



LAKE FOREST LIBRARY BOARD OF TRUSTEES
Lake Forest Library, 360 East Deerpath Road, Lake Forest, IL 60045
Kasian Room, Lower Level
Tuesday, January 20, 2026, 6:30 pm

The Lake Forest Library provides members of the public present at the meetings with an opportunity to participate in the meeting. No prior registration is necessary. The meeting agenda and materials are available on the Library website. The meeting's minutes are available on the Library website after they are approved by the Library Board of Trustees. Current and past meeting information, including recordings, is available at: [Board Meetings & Minutes | Lake Forest Library](#)

Agenda

1. Welcome and Call to Order
2. Roll Call
3. President's Remarks
4. Trustee Comments
5. Call for Additions to the Agenda
6. Opportunity for the Public to Address the Board
7. Correspondence Report and Patron Comments
8. Consent Agenda (omnibus vote on matters 8(a) - 8(d):
 - a. Approve January 20, 2026 Agenda
 - b. Approve December 16, 2025 Regular Meeting Minutes
 - c. Approve December 2025 Financial Report
 - d. Approve January 15, 2026 Finance Committee Minutes
9. Building Committee:
 - a. Exterior Courtyards Restoration - Update
 - b. 1931 Historic Rooms Revitalization:
 - i. Schematic Design Update
 - ii. Historic Paint Finish Analysis - **ACTION**
 - c. Other Projects
10. Fundraising for Library Projects
11. State of Illinois Department of Commerce and Economic Opportunity Grant
12. FY2026 Illinois Public Library Per Capita Grant - **ACTION**
13. New Library Website - **ACTION**
14. Library Operations Report – December 2025
15. Unfinished Business
16. New Business
17. Adjournment.

Next Meeting: Regular Board Meeting – Tuesday, February 17, 2026, 6:30 pm.



Special meetings may be called at any time with proper notice pursuant to the Library's bylaws. Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meetings or the facilities are requested to contact the Library Director at 847.810.4602 promptly to allow the Library to make reasonable accommodations.

PUBLIC COMMENT AT BOARD MEETINGS POLICY

The Illinois Open Meetings Act provides in Section 2.06 that at meetings of public bodies, "any person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body." 5 ILCS 120/2.06(g).

The Board of Trustees welcomes public participation. This policy provides the following rules and guidelines for public participation at its meetings.

Individuals attending board meetings must conduct themselves with respect and civility toward others. Abusive, profane, threatening, or harassing language and/or personal attacks will not be permitted. The Board President or presiding officer may prohibit further comment at the meeting by a speaker whose remarks violate this rule.

Public comments are permitted during the time designated on the Board of Trustees meeting agenda, unless otherwise directed by the Board President.

The Board President determines the order in which speakers will be recognized.

When recognized by the Board President, the speaker should begin by stating his or her name and address.

Public comments will ordinarily be limited to three (3) minutes per speaker. The Board President shall have discretion to modify this time limit, as well as to limit repetitive comments.

Members of the public will not be allowed to speak a second time until all members of the public who wish to speak have been allowed to do so. The Board President will determine whether second public comments will be permitted, and if so, the appropriate amount of time for public discussion, and will end public comment at his/her discretion.

Board members are not obligated to respond to comments from the public. Issues requiring possible action by the board may be added to a future meeting agenda, and issues that can be addressed by library administration will be noted.

A copy of these guidelines will be placed next to the sign-in sheet made available to members of the public at the entrance to board meetings.

Petitions or written correspondence directed to the board shall be presented to the board by the Board President or Secretary at the next regularly scheduled board meeting.

Minutes are a summary of the board's discussion and actions. Speaker requests to append written statements or correspondence to the minutes are not favored. Generally, written materials presented to the board will be included in the library's files rather than in the minutes. The Board President shall have the authority to determine procedural matters regarding public participation not otherwise defined in these guidelines. *(Approved by the Library Board of Trustees January 9, 2018.)*

SELECTED PATRON COMMENTS
DECEMBER 2025

- Thank you for being open today! (December 31st).
- So happy that the Library is open while the children are on Holiday break!
- While I was setting up children's library cards for a family, two other families noticed and asked me if their kids could get library cards, too! I ended up making library accounts for four kiddos.
- A patron working in the Reference Annex reported that the internet is very slow today, perhaps with all of the students in the building. I offered hot spots and suggested moving to another area of the building and see if that improves service.
- These Wonderbooks are super great! They're awesome for quiet time.
- Love the library card. Love the Grab and Go program and Libby, Hoopla, etc.
- My grandchildren just love coming here when they visit!
- I love that you guys have the Tonie figures only bags!
- It's a marvelous library, thank you!
- You have such a beautiful library! Thank you!
- A patron expressed disappointment that we don't have storytimes on Saturdays onsite.
- The Poetry Group gave me a Christmas card and wrote some nice comments inside: "Thank you so much for making our poetry group run smoothly in the tech and handout side of things." "You make the library such a welcoming place and I'm grateful for what it has allowed us to do and how our group has grown." "I feel lucky to be part of The Poetry Group. Thanks for your part in making it happen!"
- It is wonderful to see all of the children here at the library. This library is such a blessing!
- About the Snow Show with Dave Herzog's Marionettes: What a delightful show! The children were engaged for the whole performance.
- Patron at the Winter Market event asked if the Library card sign-up campaign was still going on - they wanted to win a prize.
- This library is the best place in town! We love coming here.
- This was our first time here and this library is so beautiful! Storytime was so much fun!

- My son attended his first storytime (with Lorie) today and had so much fun! He was dancing! We will be back for sure.
- On a particularly busy afternoon in Children's: Thank you for all your patience among the chaos!
- The library is better than going to Starbucks! Appreciate it.
- A Deerpath teacher stopped in for a first visit and raved about how well-organized and beautiful the children's department is.
- I am so happy you deliver the books! Thank you!
- The event was spectacular! (Gingerbread House) It was so well organized.
- From a patron returning a Toniebox: You really came through for us in a pinch! I put our Toniebox in the washing machine and it doesn't work anymore.
- There was no parking today. All the spots in the lot were filled. What's going on?
- Super fun! (After leaving the "Paint A Watercolor Cardinal")
- You made it really easy for me! I came for Hannukkah books, and they were right here! Thank You!
- Patron pleasantly surprised at how easy it was to scan and send a document by email. "Well, that was easy! And free!"
- The I Am... biography series are great books! My child knows exactly where they are shelved here!
- These mini kits are new aren't they? Such a great idea!
- This is a great library! (said after her young child made a very happy noise)
- "I wanted to thank you for such a very kind thoughtful gesture. It was really helpful for me and I got the message just before i found the notice in my in my junk email that the book was ready. So you did save me a trip on a snowy day and I'm just so grateful that there are such helpful and kind and warm hearted people working at the library. I love the library and you guys are so nice. I just wanted to thank you for being so thoughtful so thank you! - voicemail transcript from homebound patron
- The Library is such an asset! If I could, I would rent office space upstairs.

- I didn't know you had a self-checkout!
- "My daughter attended the library's 3D printing program over the summer, and it made such a difference! When her class started 3D printing at school this fall, she already knew how to navigate the software and jumped right in with confidence. Watching her feel so capable and proud of herself made me proud too. Thank you for offering such an amazing program!"
- Your library is the best!
- Patron commented that it's very cold in the fine arts room near the study carrels.
- Patron said she put in a comment in comment box about 5 weeks ago and hasn't heard back yet. She said comment box was very full. I gave her Ishwar's card so she could email him directly and put in facilities request to empty box and give to person who looks at these.

City of Lake Forest – Central Business District Parking Evaluation

Latest News

Updated 1/15/26: The City has been evaluating parking in the Central Business District since September 2025, with multiple opportunities for engagement and feedback from businesses, residents, and other stakeholders.

Throughout this process, the City's goal has been to take a thoughtful, comprehensive look at how parking functions across the CBD today and how it can best serve the community moving forward.

Initial recommendations were shared with City Council in December 2025, with final recommendations planned for review in February 2026. View [the draft Central Business District Parking Evaluation and Recommendations report](#) and [the draft CBD Parking Zone Recommendations map](#).

Overall, the proposed recommendations are intended to create a more streamlined parking system, one that supports businesses, improves customer access, and can be enforced consistently across the business district. Before any changes take effect in May 2026, the City will share information with businesses and residents so everyone knows what to expect.

Overview

With the Deerpath Streetscape Project and Bank Lane Enhancements now complete, it's a good time to take a closer look at parking in the Central Business District.

Although the City has taken a softer approach to parking enforcement since COVID, this flexibility has created some challenges. Before streamlining our enforcement approach, the City wants to ensure that parking regulations are clear, consistent, and easy to understand.

To that end, the City of Lake Forest is conducting a comprehensive evaluation of parking in the Central Business District. The evaluation will look at both surface lots and on-street parking to better understand how spaces are being used, identify opportunities, and develop recommendations that balance the needs of residents, businesses, and visitors.

Community feedback is an integral part of this process. Input from business owners, employees, residents, and visitors will help guide improvements and ensure that parking regulations are clear, consistent, and supportive of a thriving business district.

Project Goals

- Improve consistency in time limits and parking zones.
- Explore adjustments to employee parking.
- Simplify parking regulations.
- Balance the needs of all who visit the Central Business District.

Timeline

Initial recommendations were shared in December 2025 and the final recommendations will come before the City Council in February 2026, with implementation planned for May 2026.

2025				2026		
Aug.	Sept.-Oct.	Oct.-Nov.	Dec.	Feb.	Feb.-Apr.	May
Awareness Announced the parking evaluation	Engagement Conducted parking survey (920 responses) Hosted Community Conversation (2) and Business Conversation events	Synthesis Reviewed feedback to create initial recommendations Conducted additional business outreach with a second survey	Draft Plan City Council considered initial recommendations	Finalize Plan City Council to consider adopting recommendations	Education and Outreach Share information about the new parking regulations with residents and businesses	Implement Implement the new parking regulations Vehicle sticker sales

Central Business District Parking Survey Results

Throughout September 2025, the City collected community input on parking in the Central Business District through an online survey and four “Park Here” outreach events. Thank you to the 920 people who shared their feedback! Your input is guiding the City’s parking evaluation, which is focused on simplifying parking designations, ensuring customer spaces are available near shops and restaurants, and creating designated zones for employees.

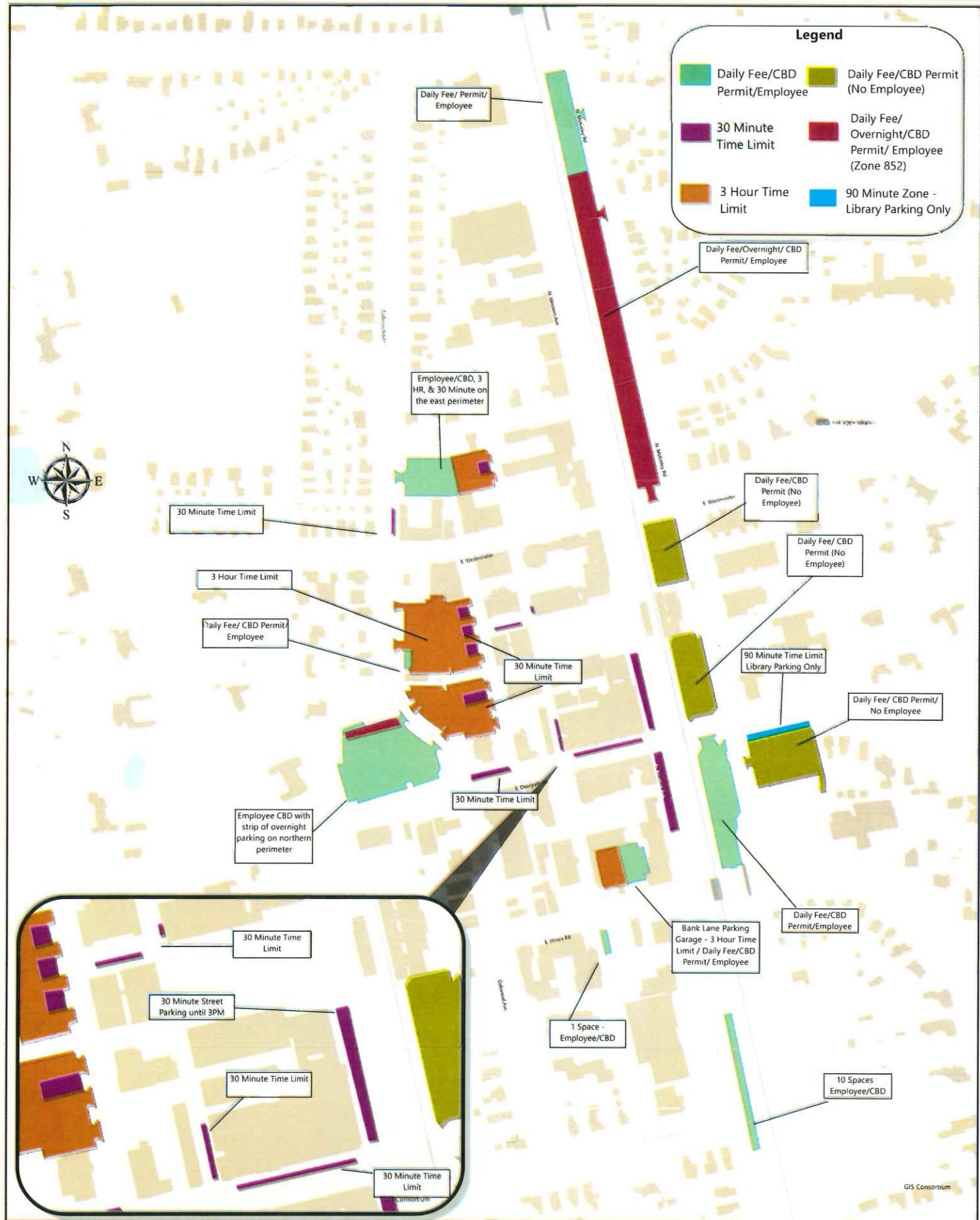
Highlights from the [survey results](#):

- Most visitors stay for **1-3 hours** (53%) or **less than an hour** (40%)
- Most respondents indicated a preference for **60-90 minutes for street parking**.
- Respondents supported exploring **designated employee parking areas** to free up prime spaces for customers.

Assistant to the City Manager Keri Kaup presented the survey results and outlined next steps at the City Council Meeting in October 2025. [Watch the presentation](#) or [view the slides](#).



Central Business District Parking Zones



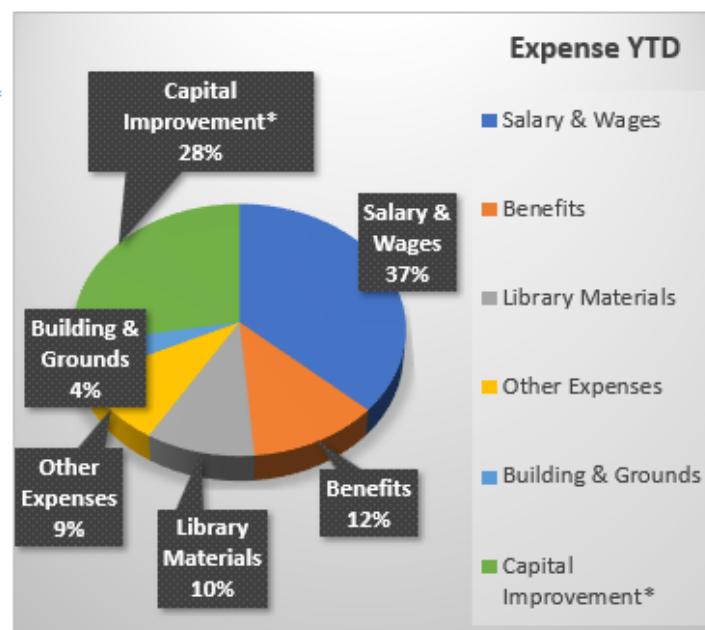
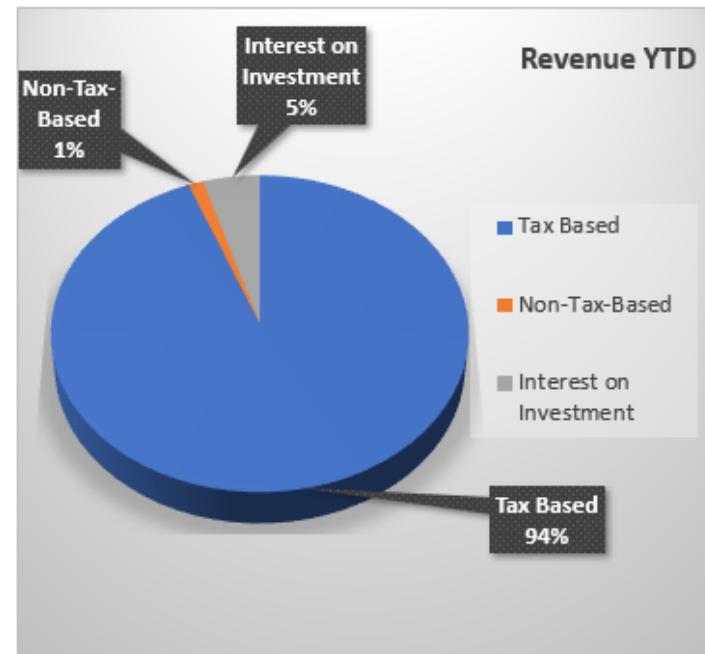
FY2026 Revenue & Expenditure Statement
December- 2025 (Month 8)

Revenues	YTD Actual	YTD Budget	Annual Budget	Budget Realized
Tax Based	5,178,210	5,180,869	5,180,869	100%
Non-Tax-Based	67,246	48,667	73,000	92%
Gifts & Grants	31,609	6,667	10,000	316%
Library Generated	15,816	16,000	24,000	66%
Friends of Lake Forest Library	35,251	40,000	60,000	59%
Interest on Investment	257,353	233,333	350,000	74%
Total Revenues	5,585,485	5,525,536	5,697,869	98%

Expenses	YTD Actual	YTD Budget	Annual Budget	Budget Utilized
Salary & Wages	1,389,238	1,548,438	2,322,657	60%
Benefits	452,699	564,949	847,424	53%
Library Materials	379,502	500,000	750,000	51%
Other Expenses	351,529	594,732	892,098	39%
Contractual Services Library*	172,989	273,467	410,200	42%
Other*	178,540	321,265	481,898	37%
Building & Grounds	166,257	266,263	399,395	42%
Capital Improvement*	1,047,716	2,466,667	3,700,000	28%
Total Expenses	3,786,940	5,941,049	8,911,574	42%

Reserves	
Reserve - Capital Improvements	3,000,000
Reserve - Technology Improvemer	500,000
Capital Equipment	500,000
Fund Balance - Unassigned	4,751,256
Total Reserve Amount	\$ 8,751,256

*Detail on pages 4 & 5 of the report

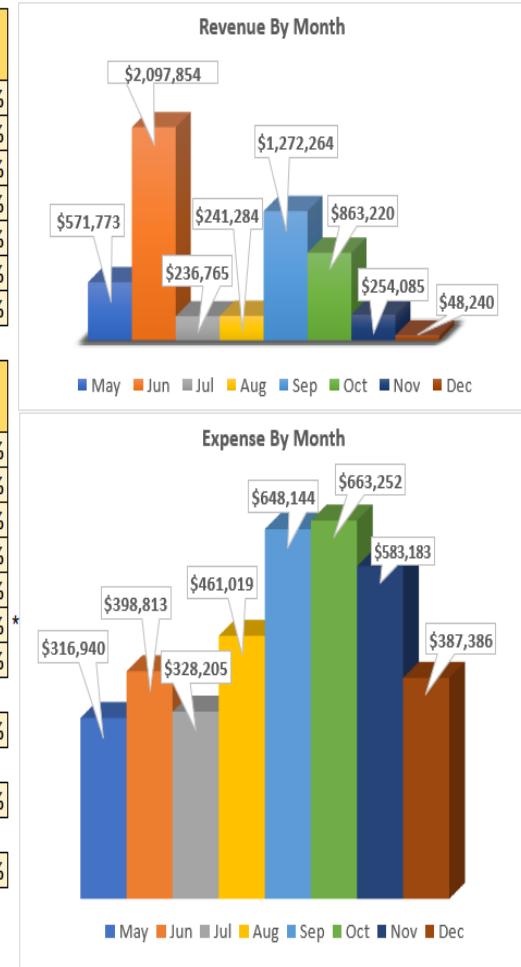




FY2026 Revenue & Expenditure Statement

December - 2025 (Month 8)

Revenues	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Budget	Budget Realized
Tax Based	534,505	2,084,237	189,563	122,177	1,269,365	779,747	198,615	-	5,178,210	5,180,869	100%
Non-Tax-Based	12,154	-	8,762	30,072	-	9,072	-	7,187	67,246	73,000	92%
Gifts & Grants	25	100	5,650	-	1,750	8,070	15,014	1,000	31,609	10,000	316%
Library Generated	1,424	4,464	1,690	2,244	1,149	1,518	2,915	412	15,816	24,000	66%
Friends of Lake Forest Library	-	-	-	-	-	-	-	35,251	35,251	60,000	59%
Interest on Investment	23,665	9,053	31,099	86,791	-	64,813	37,541	4,390	257,353	350,000	74%
Total Revenues	\$571,773	\$2,097,854	\$236,765	\$241,284	\$1,272,264	\$863,220	\$254,085	\$48,240	\$5,585,485	\$5,697,869	98%



Reserves

\$4,751,256 - Operating cash reserve (fund balance-unassigned). The library's restricted reserves, approved, passed and adopted by the Lake Forest Library Board of Trustees on the 15th day of April 2025, currently total \$4,000,000: capital improvements (\$3,000,000), capital equipment (\$500,000), and technology (\$500,000).

* **“Other”** budget line has been adjusted to \$481,898 (previously \$482,698) to correct a duplication. \$10,000 allocated for Employee Tuition is already included under the Benefits line and has therefore been removed from “Other.” Employee Tuition has also been removed from the “Other” table on page 4.
(11/18/2025)

Lake Forest Library
Financial Notes and Variance Report
For the Month of December 2025 (Month 8) FY2026

Funds on Hand: \$4,751,256 (unrestricted/unaudited).

General Operations - Revenues

Property Tax: As of December 31, the Library received \$5,178,210 in property tax distributions, which is 100% of the annual budget.

Non-Tax-Based: As of December 31, the Library received \$67,246 in property tax distributions which reflect personal property tax of \$38,680 and per capita grant \$28,566 which is 92% of the annual budget.

Gifts: As of December 31, the Library received \$31,609 as gifts and grants, which is 316% of the annual budget.

Library-Generated: As of December 31, the Library received \$15,816 in Library generated income. This income is from copiers, other revenue such as CCS and miscellaneous fees, which is 66% of the annual budget.

Interest on Investment: As of December 31, the Library received \$257,353 in interest on investment, which is 74% of the annual budget.

General Operations - Expenditures

Salaries, wages, and benefits: As of December 31, \$1,389,238 for salaries and wages: 60% of FY budget; \$452,699 for benefits: 53% of FY budget. \$265,191 for medical insurance 57% of FY budget; \$102,128 for SSN: 57% of FY budget; \$75,745 for IMRF: 40% of FY budget and \$9,635 for Worker's Compensation: 161% of FY budget.

Materials: Books, AV, and Electronic Services: As of December 31, \$379,502: 51% of annual budget. This includes payments for periodical and database subscriptions.

Other Operating Expenditures: As of December 31, \$351,529: 39% of annual budget. Includes \$172,989 in library contractual services, including fourth payment of RFID lease of \$24,041 to Bibliotheca and \$178,540 for other expenses such as programs, administrative fees, office supplies, membership, and miscellaneous expenses.

Building and Grounds: As of December 31, \$166,257 which is 42% of the FY budget. Reflects the building insurance, contracts and service calls for building maintenance, the cleaning service, elevator, repairs and service for Boiler, HVAC, and other systems.

Capital Improvement: As of December 31, \$1,047,716: 28% of annual budget. Reflects \$2,350 for Art Restoration, \$14,501 in technology upgrades, \$12,595 for completion of HVAC Controls Project, \$15,000 for completion of elevator upgrade, \$127,100 in architectural fees related to Courtyard Design & Construction Documents to WJE, \$782,559 to Berglund Construction for Courtyard construction work, and \$93,611 to Vinci-Hamp Architects for research & base drawings related to 1931 Historic Rooms project.

Year to Date FY2026: 42% of budget expenses; 98% budget revenues.

Account Details

Contractual Services Library

Description	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Budget
CCS & OCLC (Integrated Library System)	\$ 11,670	\$ -	\$ -	\$ 17,997	\$ 3,142	\$ 17,997	\$ -	\$ -	\$ 50,805	\$100,000
HR Consulting	\$ -	\$ -	\$ 166	\$ -	\$ -		\$ -	\$ -	\$ 166	\$ 25,000
LAN, WAV, and Support (MSP)	\$ 2,130	\$ 9,925	\$ 9,929	\$ 9,933	\$ 9,953	\$ 10,636	\$ 9,962	\$ 9,962	\$ 72,430	\$145,200
EZ Proxy & Collection HQ	\$ -	\$ -	\$ -	\$ 1,016	\$ -	\$ -	\$ -	\$ -	\$ 1,016	\$ 10,000
Bibliotheca	\$ 24,041	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,041	\$ 25,000
Online/Internet (fiber)	\$ -	\$ 1,338	\$ 1,363	\$ 1,379	\$ 1,379	\$ 1,379	\$ 1,379	\$ 1,379	\$ 9,595	\$ 25,000
Other: Web Calendar Subscription	\$ -	\$ -	\$ 11	\$ -	\$ -	\$ -	\$ 15	\$ -	\$ 27	\$ 50,000
Technology Leased & Warranty Renewals	\$ -	\$ 1,687	\$ 73	\$ 899	\$ -	\$ 7,161	\$ 1,914	\$ 3,175	\$ 14,909	\$ 30,000
Total	\$ 37,841	\$ 12,950	\$ 11,542	\$ 31,223	\$ 14,474	\$ 37,172	\$ 13,270	\$ 14,516	\$ 172,989	\$410,200

Others

Description	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Budget
NEW STRATEGIC INITIATIVES	\$ -	\$ 11,209	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,209	\$ 100,000
ADMINISTRATIVE SERVICES	\$ 2,382	\$ -	\$ 4,764	\$ 2,382	\$ 2,382	\$ 2,382	\$ 2,382	\$ 2,382	\$ 19,054	\$ 30,000
PERSONNEL RECRUITMENT	\$ -	\$ -	\$ -	\$ 61	\$ -	\$ -	\$ -	\$ -	\$ 61	\$ 1,000
TRAINING & DEVELOPMENT	\$ -	\$ 1,314	\$ 3,675	\$ 2,621	\$ 2,547	\$ 1,043	\$ 2,274	\$ 2,249	\$ 15,724	\$ 30,000
MEMBERSHIP DUES	\$ 1,545	\$ (17)	\$ 825	\$ 300	\$ 300	\$ 325	\$ 597	\$ 1,030	\$ 4,905	\$ 11,000
MEETINGS & EXPENSE REIMB	\$ -	\$ -	\$ -	\$ 332	\$ 71	\$ -	\$ 149	\$ 68	\$ 621	\$ 2,500
LEGAL	\$ -	\$ -	\$ 2,363	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,363	\$ 100,000
AUDITING SERVICES	\$ -	\$ -	\$ -	\$ 8,087	\$ -	\$ -	\$ -	\$ -	\$ 8,087	\$ 9,000
PROGRAMS & SERVICES	\$ 10,006	\$ 16,733	\$ 15,556	\$ 13,816	\$ 7,552	\$ 9,098	\$ 11,130	\$ 6,342	\$ 90,233	\$ 152,400
ONLINE BANKING FEES	\$ 276	\$ -	\$ 281	\$ 555	\$ 277	\$ 295	\$ 821	\$ 6	\$ 2,511	\$ 2,200
INSURANCE - LIABILITY	\$ 1,650	\$ 5,148	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 114	\$ 6,912	\$ 10,648
TELEPHONE	\$ 41	\$ 41	\$ 41	\$ 42	\$ 42	\$ 42	\$ 42	\$ 53	\$ 345	\$ 5,000
OFFICE SUPPLIES	\$ 377	\$ 105	\$ 39	\$ 304	\$ 389	\$ 542	\$ 444	\$ 6,476	\$ 8,677	\$ 15,000
POSTAGE	\$ 995	\$ 47	\$ 290	\$ 1,130	\$ 1,027	\$ 319	\$ 1,142	\$ 15	\$ 4,964	\$ 7,150
VENDING BEVERAGES	\$ 127	\$ 67	\$ 376	\$ 146	\$ 768	\$ 387	\$ 304	\$ 698	\$ 2,875	\$ 6,000
Total	\$ 17,398	\$ 34,646	\$ 28,210	\$ 29,776	\$ 15,356	\$ 14,434	\$ 19,285	\$ 19,434	\$ 178,540	\$ 481,898

Contractual Service Building

Description	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Budget
Water Treatment	\$ 184	\$ -	\$ -	\$ 552	\$ 184	\$ 184	\$ 189	\$ 189	\$ 1,483	
Alarm System	\$ 2,451	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,451	
Inner Security System	\$ 399	\$ -	\$ -	\$ 248	\$ -	\$ -	\$ 248	\$ -	\$ 894	
Rose Pest	\$ 107	\$ 282	\$ 114	\$ 114	\$ 114	\$ 114	\$ 114	\$ 114	\$ 1,073	
AED (CINTAS)	\$ -	\$ 667	\$ 1,109	\$ 707	\$ 751	\$ 910	\$ 845	\$ 802	\$ 5,791	
Off-site Storage	\$ -	\$ -	\$ -	\$ 42	\$ 284	\$ 284	\$ 284	\$ 364	\$ 1,258	
Total	\$ 3,141	\$ 949	\$ 1,223	\$ 1,662	\$ 1,333	\$ 1,492	\$ 1,680	\$ 1,469	\$ 12,950	\$ 25,000

Building & Grounds

DESCRIPTION	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Budget
CONTRACTUAL SERVICE	\$ 3,141	\$ 949	\$ 1,223	\$ 1,662	\$ 1,333	\$ 1,492	\$ 1,680	\$ 1,469	\$ 12,950	\$ 25,000
WATER	\$ 510	-	\$ -	\$ 661	\$ -	\$ -	\$ 1,031	\$ -	\$ 2,203	\$ 10,000
JANITORIAL SERVICES	\$ 2,999	\$ 2,999	\$ 2,999	\$ 2,999	\$ 2,999	\$ 3,359	\$ 2,999	\$ 2,999	\$ 24,352	\$ 49,500
JANITORIAL SUPPLIES	\$ 380	\$ 1,886	\$ 1,175	\$ 979	\$ 886	\$ 1,687	\$ 1,756	\$ 540	\$ 9,289	\$ 25,000
MAINTENANCE OF EQUIPMENT	\$ 1,830	\$ 2,038	\$ 1,444	\$ 2,637	\$ -	\$ -	\$ -	\$ 3,395	\$ 11,344	\$ 60,000
BUILDING MAINTENANCE	\$ 791	\$ 1,135	\$ 1,495	\$ 3,303	\$ 5,780	\$ 2,528	\$ 430	\$ 4,892	\$ 20,354	\$ 120,000
GROUNDS MAINTENANCE	\$ 1,828	\$ 2,259	\$ 4,413	\$ 5,205	\$ 7,363	\$ 2,193	\$ 5,009	\$ 2,608	\$ 30,879	\$ 50,000
INSURANCE	\$ 51,904	\$ 2,983	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,887	\$ 59,895
Total	\$ 63,384	\$ 14,249	\$ 12,749	\$ 17,447	\$ 18,361	\$ 11,259	\$ 12,905	\$ 15,904	\$ 166,257	\$ 399,395

Capital Improvement

Description	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Budget
Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
Technology Upgrade	\$ -	\$ 1,300	\$ 4,219	\$ 6,905	\$ -	\$ 2,010	\$ 67	\$ -	\$ 14,501	\$ 250,000
Capital Improvement	\$ -	\$ 42,615	\$ -	\$ 7,900	\$ 315,244	\$ 337,756	\$ 259,729	\$ 69,971	\$ 1,033,215	\$ 2,850,000
Total	\$ -	\$ 43,915	\$ 4,219	\$ 14,805	\$ 315,244	\$ 339,766	\$ 259,796	\$ 69,971	\$ 1,047,716	\$ 3,700,000

LAKE FOREST LIBRARY BOARD OF TRUSTEES
Finance Committee Meeting Minutes – January 15, 2026

Members Present: Trustee Vince Sparrow, Trustee John Johnson, Executive Director Ishwar Laxminarayan, Business Manager Leo Hamza.

The meeting was called to order at 10:00 a.m. There were no public comments.

Business Manager Leo Hamza presented the December 2025 financial report, highlighting that the library has achieved 98% of budgeted revenues and incurred 42% of projected expenses for FY2026. Director Laxminarayan reported that spending on library materials is at 51% eight months into the fiscal year, in part due to market disruptions following Baker & Taylor's closure and the transition to alternative vendors. Library staff are evaluating other options, including the possibility of investing more in electronic collections in the short term.

The discussion then turned to library investments. Director Laxminarayan provided an update on current investments, and Trustees Sparrow and Johnson recommended maintaining the existing investment strategy while monitoring needs in the coming months. The group then discussed fundraising plans for future years, and Director Laxminarayan confirmed that a Fundraising Committee will be formed at the next Board meeting.

Director Laxminarayan also outlined changes to the Friends grant process, noting that the grants will now be approved in February and will allow greater flexibility in spending within the overall grant amount approved.

The discussion concluded with a review of the FY2027 budget timeline. Director Laxminarayan and Business Manager Leo confirmed that a preliminary draft will be presented at the next committee meeting. We anticipate receiving cost estimates for the capital improvement projects in the next few weeks. Trustees Sparrow and Johnson recommended that we prioritize the other FY2027 expenditure lines at the next Finance Committee meeting and would also like to review a forecast of expenditures through the end of FY2026.

The next meeting is scheduled for Thursday, February 12, at 1:30 pm.

Meeting adjourned at 11:00am

Schematic Design Update

Lake Forest Library - Historic Rooms Revitalization

1/15/25

VHA is currently advancing pricing efforts for the Lake Forest Library - Historic Rooms Revitalization. We anticipate providing a preliminary schematic design budget for the Library's review by February 9, 2026.

The following list notes VHA's pricing efforts, with updates reflecting the current status of each item. We are coordinating with our cost estimator, CCS, and will provide a SD level estimate for the full scope of work. In parallel, our consultants and select contractors are supplying CCS with budget costs for specific trades. These include acoustics, bronze doors, lighting, millwork, signage, and others.

06 40 23 - Custom Millwork; Circulation Desk, Adult Services Desk, Printing Station, Workstation, and Work Tables

Imperial Woodworking has prepared a budget for each of the custom millwork items listed.

08 11 23 - Bronze Doors; Entry Doors and Rotunda Portals

Brombal has provided a budget for both the entry doors and the Rotunda portals. Brombal's pricing excludes door hardware such as automatic operators, closers, and panic hardware.

08 71 00 - Door Hardware; Operators, Closers, and Panic Hardware

VHA has contacted Assa Abloy, FritzJurgens, and Von Duprin for prices on various door hardware items. Product representatives for the overhead operators have visited the site on 1/14/26.

09 25 00 - Acoustic Plaster

Threshold and CCS is working to develop a budget for the acoustic plaster scope.

09 63 00 - Marble; Floor Treatment and Repair, Replacement, & Refinishing

Pinnacle Stone Restoration visited the site on 1/9/26 to inspect the floors and will prepare a budget for refinishing the marble. Weiss is scheduled to visit the site on 1/16/26 to review the new marble scope and the repair, replacement, and refinishing of the existing marble throughout the historic rooms.

09 68 00 - Carpet

VHA has contacted Stark carpet to prepare a budget for custom carpet in the Circ. Desk, Reading Room, Adult Services, and Reference Annex.

10 14 00 - Wayfinding and Signage

Signage was reviewed with the Library on 1/14/26, and Studio Kul will prepare a budget for the signage in the 1931 rooms.

11 51 00 - Library Equipment; RFID Gates and Self Checkout Stations

Bibliotheca has provided a budget for new RFID gates and self-checkout stations.

12 10 00 - Art Work; Conservation and Re-framing

Parma Conservation and Lawrence Interiors have visited the site on 1/9/26 and will prepare a budget for the conservation and re-framing efforts for items in the Library's art collection located in the 1931 rooms.

12 24 13 - Window Treatment; Film and Window Shades

Hunter Douglas has provided a budget for new window shades in the Foyer, Reading Room, Adult Services, and Reference Annex.

12 48 13 - Custom Walk-off Mats

Matting by Design has provided a budget for two custom walk-off mats for the Vestibule and Foyer/Rotunda.

12 50 00 - Furniture

VHA has developed a furniture spreadsheet that contains pricing for all ready-made items. Interior Crafts has been contacted to prepare a budget for the custom furnishings, such as Clark-era chairs, tables, and accessories.

12 93 00 - Outdoor Furnishings

VHA is coordinating with Fermob and other vendors and will proceed with the procurement of outdoor furnishings in accordance with the Library's direction.

23 37 13 - Custom Grilles

KEES has provided a budget for custom ceiling and radiator grilles, matching the Clark-era originals, to replace the non-original grilles in the historic rooms.

23 83 00 - Radiator System; Repair and Automation

McGuire will prepare a schematic budget for the radiator repair and connection of new automatic steam control valves to the building automation system.

26 51 00 - Light Fixtures

VHA is coordinating with Louis Poulsen to get a budget for the custom desk lamps for the Reading Room, Adult Services, and Reference Annex. Schuler-Shook is assisting CCS in pricing light fixtures.

During the S.D. process, the following items have been requested to be added to the project scope:

- *P/A System:*
 - *Addition of public address system in the 1931 historic rooms*
- *Radiator System:*
 - *Reconnect three (3) existing radiators to the central system*
 - *Add automatic control valves to the twenty-two (22) steam radiators in the 1931 historic rooms and connect to the building automated system*

VHA will continue to advance and refine pricing in close coordination with our cost estimator, consultants, contractors, and vendors to ensure accuracy and alignment with the project goals.

An updated set of drawings is included with this budget update for the Library's reference. These drawings reflect the current design status and are provided to support review of the associated pricing and scope.

November 25, 2025

Phillip Hamp, FAIA, LEED AP BD+C

Principal

Vinci-Hamp Architects, Inc.

1147 W. Ohio St, 6th Floor

Chicago, IL 60642

O: (312) 733-7744 | E: phamp@vinci-hamp.com

VHA review
11/25/25

Lake Forest Library / Lake Forest, Illinois

Proposal Version (25-0246-001-01)

Dear Phil,

On behalf of EverGreene Architectural Arts thank you for the opportunity to provide you with proposal for a paint study to identify the original historic colors at the Lake Forest Library.

SCOPE OF WORK

The purpose of the paint study will be to identify the original historic colors at the walls, ceilings and trim. Approximately 15-20 paint samples will be extracted from the surfaces to be identified. The samples will be sent to our lab to be examined. The samples will be examined in cross-section with a microscope and original presenting colors will be matched to the Munsell color standard. Colors will be documented along with a general understanding of the history of the paint layers. We will document the results in a written report.

Inclusions

- Labor required to execute the scope of work as described in this proposal. Labor will be performed by skilled conservators.
- Materials
- Insurance coverage will be provided in accordance with the requirements of the project, or at minimum, as typically carried on EverGreene projects—unless specifically excluded due to the inclusion of a Contractor Controlled Insurance Program (CCIP), Owner Controlled Insurance Program (OCIP), or other insurance wrap agreements. EverGreene's coverage includes general liability, workers' compensation, and automobile liability. Certificates of insurance and required endorsements will be furnished upon request.
- Travel and housing (as required by the location of the project) will be arranged by EverGreene and included in our pricing. This ensures that our workforce is available, punctual, and properly supported for the duration of on-site work. All travel and housing accommodations will be made in alignment with the project schedule and in accordance with applicable labor compliance requirements.

Exclusions

- Sales tax, use tax, or other applicable taxes are excluded unless specifically noted or required by local jurisdiction.
- Any insurance coverage beyond the standard policies carried by EverGreene—such as specialty endorsements or increased limits—are excluded unless specifically requested and agreed upon. If applicable, insurance Rider with markups is attached.
- Provision of physical access (e.g., scaffolding, lifts, hoists, etc.) to the designated work areas is not included and is to be provided by others, unless specifically included in the “Access” section of this proposal.
- The proposal includes a single continuous mobilization. Additional mobilizations due to phasing, delays, or site conditions outside EverGreene’s control are not included.
- Any overtime, second shifts, or extended work hours required to accelerate or recover schedule due to delays or constraints outside EverGreene’s control are excluded.
- Handling, removal, disposal, remediation, or abatement of hazardous waste of any kind—including but not limited to contaminated substrates or chemical waste—is not included.
- Provision of potable water, electrical power, or sanitary facilities is excluded and is assumed to be provided by the client or general contractor.
- The provision or maintenance of environmental controls such as temperature, humidity, ventilation, or dust containment systems is not included unless explicitly stated.
- Handling, removal, or abatement of asbestos-containing materials is specifically excluded. If suspected ACM is encountered, work will cease in that area, and the client will be notified immediately.
- While EverGreene will train and equip its workforce for safe work in lead-containing environments, the monitoring, abatement, handling, containment, or disposal of LCM is excluded from this scope and must be performed by others unless specifically included in this proposal.

ACCESS

The cost of access is not included in our proposed fee and will need to be provided locally by others. We understand the library has a ‘Genie’ type lift to use. EverGreene requires safe, OSHA-compliant, ladder-free access to all areas included in our scope of work. As a matter of company policy, EverGreene is a “ladder-free” organization and does not utilize ladders on job sites except in rare circumstances where no other safe or feasible alternative exists. In such cases, ladder use requires Director-level approval prior to implementation.

All scaffolding, lifts, and vertical access equipment shall be provided by others and coordinated to meet phasing and safety requirements. If certain areas were only surveyed through photographs or remote observation and not physically accessed, please note that hidden or latent conditions may exist which could affect scope, schedule, and pricing.

The on-site portion of our scope will be carried out by one conservator over a period of one day.

PRICING

Paint Study

\$13,680.

Pricing presented in this proposal is valid for a period of 30 calendar days from the date of issue, unless otherwise noted.

PAYMENT TERMS

Standard Terms

Unless otherwise agreed to in writing, payment is due upon receipt of invoice. A finance charge of 1.5% per month (18% annually) will be applied to any unpaid balance more than 30 days past the invoice date.

Sales and Use Tax

If applicable to your project, a signed Capital Improvement Certificate or tax-exempt certificate must be submitted to EverGreene along with the signed proposal. If a completed and valid certificate is not received indicating that the work qualifies under capital improvement or tax-exempt provisions, the appropriate sales and/or use tax will be added to the invoice in accordance with applicable tax laws.

33% of the project value is due upon contract with the remainder payable monthly.

Photography Usage Rights

Unless limited by the contract, EverGreene will be granted access to and unlimited usage rights for promotional purposes (marketing collateral - both print and web) of professional photography of our scope of work commissioned by the client. Images can be used an unlimited (unspecified) number of times. EverGreene does not allow a transfer of copyright, nor the ability to resell it or allow a third-party usage.

Tariff-Related Additional Charges

This proposal includes customary taxes as required and known at the time the proposal was submitted. It does not include additional taxes, surcharges, fees, or other costs associated with tariffs created or imposed after the date of this proposal. EverGreene reserves the right to assess and apply additional charges to account for these unforeseen increases. Any such adjustments will be communicated promptly, with documentation provided to justify the cost impact. We are committed to working collaboratively to mitigate potential cost fluctuations while ensuring the successful completion of the project with the highest quality standards.

Hand-Applied Finishes

Due to the artisanal nature of hand-applied finishes, subtle variations in color, sheen, and texture may occur. These variations result from natural differences in materials, substrate conditions, and the craftsmanship inherent to EverGreene's process. Such nuances are not considered defects, but rather an essential part of the character and beauty of handcrafted work.

DISCLAIMER

EverGreene Architectural Arts, Inc. is not a licensed design professional firm. As such, any reports, surveys, observations, recommendations, renderings, models, mock-ups, sketches, drawings, or other deliverables provided by EverGreene are for reference and illustrative purposes only. They are not to be relied upon for construction, permitting, or code compliance unless and until reviewed, signed, and sealed by the licensed design professional of record as part of the official construction documents.

If any materials produced by EverGreene are shared with third parties, the Client agrees to include this disclaimer in all related transmittals, correspondence, emails, or documentation.

NEXT STEPS

If you would like to proceed with this proposal in the amount of **\$13,680.**, please provide the following:

- A signed hard copy of this proposal, with initials on each page, including the attached Terms and Conditions; or a scanned digital copy of the signed proposal emailed to **tvanderwell@evergreene.com**
- An initial deposit of **\$4,560.** The remaining balance will be invoiced monthly based on the percentage of work completed

EverGreene preferably will accept payment by electronic bank transfers, details of which will be provided upon contract. Work shall occur on a mutually agreeable schedule to be determined between the Client and EverGreene after our receipt of a signed contract or proposal.

We welcome the opportunity to bring our expertise to your project and are confident in our ability to deliver exceptional results. Please don't hesitate to contact me by phone or email to discuss this proposal in more detail or to take the next steps.

Best Regards,



Terry VanderWell, Senior *Business Developer*

Matthew Martin, *Executive Vice President*

Client Name, Client Title

Date Signed

This proposal is subject to EverGreene Terms and Conditions, attached.

This proposal contains proprietary information prepared and copyright by EverGreene Architectural Arts, Inc. (EAA). This proprietary information is submitted solely for the purpose of evaluating the proposal and it is understood and agreed that this information shall be kept confidential. Clients or Contractors may reference this material ONLY with prior written consent of EAA. Any use of this information by Clients or Contractors implies their agreement that they intend to engage EAA in the proposed work. Such proprietary information is submitted with the understanding that it will not be disclosed to others or used in a manner detrimental to the interests of the bidder. EAA will aggressively pursue damages if this proposal is used to bid shop or advance the interests of parties other than the bidder. This proposal and all enclosures are returnable to the bidder upon request.

STANDARD TERMS AND CONDITIONS

1. General

These Standard Terms and Conditions, together with the attached proposal, constitute the Agreement between EverGreene and Client to perform basic or additional services.

2. Indemnification

To the fullest extent permitted by law, the Client shall defend, indemnify and hold harmless EverGreene, its officers, directors, agents and employees from any claims, damages, losses, causes of action, legal or administrative proceedings, costs and reasonable attorneys' fees for injuries or damages (including economic losses) to the extent caused by the negligent acts, errors or omissions of Client, its officers, employees, agents, independent contractors or consultants, except that Client shall have no duty to indemnify EverGreene for EverGreene's own negligence or willful misconduct. This clause shall not have the effect of extending the time period within which a claim must otherwise commence under the applicable statutes of limitations or repose. This agreement to indemnify and defend shall survive the termination, expiration or completion of this Agreement.

3. Suspension of Work and Termination

If Client fails to make payment to EverGreene in accordance with this Agreement, such failure shall be considered substantial non-performance and cause for termination or, at EverGreene's option, cause for suspension of its work under this Agreement. If EverGreene elects suspension, EverGreene shall give seven (7) days' written notice to Client before suspending work. In the event of a suspension of work, EverGreene shall have no liability to Client for damages for delay, lost profits or loss of use. Before resuming work, EverGreene shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of its work. EverGreene's fees for the remaining services and the time schedules shall be equitably adjusted.

4. Limitation of Liability

To the fullest extent permitted by law, the Client agrees to limit the liability of EverGreene to the Client for any and all claims, causes of action, losses, costs, expenses (including attorneys' fees and expenses), damages of any nature whatsoever, and claims expenses from any and all causes, arising out of, resulting from or in any way related to breach of contract by, or negligent acts, errors or omissions of, EverGreene and its subcontractors, so that the total aggregate liability of EverGreene shall not exceed the fee earned by, or paid to, EverGreene (whichever is less). It is intended that this limitation applies to any and all liability or cause of action described herein, regardless of the legal theory alleged unless otherwise prohibited by law.

5. Waiver of Consequential Damages

Client and EverGreene waive claims as against the other for consequential, indirect or special damages arising out of or relating to this Agreement, including but not limited to loss of use, lost profit, lost opportunity costs, or claims for delay, impact or disruption damages made by Client or any third parties. This mutual waiver is applicable, without limitation, to all consequential damages due to the termination of this Agreement.

6. No Responsibility for Third Parties

EverGreene shall not be responsible for the acts or omissions of the Client, Owner, Contractor, Consultants, Subcontractors, agents or employees of any of them, or other persons performing any of the Work. EverGreene shall not be responsible for a Contractor's or Subcontractor's schedule or failure to carry out the Work in accordance with the Contract Documents.

7. Waiver of Damages Covered by Property Insurance

To the extent damages are covered by property insurance, Client and EverGreene waive all rights against each other and their respective officers, directors, agents and employees for damages, except such rights as they might have to the proceeds of such insurance.

8. Warranty

EverGreene warranties the work performed within the requirements of the contract documents for one year. All defects occurring within that period shall be corrected at no cost to Client. This warranty excludes damage caused by fire, smoke, extraordinary weather, water damage, excessive humidity/condensation, natural catastrophe, abuse, modification, improper or insufficient maintenance, improper operation, or normal wear and tear.

9. Existing Conditions

An initial site visit will be performed to assess existing conditions. This visual assessment will not include any destructive testing, opening of concealed areas, probes, soundings or other exploratory or investigative measures unless requested by Client as an additional service. If the observed existing conditions vary from

those depicted in the bid documents ("Changed Conditions"), we will promptly notify you in writing of the Changed Conditions and the estimated impact on scope, schedule and price.

10. No Withholding of Payment

Payments to EverGreene shall not be withheld, postponed or made contingent on the construction, completion, acceptance or success of the project or upon Client's receipt of off-setting reimbursement or credit from other parties who may have caused delays, necessitated additional services, increased expenses or delayed completion of the Work or the Project. No withholdings, deductions or offsets shall be made from EverGreene's compensation for any reason unless EverGreene has been found to be legally liable for such amounts in a binding dispute resolution proceeding.

11. Entire Agreement

This Agreement, along with any exhibits, appendices, addendums, schedules, and amendments hereto, encompasses the entire agreement of the parties and supersedes all previous understandings and agreements between the parties, whether oral or written. The parties hereby acknowledge and represent that they have not relied on any representation, assertion, guarantee, warranty, collateral contract or other assurance, except those set out in this Agreement, made by or on behalf of any other party or any other person or entity whatsoever prior to the execution of this Agreement.

12. No Third-Party Rights

Nothing in this Agreement shall be construed to give any person other than Client and EverGreene any legal or equitable right, remedy or claim under this Agreement. This Agreement represents the entire and integrated agreement and supersedes all prior negotiations, representations or agreements, either written or oral.

13. Force Majeure

Neither party to this Agreement will be liable to the other party for delays in performing the work, or for direct or indirect costs resulting from such delays that may result from labor strikes or disharmony, riots, acts of war or terrorism, acts of governmental authorities, contagion or communicable disease, epidemic or pandemic, extraordinary weather conditions or other circumstances beyond the reasonable control or contemplation of either party.

14. Severability

If any of these Terms and Conditions are adjudicated in a court of competent jurisdiction and determined to be invalid or unenforceable in whole or in part, the remaining provisions shall remain in full force and effect and remain binding upon the parties.

15. Survival

These Terms and Conditions shall survive the completion of EverGreene's work on this Project and the termination of this Agreement for any reason.

16. Governing Law

This Agreement shall be governed and construed in accordance with the laws of the state where the project is located, without giving effect to principles of conflicts of law.



APPROPRIATIONS REPORT

ILLINOIS

FOR FISCAL YEAR ENDED

JUNE 30, 2026



SUSANA A. MENDOZA
ILLINOIS STATE COMPTROLLER

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420 - COMMERCE AND ECONOMIC OPPORTUNITY

0971-42037-4400-1700
Section 5240. The sum of \$200,000, or so much thereof as may be is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Clean Up Give Back for costs associated with capital improvements for land acquisition and construction of a facility.

0971-42037-4400-1800
Section 5245. The sum of \$100,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Knanaya Catholic Society of Chicago for costs associated with capital improvements.

0971-42037-4400-1900
Section 5250. The sum of \$300,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Elk Grove Village for costs associated with capital improvements.

0971-42037-4400-2000
Section 5255. The sum of \$300,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Elk Grove Park District for costs associated with capital improvements.

0971-42037-4400-2100
Section 5260. The sum of \$30,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Clearbrook for costs associated with capital improvements.

0971-42037-4400-2200
Section 5265. The sum of \$300,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Mt. Prospect Park District for costs associated with capital improvements at Weller Creek Park.

0971-42037-4400-2300
Section 5400. The sum of \$1,000,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Misericordia Home for costs associated with the construction of a building and infrastructure improvements.

0971-42037-4400-2400
Section 5405. The sum of \$500,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Deerfield Park District for costs associated with infrastructure improvements at the Patty Turner Center.

0971-42037-4400-2500
Section 5410. The sum of \$500,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Lake Forest Library for costs associated with infrastructure improvements.

0971-42037-4400-2600
Section 5415. The sum of \$250,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to North Suburban Young Men's Christian Association for costs associated with infrastructure improvements.

0971-42037-4400-2700
Section 5420. The sum of \$400,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Chicago Horticultural Society for costs associated with capital improvements for the Chicago Botanic Garden.

0971-42037-4400-2800
Section 5425. The sum of \$350,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Orphans of the Storm for costs associated with infrastructure improvements.

0971-42037-4400-2900
Section 5600. The sum of \$200,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to North Chicago Public Library for costs associated with capital improvements.

0971-42037-4400-3000
Section 5605. The sum of \$400,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to The Lambs Farm, Inc. for costs associated with capital improvements.

0971-42037-4400-3100
Section 5610. The sum of \$500,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to the Village of Buffalo Grove for costs associated with capital improvements.

0971-42037-4400-3200
Section 5615. The sum of \$400,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Youthbuild Lake County for costs associated with capital improvements.

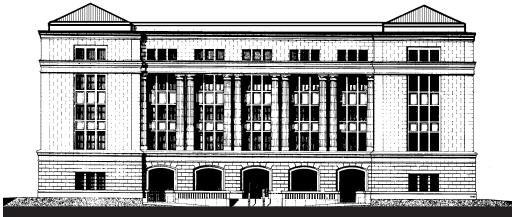
0971-42037-4400-3300
Section 5620. The sum of \$475,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Gurnee Park District for costs associated with capital improvements.

0971-42037-4400-3400
Section 5625. The sum of \$350,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Waukegan Park District for costs associated with capital improvements.

0971-42037-4400-3500
Section 5630. The sum of \$400,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Foss Park District for costs associated with capital improvements.

0971-42037-4400-3600
Section 5635. The sum of \$275,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Buffalo Grove Park District for costs associated with capital improvements.

Section 5410. The sum of \$500,000, or so much thereof as may be necessary is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for a grant to Lake Forest Library for costs associated with infrastructure improvements.



ALEXI GIANNOULIAS • Secretary of State & State Librarian

Illinois State Library, Gwendolyn Brooks Building
300 S. Second St., Springfield, IL 62701-1796

ilsos.gov

Illinois State Library

ILLINOIS PUBLIC LIBRARY PER CAPITA AND EQUALIZATION AID GRANT APPLICATION

Certification of Eligibility

It is the policy of the State to encourage and protect the freedom of libraries and library systems to acquire materials without external limitation and to be protected against attempts to ban, remove, or otherwise restrict access to books or other materials. Pursuant to 75 ILCS 10/ Illinois Library System Act and 23 Ill. Adm. Code 3035.110.

As the duly authorized representative of the library, by entering my name below, I certify that the applicant library:

Has adopted the American Library Association's Library Bill of Rights that indicates materials should not be proscribed or removed because of partisan or doctrinal disapproval.

Or, in the alternative,

Is providing a written policy or procedure, approved and in force at the applicant library(s), declaring the inherent authority of the library to provide an adequate collection of books and other materials sufficient in size and varied in kind and subject matter to satisfy the library needs of students or patrons served and prohibit the practice of banning specific books or resources.

I also certify that at the request of the State Librarian, the library agrees to provide the Illinois State Library with any final decision for reconsideration of library materials during the term of the grant award.

Prefix: _____ First Name: _____ Last Name: _____
(e.g., Mr., Ms., Mx., Dr., etc)

Title: _____ Pronouns: _____ Date: _____

Illinois Public Library Per Capita and Equalization Aid Grants

As required by The Illinois Library System Act (23 Ill. Adm. Code 3030.200 (a)(2)(I) and (J)), to be eligible for funding, the applying public library must meet the definition of a library and public library, and be recognized by the Illinois State Library as a full member of an Illinois library system, which includes completion of the most recent Illinois Public Library Annual Report (IPLAR).

The Library Board of Trustees agrees to expend the funds received for the purposes outlined in the application as approved by the Illinois State Library, and as stipulated by the Illinois Library Systems Act (75 ILCS 10/8 and 10/8.1) and Illinois State Library Grant Programs (23 Ill. Adm. Code 3035.115 and 3035.135).

The Library Board of Trustees affirms that all grant funds received because of this application shall be used to provide public library service to its community by supplementing the library's regular budget and that it will not reduce, nor cause to have reduced, the public library's levy in the current or next fiscal year.

The Library Board of Trustees agrees that the Illinois State Library or its designee shall have the right to examine any of the records directly related to this grant.

Legal Name of Library: _____

Library's Control Number: _____ Branch Number: _____ Today's Date: _____

Contact information of the person completing this grant application:

Prefix: _____ First Name: _____ Last Name: _____
(e.g., Mr., Ms., Mx., Dr., etc)

Title: _____ Pronouns: _____ Phone Number: _____

Email Address: _____

Library's mailing address to receive grant payments:

Address 1: _____

Address 2: _____

City: _____ State: _____ ZIP + 4: _____

By checking this box, I certify: 1) that I have the authority to submit this application on behalf of the Library Board of Trustees, and 2) that the statements herein are true, complete and accurate to the best of my knowledge. The Library Board of Trustees is aware that any false, fictitious or fraudulent statements or claims may be subject to civil, criminal or administrative penalties.

Service Area Population _____

Please use the Illinois Public Library Service Area Map to obtain the most accurate service area population.

Changes in the population count or the library's service require documentation and supporting information. Contact the Illinois State Library to document this change. Documentation must include one of the following:

- A U.S. Census certification (e.g., correction or special census) that has been filed with the Office of the Secretary of State Index Department prior to submission of the application.
- For population changes, annexations or disconnects that are typically not documented by the U.S. Census, the library must submit appropriate and substantial supporting information, including a certified population count. Examples include but are not limited to: legal documentation from an appropriate municipal corporate authority or a library district's referenda questions and certified results.

If the population has not changed, no additional documentation is necessary.

Part I. Review of Illinois Public Library Standards

To be eligible for a per capita grant, a public library shall show that it will either meet or show progress toward meeting the Illinois library standards as most recently adopted by the Illinois Library Association (75 ILCS 10/8.1).

A grant applicant with performance levels below the Core Standards must raise or improve its performance levels in relation to the standards according to the objectives, time frames, and priorities the library shall state in the application, and which are consistent with the terms of the plan of service of the system of which it is a member. (23 ILAC 3035.115)

The Library Director and the Board of Trustees shall review the entirety of each of the 12 topics described the Illinois Public Library Standards. To complete this application, refer to the chart within each topic and indicate the level at which your library meets each standard (Core, Intermediate, or Advanced).

1.) Access

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

2.) Advocacy and Community Engagement

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

3.) Buildings and Grounds

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

4.) Collection Management

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

5.) Finance and Budget

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

6.) Governance and Administration

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

7.) Human Resources

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

8.) Information Services

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

9.) Marketing and Promotion

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

10.) Programming

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

11.) Safety and Emergency Preparedness

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

12.) Technology

Library meets all Core Standards

If your library does not meet one or more of the Core Standards, please summarize your planned strategies to meet or show progress towards meeting all Core Standards during the next fiscal year. If one or more of the Core Standards is not applicable to your library, please explain which are not applicable and why.

Part IIa: Planned Use of Public Library Per Capita Grant Funds [All Applicants]

Describe objectives and priorities for use of grant monies to meet or improve performance levels in relation to the standards outlined in Illinois Public Library Standards (23 ILAC 3035.115). Use general categories in identifying planned expenditures. Do NOT include monetary figures or specific brand.

Part IIb: Planned Use of Equalization Aid Grant Funds

An Equalization Aid Grant is a supplemental award in addition to a library's per capita allotment. **This section is required to be completed only by libraries informed they are eligible for this award.**

Describe the additional objectives and priorities for use of Equalization Aid grant monies to meet or improve performance levels in relation to the standards outlined in the Illinois Public Library Standards (23 ILAC 3035.115). Use general categories in identifying planned expenditures. Do NOT include monetary figures or specific brands.

Lake Forest Library Strategic Plan 2024-2027

Strategic Priority 5

Bringing the Library into the Story of Each Lake Forester

A major initiative under Strategic Priority 5 of Lake Forest Library's Strategic Plan for FY 2027 is to Redesign and reorganize the Library website to improve clarity and ease of use.

While the current website designed and maintained by Library Market since 2017 provides a fair amount of functionality, it has accumulated content and incremental changes and fixes over the years and is ready for a more focused review and update to better serve our needs in 2026 and beyond. Redesigning the website enables us to improve accessibility, organization, backend functionality for staff, and the user experience for patrons. With those broad goals in mind, the Communications staff have conducted extensive research over the past several months, including patron and staff surveys, usability testing sessions, and demos of other website platforms.

Lake Forest Library is a member of the CCS consortium that recently made the decision to invest in a discovery layer, which serves to make the online catalog experience as rewarding as visiting the Library in person, where you can browse the shelves and discover an unexpected title you're interested in. After researching the options and collecting feedback from member libraries, in September CCS member libraries voted in favor of the BiblioCore product offered by BiblioCommons. It is scheduled to be implemented in April 2026. BiblioCore is a robust discovery tool with additional features such as readers' advisory tools, personal record keeping, and ways to feature staff content via comments, reviews, lists, and more.

BiblioCommons also offers the BiblioWeb and BiblioEvents services. Together they function as a complete website builder and content and event management system, which seamlessly integrates with BiblioCore. This seamlessness is one of the largest benefits for patrons, who are often confused and disoriented by the current set-up where the website and catalog appear separate and visually distinct.

Library staff strongly recommends that Lake Forest Library subscribe to BiblioWeb and BiblioEvents (which uses LibCal to facilitate room reservations). The CCS Consortium secured an attractive discount to subscribe to BiblioCore, and BiblioCommons has also offered a 10% discount to BiblioWeb if five or more libraries subscribe to it.

Taken together, the BiblioCore, BiblioWeb, BiblioEvents, and LibCal services will significantly enhance and unify the user experience with Lake Forest Library and transform how patrons engage with our Library's catalog, website, and events calendar.

Suggested Board Motion:

Moved to approve that Lake Forest Library subscribes to the BiblioWeb, BiblioEvents, and LibCal services for an amount totaling \$30,706.39, including a one-time implementation fee of \$13,000 for the period March 2, 2026 – March 1, 2027. Further moved to authorize the Executive Director to negotiate and sign a contract for these services with BiblioCommons after legal review. Cost will be charged to the New Strategic Initiatives line in the Library FY2026 budget.

Schedule 'A' – Order Form #00004920

Page 1 of 2



Lake Forest Library

360 EAST DEERPATH ROAD
Lake Forest, Illinois
60045

Date: December 11, 2025

Valid Until: Mar 11, 2026

Subscription Term: Mar 2, 2026 – Mar 1, 2027

*Population Served: 19,367
Population Source: IMLS*

Contact: Susan Rhood
Email: susan.rhood@bibliocommons.com

Subscription	Annual Subscription Fee (USD)	One-Time Implementation Fee (USD)
BiblioEvents for Consortia A patron-friendly, fully responsive, and visually appealing events calendar to manage and promote library programs and events. Integrates fully with the BiblioCore catalogs. Price does not include the cost of an events data import. See Schedule "A-6." https://www.bibliocommons.com/schedule-a6-biblioevents	\$2,074.88	\$2,000.00
BiblioWeb for Consortia A fully-hosted integrated content management system and webpage builder. See Schedules "A-4." BiblioWeb for Consortia Members includes 10 direct support ticket submissions per subscription year. This does not include emergency/system down tickets. https://www.bibliocommons.com/schedule-a4-biblioweb It does not include any custom script integrations. Additionally, a standard implementation schedule and milestones will be followed. Delays may result in rescheduling of the project.	\$13,832.51	\$11,000.00
LibCal 20 Allows room booking via an integration between BiblioEvents and LibCal. Includes 20 bookable spaces.	\$1,799.00	\$0.00

Quote for Lake Forest Library – December 11, 2025
Contact: Susan Rhood Email: susan.rhood@bibliocommons.com

Schedule 'A' – Order Form #00004920



Page 2 of 2

Sub-Total	\$17,706.39	\$13,000.00
Subscription Fees	17,706.39	
Total Due This Year, payable on the date hereof		30,706.39

Terms

- This Order Form supplements the Library Subscription Master Agreement ("Agreement") dated Mar 2, 2026 and is incorporated therein by reference. Capitalized terms not defined herein will have the meanings set forth in the Agreement. In the event of a conflict between this Order Form and the Agreement, the Order Form will govern.
- The Parties acknowledge and confirm that the Services set out in this Order Form will be provided in addition to any services that Subscriber has also purchased with other Order Form(s). Attached or linked Service descriptions, if any, will be incorporated by reference herein.
- Annual Subscription Fees cover hosting, support, and upgrades. Subscription Fees are reviewed annually.
- Implementation fees are *one-time charges* for standard configuration of service and standard subscription agreement. Implementation of services is conducted remotely.
- If significant modifications to legal terms are required, including change of legal venue, additional fees may be required.
- All fees payable by Subscriber are exclusive of taxes.
- All fees are payable on the date of signing.

IN WITNESS WHEREOF the parties hereto have caused this Order Form to be duly executed by their proper authorized officers.

Lake Forest Library

BiblioCommons Corp.

Signature

Signature

Name

Name

Title

Title

Date

Date

Quote for Lake Forest Library – December 11, 2025
Contact: Susan Rhood Email: susan.rhood@bibliocommons.com

BiblioCommons Corp. 5060 Spectrum Way, Suite 100, Mississauga, ON L4W 5N5 Canada +1 647 436 6381 info@BiblioCommons.com

Library Operations Report

December 2025

Adult Services

With the demise of our book supplier Baker & Taylor, our amazing Technical Services Department has been working hard at finding workarounds to add new books to our shelves. They have helped guide our department through the new software, arranged staff training and have been in regular contact with our department. Our staff is feeling more comfortable ordering through Ingram and have been filling in with items purchased through Lake Forest Book Store, Bookshop.org, Amazon, Barnes and Noble and other area stores.

We have re-introduced our Hot Picks Collection for the holidays, and it is very popular with our patrons. These mostly paperback editions of popular titles are a great choice for busy patrons to grab and go.

We have continued our popular winter reading program with the theme Read after Dark, beginning December 15 and ending January 15, just when Blind Date with a Book begins.



26 artists attended our watercolor class held on a Tuesday evening. The participants painted a cardinal using a step-by-step technique taught by artist Audrey Ra. Our popular Grab n Go kits this month were watercolor gift tags.

The Library Foyer hosted several events this month. The Friends Holiday Book Bazaar was a popular spot to shop. We also hosted a collection box for new and unwrapped toys for children up to age 15. Bridge of Hope, partnered with the Lake County Sheriff's Office and Vertical Encounter to bring a smile to a child whose parent is incarcerated. We let them know we would be interested in partnering with them again in the future.



Heidi and fellow staff members represented the Library at the city sponsored Winter Market at the West Lake Forest Train Station. The Media Lab staff printed cookie cutters reflecting our winter reading theme which were handed out over the two weekends, and library staff greeted 111 attendees on the first Saturday and 127 on the second Saturday.

In honor of Jane Austen's 250th birthday, the Library has planned several programs this year. We began in January with *A Visit with Jane Austen* as portrayed by reenactor Debra Miller and a popular display in the Rotunda.

In regular programming, The Memory Cafe at Dickinson Hall welcomed The Greater Chicago Music Therapy Group; Judy Levin's noon book discussion continues to be popular as is our regular Mystery Book Group.

Media Lab

John Lacson led a *Microsoft 365 Basics* workshop designed to help adult patrons build confidence using essential productivity tools in the Microsoft 365 suite. Offered as an in-person, hands-on session in the Media Lab, the class covers the fundamentals of Word, Excel, PowerPoint, OneDrive, and Copilot, with guided instruction on creating documents, spreadsheets, and presentations.



The Media Lab created custom 3D-printed cookie cutters for the Holiday Market outreach event at the West Train Station. This project showcased the Library's 3D printing capabilities and supported community engagement by promoting Media Lab services to a broader audience.

Youth Services



Kiddos created one-of-a-kind artwork using an iPad and/or colorful sublimation markers in the Make & Take: Sublimation Creations for Grades 1–5. Chad and Claire pressed their masterpiece onto a special gift of their choice: an ornament, a coaster, or a mug. They either chose to keep it for themselves or to surprise someone they loved, to share a little joy. And below two special Grab 'N' Go Creativity Kits were available to our youngest patrons in December.





As the weather gets snowy and cold, it's Playtime! Our young patrons dropped in to play with Big Blue Blocks, steppingstones, DUPLOs, toys, puppets, and more!

Julie and Maddie drew 110 children in kindergarten through 4th grade for the annual Gingerbread House Challenge.



On Sunday, December 21, 2025, 70 children and their families attended the musical variety show “The Snow Show with Dave Herzog’s Marionettes.” (pictured left and center)

December Movement Storytimes are very popular! (pictured right)



Young Adult Services



This is a slow December for Young Adult Services as Emmy was out for the month and Exam Escape, our usual December headliner, was moved to January!

We had 31 active readers participating in 100 Books Before Graduation in December, and 9 in the Read After Dark Winter Reading Challenge.

Our Top Teen Titles display needed to be restocked three times over the course of the month as patrons checked out the most popular fiction, nonfiction, manga, and graphic novels of 2025.

Once again, we made Reindeer Hot Cocoa packets! We had a total of 6 attendants who had a blast drinking hot cocoa and building out their reindeer families.



Facilities

The Library experienced a power surge and power outage in the A.M. hours of Saturday, December 20, 2025. The surge caused electrical breakers to trip throughout the building. Facilities restored power to all the mechanical equipment. However, functionality of the elevator required a service call to American Hoist. American Hoist responded within the hour and located a blown fuse inside the cab. The fuse was replaced and the elevator was returned to service. The cause of the electrical failure could not be determined.

On Monday, December 22, 2025, Hill Mechanical conducted preliminary preparation for the boiler replacement project. Work is tentatively scheduled after the first of the new year and is weather dependent.

Circulation

December is a busy month for holds as patrons are preparing to head off on vacations and holiday celebrations. With the kids home from school video games and reading materials, especially holiday related being in high demand. Additionally, there are extra days when the Library is closed early or all day for the Christmas and New Year holidays. This keeps the hold section moving as we rotate materials that didn't quite make it in time. We had a bump in the checkouts at the vending machine due to the city's Winter Market at the train station. The Library table at the event was a wonderful opportunity to highlight the machine and show patrons how easy it is to use. We were also lucky to have back several staff members who had been out due to surgeries and accidents, which was a real help during this busy season. Patrons were also happy to see some of their favorite staff members back behind the counter.

Collections

In addition to the challenge we've had recently with suppliers and retraining staff on new platforms and using new workflows, one of the two technical services staffers suffered an accident on December 24 that kept them from working for two weeks. Happily, they have

returned and can work with some accommodation. Kudos to Amy Begoun for staying on top of the holds lists, keeping books moving through the department, and training Jeanie Kennedy to assist in processing. We've started receiving our larger Ingram orders. Kate Buckardt revived the "Hot Picks" around the holidays. Thanks again to Amy for ordering and quickly processing those items for our patrons to browse in the Rotunda.

SELECTED UPCOMING EVENTS

January -February 14, 2026

Blind Date with a Book for All Ages

Thursday, January 22, 2026, 7:00pm–8:30pm, Kasian Room

Brush Calligraphy Workshop

Register and join artist Audrey Ra in person as we revive the art of calligraphy with a modern twist. Learn how to create basic strokes and the lowercase alphabet with a brush pen.

Wednesday, February 4, 2026, 7:00pm–8:00pm, Kasian Room

Abraham Lincoln's Doctor's Dog

Register and join historian Robert Girardi in person for an irreverent look at some of the Civil War's humorous and bizarre events.

Tuesday, February 10, 2026, 7:00pm–8:15pm, Kasian Room

Valentine's Day Desserts Demo & Tasting

Register and join Chef Susan Maddox in person to discover perfect Valentine's Day dessert ideas. Susan will demonstrate a few recipes, explain various techniques, and provide delicious tasting samples.

Thursday, February 12, 2026, 6:00pm–7:00pm, Media Lab

AI Reality Check

Register and join us in person for a friendly, hands-on workshop that makes sense of today's AI tools. Can you tell what's real and what's not online? Learn simple tips to recognize AI-generated photos, messages, and voices, and develop everyday habits to protect yourself from scams and misinformation. No tech experience needed—just bring your curiosity!

TOP TEN CIRCULATING ITEMS
December 2025

e-Books			
Position	Title	Author	Circs
1	The Secret of Secrets	Brown, Dan	22
2	The Correspondent	Evans, Virginia	19
3	Broken Country	Hall, Clare Leslie	18
4	Gone Before Goodbye	Coben, Harlan & Witherspoon, Reese	18
5	The Widow	Grisham, John	18
6	My Friends: A Novel	Backman, Fredrik	17
7	The Academy	Hilderbrand, Elin	16
8	These Summer Storms	MacLean, Sarah	13
9	Great Big Beautiful Life	Henry, Emily	12
10	Say You'll Remember Me	Jimenez, Abby	12
11	The Let Them Theory*	Robbins, Mel	12

*Denotes nonfiction title

e-Audiobooks			
Position	Title	Author	Circs
1	Great Big Beautiful Life	Henry, Emily	25
2	The Correspondent	Evans, Virginia	23
3	The Academy	Hilderbrand, Elin	21
4	The Intruder	McFadden, Freida	20
5	Gone Before Goodbye	Coben, Harlan & Witherspoon, Reese	19
6	Atmosphere	Reid, Taylor Jenkins	18
7	My Friends: A Novel	Backman, Fredrik	17
8	Theo of Golden	Levi, Allen	17
9	Everything Is Tuberculosis*	Green, John	15
10	The Housemaid	McFadden, Freida	15

*Denotes nonfiction title

TOP TEN CIRCULATING ITEMS
December 2025

Adult Books

Position	Title	Author	Circs
1	The Secret of Secrets	Brown, Dan	17
2	The Impossible Fortune	Osman, Richard	16
3	The River We Remember**	Krueger, William Kent	15
4	The Widow	Grisham, John	14
5	Three Girls from Bronzeville* ***	Turner, Dawn	14
6	The Academy	Hilderbrand, Elin	12
7	Nash Falls	Baldacci, David	10
8	The Proving Ground	Connelly, Michael	10
9	Wreck	Newman, Catherine	10
10	The Book Club for Troublesome Women	Bostwick, Marie	9
11	Exit Strategy	Child, Lee	9

* Nonfiction Title

**Lake Forest Reads Title

*** Read Between the Ravines Title

Teen Books

Position	Title	Author	Circs
1	The Ancient Magus' Bride	Yamazaki, Kore	30
2	Witch Hat Atelier	Shirahama, Kamome	17
3	Frieren. Beyond Journey's End	Yamada, Kanehito	17
4	Anonymous Noise	Fukuyama, Ryōko	15
5	Fence	Pacat, C. S	6
6	The Ballad of Songbirds and Snakes	Collins, Suzanne	5
7	The Summer I Turned Pretty	Han, Jenny	5
8	The Hunger Games	Collins, Suzanne	4
9	Insomniacs After School	Ojiri, Makoto	4
10	It's Not Summer Without You	Han, Jenny	3

TOP TEN CIRCULATING ITEMS
December 2025

Children's Books

Position	Title	Author	Circs
1	The Snowy Day	Keats, Ezra Jack	13
2	Pinkalicious	Kann, Victoria	10
3	Greg Heffley's Journal	Kinney, Jeff	10
4	Simon Sort of Says	Bow, Erin	9
5	Happy New Year, Spot!	Hill, Eric	9
6	Aqualicious	Kann, Victoria	8
7	Frozen 5-Minute Stories	UNKNOWNAUTHOR	8
8	5-Minute Pinkalicious Stories	Kann, Victoria	7
9	Dog Days	Kinney, Jeff	7
10	Double Down	Kinney, Jeff	7

Nonbook Items

Position	Title	Circs
1	Mobile Hotspot	40
2	The Naked Gun	20
3	Mission: Impossible. The Final Reckoning	17
4	F1 : The Movie	16
5	Downton Abbey. The Grand Finale	12
6	The Bad Guys 2	12
7	The Roses	11
8	The Fantastic 4. First Steps	11
9	Weapons	10
10	Eleanor the Great	10

DVDs unless otherwise indicated

SERVICE STATISTICS – DECEMBER 2025

	December 2025	December 2024	YTD FY 2026	YTD FY 2025
Library Visits	13,686	15,432	113,621	114,576
Physical Items circulated	18,793	18,201	167,940	166,984
E-Media Circulated	9,509	8,843	75,696	68,538
Database Uses/Pg Views	16,881	21,425	130,220	97,617
Library Programs & Attendees*	45 Programs 3,348 Attendees	77 Programs 7,466 Attendees	504 Programs 28,852 Attendees	470 Programs 32,912 Attendees
Media Lab, 1-on-1 appts, Questions, and Tutorials	128	220	1,320	1,192
Reference Questions	2,178	2,138	16,750	17,719
New Library Cards	89	88	980	997
Items added to collection	440	763	5,751	7,452
Items withdrawn	875	1,044	7260	12,393

*Includes passive programs and take-home activities