

LAKE FOREST LIBRARY BOARD OF TRUSTEES
Lake Forest Library, 360 East Deerpath Road, Lake Forest, IL 60045
Kasian Room, Lower Level
Tuesday, February 17, 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 February 17, 2026 Agenda
 - b. Approve January 20, 2026 Regular Meeting Minutes
 - c. Approve January 2026 Financial Report
 - d. Approve February 12, 2026 Finance Committee Minutes
9. Building Committee:
 - a. Exterior Courtyards Restoration - Update
 - b. 1931 Historic Rooms Revitalization - Update
 - c. Lake Forest Garden Club Master Landscape Plan Grant – **ACTION**
 - d. City of Lake Forest Central Business District Parking Regulations
 - e. Other Projects
10. Finance Committee: FY2027 Budget Draft 1
11. Fundraising
12. Friends of the Library Funding Request for FY2027 - **ACTION**
13. Library Operations Report – January 2026
14. Unfinished Business
15. New Business
16. Adjournment.

Next Meeting: Regular Board Meeting – Tuesday, March 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
JANUARY 2026

- My kids loved your Ramen program! I hope you do more like this, it was right up their alley and they had a blast. They saved some of their ramen in the bowl for us to try!
- The Libby is an awesome resource!
- Patron thought our "Blind date with a book" display was very cute so she decided to check one out! Let her know there was a raffle for the program and all she had to do was fill out the slip inside the book and return it for a chance to win a prize.
- A patron called to thank the library and to thank Krista for her home delivery.
- Patron said that this was the best Lego Club yet. It was football themed and the children could make and try flicking the paper footballs through the Lego goal post.
- "We have the best library in this town. Not that there's anything wrong with the others, but I always get such good service with you and you should hear it more often."
- Patron commented that we need to fix the heating in the Kasian Room (it got very cold during a program)
- I just wanted to say what a great job you (Emmy) did during the finals program--my son was so happy to be able to work here, and so grateful for dinner and the chance to study—he said you gave him notecards and highlighters. It really helped him get through his first finals ever, which had been stressing him out so much.
- A patron brought her baby to baby storytime and told me it was her first time coming to the library. "Thank you, we had a great time! She [Lorie] is the best."
- One of our regular patrons has been working her way through the William Kent Kruger mystery series. She had read *The River We Remember* and attended our author events so she wanted to continue reading his books.
- Patron was thrilled to find that we had a Hot Picks copy of the book she wanted to read (*The Correspondent* by Virginia Evans) on the shelf!
- Thanks for such a great program! (Stella the Sloth Animal Quest)
- Patron David Webster commented on how helpful Ming was during his media lab session. He expressed how great and resourceful she was to him and was very glad that these tech sessions are available at the library.
- We have received numerous compliments from students and parents for the Exam Escape program. They were impressed both by the welcoming the students felt from the library staff and by the supply of snacks, drinks, supplies and dinners that the library provided.

- A patron was excited about the upcoming Jane Austen Sanditon program and requested we consider booking the presenter more since she is a great speaker.
- Patron came up after Thursday's storytime and asked if the Kasian room could be kept open for a playtime because there were too many people afterwards to use the normal play area.
- Patron came in to pick up a hold for their elderly parents and mentioned that they have a difficult time getting into the library because the handicap spots are so far from the entrance. Suggested we could put up a railing along the walkway to make it easier to traverse. Mentioned to the patron that we are aware of the accessibility issues and let them know their comment would be noted. Told her that we also provide curbside assistance if they call the reference desk asking for their holds to be brought out to them.
- "Excellent, thank you! Coincidentally, I'm already planning to come to the library today, so your timing is perfect. I look forward to this craft." (In regard to the email sent out to waitlisted craft registrants for January: Good morning! We have some leftover January Reg 'n' Go Lace Snowman craft kits left, so you are welcome to stop by the Adult Reference Desk before the end of the month to pick one up. Remaining kits for waitlisted patrons first come, first serve, one per registered name. Happy crafting!)
- This teen event (Exam Escape) is just so nice...You should be proud of how happy they all are to spend time in their library.
- Do you have any books for very young children on the history of the USA that does not "white wash" it? She was very happy when I was able to show her a very diverse history section of the USA.
- "I'm so glad to see this [Blind Date with a Book] back again--I love it and participate every year!"
- Comment card: I love the library. It is very comfortable and welcoming. There is a wide selection of books however I would love it even more if there was more manga series added. Thank you! Passed suggestion along to selectors in Youth and Adult Services. Commenter from another library.
- Comment Card: Patron suggesting we buy documentaries. Replied explaining that we do and how to locate them in the library and in our catalog.
- Comment Card: I hope after the expansion that media lab gets more room because they have great equipment and fun programs. Also I would like a laser cutter at our library! ("laser cutter" underlined three times).
- Comment Card (written in crayon): WE appreciate the huge selection of children's books and activities.

- Patron who completed the Winter Reading program loves the book prize cart. She picked out a poetry book and said last time she chose Short Stories Science Fiction, both genres she doesn't usually read. This prize selection encourages her to try something new.
- From a 5-star reviewer on our Google Business profile: "Ten out of ten, children, adults, students, and elderly all have wonderful available resources. The library is generous and supportive of the community as well."
- "It's hard to park at your library, there is a lack of handicapped parking." Offered to bring out the hold book to the car for the patron if they call when they are here.
- Patron called and missed the program Superfoods with Chef Cherise but wanted to tell us she really appreciates our programming and hopes we have another program on Blue Zones soon.
- "Thank you so much for doing that for me! I really appreciate it." (Breen called Highland Park Library to have them hold a book for our patron, that we did not have on shelf - patron needed it today)
- A child who got very excited when I told her about the winter reading program: "I'm going to start reading this Wonderbook RIGHT NOW!"
- After John helped a patron with a computer issue: "John really gave above and beyond service. Who can I contact to send a note of thanks?" Gave him Chad's card so he can share his positive feedback!
- Love this service (private book club/Erin) - it's like having a concierge service. Thank you!"
- A volunteer from the Friends of Northbrook Library called and was looking for some information on our book sale. I spoke with her for about 10 minutes and then connected her with a volunteer from the Lake Forest Friends.
- Tutor commented that on Sunday 1/4 a large group of kids were being loud and eating in the Media Lab while she was tutoring. She asked in the future if she encounters this again what should she do. I told her that in the future she should inform a staff member about any issues or disruptions while in the library.
- Mom whose son was getting a library card: "His sister came home with one and it was a big deal. He really wanted one too."



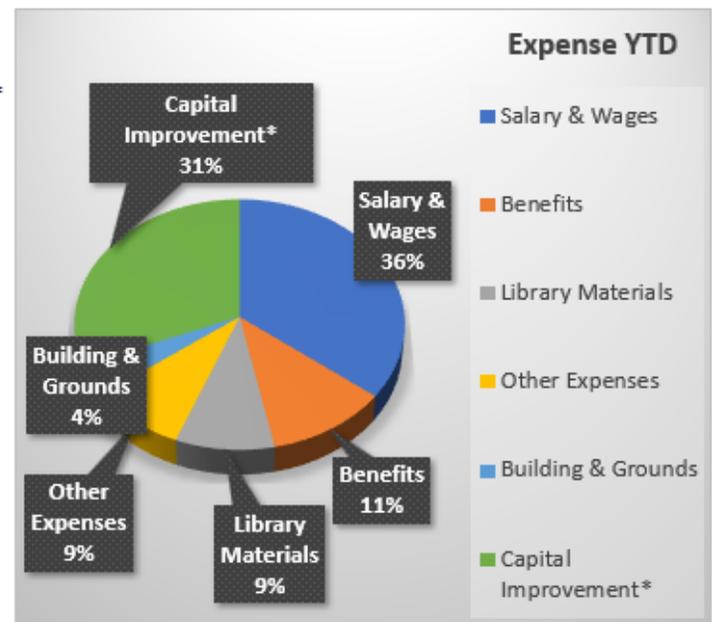
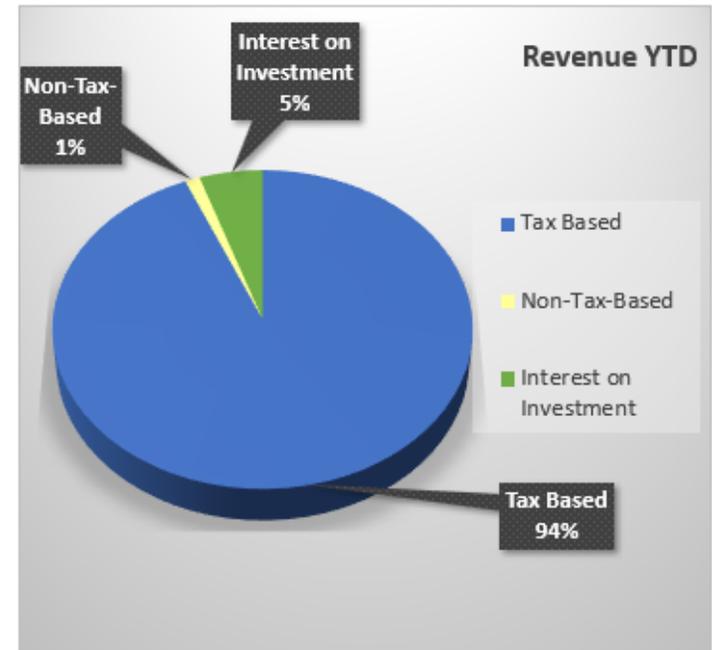
**FY2026 Revenue & Expenditure Statement
January- 2026 (Month 9)**

Revenues	YTD Actual	YTD Budget	Annual Budget	Budget Realized
Tax Based	5,178,237	5,180,869	5,180,869	100%
Non-Tax-Based	67,246	54,750	73,000	92%
Gifts & Grants	36,609	7,500	10,000	366%
Library Generated	16,530	18,000	24,000	69%
Friends of Lake Forest Library	35,251	45,000	60,000	59%
Interest on Investment	286,494	262,500	350,000	82%
Total Revenues	5,620,369	5,568,619	5,697,869	99%

Expenses	YTD Actual	YTD Budget	Annual Budget	Budget Utilized
Salary & Wages	1,650,896	1,741,993	2,322,657	71%
Benefits	526,451	635,568	847,424	62%
Library Materials	427,118	562,500	750,000	57%
Other Expenses	413,245	669,074	892,098	46%
Contractual Services Library*	217,536	307,650	410,200	53%
Other*	195,710	361,424	481,898	41%
Building & Grounds	189,334	299,546	399,395	47%
Capital Improvement*	1,447,012	2,775,000	3,700,000	39%
Total Expenses	4,654,057	6,683,681	8,911,574	52%

Reserves	
Reserve - Capital Improvements	3,000,000
Reserve - Technology Improvements	500,000
Capital Equipment	500,000
Fund Balance - Unassigned	5,160,948
Total Reserve Amount	\$ 9,160,948

*Detail on pages 4 & 5 of the report

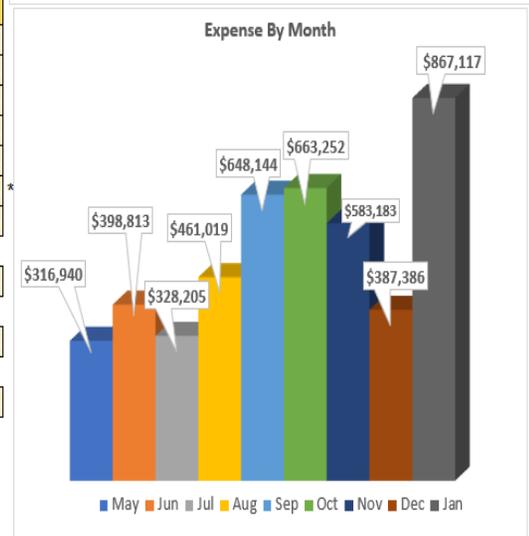
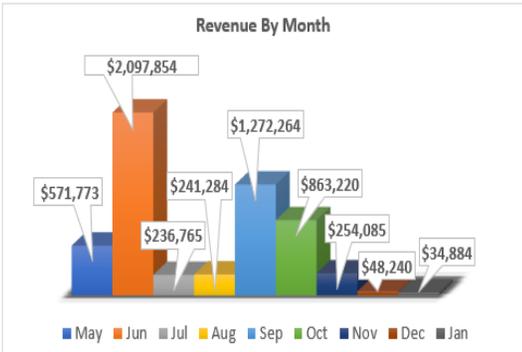




FY2026 Revenue & Expenditure Statement
January - 2026 (Month 9)

Revenues	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	YTD	Budget	Budget Realized
Tax Based	534,505	2,084,237	189,563	122,177	1,269,365	779,747	198,615	-	28	5,178,237	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	5,000	36,609	10,000	366%
Library Generated	1,424	4,464	1,690	2,244	1,149	1,518	2,915	412	715	16,530	24,000	69%
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	29,141	286,494	350,000	82%
Total Revenues	\$571,773	\$2,097,854	\$236,765	\$241,284	\$1,272,264	\$863,220	\$254,085	\$48,240	\$34,884	\$5,620,369	\$5,697,869	99%

Expenses	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	YTD	Budget	Budget Utilized
Salary & Wages	104,312	168,438	168,761	249,840	177,425	172,051	172,587	175,823	261,658	1,650,896	2,322,657	71%
Benefits	48,174	53,167	53,183	67,357	60,631	57,910	57,136	55,141	73,752	526,451	847,424	62%
Library Materials	45,832	71,447	49,540	50,570	46,653	30,659	48,203	36,597	47,617	427,118	750,000	57%
Other Expenses	55,239	47,597	39,752	60,999	29,830	51,606	32,556	33,950	61,717	413,245	892,098	46%
Contractual Services Library	37,841	12,950	11,542	31,223	14,474	37,172	13,270	14,516	44,547	217,536	410,200	53%
Other	17,398	34,646	28,210	29,776	15,356	14,434	19,285	19,434	17,170	195,710	481,898	41%*
Building & Grounds	63,384	14,249	12,749	17,447	18,361	11,259	12,905	15,904	23,077	189,334	399,395	47%
Total Operating Expenses	316,940	354,898	323,985	446,214	332,900	323,485	323,387	317,415	467,821	3,207,045	5,211,574	62%
Capital Improvement	-	43,915	4,219	14,805	315,244	339,766	259,796	69,971	399,296	1,447,012	3,700,000	39%
Total Expenses	\$316,940	\$398,813	\$328,205	\$461,019	\$648,144	\$663,252	\$583,183	\$387,386	\$867,117	4,654,057	8,911,574	52%
Excess / (Deficit)	\$254,833	\$1,699,041	(\$91,440)	(\$219,735)	\$624,120	\$199,969	(\$329,098)	(\$339,145)	(\$832,233)	966,311	(\$3,213,705)	



Reserves

\$5,160,948 - 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).

*Updated after FY2025 City audit approval in October 2025.

* "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 January 2026 (Month 9) FY2026**

Funds on Hand: \$5,160,948 (unrestricted/unaudited).

General Operations - Revenues

Property Tax: As of January 31, the Library received \$5,178,237 in property tax distributions, which is 100% of the annual budget.

Non-Tax-Based: As of January 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 January 31, the Library received \$36,609 as gifts and grants, which is 366% of the annual budget.

Library-Generated: As of January 31, the Library received \$16,530 in Library generated income. This income is from copiers, other revenue such as CCS and miscellaneous fees, which is 69% of the annual budget.

Interest on Investment: As of January 31, the Library received \$286,494 in interest on investment, which is 82% of the annual budget.

General Operations - Expenditures

Salaries, wages, and benefits: As of January 31, \$1,650,896 for salaries and wages: 71% of FY budget; \$526,451 for benefits: 62% of FY budget. \$303,289 for medical insurance 66% of FY budget; \$121,713 for SSN: 69% of FY budget; \$91,814 for IMRF: 48% 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 January 31, \$413,245: 46% of annual budget. Includes \$217,536 in library contractual services, including fourth payment of RFID lease of \$24,041 to Bibliotheca and \$195,710 for other expenses such as programs, administrative fees, office supplies, membership, and miscellaneous expenses.

Building and Grounds: As of January 31, \$189,334 which is 47% 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 January 31, \$1,447,012: 39% 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, \$1,168,985 to Berglund Construction for Courtyard construction work, and \$106,481 to Vinci-Hamp Architects for research & base drawings related to 1931 Historic Rooms project.

Year to Date FY2026: 52% of budget expenses; 99% budget revenues.

Account Details

Contractual Services Library

Description	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	YTD	Budget
CCS & OCLC (Integrated Library System)	\$ 11,670	\$ -	\$ -	\$ 17,997	\$ 3,142	\$ 17,997	\$ -	\$ -	\$ 17,997	\$ 68,802	\$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	\$ 9,962	\$ 82,392	\$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	\$ 1,387	\$ 10,982	\$ 25,000
Other: Web Calendar Subscription	\$ -	\$ -	\$ 11	\$ -	\$ -	\$ -	\$ 15	\$ -	\$ 13,200	\$ 13,227	\$ 50,000
Technology Leased & Warranty Renewals	\$ -	\$ 1,687	\$ 73	\$ 899	\$ -	\$ 7,161	\$ 1,914	\$ 3,175	\$ 2,001	\$ 16,910	\$ 30,000
Total	\$ 37,841	\$ 12,950	\$ 11,542	\$ 31,223	\$ 14,474	\$ 37,172	\$ 13,270	\$ 14,516	\$ 44,547	\$ 217,536	\$ 410,200

Others

Description	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	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	\$ 121	\$ 1,000
TRAINING & DEVELOPMENT	\$ -	\$ 1,314	\$ 3,675	\$ 2,621	\$ 2,547	\$ 1,043	\$ 2,274	\$ 2,249	\$ 3,148	\$ 18,872	\$ 30,000
MEMBERSHIP DUES	\$ 1,545	\$ (17)	\$ 825	\$ 300	\$ 300	\$ 325	\$ 597	\$ 1,030	\$ 874	\$ 5,779	\$ 11,000
MEETINGS & EXPENSE REIMB	\$ -	\$ -	\$ -	\$ 332	\$ 71	\$ -	\$ 149	\$ 68	\$ 125	\$ 746	\$ 2,500
LEGAL	\$ -	\$ -	\$ 2,363	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,005	\$ 6,368	\$ 100,000
AUDITING SERVICES	\$ -	\$ -	\$ -	\$ 8,087	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,087	\$ 9,000
PROGRAMS & SERVICES	\$ 10,006	\$ 16,733	\$ 15,556	\$ 13,816	\$ 7,552	\$ 9,098	\$ 11,244	\$ 6,342	\$ 7,207	\$ 97,555	\$ 152,400
ONLINE BANKING FEES	\$ 276	\$ -	\$ 281	\$ 555	\$ 277	\$ 295	\$ 821	\$ 6	\$ 7	\$ 2,518	\$ 2,200
INSURANCE - LIABILITY	\$ 1,650	\$ 5,148	\$ -	\$ -	\$ -	\$ -	\$ (114)	\$ 114		\$ 6,798	\$ 10,648
TELEPHONE	\$ 41	\$ 41	\$ 41	\$ 42	\$ 42	\$ 42	\$ 42	\$ 53	\$ 53	\$ 398	\$ 5,000
OFFICE SUPPLIES	\$ 377	\$ 105	\$ 39	\$ 304	\$ 389	\$ 542	\$ 444	\$ 6,476	\$ 641	\$ 9,317	\$ 15,000
POSTAGE	\$ 995	\$ 47	\$ 290	\$ 1,130	\$ 1,027	\$ 319	\$ 1,142	\$ 15	\$ 250	\$ 5,215	\$ 7,150
VENDING BEVERAGES	\$ 127	\$ 67	\$ 376	\$ 146	\$ 768	\$ 387	\$ 304	\$ 698	\$ 798	\$ 3,673	\$ 6,000
Total	\$ 17,398	\$ 34,646	\$ 28,210	\$ 29,776	\$ 15,356	\$ 14,434	\$ 19,285	\$ 19,434	\$ 17,170	\$ 195,710	\$ 481,898

Contractual Service Building

Description	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	YTD	Budget
Water Treatment	\$ 184	\$ -	\$ -	\$ 552	\$ 184	\$ 184	\$ 189	\$ 189	\$ 189	\$ 1,672	
Alarm System	\$ 2,451	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 2,451	
Inner Security System	\$ 399	\$ -	\$ -	\$ 248	\$ -	\$ -	\$ 248	\$ -		\$ 894	
Rose Pest	\$ 107	\$ 282	\$ 114	\$ 114	\$ 114	\$ 114	\$ 114	\$ 114	\$ 114	\$ 1,187	
AED (CINTAS)	\$ -	\$ 667	\$ 1,109	\$ 707	\$ 751	\$ 910	\$ 845	\$ 802	\$ 799	\$ 6,590	
Off-site Storage	\$ -	\$ -	\$ -	\$ 42	\$ 284	\$ 284	\$ 284	\$ 364	\$ 364	\$ 1,622	
Total	\$ 3,141	\$ 949	\$ 1,223	\$ 1,662	\$ 1,333	\$ 1,492	\$ 1,680	\$ 1,469	\$ 1,466	\$ 14,417	\$ 25,000

Building & Grounds

DESCRIPTION	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	YTD	Budget
CONTRACTUAL SERVICE	\$ 3,141	\$ 949	\$ 1,223	\$ 1,662	\$ 1,333	\$ 1,492	\$ 1,680	\$ 1,469	\$ 1,466	\$ 14,417	\$ 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	\$ 3,174	\$ 27,526	\$ 49,500
JANITORIAL SUPPLIES	\$ 380	\$ 1,886	\$ 1,175	\$ 979	\$ 886	\$ 1,687	\$ 1,756	\$ 540	\$ 960	\$ 10,249	\$ 25,000
MAINTENANCE OF EQUIPMENT	\$ 1,830	\$ 2,038	\$ 1,444	\$ 2,637	\$ -	\$ -	\$ -	\$ 3,395	\$ 5,652	\$ 16,996	\$ 60,000
BUILDING MAINTENANCE	\$ 791	\$ 1,135	\$ 1,495	\$ 3,303	\$ 5,780	\$ 2,528	\$ 430	\$ 4,892	\$ 10,175	\$ 30,529	\$ 120,000
GROUNDS MAINTENANCE	\$ 1,828	\$ 2,259	\$ 4,413	\$ 5,205	\$ 7,363	\$ 2,193	\$ 5,009	\$ 2,608	\$ 1,650	\$ 32,529	\$ 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	\$ 23,077	\$ 189,334	\$ 399,395

Capital Improvement

Description	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	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	\$ 399,296	\$ 1,432,511	\$ 2,850,000
Total	\$ -	\$ 43,915	\$ 4,219	\$ 14,805	\$ 315,244	\$ 339,766	\$ 259,796	\$ 69,971	\$ 399,296	\$ 1,447,012	\$ 3,700,000

LAKE FOREST LIBRARY BOARD OF TRUSTEES

Finance Committee Meeting Minutes – February 12, 2026

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

Others Present: Trustee Heather Strong, Trustee Garth Pearson, Trustee Emily Van Bel, Assistant Director Heidi Krueger, Building Superintendent Jim Lee

The meeting commenced at 10:57 a.m. There were no public comments.

The discussion opened with planning efforts related to the 1931 Historic Rooms Project. Trustees Strong and Van Bel provided an update on the project and requested clarification on the library's current financial standing and the feasibility of moving forward with the project. A detailed and constructive conversation followed during which Finance Committee members affirmed that the library remains in a stable financial position and can support planned capital improvements through a combination of library reserves and private fundraising.

Business Manager Leo Hamza presented the financial report for January 2026 (month nine of the fiscal year), accompanied by a worksheet outlining projected expenditures for FY26. Following this, Director Laxminarayan reviewed the highlights of the initial draft of the FY27 budget. Committee members engaged in further discussion regarding upcoming expenses and emphasized the need to refine FY27 projections so that budgeted figures align closely with actual spending. A second draft of the FY27 budget will be reviewed at the next Finance Committee meeting in March.

The group also examined both short-term and long-term operational impacts associated with various capital improvement efforts. Members shared preliminary ideas for maintaining patron and staff safety and minimizing service disruptions throughout the construction timeline.

The next meeting is scheduled for Tuesday, March 10, 2026, at 3:00 p.m.

The meeting adjourned at 12:42 p.m.



A FOUNDING MEMBER
THE GARDEN CLUB OF AMERICA

January 27, 2026

Dear Board of Directors of Lake Forest Library,

We are thrilled to report that at the November Board Meeting of Lake Forest Garden Club a gift to Lake Forest Library was unanimously approved. The contribution will pay for a Master Landscape Plan for Lake Forest Library based on the original classic design.

We believe that the library's landscape is integral to its identity and public presence. It serves not only as a setting for the building, but as a welcoming civic space that reflects Lake Forest's values of beauty, heritage, and thoughtful design. The intent of this project is to restore and enhance the landscape in a manner that honors the building's historic character, while addressing contemporary needs, sustainability, accessibility, and long-term stewardship.

Currently, we are creating a Request for Qualification and Interest document which will be sent to several landscape architects to determine the most appropriate candidate for the project. A subcommittee will review the qualifications to determine who will be the best choice for the project. Heather Strong has offered to serve as the library liaison to this committee reviewing any plans.

Once the landscape architect is chosen, they will create a landscape design plan. When the design is completed to everyone's satisfaction, which is likely to take some months, the plan will be presented to Lake Forest Library for implementation.

Since its formation in 1912, Lake Forest Garden Club has supported many beautification projects in our community, including the Lake Forest Library's previous landscape plans. We believe this project will be in keeping with this long tradition. In 1998, Lake Forest Garden Club donated funds to create a landscape plan for the renewed Market Square and in 2016 donated funds for a plan to rehabilitate Forest Park.

We are so pleased to have the opportunity to do this for one of our most treasured spaces in Lake Forest.

Sincerely,

Marni Wilson
President, Lake Forest Garden Club

Prue Beidler
Chair, Grants Committee

LAKE FOREST GARDEN CLUB
POST OFFICE BOX 497
LAKE FOREST, ILLINOIS 60045

If approved, the work will be scheduled immediately in coordination with the adjacent High School West Campus to minimize disruption and ensure effective coordination.

COUNCIL ACTION: Award a Contract for the Installation of Watermain at the Waukegan and Westleigh Intersection to DiMeo Brothers, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$49,000 to Include a 10% Contingency in the Amount of \$4,900 for a Total Cost of \$53,900

COUNCIL ACTION: Approve the nine (9) omnibus items as presented

6. OLD BUSINESS



1. **Grant final reading of the Ordinance amending Chapter 78 of the City Code related to Parking and Loading Schedules and approve the zones depicted in the map provided titled "Central Business District Parking Zones."**

PRESENTED BY: *Keri Kaup, Assistant to the City Manager (847-810-3677)*

PURPOSE AND ACTION REQUESTED: At the February 2, 2026 meeting, City Council approved staff recommendations for modifications to parking in the Central Business District and granted first reading of the ordinance amendments. Staff has updated the code amendments as directed by Council and is seeking final approval of the ordinance.

BACKGROUND/DISCUSSION: At the February 2, 2026 meeting, City Council reviewed the draft ordinance to amend the City Code related to parking and loading schedules. Council asked that the following change be made to the draft ordinance in advance of final reading:

1. *In Schedules IX, X and XI for parking time limits, add that the time limits will be enforced from 6:30 am - 6:30 pm.*

Additionally, Council had discussion regarding maintaining the 30-minute spaces available in the North Train Depot Lot and South Train Depot Lot, which were not in the original staff recommendation. Following the meeting, staff received multiple outreaches identifying that those 30-minute spaces are of utmost importance to the businesses operating out of the train depot. Based on the feedback, staff is recommending maintaining four 30-minute spaces in the North Train Depot Lot. These would be the only quick-stop parking spaces east of the railroad tracks.

The draft code amendments (**page 54**) and updated parking zone map (**page 65**) are included in the agenda packet.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	2/2/26	Grant first reading of ordinance amendments and approve all other recommendations

City Council	12/1/25	Review of initial recommendations and direction to staff for further modifications.
City Council	10/6/25	Review of community and business survey results and opportunity to provide feedback.

COUNCIL ACTION: Grant final reading of the Ordinance amending Chapter 78 of the City Code related to Parking and Loading Schedules and approve the zones depicted in the map provided titled “Central Business District Parking Zones.”

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS

1. EXECUTIVE SESSION

Adjournment into Executive Session

Reconvene into Open Session

9. ADJOURNMENT

A copy of the Decision Making Parameters, along with a guide to icons focusing on the Priority Areas in the Strategic Plan, is included with this agenda, starting on the following page.



Office of the City Manager

February 11, 2026

The City of Lake Forest is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and 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 meeting or the facilities, are required to contact City Manager Jason Wicha, at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.

THE CITY OF LAKE FOREST

ORDINANCE NO. 2026 - ____

AN ORDINANCE AMENDING CHAPTER 78, PARKING AND LOADING SCHEDULES

WHEREAS, The City of Lake Forest is a home rule, special charter municipal corporation; and

WHEREAS, the City has, in the past, adopted various Schedules relating to Parking and Loading in and around the Business Districts and in other areas throughout the community; and

WHEREAS, it is appropriate from time to time to review and revise said Schedules in response to the ever changing mix of businesses in the District and to support economic vitality; and

WHEREAS, the recent review of parking regulations for parking lots and on street spaces was conducted with input from business owners, employees, and residents of the community; and

WHEREAS, the changes as proposed are intended to prioritize convenience for customers who support local businesses while also ensuring adequate, easily accessible, and clearly identified parking areas for employees and commuters; and

WHEREAS, the proposed amendments serve to preserve and protect the character of the community and quality of life by supporting thriving business districts, promote life safety, and support property values: and

WHEREAS, from time to time it is appropriate for the City to review and amend the Code to update, provide clarification, and address current issues, and

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, AS FOLLOWS:

SECTION ONE: **Recitals.** The foregoing recitals are hereby adopted by this reference as the findings of the City Council and are hereby incorporated into this Section as if fully set forth.

SECTION TWO: **Amendments to Chapter 78 entitled "Parking and Loading Schedules"**

CHAPTER 78 PARKING AND LOADING SCHEDULES

- I. Restricted parking areas.
- II. Curb loading zones
- III. Reserved
- IV. Bus stops
- V. Parking east of Sheridan Road
- VI. On street parking prohibited
- VII. No parking; tow away zone
- VIII. City parking lots - Identified
- IX. City parking lots - time limits/requirements
- X. Central Business District On Street parking time limits (30 minutes)
- XI. Central Business District On Street parking time limits (90 minutes)
- XII. Parking time limits (two hour)
- XIII. No parking during school hours
- XIV. No parking between 3:00 a.m. and 5:00 a.m.

Schedules I through VII – No amendments proposed

Schedule VIII – is hereby replaced in its entirety as reflected in Exhibit A attached hereto and made a part hereof.

Schedule IX is hereby replaced in its entirety as reflected in Exhibit B attached hereto and made a part hereof.

Schedule X is hereby replaced in its entirety as reflected in Exhibit C attached hereto and made a part hereof.

Schedule XI is hereby replaced in its entirety as reflected in Exhibit D attached here to and made a part hereof.

Schedule XII is hereby replaced in its entirety as reflected in Exhibit E attached hereto and made a part hereof.

Schedules XIII and XIV – No amendments proposed.

SECTION THREE: **Effective Date.** This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this ____ day of _____, 2026

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this ____ day of _____, 2026

Mayor

ATTEST:

City Clerk

EXHIBIT A

SCHEDULE VIII. CITY PARKING LOTS - IDENTIFIED.

Lot No.	Location – Central Business District	Common Name
1	East of railroad tracks West of McKinley Road North of Granby Road South of Woodland Road	Scott Street Lot
2	East side of railroad tracks West of McKinley Road North of Westminster South of Granby Road	Westminster Lot
3	East of railroad tracks West of McKinley Road South of Westminster North of Train Depot	North Train Depot Lot
4	East of railroad tracks West of McKinley Road North of Deerpath South of the Train Depot	South Train Depot Lot
5	East of railroad tracks West of McKinley Road South of Deerpath	North Shore Lot
6	Southeast corner of Deerpath and McKinley Road	Upper Gorton Lot
7	Between Forest Avenue and Oakwood Avenue North of City Hall	City Hall Lot
8	Between Forest Avenue and Oakwood Avenue West of the Post Office	Forest Avenue Lot
9	Northwest corner of Deerpath and Oakwood Avenue	Oakwood Lot
10	Between Bank Lane and Oakwood South of Wisconsin Avenue	Quarta Lot
11	East of Bank Lane North of Illinois Road	Bank Lane Parking Deck

EXHIBIT A (continued)

Lot No.	Location – Settlers’ Square Business District (West Lake Forest)	
12	East of Telegraph Road, North of Conway Road	West Lake Forest Train Depot Lot (Lot A)
13	East of Telegraph Road, North of Train Depot	West Lake Forest Train Depot Lot (Lot B)
14	East of Telegraph Road, North of Everett Road	West Lake Forest Train Depot Lot (Lot C)
15	Southeast Corner Everett and Telegraph Roads, North of Fire Station	Fire Station Lot
Lot No.	Location – Forest Park and Forest Park Beach	
16	Parking area adjoining the Forest Park Beach and driveway leading thereto	North Forest Park Beach Lot
17	Parking area adjoining the Forest Park Ramp and the driveway leading thereto	South Forest Park Beach Lot
Lot No.	Location – Old Elm Road	
18	East side of railroad tracks Northwest corner of Sheridan Old Elm Roads	Fort Sheridan Lot

EXHIBIT B

SCHEDULE IX. CITY PARKING LOTS - TIME LIMITS/REQUIREMENTS

Time limits enforced 6:30 a.m. to 6:30 p.m.

Hereafter, the number and location of short-term spaces (30 minute spaces) shall be set and approved under the administrative authority of the City Manager and marked with appropriate signage.

Lot No.	Common Name	Time Limit
1	Scott Street Lot	Daily Fee/CBD Permit/CBD Employees
2	Westminster Lot	Daily Fee/Overnight with Permit/CBD Permit/CBD Employees
3	North Train Depot Lot	Daily Fee/CBD Permit (No CBD Employees)/ <u>30 Minute Quick Stop Along Railroad Tracks as Signed</u>
4	South Train Depot Lot	Daily Fee/CBD Permit (No CBD Employees)
5	North Shore Lot	Daily Fee/CBD Permit/CBD Employees
6	Upper Gorton Lot	90 Minute Library Patron Parking – North Row Only/Remainder Daily Fee/CBD Permit/CBD Employees
7	City Hall Lot	3 Hour Customer Parking/30 Minute Quick Stop Along Forest Avenue as Signed (No CBD Employees)
8	Forest Avenue Lot	3 Hour Customer Parking/30 Minute Quick Stop Along Forest as Signed/SW Corner 6 Spaces Daily Fee or CBD Permit for CBD Employees
9	Oakwood Lot	Daily Fee/CBD Permit/CBD Employees Overnight with Permit North Row Only
10	Quarta Lot	East Portion 3 hours/30 Minute Quick Stop Along Forest Avenue as Signed/West Portion of Lot (West 160') Daily Fee/CBD Permit/CBD Employees
11	Bank Lane Parking Deck	Upper Level East Half – Daily Fee/CBD Permit/CBD Employee Upper Level West Half – 3 Hour Customer Parking

EXHIBIT B (continued)

12	West Lake Forest Train Depot Lot – North End (Lot A)	Permit/Daily Fee/Overnight
13	West Lake Forest Train Depot Lot – Middle (Lot B)	Permit/Daily Fee
14	West Lake Forest Train Depot Lot – South End	Permit/Daily Fee
15	Southeast Corner Everett and Telegraph Roads	Permit
16	North Forest Park Beach Lot	Resident Vehicle Sticker Required
17	South Forest Park Beach Lot	Permit
15	Fort Sheridan Lot	Permit/Overnight Parking

DRAFT

Exhibit C

SCHEDULE X. CENTRAL BUSINESS DISTRICT ON STEEET PARKING TIME LIMITS (30 MINUTES)

Time limits enforced 6:30 a.m. to 6:30 p.m.

Hereafter, the number and location of short-term spaces (30 minute spaces) shall be set and approved under the administrative authority of the City Manager and marked with appropriate signage.

In all areas, identified below, parking is hereby permitted ONLY in delineated parking spaces.

Street	Side	Area
Western Avenue	East side	Market Square South to Mid-Block Between Deerpath and Illinois Road (extending 220' south of Deerpath)
Deerpath	North side	Western Avenue to Bank Lane
Bank Lane	East side	Deerpath North to Alley (extending 130' north of Deerpath)
Northgate	North side	Bank Lane to Forest Avenue

EXHIBIT D

SCHEDULE XI. CENTRAL BUSINESS DISTRICT ON STREET PARKING TIME LIMITS (90 MINUTES)

Time limits enforced 6:30 a.m. to 6:30 p.m.

In all areas identified below, parking is hereby permitted ONLY in delineated parking spaces.

Street	Side	Area
Bank Lane	East side	Westminster South to Market Square
	East side	Market Square South to Deerpath
	West side	Deerpath to Illinois Road
	East side	Illinois Road to Vine Avenue
Deerpath	North side	In front of the Lake Forest Library
	South side	Green Bay Road to Western Avenue
	North side	Forest Avenue to Bank Lane
Forest Avenue	East side	Deerpath to Westminster
Illinois Road	North side	Western Avenue to Oakwood Avenue
	South side	Green Bay Road to Western Avenue
Market Square	North, South, and West sides	All spaces in Market Square
Oakwood Avenue	East side	Vine Avenue to Wisconsin Avenue
	West side	Illinois Road to Deerpath
South Gate	South side	Forest Avenue to Bank Lane
Summit Avenue	East side	Westminster Avenue to Summit Place
Vine Avenue	North side	Green Bay Road to Oakwood Avenue
Western Avenue	East side	Woodland Road to mid-block Between Illinois Road and Vine Avenue (260' south of Illinois Road)

EXHIBIT D (continued)

	East side	Mid-block Between Illinois Road and Vine Avenue (10 southernmost spaces) CBD Permit/CBD Employee Parking Permitted
	West side	140' South of Woodland Road to Market Square and Mid-block Between Deerpath and Illinois Road (starting 220' south of Deerpath) to Vine Avenue
Westminster	North side	Oakwood Avenue to Western Avenue
	South side	Oakwood Avenue to Western Avenue
Wisconsin Avenue	North side	Oakwood Avenue to Western Avenue
	South side	Bank Lane to Western Avenue

DRAFT

Exhibit E

iSCHEDULE XII. PARKING TIME LIMITS (TWO HOUR).

Street	Side	Area
Gloucester Crossing	North side	Parking in Settlers Square
	South side	West of Waukegan Road Striped and Signed
Laurel Avenue	South side	Western to approximately 105 Laurel
Sunset Place	South side	Green Bay Road to Summit Avenue

DRAFT

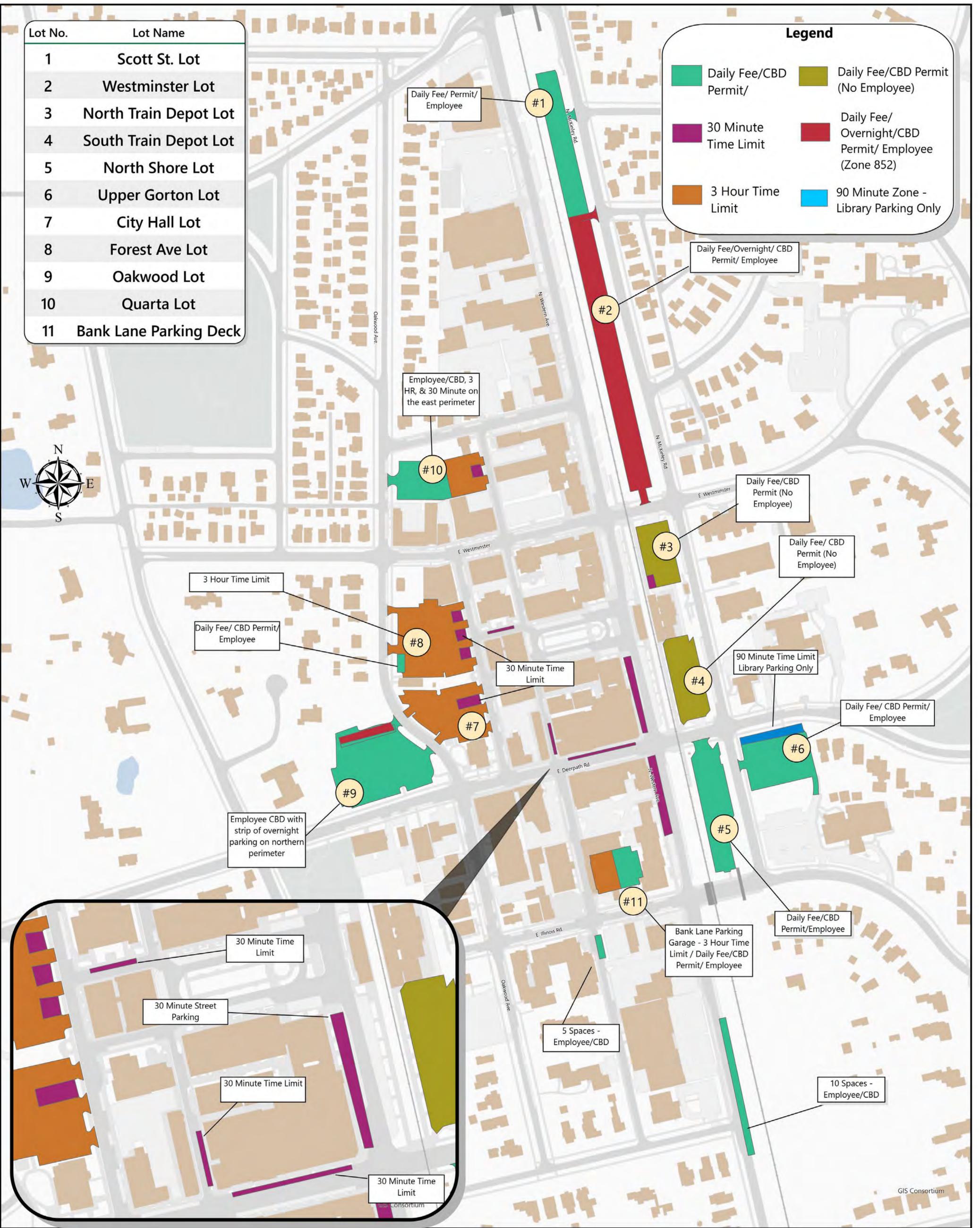


Central Business District Parking Zones

Lot No.	Lot Name
1	Scott St. Lot
2	Westminster Lot
3	North Train Depot Lot
4	South Train Depot Lot
5	North Shore Lot
6	Upper Gorton Lot
7	City Hall Lot
8	Forest Ave Lot
9	Oakwood Lot
10	Quarta Lot
11	Bank Lane Parking Deck

Legend

- Daily Fee/CBD Permit/
- 30 Minute Time Limit
- 3 Hour Time Limit
- Daily Fee/CBD Permit (No Employee)
- Daily Fee/Overnight/CBD Permit/ Employee (Zone 852)
- 90 Minute Zone - Library Parking Only



Lake Forest Library
Budget FY2027 vs Actual FY2026
Preliminary Budget FY2027 - Version 1.0

FY2027 Budget Version 1.0
02/10/2026

	FY23	FY24	FY25	FY26	FY26	FY26	FY26	FY27	FY27 Budget vs FY26 Projected	FY27 Budget vs FY26 Projected
	Audited	Audited	Audited	Budget	As of January 31	Budget Realized	Projected	Budget	\$	%
Funds on Hand 5/1*	\$2,471,607	\$3,953,524	\$4,751,256	\$4,751,256	\$5,160,948	\$5,160,948	\$5,160,948	\$4,195,684		
Current Revenue										
Tax-Based**	\$4,463,980	\$4,739,540	\$4,982,825	\$5,180,869	\$5,178,237	100%	\$5,178,237	\$5,376,218	\$197,981	4%
TIF Payout	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	
Other Revenue	\$159,057	\$123,518	\$97,394	\$83,000	\$71,738	86%	\$78,000	\$78,000	\$0	0%
Library Revenue	\$343,153	\$494,147	\$478,965	\$364,000	\$298,533	82%	\$400,000	\$341,000	(\$59,000)	-15%
Transfer from Capital Reserve									\$0	
Gifts	\$30,900	\$47,520	\$18,551	\$10,000	\$36,609	366%	\$40,000	\$1,000,000	\$960,000	
Friends of LF Library Grant***	\$47,471	\$286,382	\$64,905	\$60,000	\$35,251	59%	\$55,000	\$55,000	\$0	0%
Total Revenues	\$5,044,561	\$5,691,107	\$5,642,639	\$5,697,869	\$5,620,369	100%	\$5,751,237	\$6,850,218	\$1,098,981	19%
Total Funds Available	\$7,516,168	\$9,644,631	\$10,393,895	\$10,449,125	\$10,781,317		\$10,912,185	\$11,045,902	\$133,716	1%
Operating Expenditures										
Personnel Services	\$2,268,470	\$2,479,493	\$2,741,198	\$3,170,081	\$2,177,347	69%	\$2,830,551	\$3,265,118	\$434,566	15%
Collections: Print, A/V, E-Resources	\$497,327	\$634,349	\$662,413	\$750,000	\$427,118	57%	\$600,000	\$750,000	\$150,000	25%
Contractual Services	\$292,795	\$279,133	\$301,959	\$410,200	\$217,536	53%	\$290,048	\$420,200	\$130,152	45%
Special Projects	\$16,240	\$0	\$0	\$0	\$0		\$0	\$0	\$0	
Programming	\$99,559	\$110,063	\$138,098	\$152,400	\$97,555	64%	\$150,000	\$154,200	\$4,200	3%
Other Expenditures	\$133,172	\$109,711	\$129,288	\$329,498	\$98,154	30%	\$260,946	\$280,500	\$19,554	7%
Building & Grounds	\$296,122	\$229,500	\$243,505	\$399,395	\$189,334	47%	\$252,446	\$390,814	\$138,368	55%
Total Operating Expenditures	\$3,603,686	\$3,842,250	\$4,216,462	\$5,211,574	\$3,207,045	62%	\$4,233,991	\$5,260,832	\$1,026,841	24%
Total Capital and Technology										
Capital Equipment	\$216,197	\$45,629	\$35,250	\$600,000	\$0	0%	\$200,000	\$600,000	\$550,000	200%
Technology Upgrades	\$136,654	\$118,696	\$67,718	\$250,000	\$14,501	6%	\$50,000	\$250,000	\$153,548	400%
Capital Improvements	\$556,107	\$886,800	\$563,517	\$2,850,000	\$1,432,511	50%	\$2,232,511	\$3,500,000	\$1,267,489	57%
Total Capital and Technology	\$908,958	\$1,051,125	\$666,486	\$3,700,000	\$1,447,012	39%	\$2,482,511	\$4,350,000	\$1,867,489	75%
Total Expenditures	\$4,512,645	\$4,893,375	\$4,882,947	\$8,911,574	\$4,654,057		\$6,716,502	\$9,610,832	\$2,894,330	43%
Difference in Revenues and Expenditures	\$531,916	\$797,733	\$759,692	(\$3,213,705)	\$966,311		(\$965,264)	(\$2,760,614)	(\$1,795,349)	186%
Reserve Funds	\$4,600,000	\$3,650,000	\$3,650,000	\$3,650,000	\$4,000,000		\$4,000,000	\$4,000,000	\$0	0%
Funds on Hand	\$2,471,607	\$3,953,524	\$4,751,256	\$4,751,256	\$5,160,948		\$4,195,684	\$4,195,684	\$0	0%
Total Funds	\$7,603,523	\$8,401,256	\$9,160,948	\$5,187,551	\$10,127,259		\$7,230,419	\$5,435,070	(\$1,795,349)	-25%

*Unrestricted fund maintained at 35%; year end surplus transferred to capital improvement accounts.

**Tax Revenue based on 2025 levy of 3.85% (including new growth)

Lake Forest Library
Budget FY2027 vs Actual FY2026
Preliminary Budget FY2027 - Version 1.0

FY2027 Budget Version 1.0
02/10/2026

Year	Fiscal year	Levy %	Operations	Site	Growth	Total Levy
2024	FY2026	3.40%	\$4,656,066	\$495,961	\$28,842	\$5,180,869
2025	FY2027	3.85%	\$4,820,778	\$510,367	\$45,073	\$5,376,218
Difference			\$164,712	\$14,406	\$16,231	\$195,349

PROJECTED EQUALIZED ASSESSED VALUATION

Tax levy is based on Equalized Assessed Valuation (EAV).
Based on information from the County Clerk's Office the projected Equalized Assessed Valuation (EAV) of property in The City of Lake Forest for the tax year 2024 is as follows:

2024 EAV for The City of Lake Forest	\$2,775,045,473
Estimated average change to existing property	8.097023%*
2025 EAV for existing property	\$2,999,741,539
Total Estimated New Construction Growth for 2025	\$27,562,640
\$ Total Projected EAV for 2025 Tax Levy	\$3,027,304,179

*subject to change based on property tax appeals

Lake Forest Library
Budget FY2027 vs Actual FY2026
Preliminary Budget FY2027 - Version 1.0

FY2027 Budget Version 1.0
02/10/2026

	FY23 Audited	FY24 Audited	FY25 Audited	FY26 Budget	FY26 As of January 31	FY27 Budget	% Change	\$ Change
Funds on Hand 5/1	\$2,471,607	\$3,953,524	\$4,751,256	\$4,751,256	\$5,160,948	\$5,160,948	8.6%	\$409,692
Less: Capital Project								
	\$2,471,607	\$3,953,524	\$4,751,256	\$4,751,256	\$5,160,948	\$5,160,948	8.6%	\$409,692
Committed Funds								
Capital Improvements	\$4,000,000	\$3,050,000	\$3,050,000	\$3,050,000	\$3,000,000	\$3,000,000	-1.6%	(\$50,000)
Capital Equipment	\$300,000	\$300,000	\$300,000	\$300,000	\$500,000	\$500,000	66.7%	\$200,000
Technology Improvements	\$300,000	\$300,000	\$300,000	\$300,000	\$500,000	\$500,000	66.7%	\$200,000
Total Other	\$4,600,000	\$3,650,000	\$3,650,000	\$3,650,000	\$4,000,000	\$4,000,000	9.6%	\$350,000
Less: Capital Project								
	\$4,600,000	\$3,650,000	\$3,650,000	\$3,650,000	\$4,000,000	\$4,000,000	9.6%	\$350,000
Total Funds	\$7,071,607	\$7,603,524	\$8,401,256	\$8,401,256	\$9,160,948	\$9,160,948	9.0%	\$759,692

*Library Board of Trustees passed resolution on April 15 2025 to designate \$3,000,000 for Capital Improvements
\$500,000 for Capital Equipment
\$500,000 for Technology Improvements

Lake Forest Library
Budget FY2027 vs Actual FY2026
Preliminary Budget FY2027 - Version 1.0

FY2027 Budget Version 1.0
02/10/2026

	FY23 Audited	FY24 Audited	FY25 Audited	FY26 Budget	FY26 As of January 31	FY27 Budget	% Change	\$ Change
Property Tax Revenue								
Property Tax*	\$4,463,980	\$4,739,540	\$4,982,825	\$5,180,869	\$5,178,237	\$5,376,218	4%	\$195,349
Reserve for Tax Loss								
Total Property Tax	\$4,463,980	\$4,739,540	\$4,982,825	\$5,180,869	\$5,178,237	\$5,376,218	4%	\$195,349
Other Revenue								
PP Tax Replacement	\$117,016	\$83,273	\$56,535	\$45,000	\$38,680	\$45,000	0%	\$0
Impact Fee	\$13,475	\$11,679	\$12,098	\$10,000	\$4,492	\$5,000	-50%	(\$5,000)
Per Capita Grant	\$28,566	\$28,566	\$28,760	\$28,000	\$28,566	\$28,000	0%	\$0
Total Other Revenue	\$159,057	\$123,518	\$97,394	\$83,000	\$71,738	\$78,000	-6%	(\$5,000)
Library Revenue								
Photocopy	\$7,416	\$7,421	\$7,994	\$6,000	\$5,407	\$7,000	17%	\$1,000
Book Rental/Book Bags	\$0		\$0	\$0	\$0	\$0	0%	\$0
Library Cards	\$0		\$0	\$0	\$0	\$0	0%	\$0
Library Fines	\$3,650	\$3,497	\$6,215	\$3,000	\$4,407	\$4,000	33%	\$1,000
Interest Earned	\$307,548	\$475,272	\$455,630	\$350,000	\$286,494	\$325,000	-7%	(\$25,000)
Other Revenues	\$14,198	\$7,956	\$9,126	\$5,000	\$2,224	\$5,000	0%	\$0
Covid Fema Reimbursement	\$10,341		\$0	\$0	\$0	\$0	0%	\$0
Total Library Revenue	\$343,153	\$494,147	\$478,965	\$364,000	\$298,533	\$341,000	-6%	(\$23,000)
Friends of LFLibrary Grant**	\$47,471	\$286,382	\$64,905	\$60,000	\$35,251	\$60,000	0%	\$0
Other Gifts & Grant Income***	\$30,900	\$47,520	\$18,551	\$10,000	\$36,609	\$1,000,000	9900%	\$990,000
TOTAL	\$5,044,561	\$5,691,107	\$5,642,639	\$5,697,869	\$5,620,369	\$6,855,218	20%	\$1,157,349

*Tax Revenue based on 2025 levy increase of 2.9%. With new construction levy increases to 3.85%.

**Friends of LF Library approved funds on a reimbursement basis for FY2026. Two rounds of funding are anticipated in FY2027.

***Most gifts are now made to the Lake Forest Library Foundation for the endowment and capital improvements.

Lake Forest Library
Budget FY2027 vs Actual FY2026
Preliminary Budget FY2027 - Version 1.0

FY2027 Budget Version 1.0
02/10/2026

Category	FY23 Audited	FY24 Audited	FY25 Audited	FY26 Budget	FY26 As of January 31	FY27 Budget	% Change	\$ Change
Salaries/Wages	\$1,731,987	\$1,904,963	\$2,095,095	\$2,322,657	\$1,650,896	\$2,439,840	5%	\$117,183
Benefits	\$536,483	\$574,531	\$646,103	\$847,424	\$526,451	\$825,278	-3%	(\$22,146)
Print, Audiovisual, and Electronic Media	\$497,327	\$634,349	\$662,413	\$750,000	\$427,118	\$750,000	0%	\$0
Contractual Services	\$292,795	\$279,133	\$301,959	\$410,200	\$217,536	\$420,200	2%	\$10,000
Special Projects	\$16,240	\$0	\$0	\$0	\$0	\$0	0%	\$0
Programming	\$99,559	\$110,063	\$138,098	\$152,400	\$97,555	\$154,200	1%	\$1,800
Other Expenses	\$133,172	\$109,711	\$129,288	\$329,498	\$98,154	\$280,500	-15%	(\$48,998)
Building Maintenance	\$296,122	\$229,500	\$243,505	\$399,395	\$189,334	\$390,814	-2%	(\$8,581)
Sub-Total	\$3,603,686	\$3,842,250	\$4,216,462	\$5,211,574	\$3,207,045	\$5,260,832	1%	\$49,258
Capital Expenditures								
Capital Equipment	\$216,197	\$45,629	\$35,250	\$600,000	\$0	\$600,000	0%	\$0
Technology Upgrades	\$136,654	\$118,696	\$67,718	\$250,000	\$14,501	\$250,000	0%	\$0
Capital Improvement	\$556,107	\$886,800	\$563,517	\$2,850,000	\$1,432,511	\$3,500,000	23%	\$650,000
Sub-Total	\$908,958	\$1,051,125	\$666,486	\$3,700,000	\$1,447,012	\$4,350,000	18%	\$650,000
Total	\$4,512,645	\$4,893,375	\$4,882,947	\$8,911,574	\$4,654,057	\$9,610,832	8%	\$699,258

Lake Forest Library
Budget FY2027 vs Actual FY2026
Preliminary Budget FY2027 - Version 1.0

FY2027 Budget Version 1.0
02/10/2026

	FY23 Audited	FY24 Audited	FY25 Audited	FY26 Budget	FY26 As of January 31	FY2027 Budget	% Change	\$ Change
Current Employees								
Full Time Equivalent	30	30	34	34	34	32		
Salaries & Wages	\$1,731,987	\$1,904,963	\$2,095,095	\$2,322,657	\$1,650,896	\$2,439,840	5%	\$117,183
Longevity	\$0	\$0	\$0	\$0	\$0	\$0		
Sub-Total	\$1,731,987	\$1,904,963	\$2,095,095	\$2,322,657	\$1,650,896	\$2,439,840	5%	\$117,183
Benefits								
IMRF	\$104,022	\$92,126	\$106,353	\$190,000	\$91,814	\$153,838	-19%	(\$36,162)
Social Security	\$129,701	\$143,463	\$156,920	\$177,683	\$121,713	\$178,998	1%	\$1,315
Worker's Compensation*	\$1,905	\$4,245	\$4,916	\$6,000	\$9,635	\$6,000	0%	\$0
Insurance, Life	\$1,929	\$2,163	\$1,832	\$2,620	\$739	\$996	-62%	(\$1,624)
Insurance, Medical	\$285,657	\$316,642	\$358,476	\$425,000	\$289,510	\$439,119	3%	\$14,119
Insurance, Dental & Vision	\$11,569	\$11,948	\$13,351	\$18,921	\$12,040	\$19,327	2%	\$406
Insurance, Unemployment	\$0	\$0	\$0	\$2,000	\$0	\$2,000	0%	\$0
Flexi-Benefits	\$1,700	\$3,945	\$4,255	\$5,200	\$1,000	\$5,000	-4%	(\$200)
Tuition Reimbursement	\$0	\$0	\$0	\$10,000	\$0	\$10,000	0%	\$0
Employee Assistance Program	\$0	\$0	\$0	\$10,000	\$0	\$10,000	0%	\$0
Sub-Total	\$536,483	\$574,531	\$646,103	\$847,424	\$526,451	\$825,278	-3%	(\$22,146)
GRAND TOTAL	\$2,268,470	\$2,479,493	\$2,741,198	\$3,170,081	\$2,177,347	\$3,265,118	3%	\$95,037

Includes annual sick leave buyout; and retirement with IMRF sick leave and vacationleave.

*Premium plus allowance for year end audit results.

Lake Forest Library
Budget FY2027 vs Actual FY2026
Preliminary Budget FY2027 - Version 1.0

FY2027 Budget Version 1.0
 02/10/2026

Item	FY23 Audited	FY24 Audited	FY25 Audited	FY26 Budget	FY26 As of January 31	FY27 Budget	% Change	\$ Change
Print	\$190,972	\$245,525	\$229,619	\$270,000	\$137,583	\$270,000	0.0%	\$0
Nonprint	\$242,071	\$316,358	\$349,460	\$380,000	\$237,861	\$380,000	0.0%	\$0
Audiovisual	\$64,284	\$72,466	\$83,334	\$100,000	\$51,675	\$100,000	0.0%	\$0
Total	\$497,327	\$634,349	\$662,413	\$750,000	\$427,118	\$750,000	0.0%	\$0

ISL recommended materials budget is 8-12% of operating budget. Proposed materials budget is 14.25% of operating budget

Lake Forest Library
Budget FY2027 vs Actual FY2026
Preliminary Budget FY2027 - Version 1.0

FY2027 Budget Version 1.0
02/10/2026

Item	FY23 Audited	FY24 Audited	FY25 Audited	FY26 Budget	FY26 As of January 31	FY27 Budget	% Change	\$ Change
Janitorial Supplies	\$11,973	\$18,019	\$22,726	\$25,000	\$10,249	\$25,000	0%	\$0
Custodial Services	\$38,159	\$40,522	\$36,663	\$49,500	\$27,526	\$49,500	0%	\$0
Contractual Services	\$8,393	\$9,777	\$20,601	\$25,000	\$14,417	\$25,000	0%	\$0
Insurance (liability)	\$41,339	\$40,924	\$46,649	\$59,895	\$54,887	\$51,314	-14%	(\$8,581)
Building Maintenance	\$45,009	\$57,194	\$50,311	\$120,000	\$30,529	\$120,000	0%	\$0
Equipment Maintenance	\$107,339	\$36,367	\$45,757	\$60,000	\$16,996	\$60,000	0%	\$0
Grounds Maintenance	\$37,220	\$22,186	\$16,213	\$50,000	\$32,529	\$50,000	0%	\$0
Water	\$6,691	\$4,511	\$4,586	\$10,000	\$2,203	\$10,000	0%	\$0
Total	\$296,122	\$229,500	\$243,505	\$399,395	\$189,334	\$390,814	-2%	(\$8,581)

Lake Forest Library
Budget FY2027 vs Actual FY2026
Preliminary Budget FY2027 - Version 1.0

FY2027 Budget Version 1.0
02/10/2026

Item	FY23 Audited	FY24 Audited	FY25 Audited	FY26 Budget	FY26 As of January 31	FY27 Budget	% Change	\$ Change
Contractual Services	\$292,795	\$279,133	\$301,959	\$410,200	\$217,536	\$420,200	2.44%	\$10,000
Special Projects	\$16,240	\$0	\$0	\$0	\$0	\$0		
Programming								
Total Department Programming	\$73,455	\$76,127	\$106,849	\$104,200	\$72,782	\$104,200	0.00%	\$0
Programming - Comm	\$26,104	\$33,936	\$31,249	\$48,200	\$24,773	\$50,000	3.73%	\$1,800
Programming - Support	\$0	\$0	\$0	\$0	\$0	\$0		
Total	\$99,559	\$110,063	\$138,098	\$152,400	\$97,555	\$154,200	1.18%	\$1,800
Other Expenses								
Administrative Services	\$26,412	\$27,072	\$27,749	\$30,000	\$19,054	\$30,000	0.00%	\$0
Art Work (purchased)	\$0	\$0	\$0	\$0	\$0	\$0		
Audit	\$7,400	\$7,622	\$7,851	\$9,000	\$8,087	\$9,000	0.00%	\$0
Auto Allowance*	\$0	\$0	\$0	\$0	\$0	\$0		
Binding	\$0	\$0	\$0	\$0	\$0	\$0		
Insurance, D & O Liability	\$6,194	\$6,798	\$6,798	\$10,648	\$6,798	\$10,000	-6.09%	(\$648)
Legal & Professional Fees	\$6,413	\$1,350	\$2,138	\$100,000	\$6,368	\$50,000	-50.00%	(\$50,000)
New Strategic Initiatives	\$0	\$0	\$9,195	\$100,000	\$11,209	\$100,000	0.00%	\$0
Maintenance of Equipment	\$0	\$0	\$0	\$0	\$0	\$0		
Meetings Expense	\$713	\$1,182	\$1,436	\$2,500	\$746	\$2,500	0.00%	\$0
Membership Dues	\$9,630	\$7,963	\$6,064	\$11,000	\$5,779	\$11,000	0.00%	\$0
Office Supplies	\$6,831	\$11,061	\$13,415	\$15,000	\$9,317	\$15,000	0.00%	\$0
Online Banking Fee (fine)	\$1,988	\$1,779	\$2,955	\$2,200	\$2,518	\$3,000	36.36%	\$800
Personnel Recruitment (background checks)	\$41,063	\$11,331	\$8,417	\$1,000	\$121	\$1,000	0.00%	\$0
Postage	\$5,127	\$6,183	\$5,483	\$7,150	\$5,215	\$8,000	11.89%	\$850
Professional Development	\$15,927	\$21,251	\$32,358	\$30,000	\$18,872	\$30,000	0.00%	\$0
Telephone	\$3,322	\$3,563	\$1,970	\$5,000	\$398	\$5,000	0.00%	\$0
Vending/events	\$2,152	\$2,555	\$3,460	\$6,000	\$3,673	\$6,000	0.00%	\$0
Total	\$133,172	\$109,711	\$129,288	\$329,498	\$98,154	\$280,500	-14.87%	(\$48,998)
Total Other Expend	\$541,767	\$498,907	\$569,345	\$892,098	\$413,245	\$854,900	-4.17%	(\$37,198)

Lake Forest Library
Budget FY2027 vs Actual FY2026
Preliminary Budget FY2027 - Version 1.0

FY2027 Budget Version 1.0
02/10/2026

Item	FY23 Audited	FY24 Audited	FY25 Audited	FY26 Budget	FY26 As of January 31	FY27 Budget	% Change	\$ Change
CCS & OCLC (Integrated Library System)	\$75,061	\$73,770	\$70,597	\$100,000	\$68,802	\$100,000	0.0%	\$0
CIT Computer Equipment Lease	\$9,228	\$0	\$0	\$0	\$0	\$0		
HR Consulting	\$0	\$0	\$19,459	\$25,000	\$166	\$25,000	0.0%	\$0
LAN, WAV, and Support (MSP)	\$107,325	\$116,738	\$116,830	\$145,200	\$82,392	\$145,200	0.0%	\$0
EZ Proxy & Collection HQ	\$4,960	\$4,327	\$4,598	\$10,000	\$1,016	\$10,000	0.0%	\$0
Bibliotheca	\$24,041	\$24,041	\$24,041	\$25,000	\$24,041	\$25,000	0.0%	\$0
Online/Internet (fiber)	\$22,569	\$20,395	\$16,185	\$25,000	\$10,982	\$25,000	0.0%	\$0
Other: equipment, copiers, Technology Vending Machine, misc.	\$24,921	\$29,310	\$25,608	\$50,000	\$13,227	\$40,000	-20.0%	(\$10,000)
Other: Web Calendar Subscription, Orange Boy & web hosting and maintenance	\$24,692	\$10,551	\$24,642	\$30,000	\$16,910	\$50,000	66.7%	\$20,000
Total	\$292,795	\$279,133	\$301,959	\$410,200	\$217,536	\$420,200	2.4%	\$10,000

Lake Forest Library
Budget FY2027 vs Actual FY2026
Preliminary Budget FY2027 - Version 1.0

FY2027 Budget Version 1.0
02/10/2026

Item	FY23 Audited	FY24 Audited	FY25 Audited	FY26 Budget	FY26 As of January 31	FY27 Budget	% Change	\$ Change
Administrative Services	\$26,412	\$27,072	\$27,749	\$30,000	\$19,054	\$30,000	0.0%	\$0
Art Work (purchased)	\$0	\$0	\$0		\$0	\$0		
Audit	\$7,400	\$7,622	\$7,851	\$9,000	\$8,087	\$9,000	0.0%	\$0
Auto Allowance* (unrelated to meetings)	\$0	\$0	\$0		\$0	\$0		
Blndng	\$0	\$0	\$0		\$0	\$0		
Contractual Services	\$292,795	\$279,133	\$301,959	\$410,200	\$217,536	\$420,200	2.4%	\$10,000
Insurance, D & O Liability	\$6,194	\$6,798	\$6,798	\$10,648	\$6,798	\$10,000	-6.1%	(\$648)
Legal & Professional Fees	\$6,413	\$1,350	\$2,138	\$100,000	\$6,368	\$50,000	-50.0%	(\$50,000)
New Strategic Initiatives	\$0	\$0	\$9,195	\$100,000	\$11,209	\$100,000	0.0%	\$0
Maintenance of Equip	\$0	\$0	\$0	\$0				
Meetings Expense	\$713	\$1,182	\$1,436	\$2,500	\$746	\$2,500	0.0%	\$0
Membership Dues	\$9,630	\$7,963	\$6,064	\$11,000	\$5,779	\$11,000	0.0%	\$0
Office Supplies	\$6,831	\$11,061	\$13,415	\$15,000	\$9,317	\$15,000	0.0%	\$0
Online Banking Fee	\$1,988	\$1,779	\$2,955	\$2,200	\$2,518	\$3,000	36.4%	\$800
Personnel Recruitment (background checks)	\$41,063	\$11,331	\$8,417	\$1,000	\$121	\$1,000	0.0%	\$0
Postage	\$5,127	\$6,183	\$5,483	\$7,150	\$5,215	\$8,000	11.9%	\$850
Professional Development**	\$15,927	\$21,251	\$32,358	\$30,000	\$18,872	\$30,000	0.0%	\$0
Programming	\$73,455	\$76,127	\$106,849	\$104,200	\$72,782	\$104,200	0.0%	\$0
Programming (Comm)	\$26,104	\$33,936	\$31,249	\$48,200	\$24,773	\$50,000	3.7%	\$1,800
Programming (Support)	\$0	\$0	\$0	\$0	\$0	\$0		
Progammng - Signature Programs	\$0	\$0	\$0	\$0	\$0	\$0		
Special Projects	\$16,240	\$0	\$0	\$0	\$0	\$0		
Telephone	\$3,322	\$3,563	\$1,970	\$5,000	\$398	\$5,000	0.0%	\$0
Vending/events	\$2,152	\$2,555	\$3,460	\$6,000	\$3,673	\$6,000	0.0%	\$0
Total	\$541,767	\$498,907	\$569,345	\$892,098	\$413,245	\$854,900	-4.2%	(\$37,198)

Adult Programs	\$40,676	\$35,137	\$54,852	\$52,800	\$41,004	\$52,800		\$0
Juvenile & YA Programs	\$32,779	\$40,990	\$51,997	\$51,400	\$31,778	\$51,400		\$0
Total	\$73,455	\$76,127	\$106,849	\$104,200	\$72,782	\$104,200		\$0
Programs, events, etc.	\$73,455	\$76,127	\$106,849	\$104,200	\$72,782	\$104,200		\$0
Programming (Newsletter/Promotion)	\$26,104	\$33,936	\$31,249	\$48,200	\$24,773	\$50,000		\$1,800
Programming (Support)	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Progammng - Signature Programs	\$0	\$0	\$0	\$0	\$0	\$0		\$0
	\$99,559	\$110,063	\$138,098	\$152,400	\$97,555	\$154,200		\$1,800



February 17, 2026

Friends of the Lake Forest Library
Lake Forest, IL 60045

Dear Friends:

We at the Lake Forest Library are always grateful and thankful for your commitment to the services that the library provides to the people of our community and for the funding you provide that assists us to continue and to grow our important work.

We request your consideration of the following projects for the first round of grant funding in FY2027 (May 1, 2026 – April 30, 2027).

A. Reading Programs – \$45,000

\$15,000 – full sponsorship of the annual *Lake Forest Reads*, one book one community fiction read events. Support would go to author fees and expenses, related events around an author visit, and promotions.

\$15,000 – partial sponsorship of the annual *Read Between the Ravines*, one book community non-fiction read. We plan to work again with the Lake Bluff Library on this project. Support would go to author fees and expenses, related events around an author visit, and promotions.

\$15,000 – partial sponsorship of reading programs offered by the library for all age groups – youth, teens, adults – throughout the year. This would help to cover the cost of program presenters, entertainers, materials, and prizes.

B. Community History - \$10,000

\$3,000 – full sponsorship of the digitization and indexing of the *Lake Forester*. This is a continuing project for which the Friends have awarded funding in previous years. We have currently scanned the *Lake Forester* from 1899 to 1950. It is still under copyright which is owned by the Chicago Tribune. Each year we scan the next year as it comes out of copyright. Next year we will scan 1951 (2026 – 75 years = 1951).

\$7,000 - Digitization of historic photographs of the Lake Forest Library building, letters and historic documents such as the Board meeting minutes, committee reports and newsletters since the establishment of the Library in 1898. Once these materials are digitized, they will become more visible and accessible to all users through our website.

Total Grant Requested: \$55,000

The Library expects to complete work on the rehabilitation of the exterior courtyards by the end of May 2026. We are currently in the schematic design phase of another major project to revitalize several of the original 1931 historic rooms – Vestibule, Foyer, Rotunda, Friends Reading Room, Reference Room and Reference Annex. We will be receiving a cost estimate for this project very soon and sincerely hope that you will consider supporting it.

Please do not hesitate to contact me or Ishwar if you have questions. Thank you again for your generous and continued support and advancement of the Lake Forest Library.

Regards,

JoAnn Desmond
Vice President, Lake Forest Library Board of Trustees

cc: Ishwar Laxminarayan, Executive Director
Lake Forest Library

Library Operations Report January 2026

Adult Services

Kate was interviewed by local residents Nina Vallone and Martha Zeeman, hosts of the podcast *Hiya Gorgeous*. Their program aims to inspire and uplift by interviewing local organizations, community members, and others focusing on the positives in life. The interview, Season 2, Episode 16 (January 12, 2026) is about 45 minutes long and can be found on Spotify and Apple and through this link: <https://podcasts.apple.com/us/podcast/hiya-gorgeous/id1817221664>

Nick Hagy revamped the wood magazine shelves in the Business Room in anticipation of relocating our Local Author Collection. This will give us an opportunity to display some of the titles in a more curated way and free up space in the Reference area for other collections.

This year's winter reading program, *Read After Dark*, was popular with our patrons. We had 89 total registrants for adult winter reading, and 73 people who finished the program (meaning they read two books and were eligible for a book prize). We drew two grand prize winners who won a \$50 gift card to a local business. In total, 200 books were logged in Beanstack and 139 raffle tickets entered. These are similar counts as last year's Winter Reading, where we had 87 registered and 72 finished.

Blind Date with a Book is off to a great start. I overheard one patron exclaim that she "was jacked" to get home and discover her "mystery date."

We have donated a collection of Large Type titles to Dickinson Hall for their lending library (pictured below). We donated second copies and non-circulating copies in good condition.



The 2nd annual Puzzle and Game Exchange program was a great success. Over 80 donated puzzles and games found new homes. Other programs this month included Super Foods with Chef Cherise (30 attendees), a Brush Calligraphy evening with Audrey Ra (18 learners, pictured

above right) and our Jane Austen Sanditon program presented by Anglophile Claire Evans on Zoom had 78 attendees.

Vannessa and Kate continue to meet monthly with the Friends Art Committee chaired by Jan Gibson. The committee is researching the history of the Library's art in the building (provenance, artist information) with the goal of producing a book in celebration of 50 years of the Friends of Lake Forest Library.

On January 13th, author Jonathan Eig discussed his most recent award-winning title, the biography *King: a Life*. This program was presented as part of Illinois Libraries Present.

Area libraries were invited by the Schaumburg Library to collaborate in hosting a Midterm Election Discussion with WGN's political analyst Paul Lisnek on Zoom. Over 1154 patrons, including 20 from Lake Forest, attended the discussion.

Great Decisions Foreign Policy Discussion Series continues to grow. This popular program hosted by Neil Currie has outgrown the Reed Room. The discussion, coordinated by Krista takes place both in person and on Zoom.

I have attached a compliment from a participant:

Please share my thanks with the Great Decisions Library team, Neil and yourself! Hybrid is difficult to manage, especially in a large room with a large number of people. Well done and the closed caption hint is a big winner! Overcomes the volume issue and is decently rapid and real time. Kudos to you!

Also - big thanks to Neil. I've participated in several GD groups over the years and he is the #1, best leader in my opinion. I'd attended GD Lake Forest years ago under different leadership and left dissatisfied. His agenda fosters better interaction with an ice breaker question related to the materials. He ensures all have a chance to speak that desire to. He sacrifices his own opinion for that of the group to share. He doesn't utilize the questions in the book (which I think are useless) and either devises his own or better yet, encourages sharing up front of what stood out for participants. Other GD leaders do not include the ballot stuff and glad he does not. He is respectful and thanks people for their inputs--courteous!

The big increase in participants is proof that this team is doing a great job.

Media Lab

Chad was interviewed for the January issue of Forest & Bluff. The article spoke about the Library and some of its services.

Two document and photo scanners were added to the Library's Takeout Tech collection. This addition expands access to digitization services and allows patrons to conveniently preserve photos and documents from home.

Two Nex Playground gaming devices were added to the Takeout Tech collection. These family-friendly systems encourage active play and physical movement, supporting engaging and interactive experiences at home.

The Library has begun exploring vendor options to update its current print payment system. Today's Business Solutions (TBS) provided a staff demonstration in January, and additional demonstrations from other vendors are being scheduled.

Youth Services



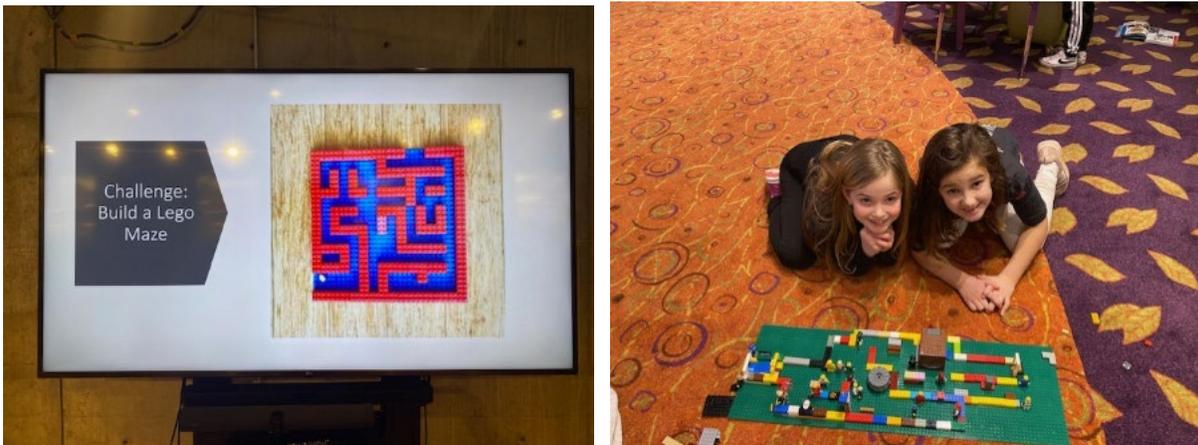
Kari Kan started at the Lake Forest Library on Monday, January 5, 2026, as the newest part-time Youth Services Assistant. Kari will be taking over the Playtime Program. (pictured above left)

143 children and adults came to learn about Stella the Sloth. The audience was allowed to pet Stella, and have their picture taken with this very patient Sloth. (pictured above, center and right)

Read After Dark: Winter Reading ran from December 15, 2025, through January 31, 2026. The youth up to grade 6 read or listened to books for 20 days. We had three grand prize drawing winners: Arya Segal, \$50.00 gift card to Lake Forest Book Store, Gracie O'Neil, \$50.00 gift card to Sage Explorers, and Dominic Dovdi, \$50.00 gift card to Sage Explorers.



Be My Valentine, the annual reading program, began on Wednesday, January 14, 2026, and will finish on Valentine's Day. We have these in different locations in the Children's Library and are happily refilling them for patrons. Creativity continues to emerge from the Design Center with fun takeaway crafts, and we even did a sloth themed craft to go with our previously mentioned event. The children were delighted.



The children took on the challenge to build a LEGO maze this month, and patrons get to see the fun creations that are up for a week afterward on display at the service desk from this ever-popular LEGO Club program.

Young Adult Services

January was a big month for YA Services! We kicked off our Trial By Teen program, where each month participants blind taste test and rate snacks, held a record-breaking Exam Escape, and held a program on the history of instant ramen where teens built their own beautiful bowl!



The January theme for Trial by Teen was International Potato Chips! Our brave participants tried 16 unique flavors of Lays chips. The winners were Seaweed, Banana, and Marinara Sauce, while the most hated flavors were Fried Crab, Cucumber, and Black Pepper.



The shifted finals period from December 2025 to January 2026 means this is our 10th year of Exam Escape! The Library saw 2,037 students come utilize the Library as a study space over a five day period—a new record for us. We received a lot of grateful feedback from teens and their parents both at the desk and on social media for helping make their January exams a little less stressful.

Facilities

Hill Mechanical was onsite the week of January 6 to start the Boiler Replacement Project. The new boiler was assembled and staged ready for final installation. The final install is weather dependent once the temperatures rise above freezing.

Krause Electric was onsite January 15 and 16, to make electric upgrades and repairs. LED lights were installed in Fine Arts study carrels, the historic Children's display case lighting was repaired and updated to LED, and a GFI outlet was installed outside on the loading dock to replace the damaged aging outlet.

On Friday, January 16, Pasquesi Plumbing repaired the public restroom toilet. The issue was resolved and the toilet is functional once again.

Inner Security made minor repairs to the burglar alarm system on January 20. The system had experienced several false overnight alarms, and the service call remedied the issue.

Circulation

Exam Escape is always a big event each year. Circulation fields many questions during the week: Where are study spaces? Do you have a ruler? Can I borrow a pencil, your stapler, some tape? Any highlighters?

What was interesting this year was the uptick in the gate count starting Monday, January 5 and all through the week. We had many students already coming into study for the exams, so Adult and Children's saw an increase in activity.

Gate counts: Sunday opened 11-7: **724** Monday 9-9: **1,033**

Collections

We continue to explore additional vendors to purchase library materials. Ingram just let us know that we are the next library in the queue to get processing set up. We have completed all the forms for every collection and are waiting for them. We're receiving regular shipments from Ingram for adult materials and Follett for children's items. Digital eBook, eAudiobook and eVideo circulation continues upward, trending about 9% ahead of last year.

SELECTED UPCOMING EVENTS

Saturday, February 21, 2026, 1:00pm–2:00pm, Kasian Room
Perspective of Wonder: The 1893 Chicago World's Fair

Register and join historical fiction author Cindy Angell Keeling in person for a fascinating introduction to the spectacular Chicago World's Fair. Tour the fairgrounds through vintage photographs, maps, and artwork. Discover which building had the most ostentatious dome, what "staff" is and why it was important, and which concession featured a donkey ride up a mountain. Bring your enthusiasm and a sense of wonder!

Tuesday, February 24, 2026, 7:00pm–8:00pm, Zoom
Still Afraid of the Dark: An Evening with R.L. Stine

Register and join witty, creepy, and compulsively readable bestselling author R.L. Stine on Zoom. The generation that grew up with the *Goosebumps* franchise may now be adults, but Stine continues to find ways to keep us afraid of the dark. Get ready to hear *The Guinness Book of World Records'* "most prolific author of children's horror novels" discuss his illustrious and still-expanding body of work. **Note that this event is intended for adults.**

Wednesday, February 25, 2026, 7:00pm–8:00pm, Zoom
How to Declutter Decades' Worth of Stuff

Register and join expert organizer and author Jamie Novak on Zoom to address your closets that won't close and other overstuffed storage spots. Are you moving and need to downsize your possessions, or did you inherit a home that could use a good cleaning out? Discover how to sort through years of stuff, assess an item's value, identify what to toss first, and ultimately stay motivated in what can be a daunting task.

Monday, March 9, 2026, 6:30pm–8:00pm, Elawa Farm
Books & Bites at Elawa Farm

Register (ages 21 and up) and join us in person at Elawa Farm (1401 Middlefork Dr) to discover your next favorite read. Lake Forest Librarians will share bite-size previews of new and popular titles that are perfect to bring on your upcoming spring break vacation, while you nibble tasty treats and sip wine or beer.

Wednesday, March 11, 2026, 7:00pm–8:00pm
Fred Astaire: Style & Grace on Screen

Register and join librarian and speaker Susan Gibberman in person for a toe-tapping presentation. "Can't sing. Can't act. Balding. Dances a little." Hollywood lore says these were the notes a studio executive wrote after seeing a screen test for Fred Astaire. Discover how Astaire went on to become one of the best dancers on screen, even changing the way dance sequences in movies were filmed.

TOP TEN CIRCULATING ITEMS
January 2026

e-Books

Position	Title	Author	Circs
1	<i>The Correspondent</i>	Evans, Virginia	42
2	<i>My Friends: A Novel</i>	Backman, Fredrik	20
3	<i>Great Big Beautiful Life</i>	Henry, Emily	19
4	<i>Gone Before Goodbye</i>	Coben, Harlan & Witherspoon, Reese	17
5	<i>The Secret of Secrets</i>	Brown, Dan	17
6	<i>The Widow</i>	Grisham, John	17
7	<i>Theo of Golden</i>	Levi, Allen	17
8	<i>Atmosphere</i>	Reid, Taylor Jenkins	16
9	<i>The Wedding People</i>	Espach, Alison	14
10	<i>Buckeye</i>	Ryan, Patrick	12
11	<i>People We Meet on Vacation</i>	Henry, Emily	12

e-Audiobooks

Position	Title	Author	Circs
1	<i>The Correspondent</i>	Evans, Virginia	48
2	<i>Gone Before Goodbye</i>	Coben, Harlan & Witherspoon, Reese	28
3	<i>Atmosphere</i>	Reid, Taylor Jenkins	20
4	<i>Great Big Beautiful Life</i>	Henry, Emily	20
5	<i>Theo of Golden</i>	Levi, Allen	19
6	<i>The Intruder</i>	McFadden, Freida	18
7	<i>The Housemaid's Secret</i>	McFadden, Freida	17
8	<i>Strangers: A Memoir of Marriage*</i>	Burden, Belle	16
9	<i>Heart the Lover</i>	King, Lily	15
10	<i>Broken Country</i>	Hall, Clare Leslie	14
11	<i>The Housemaid</i>	McFadden, Freida	14

*Denotes nonfiction title

TOP TEN CIRCULATING ITEMS
January 2026

Adult Books

Position	Title	Author	Circs
1	<i>The Correspondent</i>	Evans, Virginia	64
2	<i>Theo of Golden</i>	Levi, Allen	45
3	<i>Nash Falls</i>	Baldacci, David	18
4	<i>The Names</i>	Knapp, Florence	16
5	<i>The River We Remember**</i>	Krueger, William Kent	16
6	<i>The Secret of Secrets</i>	Brown, Dan	11
7	<i>Exit Strategy</i>	Child, Lee	11
8	<i>The Widow</i>	Grisham, John	11
9	<i>The Academy</i>	Hilderbrand, Elin	11
10	<i>1929: Inside the Greatest Crash in Wall Street History - And How it Shattered a Nation*</i>	Sorkin, Andrew Ross	11

* Nonfiction Title

**Lake Forest Reads Title

Children's Books

Position	Title	Author	Circs
1	<i>The Long Haul</i>	Kinney, Jeff	10
2	<i>The Snowy Day</i>	Keats, Ezra Jack	9
3	<i>Twenty Thousand Fleas Under the Sea</i>	Pilkey, Dav	9
4	<i>PJ Masks: 5-Minute Stories</i>	UNKNOWNAUTHOR	9
5	<i>The Getaway</i>	Kinney, Jeff	8
6	<i>Peppa Pig and the Wedding Day</i>	Baker, Mark	7
7	<i>Sonic the Hedgehog: 5-Minute Stories</i>	Black, Jake	7
8	<i>Bad Kitty Does Not Like Valentine's Day</i>	Bruel, Nick	7
9	<i>Dawn and the Impossible Three</i>	Galligan, Gale	7
10	<i>Double Down</i>	Kinney, Jeff	7

TOP TEN CIRCULATING ITEMS
January 2026

Teen Books

Position	Title	Author	Circs
1	<i>Witch Hat Atelier</i>	Shirahama, Kamome	8
2	<i>Illuminae</i>	Kaufman, Amie	5
3	<i>Fence</i>	Pacat, C. S	5
4	<i>The Naturals</i>	Barnes, Jennifer Lynn	4
5	<i>Spy x Family</i>	Endō, Tatsuya	4
6	<i>It's Not Summer Without You</i>	Han, Jenny	4
7	<i>Glass Sword</i>	Aveyard, Victoria	3
8	<i>Ink and Bone</i>	Caine, Rachel	3
9	<i>The Ballad of Songbirds and Snakes</i>	Collins, Suzanne	3
10	<i>Sky's End</i>	Gregson, Marc J.	3

Nonbook Items

Position	Title	Circs
1	Mobile Hotspot	41
2	Children's Book Bag	20
3	<i>Downton Abbey. The Grand Finale</i>	16
4	<i>Good Fortune</i>	15
5	<i>Roofman</i>	14
6	Nintendo Switch Console	13
7	<i>The Roses</i>	12
8	<i>Mission: impossible. The Final Reckoning</i>	10
9	<i>Tron. Ares</i>	10
10	<i>Bugonia</i>	9

Note: DVDs, unless otherwise indicated

SERVICE STATISTICS – JANUARY 2026

	January 2026	January 2025	YTD FY 2026	YTD FY 2025
Library Visits	17,063	13,613	130,684	128,189
Physical Items circulated	19,729	20,685	187,669	187,669
E-Media Circulated	10,063	9,660	85,759	78,198
Database Uses/Pg Views	23,415	20,496	153,635	130,693
Library Programs & Attendees*	63 Programs 5,882 Attendees	70 Programs 4,943 Attendees	559 Programs 38,317 Attendees	540 Programs 37,855
Media Lab, 1-on-1 appts, Questions, and Tutorials	85	158	1,405	946
Reference Questions	2,525	2,102	19,275	19,821
New Library Cards	100	108	1,080	1,105
Items added to collection	862	1,117	6,613	8,469
Items withdrawn	913	708	8,152	13,086

*Includes passive programs and take-home activities