

Access Services Annual Report – July 2024—June 2025

Collection Development | Customer Relations | Library Applications | Material Handling | Technical Services | Volunteer Services

Access Services: A Year of Growth, Innovation & Integration

This fiscal year marked a transformative period for Access Services. In July 2024, Volunteer Services officially joined the department, bringing new opportunities for cross-functional collaboration. Staff across Collection Development, Customer Relations, Library Applications, Material Handling, Technical Services, and Volunteer Services worked collaboratively to expand access and enrich how people interact with the library, both in person and online.

Collection Development & Technical Services: Curating for All Ages

Early Learning and Youth Focus

The reimagined Early Learning Center and KidSpace launched with refreshed materials including STEAM kits, puzzles, games, and toys, enriching discovery and play for our youngest patrons. American Girl and Our Generation dolls, Big Books, and screen-free media (like Tonieboxes) supported early literacy through imaginative engagement.

Growing the Digital Collection with Libby

In June 2025, the library transitioned to a standalone Libby platform to better meet local demand for digital content. This shift allowed for direct title suggestions from patrons, reduced wait times by serving only Gail Borden cardholders, and expanded access through cost-per-circ purchasing. Since late 2024, Libby usage has steadily outpaced cloudLibrary, reflecting strong community interest in personalized, on-demand access. These enhancements align with our vision of a nimble, responsive digital library experience that evolves with patron needs.

Library of Things & Seasonal Highlights

The Library of Things expanded with items such as a portable photo studio, Happy Light therapy lamp, VR headset, croquet set, and tracing board. These lendables enrich creativity, well-being, and leisure.

Thoughtful Stewardship of Physical Collections

Staff refreshed the South Elgin Branch collection, evaluated picture books for damage ahead of the KidSpace remodel, and processed over 90 boxes of materials for seamless relocation. Technical Services also ensured the collection was shelf-ready post-remodel and provided ongoing quality control for audiovisual materials.

Customer Relations: Building Belonging & Supporting Discovery

Creating Moments of Connection

From assisting patrons at community celebrations to enhancing everyday interactions, the Customer Relations team embodied the library's commitment to hospitality. Staff reflected on TED Talks, shared personal stories, and brainstormed ways to create lasting impressions for every visitor.

Special Events & Everyday Access

The department contributed to the success of the Renaissance Family Faire, Halloween Family Fun, Día de los Reyes, and the South Elgin Grand Re-Opening. Our Illinois License Plate Renewal Service continued to provide fast, local access to essential state services, while Explore More Illinois and

Veterans Voices enriched customer experience through culture and civic engagement. Notably, Elgin History Museum and Lincoln Log Cabin State Historic Site were added to Explore More Illinois this year, offering patrons new opportunities to connect with local and state history.

Staff Legacy

The retirements of three long-serving team members—Cathy Hopkins, Nora Hannaford, and Kelly Perez—marked a significant chapter of dedication and excellence. Their nearly 59 years of combined service left a legacy of customer-first service.

Library Applications: Innovation Behind the Scenes

Aspen Library Catalog

Based on customer feedback, we enhanced the Aspen catalog with a top-pinned search bar, user ratings, and easier access to databases and media dispensers. These updates improve usability and help customers find what they need more quickly. The Aspen Managers Team continues to evaluate suggestions and implement changes that align with community needs.

Technology Infrastructure

Staff deployed new security features to protect patron privacy, updated SSL certificates, and prevented malware bots from targeting our website. A testing server was implemented to safely trial catalog innovations, and language preference options were added to email notices—enhancing usability for our Spanish-speaking community.

Branch Tech Readiness

In preparation for the South Elgin Branch reopening, Library Applications coordinated hold workflows, managed visibility in the catalog, and configured the smartShelf and 24-bay laptop dispenser—doubling capacity and convenience for self-service tech access.

Volunteer Services: Engagement, Impact & Recognition

Expanded Role, Deeper Connections

Now part of Access Services, Volunteer Services oversaw a unified approach to adult and teen volunteering, with streamlined onboarding, cross-departmental placements, and impactful service across all locations and events.

By the Numbers

- Volunteers supported 3 major book sales, raising thousands for the Foundation.
- 785+ Summer Reading book coupons were redeemed.
- Teens contributed hundreds of hours across departments and received Community Impact statements as a tangible token of appreciation.

Looking Ahead

Access Services will continue evolving to meet community needs through innovation, collaboration, and a customer-first mindset. Whether enhancing digital platforms, managing materials, engaging volunteers, or enriching face-to-face interactions, our staff remains committed to ensuring the Gail Borden Public Library remains a trusted, welcoming, and dynamic space for all.

-Respectfully, Robert Moffett, Division Chief of Access Services

Community Services Division Annual Report – FY 2024-2025

Branch Library Services

Community Engagement

Mobile Library Services

Branch Library Services

The past year was historic for Branch Library Services, culminating in the **grand reopening of the South Elgin Branch** in June 2025. Tripled in size, the new space now features expanded children's and business areas, a Baby Garden, study pods, a wellness room, and enhanced collections and technology.

While construction closed the South Elgin Branch for much of the fiscal year, the **Rakow Branch** became the hub for branch programs and continuity of service. The Rakow Branch experienced vibrant growth in programming, particularly for families and children. **Storytimes, Move & Play, and Creativity Corner** sessions were regularly filled to capacity. Programs like **Read & Explore** engaged school-age readers through crafts and themed book discussions. Play area themes, from a **Farmer's Market** to a **Vet Clinic**, turned everyday visits into hands-on learning experiences.

Signature family events, such as the **Renaissance Family Faire, Halloween Boo Bash, Bubble Show Spectacular, and Happy Noon Year**, brought hundreds of families together for celebration. These large-scale programs showcased the branches' creativity and teamwork.

For adults, the Rakow Branch deepened its role as a place for lifelong learning. **Device Advice** sessions, technology classes, and the **Rakow Readers Book Club** supported patrons in developing digital and literary confidence.

Branch staff also continued to strengthen the library's connection to nature through the **Nature Rangers** program and its accompanying digital magazine, *Prairie Pathways*. The addition of **Fresh Air Friday hikes** at local forest preserves highlighted the library's commitment to health, wellness, and outdoor learning.

Through creativity and flexibility, Branch Library Services transformed a year of transition into one of progress.

Community Engagement

The Community Engagement Department exemplified the library's role as a cultural and civic connector, curating programs that informed, entertained, and inspired.

Staff partnered with **WRMN** radio on a 12-week radio series entitled "Open Book" which highlighted a wide range of library programs and services. The series featured staff from multiple departments discussing topics from shelving books and collection development to the Book Cart Drill Team, passports, and Memory Cafes.

The **Sunday Afternoon Concert Series** continued to draw devoted audiences, featuring exceptional performances such as the Chris White Trio's *A Charlie Brown Holiday Concert*, the Liang-He Piano Duo, and the Rachel Velvikis Trio.

Collaborations with **Dementia Friendly Elgin Area, the Elgin Police and Fire Departments, the City of Elgin, and Elgin Public Museum** resulted in innovative public safety and wellness programs, while projects such as **Music for the Ages** and **Memory Café** fostered empathy and connection between generations.

The department also championed civic participation and cultural inclusion through events such as **Voterpalooza, the Youth Resource Fair, Celebration of Asian American & Pacific Islander Heritage, and the Juneteenth Gospel Celebration**. A Civic Awareness program with **Paul Lisnek of WGN-TV** drew a large audience across a statewide consortium.

The **Second Chance Returning Citizens Fair** provided resources to residents re-entering the community after incarceration.

Life Enrichment Services was featured in an article in the ILA Reporter. The story showcased the library's leadership in senior programming. Volunteers donated hundreds of hours preparing kits, leading programs, and visiting communities across the district. The department's recognition through the **AID Cares Outstanding Volunteer Support Award** reflected the library's outreach work.

Mobile Library Services

This year marked a new era for Mobile Library Services with their move to the **Davis Road Annex**, a facility outfitted to sustain the future of outreach. The new space, combining over 12,000 square feet of office and warehouse capacity, now houses the department's vehicles, collections, and staff operations under one roof. The move has confirmed an investment in this department's work.

To celebrate the library's **150th anniversary**, the City of Elgin invited the library to lead its annual **4th of July Parade**, which draws thousands of visitors each year. The entire Mobile Library Services fleet was featured, which includes the Book Bike, ReaderShip, Sprinter, and Bookmobile.

Mobile Library Services reached thousands of residents through its **Bookmobile, TechKnow Mobile, ReaderShip, Book Bike, Home Services, and Elementary Engagement** programs. Each arm of the department contributed to removing barriers and meeting patrons where they are — in neighborhoods, classrooms, senior residences, and community parks.

The **Bookmobile** continued to anchor outreach efforts, visiting schools, neighborhoods, and community events. **Student Success** school visits fostered reading enthusiasm and created vital bridges between the library and U-46 classrooms. The introduction of the **Bookmobile Reading Challenge** added a new layer of excitement, rewarding young readers for consistency and curiosity. Summer outreach through **Gold Star Partners** and the collaboration with **Elgin Partnership for Early Learning (EPEL)** further extended literacy learning beyond the academic year.

The **TechKnow Mobile** became a cornerstone of the library's digital equity initiative. It provided technology instruction, Device Advice sessions, and hands-on demonstrations across the district, from senior living facilities to public parks. With reconfigured interiors and interactive elements like scavenger hunts, the TechKnow Mobile transformed learning into a welcoming, community-driven experience.

Storytimes at places like **Hawthorne Hill Nature Center, Culver's, and EPEL playgroups** introduced library learning to new families in natural, joyful settings. The library's partnership in launching **The Basics of Greater Elgin** underscored the ReaderShip's leadership in early learning advocacy. Meanwhile, school-age outreach grew substantially, with the Elementary School Engagement Coordinator interacting with over a thousand students in a single month — a record for the program.

Home Services expanded its reach by adding new care communities. Device Advice sessions and a deposit collection with PADS ensured that older adults and vulnerable residents maintained continuous access to books and technology.

Respectfully submitted by: Stacy Rausch, Division Chief of Community Services

Facilities and Building Operations - 2024 – 2025 Fiscal Year Board Report

Construction Projects:

For the Facilities and Building Operations Division, much of FY 2024-2025 encompassed construction projects at Davis Road, the South Elgin Branch, and the Main Library (KidSpace). Much of the work on the Davis Road Mobile Annex was completed in-house by the Maintenance Department and Information Technology. Work included replacing the ceiling and ceiling grid, installing new cabinets and appliances, building a server closet and a great deal of detail work in painting and cleaning. Also, new technology was installed to allow the staff direct access to the Internet and other Gail Borden data resources. New furniture was added, along with computers and phones.

Facilities and Building Operations involvement at the South Elgin Branch was extensive, especially over the last several months of construction. Issues and delays from vendors and changes for Gail Borden and KCT required an onsite presence nearly daily to assist in ensuring we stayed on track. There was a great deal of technology work that needed to be done, Security assisted with our cleaning, security system and fire system vendors, and Maintenance jumped in where needed to ensure logistical needs were met, furniture moved and other projects. A new dishwasher, refrigerator and microwave were also installed by the Maintenance staff. A monumental effort by all.

The work at the Main Library (KidSpace) did not require as much time and involvement as the Davis Road or South Elgin projects, but still required time from Facilities and Building Operations staff to work with SMC Construction and their sub-contractors to complete the project on time and under budget.

Maintenance:

Caring for four (4) locations and assisting with library vehicles is a constant challenge, but our Maintenance staff were up to the task. Although this is a fraction of the work completed, here are a few items from this past FY:

- **Plumbing** - Inspected and replaced many of the internal/external parts of the toilet flush valves/and toilet parts. Replaced several push start faucets, one regular handled faucet (handicap accessible sink in solo bathroom 1st floor, Main), one janitor's closet faucet, and janitor closet vacuum breaker that had failed. Replaced the two dishwashers in the staff breakroom at the Main Branch.
- **HVAC System** - Cleaned and/or replaced many rusted or dirty HVAC diffusers in both the Main Branch and Rakow Branch. Where needed, we replaced them with brand new plastic diffusers. Installed a new pump for first floor radiant heat panels at the Main Branch. Rebuilt one of the large pumps for the Main Branch's chiller. We had one of the lead boiler pumps rebuilt and laser leveled at the Main Branch. There are upwards of 50 air purifiers throughout the branches, and each one is equipped with a HEPA filter, charcoal filter, and front screen filter. These need to be changed frequently. In a proactive approach, we replaced one of the main geothermal pumps in the Rakow Branch mechanical room with a new pump.
- **Library Vehicles** - Readership van got new struts, axles, CV joints, rear brakes, wheel sensors and hubcaps. F250 pickup work; changed headlights due to faded plastic beyond repair new bulbs. Discovered squirrel damage to wires which caused body control modules to go out. Replaced back brakes, lights repaired and BCM body control module replaced and wiring for lights. Repairs were also completed on the steering components and the running lights.
- **Safety** - We replaced several burned-out exit signs at the Main Branch with new functioning ones.
- **Building and Grounds Maintenance** – Began extensive project to caulk the exterior of the Main and Rakow buildings. Maintained the aesthetic appeal through landscaping, tree removal and trimming. Maintained the parking lots by sealcoating and period patching.

Security:

Along with their security and safety duties, the Security Department is responsible for maintaining the general cleanliness of the buildings through vendor contracts and maintains the fire safety systems. The Security Depart attends multiple webinars and provides staff training.

- Over 20+ people were provided with onboarding Security and Safety training.
- Complete Cleaning stripped and waxed floors at the main facility, provided carpet cleaning, deep cleaned study rooms and staff work areas – above and beyond regular cleaning responsibilities.
- Fox Valley Fire and Safety completed fire equipment inspections, which included testing all alarms, strobes, and detectors. The Illinois State Fire Marshall also inspected boilers at the main facility.
- Following one of the building fire inspections, Security and Maintenance reorganized and decluttered the third floor of the main facility. This was to eliminate fire and trip hazards, staying up to code with sprinkler accessibility, and unobstructed access to emergency equipment, doors, panels and gauges.
- Training included reviewing and updating security departmental procedures, presented for Staff Development Day, and provided training on (including) Radio Familiarity and Procedures; Code Adam Procedures, Writing the Incident Report; Run, Hide Fight and Related.

Information Technology:

The Gail Borden Information Technology (IT) Department supports and maintains nearly 1000 pieces of technology, including workstations, servers, switches, printers, access points, cameras and audio-visual equipment. IT staff regulate and monitor the cybersecurity posture of the library and provide protection against external (and internal) attacks. Staff cover all hours of operation across 4 locations.

- Windows 11 migration was completed on all workstations – all 4 locations. This included many upgraded systems.
- IT migrated from Carbon Black Cloud to CrowdStrike Falcon cybersecurity platform.
- Fox Valley Fire & Safety completed the upgrade to the Fire Panel system.
- Deployed Cisco AnyConnect as a new VPN solution.
- Installed or replaced security cameras at all 4 locations. Upgraded the security camera monitors in the Security Office.
- Information Technology implemented the new Veeam backup system from Unitrends.
- The Audio Video equipment in the Grove and Elgin Rooms was upgraded.

Statistics FY 2024 - 2025

STATISTICS:

| DESCRIPTION | 2023-2024 | 2024-2025 |
|--|-----------|-----------|
| Number of Computers Replaced (New or Upgraded) | 147 | 93 |
| Internet Availability (AT&T) | 100% | 99.3% |
| Internet Availability (Comcast) | 99.8% | 97.4% |
| MediaBank Availability | 98.4% | 99.1% |
| Number of Wireless Sessions | 232,442 | 218,182 |
| Wireless Availability | 100% | 100% |
| Total Maintenance Tickets Closed | 4,779 | 5,656 |
| Total Information Technology Tickets Closed | 2,920 | 4,040 |

Report compiled and prepared by:

Brian P. Hoeg

Division Chief – Facilities and Building Operations

Executive Summary: A Year of Deep Community Engagement & Unprecedented Reach - Fiscal Year 2024-2025 marked a period of extraordinary growth and impact for the PRAD division. In addition to supporting Library-wide projects and programs, PRAD heavily focused on the Library's 150th anniversary, signature cultural events, high-impact digital outreach and strategic development, the team successfully communicated the Library's value while fostering deeper community connections.

A) Landmark Community & Cultural Celebrations - PRAD continued to solidify the Library's reputation for high-quality community and cultural offerings, coordinating, launching and promoting major campaigns and exhibits.

150th Anniversary & Storyland – A key focus of '24 was promoting and celebrating the Library's 150th Anniversary – connecting the Library's long history with its modern community mission. The final months of the Anniversary/Storyland Exhibit concluded with strong attendance, including **1,992 Bumblebee Express train riders**. The exhibit attracted visitors from across the region and neighboring states (e.g., Arlington, TX and Indianapolis, IN), highlighting its draw far beyond the Library community. PRAD also coordinated **Elgin's 4th of July Parade** float and festivities, which were themed for the Library's anniversary, and landed the Library the exciting opportunity of being Parade Marshals.

The **KidSpace “Re-Imagined” Transformation** in May and the **South Elgin Branch Grand Reopening** in June were both major successes. Supported by PRAD through impressive “Baby Garden” murals, photos, press releases, signage, e-content, branded giveaways promotional materials and more, these two events marked incredible milestones for the community, and further cemented the Library's role as a hub for community.

The Olmec Origins Exhibit featured 33 painted Olmec heads created by Mexican artists (displayed Nov. '24 – Feb. '25). PRAD coordinated the elaborate installation, including designing and erecting a massive 10-by-16-foot backdrop in the main rotunda. This exhibit fostered engagement across all ages and demographics, supported by exhibit tours, community and exhibit scavenger hunts, and interactive elements like the Olmec Coloring iPad game (with 3,176 plays). This exhibit affirmed the Library's position as a leading community hub for celebrating Hispanic heritage.

ABC: Awesome Black Creativity Exhibit: PRAD worked with the DuPage Children's Museum to offer this exhibit (Jan. – Feb. '25), which featured contemporary and historical Black creatives depicted in LEGO® bricks. This exhibit, displayed in celebration of Black History Month, also enhanced Library offerings for young visitors during the KidSpace “Re-imagined” construction closure.

Landmark achievement was reached in June as members from the PRAD team received the **John Cotton Dana Award** at ALA for the Violins of Hope 2023 Exhibit. This is the highest marketing award that a library can receive; recognizing outstanding public relations and communications for a library campaign.

Engaging Community Events like Photos with Moana and Photos with Santa were offered and focused on tying attendance to checkouts and garnering more Library cardholders.

B) Signature Event: The Inaugural El Trote de las Calacas 5K & Cultural

Celebration - The creation and execution of the El Trote de las Calacas 5K was the most significant community and fundraising accomplishment of the year in partnership with the Library and U-46 Foundations. In its first year, **897 registrants** exceeded early expectations, and the event drew **over 3,000 people into the building**, creating a vibrant community festival atmosphere. The team heavily assisted with coordination, promotion and execution of this massive event to help celebrate Hispanic Heritage Month and Day of the Dead, reinforcing the Library's role in cultural connection.

C) High-Impact Digital Outreach & Viral Success - PRAD's leverage of social media and digital channels to achieve unprecedented visibility effectively landed the Library's value message across a massive audience.

Viral Digital Performance - The division achieved historic digital milestones with its Olympics-related content. A post comparing Simone Biles' jump height to a stack of James Patterson books reached over **13 million people**, garnered **676,346 engagements**, and caught the attention of James Patterson and Library superstar Mychal Threets. This post led to over **758 direct link clicks** to the catalog, demonstrating the ability of viral content to drive core Library service use. The Library Olympics Reel was viewed over **210,200 times** on social media platforms.

Other noteworthy social media successes include El Trote promotional videos, which amassed to **76,500 views** and **533 interactions** in August '24 alone, showcasing effective and strategic culturally targeted communications.

Dynamic Digital Engagement - Interactive iPad games continued to be a powerful tool for customer engagement. The 150th Anniversary games (Coloring Train, Collecting Books, and Igloo) exceeded **30,000** plays throughout the summer months.

D) Strengthening Foundation & Future Focus - The PRAD division strategically focused on strengthening the Library Foundation's capacity for funding future initiatives. A new Director of Development was added to focus on increasing the Foundation's visibility and securing more funding through donations and sponsorships.

The team secured significant support from Consumers Credit Union for the exciting KidSpace "Re-imagined" project, demonstrating success in corporate sponsorship.

The team also coordinated and implemented many projects for a series of 2025 exhibits, including the **Barbie Exhibit** (March '25) and the **Glitz, Glamour, Gorgeous Hollywood Costumes exhibit** (April-May '25), ensuring the momentum of high-impact offerings and programming continued throughout the year.

- Respectfully submitted, Natalie Kiburg, Division Chief of Public Relations & Development

Public Services Annual Report

July 2024 - June 2025

Hispanic Services Information & Digital Services KidSpace Teen Services

Hispanic Services

The Hispanic Services department offered diverse cultural programs and robust outreach, engaging wide community participation and delivering initiatives that emphasized cultural celebration, literacy, resilience, and civic knowledge through strong partnerships.

Major events included the *Día de los Muertos Festival*, featuring musicians and artists, including U-46's Mariachi band. A volunteer Catrinas group shared cultural symbolism alongside traditional foods and crafts. The Three Kings Day celebration drew 873 attendees with bilingual stories, live music, and traditional treats, supported by volunteers. Holiday celebrations *Posada* and *Parranda Cultural Festival* drew hundreds of attendees, showcasing traditions with music, dance, food, and exhibits. April's *Fiesta Primavera* featured live art, face painting, and organized volunteer support for teens and families.

A *Bilingual Poetry Workshop* for first-generation participants focused on storytelling skills. Collaborations with The Literacy Connection's Family Literacy Night and YWCA Literacy Program engaged families in learning activities. Digital literacy advanced through ongoing computer classes and *Redes y Videos*, teaching social media promotion for business owners. The *Spanglish Book Club* encouraged bilingual reading and discussion. Outreach extended to Elgin Community College through virtual library resource tours and hands-on sessions.

Information & Digital Services

This team provided wide-ranging support in reference services, technology assistance, and social services. Thousands of questions were answered, aiding patrons with job searches, state and federal government services access, and document preparation. Popular technology classes included Microsoft Excel, Arduino programming, and wearable technology.

Passport Services operated at full capacity and completed Department of State inspection with an exceptional grade. Social Services handled urgent housing, healthcare, and financial aid requests, especially for seniors, and managed complex online account setups and lease renewals. Partnerships with WorkNet Batavia supported complex employment and resume needs. Business-focused database training boosted local economic participation.

Internal collaborations and external partnerships strengthened community access to knowledge and technology. Digital Services was awarded a Public Library Association grant, which funded DigitalLearn.org course series. Spanish-language interactions accounted for 16% of Computer Center transactions.

KidSpace

KidSpace achieved major programming highlights with family story times, writing clubs, and art-integrated literacy. Displays and hands-on projects celebrated Olmec culture and Diwali. Sensory and inclusive tools

supported children with diverse needs in programs. Seasonal highlights included the *Battle of the Books tournament* with over 600 participants, and events like *Fashionista Storytime* and a juggler show.

Passive activities, like literary character voting, engaged hundreds online and in-person. Learning-at-Home bilingual kits expanded to math topics, reinforcing developmental skills. Strategic planning addressed service models, toy safety, and school outreach.

The Early Learning Center closed in January for renovations, with services maintained via a temporary desk and curated collections. The grand reopening on May 13 welcomed over 800 guests to activities including a magician, balloon art, and themed photos. The new Early Learning Center exemplifies the library's mission to fostering lifelong learning through engaging, family-centered experiences.

Teen Services

In January 2025, Studio 270 transitioned to Teen Services, expanding service to grades 7-12. Targeted programs encouraged middle schoolers to stay longer and visit on other days with their friends. While all ages visit Studio 270 to socialize, high school students are more likely to use Studio 270 for studying; middle school students primarily play games and make crafts. Outreach to local middle schools facilitated future programming strategies. Classroom visits included book talks and resource promotions, reaching hundreds. Ten special education class visits engaged 119 students in games, crafts, and exploration. Teen volunteers contributed over 325 hours to events and operations.

Initiatives like the *Jar of Books* reading activity and themed fan parties promoted engagement. Popular events such as *K-Pop Afternoons* and *Manga & Anime Club* saw record attendance.

The Digital Media Lab enabled creative projects in music production and podcasting, with some gaining external grant support. Patrons learned video production, editing, and music creation. Feedback praised the safe, professional environment. Teen Services continues as a growing hub for creativity, learning, and peer connection.

-Respectfully submitted by Melissa Bernasek, Division Chief of Public Services

GAIL BORDEN PUBLIC LIBRARY DISTRICT, ILLINOIS

Financial Report of Cash Receipts and Disbursements For the Fiscal Year Ended June 30, 2025 (Unaudited)

General Fund

Receipts for the Year

| | |
|-----------------------|---------------|
| Property Taxes | \$ 17,502,072 |
| Replacement Taxes | 208,622 |
| Grants Received | 332,648 |
| Books Lost and Paid | 15,141 |
| Computers | 1,413 |
| E-Rate Program | 42,497 |
| Fax and Copy Machines | 66,134 |
| Fines and Fees | 2,453 |
| Laminating | 979 |
| Passports | 130,263 |
| Miscellaneous Charges | 18,264 |
| Investment Income | 610,129 |
| Rental Income | 46,140 |
| Miscellaneous | 254,886 |

| | |
|-----------------------------|------------|
| Total Receipts for the Year | 19,231,641 |
|-----------------------------|------------|

Disbursements for the Year

| | |
|-----------------------------------|-----------|
| Salaries and Benefits | 9,261,282 |
| Maintenance Salaries and Benefits | 479,696 |
| Main | |
| Books | 335,227 |
| Periodicals | 13,847 |
| Audio Visual Material | 89,983 |
| Electronic Media | 737,236 |
| Natural Gas | 116,294 |
| Electricity | 375,492 |
| Telephone | 64,923 |
| Computer | 659,626 |
| Branch | |
| Books | 70,796 |
| Periodicals | 2,850 |
| Audio Visual Material | 27,959 |
| Electricity | 6,777 |
| Water and Sewer | 34,524 |

GAIL BORDEN PUBLIC LIBRARY DISTRICT, ILLINOIS

Financial Report of Cash Receipts and Disbursements For the Fiscal Year Ended June 30, 2025 (Unaudited)

General Fund - Continued

Disbursements for the Year - Continued

| | |
|---|------------|
| Binding | 1,170 |
| Capital Improvements | 4,029,598 |
| Conferences | 43,608 |
| Consulting and Professional Expense | 259,989 |
| Contingency | 8,315 |
| Continuing Education | 30,520 |
| Copier Leases and Maintenance | 54,531 |
| Fuel | 9,053 |
| Insurance | 1,048,639 |
| Legal Publications | 1,969 |
| Supplies | 292,795 |
| Payroll Processing | 43,649 |
| Postage and Express | 13,776 |
| Printing | 7,999 |
| Public Programming | 85,024 |
| Public Relations | 155,923 |
| Vehicle Maintenance | 35,056 |
| Volunteers | 5,127 |
| Real Estate Taxes | 5,169 |
| Lease - Davis Road | 92,773 |
| Principal Expense | 294,578 |
| Interest and Fiscal Charges | 11,164 |
| Banking Fees | 16,697 |
| Digital Services | 25,826 |
| Food and Beverage | 13,888 |
| Equipment | 109,483 |
| Miscellaneous | 181,919 |
| | <hr/> |
| Total Disbursements for the Year | 19,154,750 |
| | <hr/> |
| Excess (Deficit) of Receipts Over Disbursements | 76,891 |
| | |
| Change in Accruals | (522,031) |
| | |
| Cash and Investments at June 30, 2024 | 13,966,457 |
| | <hr/> |
| Cash and Investments at June 30, 2025 | 13,521,317 |
| | <hr/> |

GAIL BORDEN PUBLIC LIBRARY DISTRICT, ILLINOIS

Financial Report of Cash Receipts and Disbursements For the Fiscal Year Ended June 30, 2025 (Unaudited)

Audit Fund

| | |
|---|-----------|
| Receipts for the Year | |
| Property Taxes | \$ 15,605 |
| Disbursements for the Year | |
| Consulting and Professional Expense | 15,820 |
| Excess (Deficit) of Receipts Over Disbursements | (215) |
| Change in Accruals | (97) |
| Cash and Investments at June 30, 2024 | 6,532 |
| Cash and Investments at June 30, 2025 | 6,220 |

Building and Equipment Fund

| | |
|---|------------|
| Receipts for the Year | |
| Property Taxes | \$ 819,399 |
| Disbursements for the Year | |
| Capital Improvements | 22,250 |
| Repairs and Maintenance | 710,186 |
| Supplies | 30,037 |
| Contingency | 41,594 |
| Miscellaneous | 7,712 |
| Total Disbursements for the Year | 811,779 |
| Excess (Deficit) of Receipts Over Disbursements | 7,620 |
| Change in Accruals | 10,620 |
| Cash and Investments at June 30, 2024 | 97,806 |
| Cash and Investments at June 30, 2025 | 116,046 |

GAIL BORDEN PUBLIC LIBRARY DISTRICT, ILLINOIS

Financial Report of Cash Receipts and Disbursements For the Fiscal Year Ended June 30, 2025 (Unaudited)

Building Reserve Fund

| | |
|---|-----------|
| Receipts for the Year | |
| Investment Income | \$ 29,478 |
| Disbursements for the Year | |
| Capital Improvements | 436,817 |
| Debt Service | |
| Interest and Fiscal Charges | 1,500 |
| Total Disbursements for the Year | 438,317 |
| Excess (Deficit) of Receipts Over Disbursements | (408,839) |
| Change in Accruals | 16,768 |
| Cash and Investments at June 30, 2024 | 734,971 |
| Cash and Investments at June 30, 2025 | 342,900 |

Illinois Municipal Retirement Fund

| | |
|---|------------|
| Receipts for the Year | |
| Property Taxes | \$ 790,691 |
| Replacement Taxes | 7,411 |
| Total Receipts for the Year | 798,102 |
| Disbursements for the Year | |
| Consulting and Professional Expense | 849,862 |
| Excess (Deficit) of Receipts Over Disbursements | (51,760) |
| Change in Accruals | (5,460) |
| Cash and Investments at June 30, 2024 | 165,076 |
| Cash and Investments at June 30, 2025 | 107,856 |

GAIL BORDEN PUBLIC LIBRARY DISTRICT, ILLINOIS

Financial Report of Cash Receipts and Disbursements For the Fiscal Year Ended June 30, 2025 (Unaudited)

Social Security Fund

| | |
|---|-----------------------|
| Receipts for the Year | |
| Property Taxes | \$ 744,742 |
| Disbursements for the Year | |
| Consulting and Professional Expense | <u>733,417</u> |
| Excess (Deficit) of Receipts Over Disbursements | 11,325 |
| Change in Accruals | (3,473) |
| Cash and Investments at June 30, 2024 | <u>109,113</u> |
| Cash and Investments at June 30, 2025 | <u><u>116,965</u></u> |

Liability Insurance Fund

| | |
|---|----------------------|
| Receipts for the Year | |
| Property Taxes | <u>\$ 323,798</u> |
| Disbursements for the Year | |
| Salaries Benefits | 27,970 |
| Insurance | <u>287,066</u> |
| Total Disbursements for the Year | <u>315,036</u> |
| Excess (Deficit) of Receipts Over Disbursements | 8,762 |
| Change in Accruals | (26,750) |
| Cash and Investments at June 30, 2024 | <u>80,417</u> |
| Cash and Investments at June 30, 2025 | <u><u>62,429</u></u> |

GAIL BORDEN PUBLIC LIBRARY DISTRICT, ILLINOIS

**Financial Report of Cash Receipts and Disbursements
For the Fiscal Year Ended June 30, 2025 (Unaudited)**

| | |
|---|----------------------|
| Gift Fund | |
| Receipts for the Year | |
| Miscellaneous Donations | \$ 20,810 |
| Disbursements for the Year | |
| Public Programming | <u>94,656</u> |
| Excess (Deficit) of Receipts Over Disbursements | (73,846) |
| Change in Accruals | — |
| Cash and Investments at June 30, 2024 | <u>92,299</u> |
| Cash and Investments at June 30, 2025 | <u><u>18,453</u></u> |

Circulation Statistics

Annual Report 2024-2025

MATERIAL USAGE COMPARISONS

| | 2023-2024 | 2024-2025 |
|------------------------------------|-----------|-----------|
| Adult Materials | | |
| Book | 262,480 | 248,339 |
| Non-Book | 499,964 | 502,567 |
| Total Adult Materials | 762,444 | 750,906 |
| Youth & Children's Materials | | |
| Book | 389,641 | 366,855 |
| Non-Book | 48,341 | 43,099 |
| Total Youth & Children's Materials | 437,982 | 387,019 |
| GRAND TOTAL | 1,200,426 | 1,160,860 |

NON-BOOK MATERIAL COMPARISONS

| | 2023-2024 | 2024-2025 |
|----------------------|-----------|-----------|
| Art Prints | 386 | 329 |
| Art Print Bags | 249 | 248 |
| AV Equipment | 3,875 | 2,672 |
| Compact Discs | 13,198 | 10,210 |
| DVDs | 154,655 | 127,881 |
| E music | 72,544 | 56,773 |
| E Movies | 14,624 | 16,835 |
| E Music Videos | 333 | 223 |
| E TV | 4,820 | 5,924 |
| Movies (Roku) | N/A | N/A |
| Kits - Cassette/Book | 326 | 347 |
| Library of Things | 1,498 | 1,415 |
| Periodicals | 3,164 | 2,789 |
| Puzzles | 2,169 | 1,509 |
| Recorded Books | N/A | N/A |
| Toys and Games | 3,311 | 3,305 |
| Video tapes | 44 | 26 |
| Video Games | 4,395 | 4,450 |
| ebooks | 116,884 | 124,340 |
| eaudiobooks | 135,926 | 162,809 |
| Digital Magazines | 5,367 | 13,184 |

Circulation Statistics, cont.
Annual Report 2024-2025

RAILS RECIPROCAL BORROWING

| | 2023-2024 | 2024-2025 |
|--------------------------|-----------|-----------|
| Algonquin | 420 | 416 |
| Antioch | 20 | 25 |
| Arlington Heights | 19 | 11 |
| Barrington | 156 | 61 |
| Cary | 526 | 226 |
| Cook Memorial | 0 | 13 |
| Crystal Lake | 196 | 219 |
| Deerfield | 2 | 0 |
| DesPlaines | 153 | 17 |
| Dundee | 7,803 | 7,753 |
| Ela (Lake Zurich) | 1 | 9 |
| Elk Grove Village | 17 | 2 |
| Evanston | 9 | 3 |
| Fox Lake | 0 | 0 |
| Fox River Grove | 0 | 7 |
| Freemont (Mundelein) | 5 | 2 |
| Glencoe | 4 | 0 |
| Glenview | 0 | 5 |
| Grayslake | 28 | 16 |
| Highland Park | 5 | 13 |
| Highwood | 0 | 0 |
| Huntley | 434 | 266 |
| Indian Trails (Wheeling) | 13 | 25 |
| Lake Bluff | 1 | 0 |
| Lake Forest | 0 | 0 |
| Lake Villa | 0 | 0 |
| Lincolnwood | 0 | 0 |
| McHenry | 6 | 1 |
| River East | 0 | 0 |
| Morton Grove | 3 | 0 |
| Mt. Prospect | 7 | 0 |
| Niles | 3 | 10 |
| North Chicago | 9 | 16 |
| Northbrook | 0 | 0 |
| Palatine | 137 | 34 |
| Park Ridge | 0 | 0 |
| Prospect Heights | 0 | 1 |
| Rolling Meadows | 1 | 9 |
| Round Lake | 0 | 28 |
| Schaumburg | 389 | 447 |
| Skokie | 0 | 0 |
| Vernon Hills | 0 | 0 |
| Warren-Newport | 0 | 0 |
| Wauconda | 6 | 35 |
| Waukegan | 0 | 0 |
| Wilmette | 0 | 0 |
| Winnetka | 0 | 0 |
| Zion | 0 | 0 |
| Total Borrowings | 10,373 | 9,670 |

Circulation Statistics, cont.
Annual Report 2024-2025

REGISTRATION

| | 2023-2024 | 2024-2025 |
|-------------------------|-----------|-----------|
| In District | 77,105 | 81,262 |
| Out of District | | |
| Contract Cards | 5 | 2 |
| Reciprocal Borrowers | 6,401 | 5,291 |
| Total | 83,511 | 86,555 |
| Summer Camp (temporary) | 0 | 0 |

RESERVES PLACED

| | 2023-2024 | 2024-2025 |
|-----------------------|-----------|-----------|
| Total Reserves Placed | 120,932 | 105,383 |