

ANNUAL REPORT

2022

Approved by Library Board of Trustees

Alexandrea Hanba, President
Joshua Kiem, Vice President
David Somheil, Treasurer
Danielle Powers, Secretary
Lauren Rapisand
Theresa Renaldi
Gregg Rusk
Joseph Steinfelds
Deepika Thiagarajan



OUR VISION

The Park Ridge Public Library facilitates the goals and aspirations of the individual and our community. Our Library creates the **intersection of engagement, information, tradition and innovation.**

OUR MISSION

We are the Park Ridge Public Library.

We are a trusted and valued community partner that engages and strengthens its community by fostering personal growth in learning by providing opportunities to connect, inform, innovate and grow.

Presented by

Joanna Bertucci
Library Director

Laura Scott
Adult Services Manager

John Priala
Facility Manager

Alyson Doubek
*Finance & Administration
Services Manager*

Anastasia Rachmaciej
Patron Services Manager

Lauren Bochat
Technical Services Manager

Staci Greenwald
Youth Services Manager



HIGHLIGHTS



Using Your Library

- The Library welcomed **236,500** visitors in 2022
- Over **6,000** adults attended programs, book discussions, and film screenings
- **11,200** kids and teens participated in youth programs
- **450** patrons logged over **850** hours in The Studio and The Media Lab

MILLIONS OF RESOURCES

- We added **22,860** new items to our collection of **136,000** books, videos, recordings and more
- **1,180,700** downloadable books, recordings and videos
- Access to millions of articles and tutorials available in our database collection
- Millions of additional items are available through our partnerships with **28** other area libraries
- Over **100** reference questions were answered via email, chat, phone, and in person per day

Summer Reading Club

- **Adults:** 621 readers, 994 books read, 91 activities completed
- **Teens:** 546 readers, 12,828 days of reading
- **Children:** 2,661 readers, 69,233 days of reading

STAYING CONNECTED

- **18,597** registered borrowers
- **19** items borrowed per Park Ridge resident, on average
- **1,402** items were delivered to **375** patrons by volunteers/staff
- **4,290** books were provided to over **70** community book clubs
- **390** visits to Park Ridge Schools, engaged **13,500** students

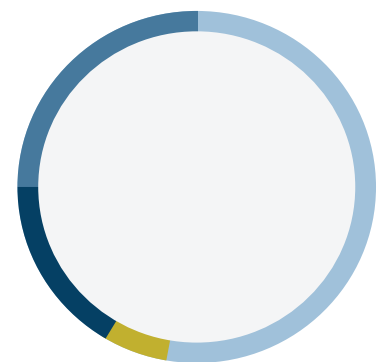
VIRTUAL VISITS

- **206,372** visits to parkridgelibrary.org
- **545,528** Wi-Fi sessions
- **3,416** users reached on Facebook
- **1,387** users reached on Instagram

FY 2022 CHECKOUTS

761,979 items borrowed

- Books: **485,362**—64%
- Downloads: **150,735**—20%
- DVD/Blu-ray: **84,905**—11%
- Audio: **22,000**—3%
- Magazines/Other: **19,217**—2%



LIBRARY FINANCIALS



FY2022 in Review

Library expenditures returned to pre-pandemic levels as all COVID-19 restrictions were lifted in 2022. Property tax revenue was down approximately 18% at year end. This was due to the delay in the second installment of 2021 taxes. The Library was not adversely affected by this delay as the Board and Administration continued to deficit spend the Library's fund balance.

FY2023 Planning

The Library Board developed a comprehensive assessment of financial requirements for the Library's 2022 levy resolution to maintain operations for FY2023. The Board voted to keep the Library's levy request flat, while continuing to deficit spend to achieve fund balance objectives.

FY2023 Assumptions for City Service

The Library is a financial component of the City of Park Ridge. The FY2023 budget is based on the assumption that the City will provide the following services to the Library.

- Administers and pays for Library insurance coverage for excess workers compensation, employee accident, public liability (all City board and commissions), and excess liability and property insurance for the Library building and City parking lot adjacent to the Library
- Provides general banking for co-mingled funds in operating account only; provides check printing services and financial accounting software
- Provides general human resources support including maintenance of official personnel records of Library employees
- Administers employee benefits program including health, dental, vision, life insurance, 457 plans and employee assistant program
- Includes Library in City gas and electric utilities franchise agreements as well as any other benefits the City received to the extent permitted by such franchises and applicable law
- Waives costs for water and sewer services
- Administers and pays for garbage removal
- Maintains City Commons (grounds surrounding Library building) including but not limited to: the drainage system, landscaping, fence and planters
- Provides snow removal services in City parking lot adjacent to the Library and public sidewalks including Library staff parking area
- Provides maintenance, gas and insurance for the Library van (replacement would be purchased by Library)

For FY2023, the Library will incur its own costs for payroll processing and employer contributions for IMRF and FICA taxes for each Library employee.

Notes:

1. Changes in service may need to be addressed with a budget transfer/amendment by one or both of the organizations involved.
2. FY22 financial information remains subject to audit.
3. There are no outstanding liabilities from FY2022.

PARK RIDGE PUBLIC LIBRARY
 CONSOLIDATED YTD REVENUE AND EXPENDITURES
 FISCAL YEAR 2022 • JANUARY 1, 2022 – DECEMBER 31, 2022

REVENUE ACCOUNTS	BUDGET	REVISED BUDGET	YTD ACTUAL	% RECEIVED
Local Government Taxes	\$4,088,661		\$3,342,542	82%
Per Capita State Grant	\$55,283		\$58,493	106%
COVID Related	\$0		\$11,045	100%
Other Receipts	\$61,333		\$75,669	123%
Total Revenue	\$4,205,277		\$3,487,748	83%

ACCOUNT #	OPERATING ACCOUNTS	BUDGET	REVISED BUDGET	YTD EXPENDITURES	% SPENT
9100	Salaries	\$2,379,103	\$2,358,998	\$2,226,674	94%
9210	Employee Benefits	\$355,169	\$375,169	\$351,508	94%
9317	Data Processing	\$257,000	\$265,000	\$249,730	94%
9321	Building Maintenance	\$187,500	\$193,772	\$174,039	90%
9324	Membership, Recruiting, Training	\$28,500	\$30,750	\$15,549	51%
9351	Equipment Rental	\$32,000	\$32,000	\$17,835	56%
9359	Consulting Services	\$37,000	\$28,800	\$10,050	35%
9360	Public Relations	\$34,600	\$50,850	\$50,615	100%
9385	General Contractual	\$77,600	\$77,400	\$70,337	91%
9385	Contractual Programs	\$61,500	\$60,385	\$55,111	91%
9416	Audit	\$9,000	\$9,000	\$8,700	97%
9425	Special Counsel	\$25,000	\$19,800	\$13,736	69%
9510	Supplies	\$117,000	\$114,195	\$84,539	74%
9511	Staff Appreciation	\$2,000	\$2,000	\$1,981	99%
9520	Computer Materials	\$30,000	\$30,000	\$20,289	68%
9540	Library Resources	\$626,000	\$627,125	\$597,631	95%
	Total Operating Budget	\$4,258,972	\$4,275,244	\$3,948,323	92%
	Capital Projects Budget				
9901	Machinery and Equipment	\$0	\$0	\$0	0%
9908	Computer Equipment	\$22,500	\$27,500	\$27,202	99%
9963	Building Repairs	\$275,000	\$604,985	\$199,847	33%
	Total Capital Projects Budget	\$297,500	\$632,485	\$227,048	36%
	Total Budget	\$4,556,472	\$4,907,729	\$4,175,372	85%
	LIBRARY SURPLUS (DEFICIT)	\$ (351,195)	\$ (702,452)	(687,623)	

RESTRICTIONS	ORIGINAL	INCREASE/DECREASE	TOTAL
Capital Facility Restrictions	\$250,000	(\$21,904)	\$228,096
Technology Restrictions	\$150,000	\$0	\$150,000
TOTAL RESTRICTIONS	\$400,000	(\$21,904)	\$378,096

THANK YOU TO OUR DONORS

Every year the Park Ridge Public Library is able to enhance the quality of its materials and services, thanks to generous donations. These gifts come from both individuals and organizations and support the positive things that libraries represent.

The Library would like to acknowledge the following donors who made contributions during the fiscal year January 1, 2022 through December 31, 2022.

DONATIONS

P.E.O. Sisterhood
United Methodist Women of PR
Norma Wicke
Mr. and Mrs. Richard Bogusz
PR 20th Century Club Foundation
PR Lions Club
Jack Owens
2nd PR Book Review Club
The Other Book Club
BBC Book Club
The Pagewinners
Sue's Crew Book Club
MBC Book Club

Buy A Brick

Jennifer Huber
Judge Family
Jill Molienkamp
Literary Ladies c/o Joanna Dude
Linda Kaminski
Laurie Mallin



Each year, the Friends contribute financial support and volunteer hundreds of hours.

We offer our heartfelt thanks for their ongoing support and invite you to become a volunteer.

www.parkridgelibrary.org

