

Indian Prairie Public Library
401 Plainfield Road
Darien, Illinois 60561

**Indian Prairie Public Library Foundation Annual Meeting
January 21, 2015 – 6:30 p.m. – Conference Room**

AGENDA

A. Call to Order/Roll Call

Donald Damon, Beena Deshmukh, Marian Krupicka,
Julia Lacayo, Diane Ruscitti, Victoria Suriano, Kelly Von Zee

B. Correspondence

C. Omnibus Consent Agenda

1. Minutes of Foundation Meeting 9/17/14
2. Treasurer's Report
3. Bills for Approval

Item C1

Item C2

Item C3

Action

D. Reports

1. Annual Financial Report

Item D1

Action

E. Unfinished Business

F. New Business

1. Request for Donation for a MacBook
2. Select a Domain Name for the Foundation Website
3. Report on "Dancing in the Scary Stacks"
4. Request for Digital Microfilm Reader from
Mr. Distasio's Bequest

Item F4

Action

Discussion

Information

Action

G. Adjournment

CI

Indian Prairie Public Library
Foundation Minutes
September 17, 2014

**Indian Prairie Public Library Foundation Meeting
September 17, 2014 – 6:50 p.m.**

A. Call to Order/Roll Call

President Suriano called the meeting to order at 6:50 p.m.

Present: Donald Damon, Beena Deshmukh, Marian Krupicka, Julia Lacayo (arrived at 6:51 p.m.), Diane Ruscitti (arrived at 6:51 p.m.), Dorothy Schardt, Victoria Suriano

Absent: none

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski

Others: none

President Suriano asked for additions and/or corrections to the agenda. There were none.

B. Correspondence - none

C. Omnibus Consent Agenda

1. Minutes of Foundation Meeting 4/16/14

2. Treasurer's Report

3. Bills for Approval

Lacayo moved, Krupicka seconded to set the Omnibus Consent Agenda. Motion carried unanimously. Krupicka moved, Damon seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

D. Reports - none

E. Unfinished Business - none

F. New Business

1. Golf Event – Birmingham reviewed the memo she prepared for the packet. The Board discussed the golf event including sponsorship as well as the cost involved to hire a company to set up the course. The discussion led to a conversation about repeating our successful Dancin' in the Stacks fundraiser that was held in 2011 and featured The Neverly Brothers. The Board liked the idea of making this our annual fundraiser and building off of it each year. Birmingham will contact The Neverly Brothers regarding a fall 2015 event.
2. Fundinco – Bukovac distributed an information sheet. We started using Fundinco in October 2013 and have earned \$488.72 to date. It is promoted on our website, Facebook page and in our newsletter. In addition, staff is working on a publicity plan for Twitter, the newsletter and posters/bookmarks.
3. Scrips vs. iGive – With respect to Scrips, Bukovac spoke about the cost of postage as well as having to purchase the cards in advance and run the risk of not selling them. Bukovac distributed information regarding iGive, a store rebate program where people have the opportunity to donate their rebate to their chosen cause by shopping at over 1,500 stores. Coupons and deals are available so people have a chance to find special savings. The

Foundation is registered with iGive and we will start promoting it so that people use the app when doing their shopping.

G. Adjournment

At 7:13 p.m. Krupicka moved, Deshmukh seconded to adjourn the meeting. All ayes.
Motion carried unanimously.

Beena Deshmukh, Secretary



Indian Prairie Public Library Foundation

December 2014 Treasurer's Report

Bank Balances at The Community Bank of Willowbrook as of 12/31/2014

	General	Chan	Dimpy	Leban	Total
Checking	\$38.03	\$0.00	\$0.00	\$0.00	\$38.03
Money Market (97% General, 2% Chan, .05% Dimpy, .05% Leban)	<u>34,213.30</u>	<u>808.93</u>	<u>73.71</u>	<u>147.68</u>	<u>\$35,243.62</u>
TOTAL	\$34,251.33	\$808.93	\$73.71	\$147.68	\$35,281.65
<u>Income from September - December 2014</u>					
Money Market Interest	\$6.25	\$0.27	\$0.17	\$0.06	\$6.75
Donations	<u>26,705.60</u>	<u>50.00</u>	-	-	<u>26,755.60</u>
TOTAL	\$26,711.85	\$50.27	\$0.17	\$0.06	\$26,762.35
<u>Expenses from September - December 2014</u>					
Expense Total	\$1,113.05	\$0.00	\$500.00	\$0.00	\$1,613.05

Bank Balances at Synchrony Bank as of 12/31/2014

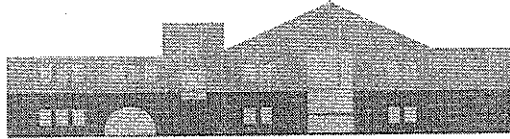
	General				
CD - Matures 6/5/2015 at 1.10% APY	\$25,157.85	\$0.00	\$0.00	\$0.00	\$25,157.85

Foundation Income September - December 2014

Date	General	Chan Fund	Dimpy Fund	Leban Fund	Source	Total	Donor
9/8/14	94.60				Fundinco	94.60	Amazon Shoppers
9/8/14	2.32				Donations	2.32	AT&T United Way/Employee Giving Campaign Jonathan Troc
9/15/14	19.26				Donations	19.26	Monthly \$20.00 donation, Laura Wozny
9/15/14	73.05				Test	73.05	Test Brick purchase - Ann Stovall
10/10/14	24.15				Donations	24.15	Brian Poust, in Memory of Emily McCormack 3941 S. Boston, Denver, CO 80237 \$25.00□
10/11/14	38.82				Donations	38.82	Alyssa Popowitch 3S725 Warren AveWarrenville, IL 60555 \$40.00□
10/13/14	100.00				Donations	100.00	Jeff Lyon in Memory of Emily McCormack, 790 Estate Drive, Suite 180, Deerfield, IL 60015
10/13/14	2.32				Donations	2.32	AT&T United Way/Employee Giving Campaign Jonathan Troc
10/14/14	97.87				Donations	97.87	Wayne & Cathie Bucek in Memory of Emily McCormack, 6332 Bobby Jones Lane, Woodridge, IL 6051
10/14/14	28.67				Donations	28.67	Jennifer McCormack in Memory of Emily McCormack, 5412 Falmouth, Fairway, KS 66205 \$30.00
10/15/14	19.26				Donations	19.26	Monthly \$20.00 donation, Laura Wozny
10/20/14	40.00				Donations	40.00	Morton High School in Memory of Emily McCormack, 2423 S. Austin Blvd., Cicero, IL 60804
10/20/14	50.00				Donations	50.00	Dayle & Richard Morrissey, in Memory of Emily McCormack 1025 S. Waiola Ave., La Grange, IL 6052
10/20/14	14.37				Donations	14.37	Anne Dignan, in Memory of Emily McCormack 37 N. Brainard, Unit 3, La Grange, IL 60525
10/28/14	20.00				Donations	20.00	Genevieve G. Granciscus, in Memory of Emily McCormack 1571 W. Ogden Ave., Apt. 1306, La Grange
10/28/14	10.00				Donations	10.00	Marilyn A Springer, in Memory of Emily McCormack 7542 Comfort Ave., Saint Louise, MO 63143-2901
10/28/14	2.32				Donations	2.32	AT&T United Way/Employee Giving Campaign Jonathan Troc
11/12/14	77.68				Fundinco	77.68	Amazon Shoppers
11/12/14	50.00				Donations	50.00	Robert & Julie Ann Kowalski, in Memory of Emily McCormack 1410 Willow St., Western Springs, IL 605
11/12/14	25,000.00				Donations	25,000.00	Arthur E. Distasio Living Trust, Justin J. Tedrowe, Trustee, 5300 Main St., Downers Grove, IL 60515
11/13/14	100.00	50.00			Donations	150.00	Keith & Pamela Derstine, 821 79th St., Darien, IL 60561
11/15/14	19.26				Donations	19.26	Monthly \$20.00 donation, Laura Wozny
11/19/14	50.00				Donations	50.00	Anna R. Neuzil, in Memory of Emily McCormack 13927 104th Ave., Largo, FL 33774-5307
11/26/14	25.00				Donations	25.00	Evelyn L. Panice, in Memory of Emily McCormack 11531 Burr Oak Ln., Burr Ridge, IL 60527
11/26/14	50.00				Donations	50.00	John & Pamela Morrissey, in Memory of Emily McCormack 4801 Valerie Dr., Crystal Lake, IL 60014
11/26/14	50.00				Donations	50.00	Kenneth & Mari Alfrey, in Memory of Emily McCormack 8466 North Haven Ct., Rockford, IL 61108
12/2/14	48.50				Donations	48.50	Beverly Moor 1013 Woodrush Lane Darien, IL 60561 (\$50.00)
12/2/14	24.25				Donations	24.25	Robert J Oexeman 58 Portwine Rd. Willowbrook, IL 60527-2264 (\$25.00)
12/8/14	125.00				Donations	125.00	Anthony Pagliaro 601 Lake Hinsdale Dr. #101 Willowbrook, IL 60527
12/8/14	25.00				Donations	25.00	Jeffrey & Kathleen Emery in Memory of Emily McCormack 315 90th St. Pleasant Prairie, WI 53158
12/10/14	100.00				Donations	100.00	William & Dorothea Navin 8401 Glenerye Rd. Darien, IL 60561
12/10/14	2.32				Donations	2.32	AT&T United Way/Employee Giving Campaign Jonathan Troc
12/15/14	19.26				Donations	19.26	Monthly \$20.00 donation, Laura Wozny
12/29/14	2.32				Donations	2.32	AT&T United Way/Employee Giving Campaign Jonathan Troc
12/29/14	50.00				Donations	50.00	Stanley & Karen Walton, 6679 Snug Harbor Dr., Willowbrook, IL 60527
12/29/14	200.00				Donations	200.00	Hugh Glenn, 301 Lake Hinsdale Dr., No. 211, Willowbrook, IL 60527
12/30/14	50.00				Donations	50.00	Raymond & Carol Jablonski, 818 Tamarack Dr., Darien, IL 60561-4042
Total	26,705.60	50.00	-	-		26,755.60	

Foundation Interest Income-Money Market

9/30/14	0.75	0.07	0.05	0.02	0.89
10/31/14	0.72	0.06	0.04	0.01	0.83
11/30/14	1.78	0.06	0.03	0.01	1.88
12/31/14	3.00	0.08	0.05	0.02	3.15
Total	6.25	0.27	0.17	0.06	6.75



Indian Prairie Public Library Foundation

2014 Annual Treasurer's Report

Bank Balances at The Community Bank of Willowbrook as of 12/31/2014

	General	Chan	Dimpy	Leban	Total
Checking	\$38.03	\$0.00	\$0.00	\$0.00	\$38.03
Money Market (91% General, 3% Chan, 6% Dimpy)	<u>34,213.30</u>	<u>808.93</u>	<u>73.71</u>	<u>147.68</u>	<u>\$35,243.62</u>
TOTAL	\$34,251.33	\$808.93	\$73.71	\$147.68	\$35,281.65
<u>Income for 2014</u>					
Money Market Interest	\$22.83	\$0.80	\$0.73	\$0.40	\$24.76
Donations	<u>37,989.81</u>	<u>50.00</u>	<u>-</u>	<u>-</u>	<u>38,039.81</u>
TOTAL	\$38,012.64	\$50.80	\$0.73	\$0.40	\$38,064.57
<u>Expenses for 2014</u>					
Expense Total	\$31,113.54	\$0.00	\$1,332.50	\$524.00	\$32,970.04

Bank Balances at Synchrony Bank as of 12/31/2014

CD - Matures 1/23/2014 at 0.55% APY	25,157.85	0.00	0.00	0.00	25,157.85
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Foundation Income January 2014 to December 2014

Date	General	Chan Fund	Dimpy Fund	Leban Fund	Source	Total
1/3/14	50.00				Donations	50.00 David & Pamela Styka - 15 W. 731 90th St., Burr Ridge, IL 60527
1/3/14	244.20				Donations	244.20 Marion M White -105078 Leonard Dr, Willowbrook, IL 60527 (\$250.00)
1/3/14	97.50				Donations	97.50 Laura Wozny - 6201 Willowhill Rd, Unit D, Willowbrook, IL 60527 (100.00)
1/5/14	50.00				Donations	50.00 Carol & Raymond Jablonski - 818 Tamarack Dr., Darien, IL 60562 (Laura's EOY mailing)
1/23/14	7,328.97				CD Maturing	7,328.97 Citizens Financial Bank
2/4/14	4.20				Donations	4.20 AT&T United Way/Employee Giving Campaign Jonathan Troc
2/5/14	30.00				Donations	30.00 Valli Gupta - 6624 Ridge Rd., Darien, IL 60561 (Sinovi Jiya Agarwan 4th Birthday)
2/7/14	250.00				Donations	250.00 Loretta Lazarski - 801 79th St., Spt. 106, Darien, IL 60561 (Leaf purchase)
2/7/14	50.00				Donations	50.00 Melissa Metcalf - 8900 S. Garfield Ave., Burr Ridge, IL 60527 ("Junior's books")
2/8/14	29.04				Donations	29.04 Carolann Purcell - 1333 Turvey Rd., Downers Grove, IL 60515 (Sinovi Jiya Agarwan 4th Birthday)
2/10/14	62.94				Fundinco	62.94 Amazon shoppers
3/10/14	2.32				Donations	2.32 AT&T United Way/Employee Giving Campaign Jonathan Troc
3/10/14	117.16				Fundinco	117.16 Amazon shoppers
3/24/14	75.00				Donations	75.00 Christela Popu - 7835 Clarendon Hills Rd., Willowbrook, IL 60527 (Memory Of Boy & Ella Cabreros)
3/24/14	75.00				Donations	75.00 Christela Popu - 7835 Clarendon Hills Rd., Willowbrook, IL 60527 (Adriana Ella Popu)
3/24/14	2.32				Donations	2.32 AT&T United Way/Employee Giving Campaign Jonathan Troc
4/8/14	68.10				Fundinco	68.10 Amazon Shoppers
4/17/14	34.00				Donations	34.00 AT&T United Way/Employee Giving Campaign Jonathan Troc \$8.00 Anonymous \$28.00
4/17/14	66.75				Donations	66.75 Reimbursement to JPPL deposited to Foundation instead of JPPL
5/5/14	2.32				Donations	2.32 AT&T United Way/Employee Giving Campaign Jonathan Troc
5/5/14	100.00				Donations	100.00 John W. Formento
5/19/14	250.00				Donations	250.00 Julianne Calk - In memory of Joyce Ann Bohac
5/20/14	73.73				Donations	73.73 Natalie Williams - Brick purchase Kevin Hartney (\$75.00)
6/9/14	51.35				Fundinco	51.35 Amazon Shoppers
6/9/14	2.32				Donations	2.32 AT&T United Way/Employee Giving Campaign Jonathan Troc
6/9/14	150.00				Donations	150.00 Theresa Stevens - Brick purchase Sheila & Pat
6/18/14	930.00				Donations	930.00 Darien Woman's Club
6/25/14	2.32				Donations	2.32 AT&T United Way/Employee Giving Campaign Jonathan Troc
6/25/14	855.00				Refund	855.00 MakerBot - difference in printer cost
7/14/14	94.57				Fundinco	94.57 Amazon Shoppers
7/16/14	19.26				Donations	19.26 Monthly \$20.00 donation, Laura Wozny
7/30/14	2.32				Donations	2.32 AT&T United Way/Employee Giving Campaign Jonathan Troc
7/30/14	75.00				Donations	75.00 W.C. Wrobel - Brick purchase Judith Carlson
8/18/14	19.26				Donations	19.26 C J Tracy, 6937 High Rd., Darien, IL 60561 \$20.00 donation
8/18/14	19.26				Donations	19.26 Monthly \$20.00 donation, Laura Wozny
9/8/14	94.60				Fundinco	94.60 Amazon Shoppers
9/8/14	2.32				Donations	2.32 AT&T United Way/Employee Giving Campaign Jonathan Troc
9/15/14	19.26				Donations	19.26 Monthly \$20.00 donation, Laura Wozny
9/15/14	73.05				Test	73.05 Test Brick purchase - Ann Stovall
10/10/14	24.15				Donations	24.15 Brian Poust, in Memory of Emily McCormack 3941 S. Boston, Denver, CO 80237 \$25.00
10/11/14	38.82				Donations	38.82 Alyssa Popowitch 35725 Warren Ave/Warrenville, IL 60555 \$40.00
10/13/14	100.00				Donations	100.00 Jeff Lyon In Memory of Emily McCormack, 790 Estate Drive, Suite 180, Deerfield, IL 60015
10/13/14	2.32				Donations	2.32 AT&T United Way/Employee Giving Campaign Jonathan Troc
10/14/14	97.87				Donations	97.87 Wayne & Cathie Busek, In Memory of Emily McCormack, 6332 Bobby Jones Lane, Woodridge, IL 60517 \$100.00
10/14/14	28.67				Donations	28.67 Jennifer McCormack, In Memory of Emily McCormack, 5412 Falmouth, Fairway, KS 66205 \$30.00
10/15/14	19.26				Donations	19.26 Monthly \$20.00 donation, Laura Wozny
10/20/14	40.00				Donations	40.00 Morton High School In Memory of Emily McCormack, 2423 S. Austin Blvd., Cicero, IL 60804
10/20/14	50.00				Donations	50.00 Dayle & Richard Morrissey, in Memory of Emily McCormack 1025 S. Walola Ave., La Grange, IL 60525
10/20/14	14.37				Donations	14.37 Anne Dignan, In Memory of Emily McCormack 37 N. Brainard, Unit 3, La Grange, IL 60525
10/28/14	20.00				Donations	20.00 Genevieve G. Granciscus, in Memory of Emily McCormack 1571 W. Ogden Ave., Apt. 1306, La Grange Park, IL 60526-1725
10/28/14	10.00				Donations	10.00 Marilyn A Springer, in Memory of Emily McCormack 7542 Cornfort Ave., Saint Louis, MO 63143-2902
10/28/14	2.32				Donations	2.32 AT&T United Way/Employee Giving Campaign Jonathan Troc
11/12/14	77.68				Fundinco	77.68 Amazon Shoppers
11/12/14	50.00				Donations	50.00 Robert & Julie Ann Kowalski, in Memory of Emily McCormack 1410 Willow St., Western Springs, IL 60558
11/12/14	25,000.00				Donations	25,000.00 Arthur E. Distasio Living Trust, Justin J. Tedrows, Trustee, 5300 Main St., Downers Grove, IL 60515
11/13/14	100.00	50.00			Donations	150.00 Keith & Pamela Derstine, 821 79th St., Darien, IL 60561
11/15/14	19.26				Donations	19.26 Monthly \$20.00 donation, Laura Wozny
11/19/14	50.00				Donations	50.00 Anna R. Neuzil, in Memory of Emily McCormack 13927 104th Ave., Largo, FL 33774-5307
11/28/14	25.00				Donations	25.00 Evelyn L. Panice, in Memory of Emily McCormack 11531 Burr Oak Ln., Burr Ridge, IL 60527
11/28/14	50.00				Donations	50.00 John & Pamela Morrissey, in Memory of Emily McCormack 4801 Valerie Dr., Crystal Lake, IL 60014
11/28/14	50.00				Donations	50.00 Kenneth & Mari Alfrey, in Memory of Emily McCormack 8466 North Haven Ct., Rockford, IL 61108
12/2/14	48.50				Donations	48.50 Beverly Moor 1013 Woodrush Lane Darien, IL 60561 (\$50.00)
12/2/14	24.25				Donations	24.25 Robert J Oexeman 58 Portwine Rd. Willowbrook, IL 60527-2264 (\$25.00)
12/8/14	125.00				Donations	125.00 Anthony Pagliaro 601 Lake Hinsdale Dr. #101 Willowbrook, IL 60527
12/8/14	25.00				Donations	25.00 Jeffrey & Kathleen Emery in Memory of Emily McCormack 315 90th St. Pleasant Prairie, WI 53158
12/10/14	100.00				Donations	100.00 William & Dorothea Navin 8401 Glenerye Rd. Darien, IL 60561
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12/15/14	19.26				Donations	19.26 Monthly \$20.00 donation, Laura Wozny
12/28/14	2.32				Donations	2.32 AT&T United Way/Employee Giving Campaign Jonathan Troc
12/28/14	50.00				Donations	50.00 Stanley & Karen Walton, 6679 Snug Harbor Dr., Willowbrook, IL 60527
12/29/14	200.00				Donations	200.00 Hugh Glenn, 301 Lake Hinsdale Dr., No. 211, Willowbrook, IL 60527
12/30/14	50.00				Donations	50.00 Raymond & Carol Jablonski, 818 Tamarack Dr., Darien, IL 60561-4042
Total	37,989.81	50.00				38,039.81
1/3/14	2.49	0.07	0.12	0.06	Interest	2.74
2/28/14	2.72	0.08	0.08	0.05	Interest	2.91
3/3/14	3.00	0.07	0.07	0.04	Interest	3.18
4/30/14	2.92	0.06	0.05	0.03	Interest	3.06
5/30/14	2.89	0.07	0.06	0.04	Interest	3.06
6/30/14	1.08	0.07	0.06	0.04	Interest	1.25
7/31/14	0.76	0.07	0.06	0.04	Interest	0.93
8/31/14	0.72	0.06	0.06	0.04	Interest	0.88
9/30/14	0.75	0.07	0.05	0.02	Interest	0.89
10/31/14	0.72	0.06	0.04	0.01	Interest	0.83
11/30/14	1.78	0.06	0.03	0.01	Interest	1.88
12/31/14	3.00	0.08	0.05	0.02	Interest	3.15
	22.83	0.80	0.73	0.40		24.76

FOUNDATION EXPENDITURES JANUARY 2014 - DECEMBER 2014

Check #	Date	Vendor	Amount	Description
1115	1/8/2014	IPPL	\$275.00	Dimpy Fund - Reimbursement for Cooking Demo
1116	2/18/2014	Award Emblem	138.95	Stone Purchase
1117	2/20/2014	Sandra Trapp	201.00	Leban Fund - Computer Classes
1118	2/24/2014	IPPL	464.65	Darien Womans Club Reimbursement - Child Therapy Toys
1119	2/26/2014	Award Emblem	15.10	Leaf Engraving
1120	2/26/2014	Ellen Michalak	134.00	Leban Fund - Computer Class Instruction
1121	3/12/2014	Chef Kate Bradley	295.00	Dimpy Fund - Cuban Cuisine Program
1122	4/16/2014	GE Capital Retail Bank	\$25,000.00	Transfer to 12 month Certificate of Deposit
1123	4/16/2014	IPPL	66.75	Reimbursement for books - S. Agarwan Birthday
1124	5/20/2014	Ellen Michalak	189.00	Leban Fund - 3 Computer Classes
1125	5/20/2014	Nina Koziol	150.00	Dimpy Fund - Speaker Fee Perennial Border
1126	5/20/2014	Nancy Carroll	112.50	Dimpy Fund - Speaker Fee Darien Garden Club
1127	5/20/2014	IPPL	66.75	Replacement for check #1123
1128	5/20/2014	Secretary of State	10.00	Annual Report Fee
1129	5/20/2014	MakerBot	3,122.25	3D Printer - Replicator: 5th Generation
1130	6/11/2014	Award Emblem Mfg. Co., Inc.	4.60	Engraving Fee
1131	8/7/2014	IPPL	667.48	Reimbursement Makerbot Filaments & AV Table
1132	8/11/2014	School Specialty	443.95	Toddler Alphabet 6' X 9' Blocks Rug, Darien Woman's Club Donation
1133	9/11/2014	Deliciously Yours	\$250.00	Dimpy Fund - Making Fresh Pasta instuctor
1134	9/24/2014	Impressions in Stone	87.19	Brick engraving
1135	9/30/2014	Deliciously Yours	\$250.00	Dimpy Fund - Making Perfect Pie Crust
1136	10/13/2014	Digging Records	1,000.00	Deposit Fee for 10/24/15 performance
1137	12/15/2014	Impressions in Stone	25.86	Brick engraving
Total			32,970.04	

Indian Prairie Public Library Foundation Annual Meeting

New Business

1. Request for a donation for a MacBook

Patron Susan Stonesypher donated \$500.00 to the Foundation for the express purpose of purchasing some type of Apple computer. I told her the library planned to purchase a MacBook Pro for adults to use and she said that she would like her money spent on that. So, the library is requesting a donation of \$500.00 for a MacBook. Alternatively, the Foundation could choose to fund the entire amount of the MacBook which amounts to \$1,204.83 (which includes a two-year accident prevention warranty.)

2. The library is in the process of creating a completely separate website for the Foundation. This website would require a new domain name. Suggestions are ipplfoundation.org and indianprairielibraryfoundation.org. You may have some other ideas. The key is that we do want to keep the word "foundation" in the url so that it is differentiated from the library.

3. As you remember, Mr. Distasio bequeathed \$25,000.00 to the Library Foundation. This is currently in the library's general money market fund. Senior Adult Services Librarian Shirley Jensen has prepared a request for \$8,545.00 for the purchase of a microfilm digital reader/printer. Her request is in this packet. This request is listed as an "action" in case the Foundation Board would like to take action, however the Board will meet again in April and this can be tabled until then. The Board members may want to take some time to consider this request plus wait until after the strategic planning process is completed before committing the money.

Funding Request for Microfilm Digital Scanner

Proposal:

We would like to upgrade our 13-year old microfilm reader/printer to a digital scanner. We respectfully request funding out of the recent bequest by patron Arthur Distasio.

Reason for requesting Distasio funds:

Mr. Distasio demonstrated long time support of and special interest in adult reference services through his donation of funds for titles such as the *Encyclopedia of Law*, an expensive resource we wanted for the collection but would not otherwise have had. Quality titles such as this elevated our legal reference collection beyond the basic resources, and enhanced our ability to provide first rate reference service to the community. In the same way, a digital scanner would enable improved reference service to the community he supported.

The need:

The library purchased the current machine in early 2001. At that time, we did not update the carriers as a cost-saving measure, so the carriers (which load the microfilm or fiche) are several years older. In addition, our lenses are old and need stronger magnification capabilities.

1. Due to age of the equipment, repair and replacement costs are unknown quantities. We do not have a service contract, so our service provider charges for parts, labor and travel time for each visit.
2. Patrons have begun asking about whether we have a digital reader
3. We should have good quality equipment for viewing and printing from local newspaper microfilm that the library has already demonstrated it considers a valuable local history resource.
 - a. In 1992, the library began purchasing *The Doings* newspaper on microfilm and continued until 2006 when the publisher discontinued microfilming the paper.
 - b. In 2010 IPPL shared the cost of microfilming 22 volumes of the *Darien DuPage Progress* as part of an ISHRAB (Illinois State Historical Records Advisory Board) grant.
 - c. In 2013 the library paid for the microfilming of bound volumes of the *DuPage Progress* and expended additional funds for the purchase all of the Darien newspapers on microfilm from the Abraham Lincoln Presidential Library.
4. The library has made a point of building and promoting our local history collection through oral history interviews, digital collections, and print resources.
5. Access is an integral part of preservation. Our current microfilm reader provides access to the film, but the machine has limited features.

6. The alternative option of digitizing our microfilm is very expensive, and requires copyright permissions.

Use of the Equipment:

1. The library serves as a Family History Library Affiliate and area genealogists use the microfilm reader to view microfilm ordered from the Family History Library. Usage of the service has increased since we began in August 2012 with 13 rolls ordered, 29 rolls in 2013 and in 2014 six patrons ordered 32 rolls of film.
2. Family History users have familiarity with and have expressed a preference for a digital scanner.
3. Additional microfilm research requests we've received in the last year include *Chicago Daily News*, *Chicago Defender* and *Evening Post* from the 1930s, *Chicago Tribune* from 1948, the *Sun Times* from 1983, the *St. Louis Post Dispatch* from 1920 and *Accounts and Tax Assessments Lists*.
4. Help Desk staff have assisted users at the machine 63 times since July 2013.
5. Personnel from the cities we serve and other government agencies have used our equipment here because they do not have their own microfilm viewing equipment. I learned that one city staff member used our equipment in looking up material to assist the FBI.
6. Unlike digitized newspapers accessed through subscription databases, microfilm preserves the newspaper in its entirety and includes not only articles of historical significance, but also wedding and birth announcements, obituaries, advertisements, photos, etc. This provides a richer and more complete product. Along with the local papers, we also retain the *Chicago Tribune* from 1984 – 2007.
7. By providing a resource for in-depth information, the newspaper microfilm collection supplements the popular "Wall of Darien" at Old Lace Schoolhouse and Museum.

Major Features of the New Equipment:

1. With the new digital microfilm scanner, we can network to the Print Center, thus saving space.
2. Users can easily and securely save images to USB, email, the cloud, and Family Search Accounts. (The library serves as a Family Search affiliate.)
3. Users can enhance dark images and make other visual adjustments such as cropping multiple images and "scissor cutting" so that they retrieve only what they want from each page.
4. The equipment has increased magnification capabilities, up to 105 X.
5. It offers greatly improved image quality and resolution over our current manual reader.

6. The hardware conforms to the Americans with Disabilities Act.
7. It includes a 27" rotating monitor.
8. Our ViewScan representative has guaranteed a \$725 rate annually for five years of hardware and software support after the first year. Debbie Wordinger has given assurances that we can manage this through the Adult Services budget.

The Request:

We request \$8,545 for purchase of the ST ViewScan III microfilm Digital Reader/Printer described above. I recommend this product based on research, a product demonstration, and input from Debbie Wordinger, Mary Krekelberg and Ann Stovall. I have been working with Bob Czechowicz of RMC Imaging, Inc., in Rockford, IL.

I have attached a copy of the price quote, valid until March 1.

Other Funding:

Mary Krekelberg and I have also looked into other viable funding options and found none so far.

Summary comments:

IPPL needs an updated microfilm reader. Digital scanners offer new functionality and improvements over our current dated equipment. We request funds from Mr. Arthur Distasio's bequest based on several reasons described above.

A digital reader could become an initial component of any kind of technology lab we might plan. It would allow us to offer state of the art equipment more in keeping with our Strategic Plan which states that we will stay current with new formats and ways of accessing content. The strategic plan also states that the library will "act as the community's information resource." Having a digital microfilm reader would fulfill both these objectives.

We expect increased use by individuals such as Family History searchers, our well-established genealogy group, and possibly organizations if we upgrade to a digital product.

Shirley P. Jensen

1/12/15

**INVESTMENT OPTION I
VIEWSCAN III Digital Reader/Printer**

1-ST VIEWSCAN III Digital Reader/Printer Including:

- One-touch instant print or scan from the PC Monitor
- Easy user interface
- Enhance poor quality image
- Redaction/Masking
- Small Footprint
- On-Screen Help Videos
- LED Light System
- Scissor Cut Feature
- Multiple image capture per scan
- Image Enhancement
- Positive/Negative Mode
- 1 USB Port located on front of Scanner
- Scan to Printer
- Save to Flash Drive or Network Drive
- 7X-105X Zoom Lens
- ViewScan Premium Software
- Combination Roll/Fiche Carrier
- Digital Image Straightening
- Selective Image Enhancement
- Installation and Training
- Freight
- 12 Month Warranty (HW and SW)
- E-Mail Suite
- OCLC ILL Software
- Customer provides PC workstation with laser printer*

Sub-Total:	\$9,145.00
Trade-In	\$600.00
Total	<u>\$8,545.00</u>

27" Rotating Monitor **Incl.**

Indian Prairie Public Library will supply a PC based on our minimal specs of:

MINIMUM PC SPECIFICATIONS

Indian Prairie Public Library will supply a PC based on our minimal specs of:

Minimum System Requirements

- Operating System: Windows 7 and Windows 8 64 Bit
- Memory: 8+ GB RAM
- CPU Processor: Intel® Core Duo i7 2.4+ GHz or higher
- 2 USB 3.0 Ports
- 1 Open Slots for Video (PCIe 16X)

Virtually any Windows local or network laser printer will work with the ViewScan.