building and Contents General~~

~~Liability~~

~~Automobile Liability~~

~~Errors and Omissions~~

~~Worker's Compensation~~