



## **NOTICE**

**DES PLAINES PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**REGULAR BOARD MEETING  
THURSDAY APRIL 20, 2023  
7:00 p.m. in MEETING ROOM B**

### **AGENDA**

- **Approve Payment of Vendor Checks Report and ACH Payments.**
- **Review of changes to the Des Plaines Public Library's collection development policy.**
- **Executive session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees**

The Des Plaines Public Library, in compliance with the Americans With Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in the meetings or have questions about the accessibility of the meetings or facilities contact the Library Director at 847-376-2789 to allow the Library to make reasonable accommodations.



**DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES**

**Agenda for the Regular Meeting**

**April 20, 2023 at 7:00 PM in Meeting Room B**

- I. Call to Order. (7:00 p.m.)
- II. Roll Call.
- III. Pledge of Allegiance.
- IV. Consideration of the Agenda.
- V. Public Comments and Questions.
- VI. Consent Agenda. [Action Item] (7:10 PM)
  - A. Approval of the Minutes of the Regular Board Meeting - March 16, 2023.
  - B. Acceptance of Financial Reports for March, 2023.
  - C. Acceptance of Reports.
    1. Statistics Report for March, 2023.
    2. Director's Report for March, 2023
- VII. New Business. (7:20 p.m.)
  - A. Approve Payment of Vendor Checks Report and ACH Payments - \$312,871.60. [Action item]
  - B. Report out and Recommendation from Management Committee on revisions to the Collection Development Policy. [Action item]
- VIII. Other. (7:30 p.m.)
- IX. Announcements.
- X. Correspondence.
- XI. Executive Session to discuss the Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees of the public body.
- XII. Adjournment. (8:00 p.m.)

This meeting will be video recorded, and available on the Library's website.



## **DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES**

### **Minutes of the Regular Meeting of March 16, 2023**

#### **I. Call to Order.**

The meeting was called to order at 7:03 p.m.

#### **II. Roll Call.**

Roll call indicated the following board members were PRESENT: Lisa DuBrock, Kristen Graack, Denise Hudec, Nicholas Harkovich, Michelle Shimon-Hutchison; Bruce Lester, Gregory Sarlo. ABSENT: Christine Halblander. ALSO PRESENT: Jo Bonell, Laurie Papadourakis, Heather Imhoff, Michelle Meyer-Edley, Joanie Sebastian

#### **III. Pledge of Allegiance.**

#### **IV. Vote to invoke the Remote Participation Policy.**

MOTION by Hudec, seconded by Graack to invoke the Remote Participation Policy. VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

#### **V. Consideration of the Agenda.**

MOTION by Graack, seconded by Shimon-Hutchison to approve the Agenda. VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo, Shimon-Hutchison; NAYS: None; MOTION CARRIED

#### **VI. Public Comments and Questions.**

None

#### **VII. Consent Agenda.**

- A. Approval of the Minutes of the Regular Board Meeting - February 16, 2023
- B. Acceptance of Financial Reports for February 2023.
- C. Acceptance of Reports.
  - 1. Statistics Report for February 2023
  - 2. Director's Report for February 2023

MOTION by Harkovich, seconded by Shimon-Hutchison to approve the Consent Agenda. VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo, Shimon-Hutchison; NAYS:

None; MOTION CARRIED

VIII. New Business.

- A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$277,666.58.

MOTION by Hudec, seconded by DuBrock to approve payment of vendor checks and ACH Payments in the amount of \$277,666.58 as listed on the vendor checks report of January 2023, and authorize Library Director Jo Bonell to transfer the amount required to the library's operating account.

VOTE: AYES: DuBrock, Graack, Harkovich, Hudec, Lester, Sarlo, Shimon-Hutchison;  
NAYS: None; MOTION CARRIED

- B. Report out from the Building and Grounds Committee.

Committee chair Harkovich reported they met to review preliminary drawings for the upcoming Creative Space project. The architect providing the drawings, Michael Barnes, designed the building back in 2000, as well the 2016 renovation project. Director Bonell stated that Troop Construction has been consulted to review the architect's drawings and provide a constructability assessment and cost. Bonell also stated library staff are researching similar spaces and equipment provided at other libraries, and that the pre-construction preparation of the 4<sup>th</sup> floor is anticipated to begin in late 2023.

IX. Other.

None

X. Announcements.

Director Bonell reported that DPPL was awarded a Community Enhancement Award by the Des Plaines Chamber of Commerce. At the ceremony, she and President Sarlo were also presented with a Letter of Recognition by State Senator Laura Murphy in recognition of DPPL's recent 5-Star Library award, placing them in the top 2% of libraries in the nation from Library Journal.

XI. Correspondence.

None

XII. Adjournment.

The meeting was adjourned at 7:20 p.m.



**DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES**

**Minutes of the Building and Grounds Committee on Wednesday March 15, 2023.**

I. Call to Order.

The meeting was called to order at 12:00 p.m.

II. Roll Call

Roll call indicated the following committee members were PRESENT: Nick Harkovich, Lisa DuBrock, Michelle Shimon-Hutchison. ABSENT: None. ALSO PRESENT: DPPL Staff Jo Bonell, Heather Imhoff, Joanie Sebastian, Lydia Hatchett, Dana Jenkins, Annie Li

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.  
NA

V. Consideration of the Agenda.

MOTION by Shimon-Hutchison, seconded by Harkovich to approve the Agenda.  
VOTE: AYES: Harkovich, Shimon-Hutchison; NAYS: None; MOTION CARRIED

VI. Public Comments and Questions.  
N/A

VII. New Business.

A. Review initial design offered by the architect for the proposed Creative Space.

The committee reviewed the plans.

B. Tour of the proposed location for the Creative Space.

The committee toured the portion of the 4<sup>th</sup> floor where the space is planned to be constructed.

VIII. Adjournment.

MOTION by Shimon-Hutchison, seconded by Harkovich to adjourn.  
VOTE: AYES: Harkovich, Shimon-Hutchison; NAYS: None; MOTION CARRIED

The meeting adjourned at 12:35 p.m.



## Des Plaines Public Library

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### Monthly Financial Report For the Month Ended March 31, 2023

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Prepared by:



Lauterbach & Amen, LLP

CERTIFIED PUBLIC ACCOUNTANTS

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# Des Plaines Public Library

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# Financial Statements



Des Plaines Public Library  
Governmental Funds Balance Sheet  
As of March 31, 2023

	Library Fund	Capital Projects Fund	Total
<b>ASSETS</b>			
Cash and Investments	\$ 4,057,082.43	\$ 1,833,773.71	\$ 5,890,856.14
Prepays	-	0.00	-
Receivables			
Receivable - Property Taxes	7,498,802.58	-	7,498,802.58
Receivable - Grants	-	-	-
Receivable - Miscellaneous	-	-	-
<b>Total Assets</b>	<b>\$ 11,555,885.01</b>	<b>\$ 1,833,773.71</b>	<b>\$ 13,389,658.72</b>
<b>LIABILITIES</b>			
Accounts Payable	\$ 312,871.60	\$ -	\$ 312,871.60
Accrued Payroll	80,300.45	-	80,300.45
Due to other funds	87,236.09	-	87,236.09
<b>Total Liabilities</b>	<b>480,408.14</b>	<b>-</b>	<b>480,408.14</b>
<b>Deferred Inflows of Resources</b>			
Property Taxes	6,252,500.00	-	6,252,500.00
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>6,732,908.14</b>	<b>-</b>	<b>6,732,908.14</b>
<b>FUND BALANCE</b>			
Fund Balance - Unreserved	4,822,976.87	1,833,773.71	6,656,750.58
<b>Total Fund Balance</b>	<b>4,822,976.87</b>	<b>1,833,773.71</b>	<b>6,656,750.58</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 11,555,885.01</b>	<b>\$ 1,833,773.71</b>	<b>\$ 13,389,658.72</b>

Des Plaines Public Library

Governmental Funds Statement of Revenues,  
Expenditures, and Changes In Fund Balances

For the 3 Months Ended March 31, 2023

	General Fund	Capital Improvements Fund	Total
<b>REVENUES</b>			
Taxes	\$ 2,887,400.55	\$ -	\$ 2,887,400.55
Intergovernmental	2,495.12	-	2,495.12
Fines & Fees	8,005.77	-	8,005.77
Interest	19,501.77	21,905.65	41,407.42
Special Events and Programs	8,167.22	-	8,167.22
Miscellaneous	17,540.60	-	17,540.60
Total Revenues	<u>2,943,111.03</u>	<u>21,905.65</u>	<u>2,965,016.68</u>
<b>EXPENDITURES</b>			
Personnel	\$ 724,387.44	\$ -	\$ 724,387.44
Operating	662,700.87	-	662,700.87
Library Materials	239,639.07	-	239,639.07
Capital Outlay	31,074.78	-	31,074.78
Other Expenditures	<u>4,345.60</u>	<u>-</u>	<u>4,345.60</u>
Total Expenditures	<u>1,677,240.13</u>	<u>-</u>	<u>1,677,240.13</u>
Net Change in Fund Balances	<u>1,265,870.90</u>	<u>21,905.65</u>	<u>1,287,776.55</u>
<b>FUND BALANCES</b>			
Beginning of the year	<u>3,557,105.97</u>	<u>1,811,868.06</u>	<u>5,368,974.03</u>
End of the period	<u>\$ 4,822,976.87</u>	<u>\$ 1,833,773.71</u>	<u>\$ 6,656,750.58</u>

## Supplementary Information

Des Plaines Public Library

Treasurer's Report as of March 31, 2023

<u>Institution</u>	<u>Invested</u>
201-1101000 - Petty Cash	<u>500.00</u>
201-1102015 - Old National Operating # 92260	1,843,368.92
202-1102015 - Old National Operating # 92260	<u>21,748.58</u>
	<u>1,865,117.50</u>
201-1102028 - Old National Donations #96300	<u>215,348.77</u>
201-1102030 - Village B&T Checking #6718	79,907.63
	<u>79,907.63</u>
201-1102050 - Wintrust Brokerage	<u>147,576.80</u>
201-1102079 - Illinois Funds # 2591	1,770,380.31
202-1102079 - Illinois Funds # 2591	<u>1,812,025.13</u>
	<u>3,582,405.44</u>
201-1104006 - Investments - Certificates of Deposit	<u>0.00</u>
Total Invested	<u><u>5,890,856.14</u></u>

Des Plaines Public Library  
Balance Sheet as of March 31, 2023

	<u>Beginning</u> <u>Balance</u>	<u>M.T.D.</u> <u>Changes</u>	<u>Ending</u> <u>Balance</u>
<u>Library Fund</u>			
<u>Assets</u>			
1101000 - Petty Cash	500.00	0.00	500.00
1102015 - Old National Operating # 92260	484,916.87	1,358,452.05	1,843,368.92
1102028 - Old National Donations #96300	215,341.45	7.32	215,348.77
1102030 - Village B&T Checking #6718	86,500.00	(6,592.37)	79,907.63
1102050 - Wintrust Brokerage	147,576.80	0.00	147,576.80
1102079 - Illinois Funds # 2591	1,962,796.64	(192,416.33)	1,770,380.31
1118000 - Receivable - Property Taxes	7,498,802.58	0.00	7,498,802.58
1119301 - Prepaid Expense	21,974.29	(21,974.29)	0.00
	<u>10,418,408.63</u>	<u>1,137,476.38</u>	<u>11,555,885.01</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2401000 - Accounts Payable	202,886.97	109,984.63	312,871.60
2430707 - Due to Library Comp Abs	87,236.09	0.00	87,236.09
2450040 - Accrued Payroll	56,434.06	0.00	56,434.06
2470000 - Deferred Revenue - Property Tax	6,252,500.00	0.00	6,252,500.00
2471000 - Deferred Revenue - Other	23,866.39	0.00	23,866.39
	<u>6,622,923.51</u>	<u>109,984.63</u>	<u>6,732,908.14</u>
<u>Fund Balance</u>			
3720010 - Fund Balance - Reserved for Prepaid Items	499,405.44	(499,405.44)	0.00
3730000 - Fund Balance - Unreserved	3,057,700.53	499,405.44	3,557,105.97
	<u>3,557,105.97</u>	<u>0.00</u>	<u>3,557,105.97</u>
 Total Liabilities and Fund Balance	 <u>10,180,029.48</u>	 <u>109,984.63</u>	 <u>10,290,014.11</u>
 Excess Revenues Over Expenses	 <u>238,379.15</u>	 <u>1,027,491.75</u>	 <u>1,265,870.90</u>

Des Plaines Public Library  
Balance Sheet as of March 31, 2023

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending <u>Balance</u>
<u>Capital Projects Fund</u>			
<u>Assets</u>			
1102015 - Old National Operating # 92260	21,748.58	0.00	21,748.58
1102079 - Illinois Funds # 2591	1,805,050.95	6,974.18	1,812,025.13
	<u>1,826,799.53</u>	<u>6,974.18</u>	<u>1,833,773.71</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	1,811,868.06	0.00	1,811,868.06
Total Liabilities and Fund Balance	<u>1,811,868.06</u>	<u>0.00</u>	<u>1,811,868.06</u>
Excess Revenues Over Expenses	<u>14,931.47</u>	<u>6,974.18</u>	<u>21,905.65</u>
<u>Compensated Absences Fund</u>			
<u>Assets</u>			
1120201 - Due From Library	87,236.09	0.00	87,236.09
	<u>87,236.09</u>	<u>0.00</u>	<u>87,236.09</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
2450035 - Accrued ST-LT Comp Absence	87,236.09	0.00	87,236.09
	<u>87,236.09</u>	<u>0.00</u>	<u>87,236.09</u>
<u>Fund Balance</u>			
Total Liabilities and Fund Balance	<u>87,236.09</u>	<u>0.00</u>	<u>87,236.09</u>
Excess Revenues Over Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Des Plaines Public Library  
Balance Sheet as of March 31, 2023

	Beginning <u>Balance</u>	M.T.D. <u>Changes</u>	Ending <u>Balance</u>
<u>Fixed Assets Fund</u>			
<u>Assets</u>			
1203000 - Fixed Assets - Improvements	2,461,912.00	0.00	2,461,912.00
1204201 - Fixed Assets - Library Equipment	1,624,611.65	0.00	1,624,611.65
1204300 - Fixed Assets - Vehicles	24,954.39	0.00	24,954.39
1209900 - Fixed Assets - Accumulated Depreciation	<u>(1,687,478.00)</u>	<u>0.00</u>	<u>(1,687,478.00)</u>
	<u>2,424,000.04</u>	<u>0.00</u>	<u>2,424,000.04</u>
<u>Liabilities and Fund Balance</u>			
<u>Liabilities</u>			
<u>Fund Balance</u>			
3730000 - Fund Balance - Unreserved	<u>2,424,000.04</u>	<u>0.00</u>	<u>2,424,000.04</u>
	<u>2,424,000.04</u>	<u>0.00</u>	<u>2,424,000.04</u>
 Total Liabilities and Net Capital Assets	 <u>2,424,000.04</u>	 <u>0.00</u>	 <u>2,424,000.04</u>
 Excess Revenues Over Expenses	 <u>0.00</u>	 <u>0.00</u>	 <u>0.00</u>

Des Plaines Public Library  
Revenue Report  
For the 3 Months Ended March 31, 2023

_____ Library Fund _____	<u>Received</u> <u>this Month</u>	<u>Received</u> <u>this Year</u>	<u>Budgeted</u> <u>Receipts</u>	<u>Uncollected</u> <u>Receipts</u>	<u>Prct.</u> <u>Collected</u>
<u>Taxes</u>					
201-4810034 - Property Taxes 2022	<u>1,641,097.97</u>	<u>2,887,400.55</u>	<u>8,751,036.00</u>	<u>5,863,635.45</u>	<u>32.99</u>
	<u>1,641,097.97</u>	<u>2,887,400.55</u>	<u>8,751,036.00</u>	<u>5,863,635.45</u>	<u>32.99</u>
<u>Intergovernmental</u>					
201-4810800 - Personal Property Replacement Tax	0.00	0.00	92,988.00	92,988.00	0.00
201-4822040 - State Grant - Per Capita	0.00	0.00	89,495.00	89,495.00	0.00
201-4822090 - Grant Revenue	0.00	2,495.12	10,000.00	7,504.88	24.95
201-4822095 - State Grant - Library	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>0.00</u>	<u>2,495.12</u>	<u>192,483.00</u>	<u>189,987.88</u>	<u>1.30</u>
<u>Fines &amp; Fees</u>					
201-4850101 - Library Fees	1,601.29	5,011.71	8,000.00	2,988.29	62.65
201-4850201 - Copying Fees	983.71	2,506.06	20,000.00	17,493.94	12.53
201-4850207 - Non-Res Cards	263.00	263.00	200.00	(63.00)	131.50
201-4850208 - Meeting Room Fees	<u>45.00</u>	<u>225.00</u>	<u>1,500.00</u>	<u>1,275.00</u>	<u>15.00</u>
	<u>2,893.00</u>	<u>8,005.77</u>	<u>29,700.00</u>	<u>21,694.23</u>	<u>26.96</u>
<u>Special Programs &amp; Events</u>					
201-4850215 - Friends of the Library Reimbursements	<u>1,623.75</u>	<u>8,167.22</u>	<u>20,000.00</u>	<u>11,832.78</u>	<u>40.84</u>
	<u>1,623.75</u>	<u>8,167.22</u>	<u>20,000.00</u>	<u>11,832.78</u>	<u>40.84</u>
<u>Interest</u>					
201-4890010 - Interest Income	<u>7,604.65</u>	<u>19,501.77</u>	<u>17,000.00</u>	<u>(2,501.77)</u>	<u>114.72</u>
	<u>7,604.65</u>	<u>19,501.77</u>	<u>17,000.00</u>	<u>(2,501.77)</u>	<u>114.72</u>
<u>Other Revenue</u>					
201-4899900 - Miscellaneous Revenue	679.50	12,644.50	70,000.00	57,355.50	18.06
201-4899910 - Vending Machine Revenue	129.99	288.68	1,000.00	711.32	28.87
201-4899920 - Library Donations	100.00	700.00	600,000.00	599,300.00	0.12
201-4899940 - Friends Book Sale	<u>1,546.30</u>	<u>3,907.42</u>	<u>14,000.00</u>	<u>10,092.58</u>	<u>27.91</u>
	<u>2,455.79</u>	<u>17,540.60</u>	<u>685,000.00</u>	<u>667,459.40</u>	<u>2.56</u>
 Total Library Fund	 <u>1,655,675.16</u>	 <u>2,943,111.03</u>	 <u>9,695,219.00</u>	 <u>6,752,107.97</u>	 <u>30.36</u>



Des Plaines Public Library  
 Revenue Report  
 For the 3 Months Ended March 31, 2023

	<u>Received</u> <u>this Month</u>	<u>Received</u> <u>this Year</u>	<u>Budgeted</u> <u>Receipts</u>	<u>Uncollected</u> <u>Receipts</u>	<u>Prct.</u> <u>Collected</u>
<u>Capital Projects Fund</u>					
<u>Interest</u>					
202-4890010 - Interest Income	<u>6,974.18</u>	<u>21,905.65</u>	<u>11,500.00</u>	<u>(10,405.65)</u>	<u>190.48</u>
	<u>6,974.18</u>	<u>21,905.65</u>	<u>11,500.00</u>	<u>(10,405.65)</u>	<u>190.48</u>
<u>Other Financing Sources</u>					
202-4898902 - Transfer from Library Fund	<u>0.00</u>	<u>0.00</u>	<u>1,000,000.00</u>	<u>1,000,000.00</u>	<u>0.00</u>
	<u>0.00</u>	<u>0.00</u>	<u>1,000,000.00</u>	<u>1,000,000.00</u>	<u>0.00</u>
Total Capital Projects Fund	<u><u>6,974.18</u></u>	<u><u>21,905.65</u></u>	<u><u>1,011,500.00</u></u>	<u><u>989,594.35</u></u>	<u><u>2.17</u></u>
Total of All Funds	<u><u>1,662,649.34</u></u>	<u><u>2,965,016.68</u></u>	<u><u>10,706,719.00</u></u>	<u><u>7,741,702.32</u></u>	<u><u>27.69</u></u>

**Des Plaines Public Library  
Expense Report  
For the 3 Months Ended March 31, 2023**

Library Fund _____	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
<u>Salaries</u>					
5910100 - Full-time Salaries	184,479.19	550,970.48	2,498,588.00	1,947,617.52	22.05
5910200 - Part-time Salaries	<u>59,742.62</u>	<u>173,416.96</u>	<u>899,000.00</u>	<u>725,583.04</u>	<u>19.29</u>
	<u>244,221.81</u>	<u>724,387.44</u>	<u>3,397,588.00</u>	<u>2,673,200.56</u>	<u>21.32</u>
<u>Benefits</u>					
5918010 - Unemployment Compensation	0.00	0.00	15,000.00	15,000.00	0.00
5918020 - Employer Contribution - FICA	17,867.45	52,994.75	258,634.00	205,639.25	20.49
5918021 - Employer Contribution - IMRF	8,207.27	24,469.48	194,564.00	170,094.52	12.58
5918040 - Life Insurance Premiums	0.00	0.00	1,932.00	1,932.00	0.00
5918050 - PPO Insurance Premiums	71,354.13	135,371.83	459,518.00	324,146.17	29.46
5918051 - HMO Insurance Premiums	34,531.64	63,081.66	177,307.00	114,225.34	35.58
5918055 - Dental Insurance Premiums	0.00	0.00	31,649.00	31,649.00	0.00
5918070 - Workers Compensation	<u>0.00</u>	<u>9,426.00</u>	<u>14,000.00</u>	<u>4,574.00</u>	<u>67.33</u>
	<u>131,960.49</u>	<u>285,343.72</u>	<u>1,152,604.00</u>	<u>867,260.28</u>	<u>24.76</u>
<u>Contractual Services</u>					
5920100 - Legal Fees	0.00	0.00	10,000.00	10,000.00	0.00
5920110 - Professional Services	68,845.82	144,266.64	468,838.00	324,571.36	30.77
5920120 - Communication Services	8,777.70	11,224.23	32,900.00	21,675.77	34.12
5920140 - Integrated Library System	0.00	22,157.79	89,000.00	66,842.21	24.90
5920202 - Conferences	195.00	900.00	0.00	(900.00)	0.00
5920204 - Training	15.00	1,664.00	0.00	(1,664.00)	0.00
5920210 - Marketing	9,510.71	19,485.92	60,000.00	40,514.08	32.48
5920220 - Membership Dues	956.83	2,906.83	8,000.00	5,093.17	36.34
5920990 - Property/Liability Insurance	0.00	42,606.92	65,000.00	22,393.08	65.55
5930010 - R&M Equipment	6,917.78	27,271.30	88,460.00	61,188.70	30.83
5930020 - R&M Buildings & Structures	6,684.59	28,724.58	112,364.00	83,639.42	25.56
5930030 - R&M Vehicles	0.00	0.00	1,500.00	1,500.00	0.00
5930210 - Rental of Equipment	221.67	443.34	26,090.00	25,646.66	1.70
5930320 - Cleaning/Custodial Services	4,892.50	19,570.00	88,900.00	69,330.00	22.01
5930490 - Refuse Contract	577.72	1,617.08	6,000.00	4,382.92	26.95
5960040 - Pre-Employment Testing	0.00	64.00	3,500.00	3,436.00	1.83
5960065 - Bank Fees	0.00	258.64	300.00	41.36	86.21
5960070 - Mileage	0.00	0.00	500.00	500.00	0.00
5960210 - Special Event Programming	7,512.53	15,532.19	61,500.00	45,967.81	25.26
5960990 - Misc. Contractual Services	<u>12,663.77</u>	<u>38,663.69</u>	<u>126,560.00</u>	<u>87,896.31</u>	<u>30.55</u>
	<u>127,771.62</u>	<u>377,357.15</u>	<u>1,249,412.00</u>	<u>872,054.85</u>	<u>30.20</u>
<u>Commodities</u>					
5970100 - Supplies	5,704.17	17,282.77	87,150.00	69,867.23	19.83
5970110 - Meals	324.22	896.02	2,000.00	1,103.98	44.80
5970170 - Janitorial	0.00	168.19	17,900.00	17,731.81	0.94
5970260 - Postage & Parcel	1,079.60	4,179.76	11,000.00	6,820.24	38.00
5970500 - Water Bill	0.00	556.84	8,000.00	7,443.16	6.96
5970600 - Ebooks/Books	34,498.43	61,533.79	381,900.00	320,366.21	16.11

Des Plaines Public Library  
Expense Report  
For the 3 Months Ended March 31, 2023

	M.T.D. <u>Expended</u>	Y.T.D. <u>Expended</u>	Budgeted <u>Amount</u>	Budgeted <u>Remain.</u>	Prct. <u>Expend.</u>
5970610 - E-audio/Audio	3,068.07	7,194.46	74,500.00	67,305.54	9.66
5970620 - E-Subscriptions/Subscriptions	5,418.13	12,422.86	51,430.00	39,007.14	24.15
5970630 - Visual Materials	22,224.82	45,173.52	190,200.00	145,026.48	23.75
5970640 - Databases	30,072.40	74,875.14	170,000.00	95,124.86	44.04
5970810 - Natural Gas	4,781.81	13,682.01	27,000.00	13,317.99	50.67
5970850 - Gasoline	0.00	0.00	600.00	600.00	0.00
5970900 - Equipment < \$10,000	<u>566.32</u>	<u>1,673.71</u>	<u>6,900.00</u>	<u>5,226.29</u>	<u>24.26</u>
	<u>107,737.97</u>	<u>239,639.07</u>	<u>1,028,580.00</u>	<u>788,940.93</u>	<u>23.30</u>
<u>Capital Expenditures</u>					
5980300 - Improvements	0.00	4,521.44	0.00	(4,521.44)	0.00
5980400 - Equipment	0.00	0.00	1,000.00	1,000.00	0.00
5980410 - Computer Hardware	3,570.41	16,360.83	12,800.00	(3,560.83)	127.82
5980420 - Computer Software	4,344.26	10,192.51	91,402.00	81,209.49	11.15
5980600 - Furniture & Fixtures	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>0.00</u>
	<u>7,914.67</u>	<u>31,074.78</u>	<u>110,202.00</u>	<u>79,127.22</u>	<u>28.20</u>
<u>Other Funding Activities</u>					
5990900 - Per Capita Grant Expenditures	438.18	438.18	89,495.00	89,056.82	0.49
5990940 - Trans to Library Capital Proj. Fund	0.00	0.00	1,000,000.00	1,000,000.00	0.00
5999940 - Friends Books Sale	<u>1,546.30</u>	<u>3,907.42</u>	<u>0.00</u>	<u>(3,907.42)</u>	<u>0.00</u>
	<u>1,984.48</u>	<u>4,345.60</u>	<u>1,089,495.00</u>	<u>1,085,149.40</u>	<u>0.40</u>
Total Library Fund Expenditures	<u>628,183.41</u>	<u>1,677,240.13</u>	<u>8,027,881.00</u>	<u>6,350,640.87</u>	<u>20.89</u>
 <u>Capital Projects Fund</u>					
<u>Contractual Services</u>					
<u>Capital Expenditures</u>					
5980300 - Improvements	0.00	0.00	801,000.00	801,000.00	0.00
5980400 - Equipment	0.00	0.00	271,000.00	271,000.00	0.00
5980410 - Computer Hardware	0.00	0.00	341,100.00	341,100.00	0.00
5980420 - Computer Software	0.00	0.00	0.00	0.00	0.00
5980600 - Furniture and Fixtures	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>	<u>2,000.00</u>	<u>0.00</u>
	<u>0.00</u>	<u>0.00</u>	<u>1,415,100.00</u>	<u>1,415,100.00</u>	<u>0.00</u>
Total Capital Projects Fund Expenditures	<u>0.00</u>	<u>0.00</u>	<u>1,415,100.00</u>	<u>1,415,100.00</u>	<u>0.00</u>
<b>Total of All Funds</b>	<u>628,183.41</u>	<u>1,677,240.13</u>	<u>9,442,981.00</u>	<u>7,765,740.87</u>	<u>17.76</u>

# Des Plaines Public Library

## Check List

All Bank Accounts

March 17, 2023 - April 20, 2023

Check Number	Check Date	Payee	Amount
<b>Vendor Checks</b>			
19596	03/31/23	STANLEY ACCESS TECH	(4,142.00)
19601	04/20/23	AMERICAN LIBRARY ASSOCIATION	236.00
19602	04/20/23	AUTOMATED LOGIC, INC.	5,022.25
19603	04/20/23	BAKER & TAYLOR	21,226.34
19604	04/20/23	CHILDREN'S PLUS, INC.	1,953.84
19605	04/20/23	COLLEY ELEVATOR COMPANY	642.00
19606	04/20/23	Continental Resources, Inc.	397.34
19607	04/20/23	CRYSTAL MAINTENANCE SERVICES CORP	4,892.50
19608	04/20/23	Cydney Moody	60.00
19609	04/20/23	D&Z HOUSE OF BOOKS	22.76
19610	04/20/23	EBSCO INFORMATION SERVICES	50.00
19611	04/20/23	E-Ling Lou	700.00
19612	04/20/23	ENVISIONWARE, INC	124.76
19613	04/20/23	FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES	577.72
19614	04/20/23	FOX VALLEY FIRE & SAFETY	1,581.00
19615	04/20/23	IMPACT NETWORKING, LLC.	5,829.02
19616	04/20/23	Infinity Transportation	438.18
19617	04/20/23	INSIGHT PUBLIC SECTOR, INC.	3,129.00
19618	04/20/23	JEssica Kuczynski	60.00
19619	04/20/23	Julia Bachrach	450.00
19620	04/20/23	KANOPY	6,000.00
19621	04/20/23	Lawrence R. Huffman	60.00
19622	04/20/23	LIBRARY IDEAS LLC	49.95
19623	04/20/23	LIMRICC	119,596.18
19624	04/20/23	MIDWEST TAPE	18,368.56
19625	04/20/23	OAKBROOK MECHANICAL SERVICES	3,073.50
19626	04/20/23	OUTSOURCE SOLUTIONS GROUP, INC.	76,502.54
19627	04/20/23	OVERDRIVE, INC.	11,727.40
19628	04/20/23	PENWORTHY COMPANY	2,254.58
19629	04/20/23	PROQUEST LLC	937.00
19630	04/20/23	RECORD INFORMATION SERVICES INC	652.00
19631	04/20/23	The Athletic Media Company	1,000.00
19632	04/20/23	THE NEW YORK TIMES	4,180.80
19633	04/20/23	THE SCRIBBLEBOOKS COMPANY	475.00
19634	04/20/23	THOMAS KLISE/CRIMSON MULTIMEDIA	542.80
19635	04/20/23	TODAY'S BUSINESS SOLUTIONS INC	264.00
19636	04/20/23	TOWN SQUARE PUBLICATIONS	1,975.00
19637	04/20/23	T-Explorers, LLC.	460.00
19638	04/20/23	VALUE LINE PUBLISHING, LLC.	6,175.00
19639	04/20/23	VISOGRAPHIC	6,536.10
19640	04/20/23	Wepa Libros LLC	1,353.62
19641	04/20/23	EBSCO INFORMATION SERVICES	3,294.86
51939	03/31/23	NEOFUNDS BY NEOPOST	1,000.00
51940	03/31/23	NEOFUNDS BY NEOPOST	50.00
51941	03/31/23	VERIZON WIRELESS	1,156.43
51942	03/31/23	COMCAST CABLE	11.56
51943	03/31/23	COMCAST CABLE	773.61
51944	03/31/23	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,546.30
51945	03/31/23	NICOR GAS	4,781.81
51946	03/31/23	NATIONWIDE RETIREMENT SOLUTIONS	300.00
51947	03/31/23	Lohan Architecture	6,592.37
51948	03/31/23	IMRF	20,436.56
51949	03/31/23	BANKCARD SERVICES	23,307.09
51950	03/31/23	ADP	1,528.90
<b>Vendor Check Total</b>			370,214.23
<b>Check List Total</b>			370,214.23

Check count = 54

# Des Plaines Public Library

## Vendor Checks Report

Old National Operating

March 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
<b>Vendor Checks</b>						
AMERICAN LIBRARY ASSOCIATION				19601	04/20/23	<u>236.00</u>
201-5920220	Membership Dues	Regular and PLA Membership Dues	236.00			
AUTOMATED LOGIC, INC.				19602	04/20/23	<u>5,022.25</u>
201-5930020	R&M Buildings & Structures	INV #442994	5,022.25			
BAKER & TAYLOR				19603	04/20/23	<u>21,226.34</u>
201-5960990	Misc. Contractual Services	INV #NS23030054	1,495.00			
201-5960990	Misc. Contractual Services	INV #2037404670	19.49			
201-5970600	Ebooks/Books	INV #2037404670	139.54			
201-5960990	Misc. Contractual Services	INV #2037407851	12.36			
201-5970600	Ebooks/Books	INV #2037407851	34.66			
201-5960990	Misc. Contractual Services	INV #2037398143	36.08			
201-5970600	Ebooks/Books	INV #2037398143	163.97			
201-5960990	Misc. Contractual Services	INV #2037401087	64.86			
201-5970600	Ebooks/Books	INV #2037401087	177.35			
201-5960990	Misc. Contractual Services	INV #2037408623	61.29			
201-5970600	Ebooks/Books	INV #2037408623	387.01			
201-5960990	Misc. Contractual Services	INV #2037411294	1.49			
201-5970600	Ebooks/Books	INV #2037411294	5.11			
201-5970600	Ebooks/Books	INV #2037398728	719.10			
201-5960990	Misc. Contractual Services	INV #2037398729	79.17			
201-5970600	Ebooks/Books	INV #2037417015	34.65			
201-5960990	Misc. Contractual Services	INV #2037382968	2.10			
201-5970600	Ebooks/Books	INV #2037382968	167.89			
201-5970600	Ebooks/Books	INV #2037393461	551.51			
201-5960990	Misc. Contractual Services	INV #2037393462	55.76			
201-5970600	Ebooks/Books	INV #2037387970	651.03			
201-5960990	Misc. Contractual Services	INV #2037387971	72.51			
201-5970600	Ebooks/Books	INV #2037384538	83.45			
201-5960990	Misc. Contractual Services	INV #2037390764	109.94			
201-5970600	Ebooks/Books	INV #2037390764	779.18			
201-5960990	Misc. Contractual Services	INV #2037392458	14.10			
201-5970600	Ebooks/Books	INV #2037392458	75.98			
201-5960990	Misc. Contractual Services	INV #2037394917	9.49			
201-5970600	Ebooks/Books	INV #2037394917	33.46			
201-5960990	Misc. Contractual Services	INV #2037394923	6.96			
201-5970600	Ebooks/Books	INV #2037394923	58.25			
201-5960990	Misc. Contractual Services	INV #2037389201	8.45			
201-5970600	Ebooks/Books	INV #2037389201	30.10			
201-5960990	Misc. Contractual Services	INV #2037373834	62.04			
201-5970600	Ebooks/Books	INV #2037373834	352.52			
201-5960990	Misc. Contractual Services	INV #2037366562	5.06			
201-5970600	Ebooks/Books	INV #2037366562	17.02			
201-5960990	Misc. Contractual Services	INV #2037366450	8.24			
201-5970600	Ebooks/Books	INV #2037366450	20.91			
201-5960990	Misc. Contractual Services	INV #2037365216	11.31			
201-5970600	Ebooks/Books	INV #2037365216	84.58			
201-5960990	Misc. Contractual Services	INV #2037372223	8.33			
201-5970600	Ebooks/Books	INV #2037372223	41.34			
201-5960990	Misc. Contractual Services	INV #2037363869	31.61			
201-5970600	Ebooks/Books	INV #2037363869	143.75			
201-5960990	Misc. Contractual Services	INV #2037366647	49.81			
201-5970600	Ebooks/Books	INV #2037366647	334.37			
201-5970600	Ebooks/Books	INV #2037362639	1,439.49			

# Des Plaines Public Library

## Vendor Checks Report

Old National Operating  
March 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5960990	Misc. Contractual Services	INV #2037362640	141.32			
201-5960990	Misc. Contractual Services	INV #2037381226	55.67			
201-5970600	Ebooks/Books	INV #2037381225	568.13			
201-5960990	Misc. Contractual Services	INV #2037364998	63.68			
201-5970600	Ebooks/Books	INV #2037364997	547.89			
201-5960990	Misc. Contractual Services	INV #2037375178	79.08			
201-5970600	Ebooks/Books	INV #2037375177	710.10			
201-5960990	Misc. Contractual Services	INV #2037343125	15.79			
201-5970600	Ebooks/Books	INV #2037343125	98.18			
201-5960990	Misc. Contractual Services	INV #2037337431	27.76			
201-5970600	Ebooks/Books	INV #2037337431	68.13			
201-5960990	Misc. Contractual Services	INV #2037339686	14.10			
201-5970600	Ebooks/Books	INV #2037339686	77.20			
201-5960990	Misc. Contractual Services	INV #2037342844	2.82			
201-5970600	Ebooks/Books	INV #2037342844	15.89			
201-5960990	Misc. Contractual Services	INV #2037351069	53.14			
201-5970600	Ebooks/Books	INV #2037351069	287.28			
201-5960990	Misc. Contractual Services	INV #2037343034	24.47			
201-5970600	Ebooks/Books	INV #2037343034	74.86			
201-5960990	Misc. Contractual Services	INV #2037333127	22.31			
201-5970600	Ebooks/Books	INV #2037333127	139.92			
201-5960990	Misc. Contractual Services	INV #2037356187	76.10			
201-5970600	Ebooks/Books	INV #2037356186	722.67			
201-5960990	Misc. Contractual Services	INV #2037345394	15.32			
201-5970600	Ebooks/Books	INV #2037345394	96.92			
201-5960990	Misc. Contractual Services	INV #2037342911	65.11			
201-5970600	Ebooks/Books	INV #2037342911	248.82			
201-5960990	Misc. Contractual Services	INV #2037354410	65.69			
201-5970600	Ebooks/Books	INV #2037354410	468.17			
201-5960990	Misc. Contractual Services	INV #2037345390	9.45			
201-5970600	Ebooks/Books	INV #2037345390	110.11			
201-5960990	Misc. Contractual Services	INV #2037348126	64.75			
201-5970600	Ebooks/Books	INV #2037348126	838.13			
201-5970600	Ebooks/Books	INV #2037351631	608.93			
201-5960990	Misc. Contractual Services	INV #2037351632	55.76			
201-5970600	Ebooks/Books	INV #2037344227	491.84			
201-5960990	Misc. Contractual Services	INV #2037344228	55.76			
201-5960990	Misc. Contractual Services	INV #2037340335	11.79			
201-5970600	Ebooks/Books	INV #2037340335	68.63			
201-5960990	Misc. Contractual Services	INV #2037341537	1.40			
201-5970600	Ebooks/Books	INV #2037341537	30.70			
201-5960990	Misc. Contractual Services	INV #2037333058	21.77			
201-5970600	Ebooks/Books	INV #2037333058	131.70			
201-5960990	Misc. Contractual Services	INV #2037335908	53.13			
201-5970600	Ebooks/Books	INV #2037335908	347.72			
201-5960990	Misc. Contractual Services	INV #2037330456	16.23			
201-5970600	Ebooks/Books	INV #2037330456	48.94			
201-5960990	Misc. Contractual Services	INV #2037327711	1.74			
201-5970600	Ebooks/Books	INV #2037327711	6.77			
201-5960990	Misc. Contractual Services	INV #2037330567	8.02			
201-5970600	Ebooks/Books	INV #2037330567	20.31			
201-5960990	Misc. Contractual Services	INV #2037330564	2.82			
201-5970600	Ebooks/Books	INV #2037330564	17.03			
201-5960990	Misc. Contractual Services	INV #2037312248	22.73			
201-5970600	Ebooks/Books	INV #2037312248	86.72			
201-5960990	Misc. Contractual Services	INV #2037345530	56.40			

# Des Plaines Public Library Vendor Checks Report

Old National Operating  
March 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970600	Ebooks/Books	INV #2037345530	326.88			
201-5960990	Misc. Contractual Services	INV #2037340337	44.63			
201-5970600	Ebooks/Books	INV #2037340337	269.72			
201-5960990	Misc. Contractual Services	INV #2037367162	11.79			
201-5970600	Ebooks/Books	INV #2037367162	43.10			
201-5960990	Misc. Contractual Services	INV #2037357846	8.02			
201-5970600	Ebooks/Books	INV #2037357846	20.33			
201-5960990	Misc. Contractual Services	INV #2037357971	4.12			
201-5970600	Ebooks/Books	INV #2037357971	10.16			
201-5960990	Misc. Contractual Services	INV #2037364648	41.56			
201-5970600	Ebooks/Books	INV #2037364648	272.29			
201-5960990	Misc. Contractual Services	INV #2037372328	11.40			
201-5960990	Misc. Contractual Services	INV #2037373939	2.53			
201-5970600	Ebooks/Books	INV #2037373939	9.65			
201-5960990	Misc. Contractual Services	INV #2037380068	26.91			
201-5970600	Ebooks/Books	INV #2037380068	158.38			
201-5960990	Misc. Contractual Services	INV #2037389588	7.99			
201-5970600	Ebooks/Books	INV #2037389588	19.71			
201-5960990	Misc. Contractual Services	INV #2037385856	16.23			
201-5970600	Ebooks/Books	INV #2037385856	60.47			
201-5960990	Misc. Contractual Services	INV #2037385978	22.98			
201-5970600	Ebooks/Books	INV #2037385978	112.29			
201-5960990	Misc. Contractual Services	INV #2037382580	2.53			
201-5970600	Ebooks/Books	INV #2037382580	10.21			
201-5960990	Misc. Contractual Services	INV #2037382968	2.10			
201-5970600	Ebooks/Books	INV #2037382968	167.89			
201-5960990	Misc. Contractual Services	INV #2037379650	12.36			
201-5970600	Ebooks/Books	INV #2037379650	26.90			
201-5960990	Misc. Contractual Services	INV #2037383221	20.95			
201-5970600	Ebooks/Books	INV #2037383221	130.32			
201-5960990	Misc. Contractual Services	INV #2037373853	38.30			
201-5970600	Ebooks/Books	INV #2037373853	175.82			
201-5960990	Misc. Contractual Services	INV #2037358093	1.74			
201-5970600	Ebooks/Books	INV #2037358093	15.06			
201-5960990	Misc. Contractual Services	INV #2037372338	121.45			
201-5970600	Ebooks/Books	INV #2037372338	454.13			
201-5960990	Misc. Contractual Services	INV #2037385939	29.57			
201-5970600	Ebooks/Books	INV #2037385939	194.21			
201-5960990	Misc. Contractual Services	INV #2037379840	83.40			
201-5970600	Ebooks/Books	INV #2037379840	582.92			
201-5960990	Misc. Contractual Services	INV #2037380882	38.40			
201-5970600	Ebooks/Books	INV #2037380882	259.13			
201-5960990	Misc. Contractual Services	INV #2037361164	19.24			
201-5970600	Ebooks/Books	INV #2037361164	107.25			
201-5960990	Misc. Contractual Services	INV #2037376845	87.97			
201-5970600	Ebooks/Books	INV #2037376845	214.13			
201-5960990	Misc. Contractual Services	INV #2037389148	22.56			
201-5970600	Ebooks/Books	INV #2037389148	119.19			
CHILDREN'S PLUS, INC.				19604	04/20/23	<u>1,953.84</u>
201-5970600	Ebooks/Books	INV #226401	398.52			
201-5970600	Ebooks/Books	INV #225569	307.83			
201-5970600	Ebooks/Books	INV #225568	511.63			
201-5970600	Ebooks/Books	INV #226321	86.65			
201-5970600	Ebooks/Books	INV #225991	76.46			
201-5970600	Ebooks/Books	INV #226226	19.37			

# Des Plaines Public Library Vendor Checks Report

Old National Operating  
March 2023

<b>Payee/Account #</b>	<b>Account Description</b>	<b>Description</b>	<b>Amount</b>	<b>Check Number</b>	<b>Check Date</b>	<b>Check Amount</b>
201-5970600	Ebooks/Books	INV #226456	149.82			
201-5970600	Ebooks/Books	INV #226457	125.29			
201-5970600	Ebooks/Books	INV #226402	152.92			
201-5970600	Ebooks/Books	INV #226458	125.35			
COLLEY ELEVATOR COMPANY				19605	04/20/23	<u>642.00</u>
201-5930020	R&M Buildings & Structures	INV #240429	642.00			
Continental Resources, Inc.				19606	04/20/23	<u>397.34</u>
201-5980410	Computer Hardware	INV #91138602	397.34			
CRYSTAL MAINTENANCE SERVICES CORP				19607	04/20/23	<u>4,892.50</u>
201-5930320	Cleaning/Custodial Services	INV #30889	4,892.50			
Cydney Moody				19608	04/20/23	<u>60.00</u>
201-5960210	Special Event Programming	Program - Life Drawing at the Library	60.00			
D&Z HOUSE OF BOOKS				19609	04/20/23	<u>22.76</u>
201-5970600	Ebooks/Books	INV #2023/I158984	22.76			
EBSCO INFORMATION SERVICES				19610	04/20/23	<u>50.00</u>
201-5970640	Databases	INV #1000199538-1	50.00			
E-Ling Lou				19611	04/20/23	<u>700.00</u>
201-5960210	Special Event Programming	Ikebana: Japanese Flower Arranging (two sessions)	700.00			
ENVISIONWARE, INC				19612	04/20/23	<u>124.76</u>
201-5930010	R&M Equipment	INV #INV-US-62143	124.76			
FLOOD BROTHERS DISPOSAL & RECYCLING SERVICES				19613	04/20/23	<u>577.72</u>
201-5930490	Refuse Contract	INV #6674529	577.72			
FOX VALLEY FIRE & SAFETY				19614	04/20/23	<u>1,581.00</u>
201-5930020	R&M Buildings & Structures	INV #IN00584579	1,581.00			
IMPACT NETWORKING, LLC.				19615	04/20/23	<u>5,829.02</u>
201-5930010	R&M Equipment	INV #2900748	5,829.02			
Infinity Transportation				19616	04/20/23	<u>438.18</u>
201-5990900	Per Capita Grant Expenditures	Round trip travel from Library to Chicago History Museum	438.18			
INSIGHT PUBLIC SECTOR, INC.				19617	04/20/23	<u>3,129.00</u>
201-5980410	Computer Hardware	INV #1101036746	3,129.00			
Jessica Kuczynski				19618	04/20/23	<u>60.00</u>
201-5960210	Special Event Programming	Life Drawing at the Library	60.00			
Julia Bachrach				19619	04/20/23	<u>450.00</u>
201-5960210	Special Event Programming	Presenter Fee - The City in a Garden	450.00			
KANOPY				19620	04/20/23	<u>6,000.00</u>
201-5970630	Visual Materials	INV #KDEP-20721	6,000.00			



# Des Plaines Public Library

## Vendor Checks Report

Old National Operating

March 2023

<b>Payee/Account #</b>	<b>Account Description</b>	<b>Description</b>	<b>Amount</b>	<b>Check Number</b>	<b>Check Date</b>	<b>Check Amount</b>
Lawrence R. Huffman 201-5960210	Special Event Programming	Life Drawing at the Library	60.00	19621	04/20/23	<u>60.00</u>
LIBRARY IDEAS LLC 201-5970600	Ebooks/Books	INV #97872	49.95	19622	04/20/23	<u>49.95</u>
LIMRICC 201-2401002	Payroll Liabilities	March and April	119,596.18	19623	04/20/23	<u>119,596.18</u>
MIDWEST TAPE				19624	04/20/23	<u>18,368.56</u>
201-5970630	Visual Materials	INV #503509280	9,000.00			
201-5970630	Visual Materials	INV #503545931	33.74			
201-5960990	Misc. Contractual Services	INV #503562861	36.75			
201-5970630	Visual Materials	INV #503562861	260.04			
201-5960990	Misc. Contractual Services	INV #503562147	79.65			
201-5970610	E-audio/Audio	INV #503562147	464.79			
201-5960990	Misc. Contractual Services	INV #503562148	12.95			
201-5970610	E-audio/Audio	INV #503562148	258.93			
201-5960990	Misc. Contractual Services	INV #503536092	27.75			
201-5970610	E-audio/Audio	INV #503536092	610.85			
201-5960990	Misc. Contractual Services	INV #503536093	11.55			
201-5970610	E-audio/Audio	INV #503536093	35.22			
201-5960990	Misc. Contractual Services	INV #503536090	128.10			
201-5970630	Visual Materials	INV #503536090	772.15			
201-5970610	E-audio/Audio	INV #503545930	9.99			
201-5970610	E-audio/Audio	INV #503545898	40.49			
201-5960990	Misc. Contractual Services	INV #503562149	19.50			
201-5970610	E-audio/Audio	INV #503562149	65.35			
201-5960990	Misc. Contractual Services	INV #503536091	53.25			
201-5970630	Visual Materials	INV #503536091	421.07			
201-5970630	Visual Materials	INV #503496417	107.96			
201-5970630	Visual Materials	INV #503496414	93.74			
201-5970630	Visual Materials	INV #503415332	116.96			
201-5970610	E-audio/Audio	INV #503415331	271.96			
201-5970630	Visual Materials	INV #503415334	59.98			
201-5970630	Visual Materials	INV #503415335	107.96			
201-5960990	Misc. Contractual Services	INV #503436522	7.40			
201-5970610	E-audio/Audio	INV #503436522	156.96			
201-5960990	Misc. Contractual Services	INV #503436521	92.05			
201-5970630	Visual Materials	INV #503436521	494.02			
201-5960990	Misc. Contractual Services	INV #503436520	16.45			
201-5970630	Visual Materials	INV #503436520	132.46			
201-5970610	E-audio/Audio	INV #503460479	9.99			
201-5970630	Visual Materials	INV #503464181	101.22			
201-5970630	Visual Materials	INV #503464182	146.20			
201-5970630	Visual Materials	INV #503464183	83.18			
201-5970630	Visual Materials	INV #503464184	56.98			
201-5960990	Misc. Contractual Services	INV #503469677	117.95			
201-5970630	Visual Materials	INV #503469677	608.68			
201-5960990	Misc. Contractual Services	INV #503469678	14.80			
201-5970610	E-audio/Audio	INV #503469678	320.92			
201-5960990	Misc. Contractual Services	INV #503470000	63.60			
201-5970630	Visual Materials	INV #503470000	433.34			
201-5970610	E-audio/Audio	INV #503460478	359.94			
201-5970630	Visual Materials	INV #503515685	119.96			
201-5970630	Visual Materials	INV #503515683	37.49			

# Des Plaines Public Library

## Vendor Checks Report

Old National Operating  
March 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970610	E-audio/Audio	INV #503496413	111.98			
201-5970630	Visual Materials	INV #503496415	119.96			
201-5960990	Misc. Contractual Services	INV #503502567	14.80			
201-5970610	E-audio/Audio	INV #503502567	317.92			
201-5960990	Misc. Contractual Services	INV #503502569	40.25			
201-5970630	Visual Materials	INV #503502569	293.01			
201-5960990	Misc. Contractual Services	INV #503502620	141.00			
201-5970630	Visual Materials	INV #503502620	855.37			
OAKBROOK MECHANICAL SERVICES				19625	04/20/23	<u>3,073.50</u>
201-5930020	R&M Buildings & Structures	INV #33889	3,073.50			
OUTSOURCE SOLUTIONS GROUP, INC.				19626	04/20/23	<u>76,502.54</u>
201-5930010	R&M Equipment	INV #73461	350.00			
201-5980420	Computer Software	INV #73693	66.00			
201-5920110	Professional Services	INV #73460	34,422.91			
201-5960990	Misc. Contractual Services	INV #73460	1,980.00			
201-5980420	Computer Software	INV #73460	1,485.77			
201-5920110	Professional Services	INV #73921	34,422.91			
201-5930010	R&M Equipment	INV #73921	350.00			
201-5960990	Misc. Contractual Services	INV #73921	1,980.00			
201-5980420	Computer Software	INV #73921	1,444.95			
OVERDRIVE, INC.				19627	04/20/23	<u>11,727.40</u>
201-5970600	Ebooks/Books	INV #01018CP23066653	387.43			
201-5970600	Ebooks/Books	INV #01018MA23068804	3,652.17			
201-5970600	Ebooks/Books	INV #01018MA23030866	380.86			
201-5970600	Ebooks/Books	INV #01018MA23034501	3,397.14			
201-5970600	Ebooks/Books	INV #01018CP23030746	393.31			
201-5970600	Ebooks/Books	INV #01018MA23106178	3,223.37			
201-5970600	Ebooks/Books	INV #01018CP23104828	293.12			
PENWORTHY COMPANY				19628	04/20/23	<u>2,254.58</u>
201-5970640	Databases	INV #0589195-IN	299.90			
201-5960990	Misc. Contractual Services	INV #0589218-IN	149.95			
201-5970600	Ebooks/Books	INV #0589293-IN	88.76			
201-5970600	Ebooks/Books	INV #0589054-IN	1,296.65			
201-5970600	Ebooks/Books	INV #0589423-IN	419.32			
PROQUEST LLC				19629	04/20/23	<u>937.00</u>
201-5970620	E-Subscriptions/Subscriptions	INV #70781521	937.00			
RECORD INFORMATION SERVICES INC				19630	04/20/23	<u>652.00</u>
201-5970640	Databases	INV #52989	652.00			
The Athletic Media Company				19631	04/20/23	<u>1,000.00</u>
201-5970640	Databases	INV #2856	1,000.00			
THE NEW YORK TIMES				19632	04/20/23	<u>4,180.80</u>
201-5970640	Databases	INV #366F207A2313	2,080.00			
201-5970640	Databases	INV #35BBE6E62310	2,100.80			
THE SCRIBBLEBOOKS COMPANY				19633	04/20/23	<u>475.00</u>
201-5960210	Special Event Programming	Music Mondays: ScribbleMonster	475.00			
THOMAS KLISE/CRIMSON MULTIMEDIA				19634	04/20/23	<u>542.80</u>

# Des Plaines Public Library Vendor Checks Report

Old National Operating  
March 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
201-5970630	Visual Materials	INV #009872	60.00			
201-5970630	Visual Materials	INV #009873	36.33			
201-5970630	Visual Materials	INV #009871	446.47			
TODAY'S BUSINESS SOLUTIONS INC				19635	04/20/23	<u>264.00</u>
201-5930010	R&M Equipment	INV #032723-26	264.00			
TOWN SQUARE PUBLICATIONS				19636	04/20/23	<u>1,975.00</u>
201-5920210	Marketing	INV #245791	1,975.00			
T-Rexplorers, LLC.				19637	04/20/23	<u>460.00</u>
201-5960210	Special Event Programming	Program Performance Fee	460.00			
VALUE LINE PUBLISHING, LLC.				19638	04/20/23	<u>6,175.00</u>
201-5970640	Databases	INV #KF-687809-234	6,175.00			
VISOGRAPHIC				19639	04/20/23	<u>6,536.10</u>
201-5920120	Communication Services	INV #236176	6,536.10			
Wepa Libros LLC				19640	04/20/23	<u>1,353.62</u>
201-5970600	Ebooks/Books	INV #1017	1,353.62			
EBSCO INFORMATION SERVICES				19641	04/20/23	<u>3,294.86</u>
201-5970620	E-Subscriptions/Subscriptions	Account #CG-F-16193-01	5,433.82			
201-5970620	E-Subscriptions/Subscriptions	INV #2305072	12.10			
201-5970620	E-Subscriptions/Subscriptions	Credit memo 2304640	-33.00			
201-5970620	E-Subscriptions/Subscriptions	INV #1672212	-2,069.58			
201-5970620	E-Subscriptions/Subscriptions	Credit memo 2303941	-15.00			
201-5970620	E-Subscriptions/Subscriptions	Credit memo 2304639	-33.48			
<b>Check List Total</b>						<u><u>312,871.60</u></u>

**Des Plaines Public Library**  
**ACH Register**

All Bank Accounts

March 1, 2023 - March 31, 2023

ACH Number	ACH Date	Payee	Amount
<b>Vendor Checks</b>			
51939	03/31/23	NEOFUNDS BY NEOPOST	1,000.00
51940	03/31/23	NEOFUNDS BY NEOPOST	50.00
51941	03/31/23	VERIZON WIRELESS	1,156.43
51942	03/31/23	COMCAST CABLE	11.56
51943	03/31/23	COMCAST CABLE	773.61
51944	03/31/23	FRIENDS OF THE DES PLAINES PUBLIC LIBRARY	1,546.30
51945	03/31/23	NICOR GAS	4,781.81
51946	03/31/23	NATIONWIDE RETIREMENT SOLUTIONS	300.00
51947	03/31/23	Lohan Architecture	6,592.37
51948	03/31/23	IMRF	20,436.56
51949	03/31/23	BANKCARD SERVICES	23,307.09
51950	03/31/23	ADP	1,528.90
		<b>Vendor Check Total</b>	<u>61,484.63</u>
		<b>Check List Total</b>	<u><u>61,484.63</u></u>

Check count = 12

**DES PLAINES PUBLIC LIBRARY**

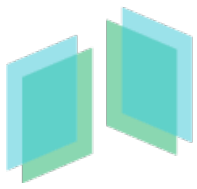
**CASH FLOW SUMMARY  
For the Year Ended December 31, 2023**

	January	February	March	April	May	June	July	August	September	October	November	December
<b>Balance Sheet</b>												
Cash & Investments	\$ 5,101,587	4,724,431	5,890,856									
<b>Revenue (M-T-D)</b>												
Property Taxes	1,224,801	21,502	1,641,098									
Other Revenue	23,901	23,185	21,551									
	1,248,702	44,687	1,662,649	-	-	-	-	-	-	-	-	-
<b>Expenses (M-T-D)</b>												
Payroll & Benefits	268,640	364,909	376,182									
Other Expense	285,650	136,716	252,001									
Change in A/P & AJE's	2,144	(79,781)	(131,959)									
	556,434	421,843	496,224	-	-	-	-	-	-	-	-	-
Net Increase/(Decrease)	692,268	(377,157)	1,166,425	-	-	-	-	-	-	-	-	-

**DES PLAINES PUBLIC LIBRARY**

**CASH FLOW SUMMARY  
For the Year Ended December 31, 2022**

	January	February	March	April	May	June	July	August	September	October	November	December
<b>Balance Sheet</b>												
Cash & Investments	\$ 4,450,754	4,843,285	6,856,066	6,397,901	5,929,489	5,449,017	4,993,057	4,601,161	4,088,484	3,509,264	3,075,050	4,409,320
<b>Revenue (M-T-D)</b>												
Property Taxes	43,444	811,138	2,380,007	152,939	10,674	50,762	24,602	-	103,776	39,087	10,064	1,544,349
Other Revenue	186,683	31,886	14,195	8,672	42,120	16,557	8,434	32,421	103,776	39,087	10,064	270,674
	230,127	843,025	2,394,202	161,611	52,794	67,320	33,036	32,421	103,776	39,087	10,064	1,815,023
<b>Expenses (M-T-D)</b>												
Payroll & Benefits	280,990	307,004	359,906	307,329	252,199	388,601	368,328	290,612	233,762	241,499	264,810	425,879
Other Expense	266,523	171,057	153,034	214,193	179,051	143,096	154,965	273,946	349,165	244,375	90,218	120,218
Change in A/P & AJE's	(62,298)	(27,567)	(131,519)	98,254	89,955	16,094	(34,297)	(140,241)	33,526	132,434	89,249	(65,344)
	485,215	450,494	381,421	619,776	521,205	547,791	488,997	424,317	616,452	618,308	444,277	480,753
Net Increase/(Decrease)	(255,088)	392,531	2,012,782	(458,165)	(468,412)	(480,472)	(455,960)	(391,896)	(512,676)	(579,221)	(434,213)	1,334,269



# DIRECTOR'S REPORT

## On March 2023

### DONATIONS & GRANTS



\$1000 for Adult Summer Reading Prizes

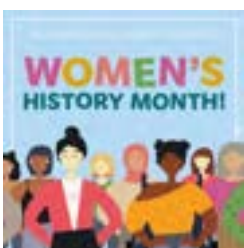
Anonymous Donation of \$100 in thanks for the Foodies Unite program.

### IN THE COMMUNITY

Des Plaines Chamber of Commerce & Industry announces winners of 2023 Community Enhancement Awards



### AROUND THE LIBRARY



### DPPL's SPRING MAILING



30,000 Mailers sent to Residents, 1,600 Mugs distributed to library card holders, a record breaking 501 new library cards registered.

### SEEN & HEARD

"At my Terrace visit, I brought Ozobots for the kids to practice coding and overheard one of the third graders say, 'This is the best day of my life.'"



"A patron stopped by the desk to say how much she loves libraries. She said, 'No matter how digital the world gets, humans will always be analog.'"



# ADULT PROGRAMS

**The Weird & Wonderful World with Mary Roach:**  
in Conversation with Annalee Newitz

**Wednesday, March 1, 2023 at 7PM**

Experience an entertaining and hilarious evening with New York Times bestselling science author, Mary Roach. Roach will discuss her frank approach to science, the importance of humor, and explore the weird and wonderful world in which we live!

**Virtual via Zoom  
Please Register**

This event is made possible by Illinois Libraries Program, a statewide collaboration among public libraries offering high-quality events.

LEARN MORE AT [DPPL.ORG](http://DPPL.ORG)

**FILM SCREENING**

**TICKET TO PARADISE**  
Wednesday March 22, 2023 | 1:30pm

TICKET PARADISE

**IN-LIBRARY Book Clubs**

**HENNA ARTIST**  
ALEA JARRE

Tuesday @ 10:00am  
March 7 - The Henna Artist by Alea Jarre

Turn your garden into the **Perfect B&B for Birds**

**Saturday, March 18 at 2pm**

Entice a variety of birds to your yard with the right balance of food, feeders, water and shelter. Presented by Alysa Burman, owner of the Wildbird Shock. Please Register.

LEARN MORE AT [DPPL.ORG](http://DPPL.ORG)

**FILM TALK TUESDAYS**

**DETOUR**  
COSTON (1946) (DUB OF MEXI) TUESDAY, MARCH 21 @ 7PM

**Tech in the Forum**

Thursday March 16  
11:30 - 12:30pm

**TOWN HALL MEETING**  
with State Representative Michelle Mussman

Monday, March 13th 6pm - 8pm

State Representative Michelle Mussman will host a town hall meeting to discuss important legislation in Springfield and answer questions on state and local issues.

**MEETING ROOM A**

LEARN MORE AT [DPPL.ORG](http://DPPL.ORG)

**Fall in Love With Libby (app)**

Tuesday March 21  
10:30 - 11:30am

**IN-LIBRARY Book Clubs**

Thursday @ 7:30pm  
March 9 - Shown by John Edward Williams

**Basic Macrame Leaves**  
March 6

Are you new to Macrame and not sure where to start? Make a simple decorative macramé leaf you can use in a wall hanging or mobile using the supplies and instruction provided in the kit.

Pick up your kit at the library on the 4th floor starting Monday, March 6, 2023, while supplies last.

LEARN MORE AT [DPPL.ORG](http://DPPL.ORG)

**FILM TALK TUESDAYS**

**the 400 blows**  
THE 400 BLOWS LES GUILLOIS CENTS COQUE (1959) (DUB AT MEXI) TUESDAY, MARCH 21 @ 7PM

**Perler Bead Jewelry Night**

Friday, March 23  
7pm - 8:30pm

20s  
90s

**MS Excel 2016**  
Series of 3 Classes

MS Excel Part I ————— March 9  
MS Excel Part II ————— March 16  
MS Excel Part III ————— March 23

Thursdays, 4th Floor Forum

**Invisible Warriors**

Virtual Screening: Invisible Warriors  
Sunday, March 5 - Wednesday, March 15

Invisible Warriors: An Introduction to the Film  
Sunday, March 5 at 7pm

Invisible Warriors: An Introduction to the Film  
Wednesday, March 15 at 7pm

**OPEN MIC DATES**  
1/24/23  
2/28/23  
3/28/23

**EXPRESS YOURSELF**

**OPEN MIC NIGHT**

The mic is yours! Whether you're a poet, author, lyricist of any type of music and share your creative vision with other enthusiasts, We also invite those who wish to share readings from some of their favorite published works to join in an and meeting where creativity and inspiration Rules. Discussion and positive feedback is encouraged.

**7:00 - 8:30 PM**

LEARN MORE AT [DPPL.ORG](http://DPPL.ORG)

**Foodies Unite**

**CHIPOTLE PEPPERS**

IN-STORE SALE  
IMMEDIATE PICK UP (LIMIT 20 PER PERSON) 3/1/23  
FIRST DATE: THURSDAY 3/1/23 11:30 - 3:00PM

**Career & Job Counseling @ the Library**

32

Get Monday & 4th Tuesday of every month  
Study Room 7 or 8, 2nd floor

Virtual Events please register



# Holi Hai!

**MARCH 9 | 6 - 7 P.M.**  
**MARCH 23 | 6 - 7 P.M.**

Join us in person to learn about the Hindu holiday, Holi. We will celebrate the Festival of Colors with music, books, flying colors, and more. Don't miss out on the fun! For families with children of all ages.

Registration required.

LEARN MORE AT [DPPL.ORG](http://DPPL.ORG)



# Family Storytime

WEDNESDAYS @ 1PM  
February 1, 8, 15  
March 1, 8, 15  
April 5, 12, 19



## DPPL LIBRARY SQUAD!

JOIN THE LIBRARY SQUAD! WHERE YOU HELP PROMOTE, SUPPORT, AND CREATE LIBRARY PROJECTS FOR DPPL AND THROUGHOUT THE COMMUNITY.

MONDAY, MARCH 6 4-5 PM

FOR GRADES 4-6

LEARN MORE AT [DPPL.ORG](http://DPPL.ORG)



# Tales & Tunes

WEDNESDAYS @ 1:30PM  
February 1, 8, 15  
March 1, 8, 15  
April 5, 12, 19



# hora de CUENTOS

Jueves, 16 de marzo 6:30-7:15 p.m.

Pasa la tarde con tú familia en nuestra hora de cuentos! Disfruta de libros, canciones, y más. Para todas las edades.

LEARN MORE AT [DPPL.ORG](http://DPPL.ORG)



Regístrese al partir del 2 de marzo

# Toddler Time

TUESDAYS @ 10AM  
January 31  
February 7, 14, 20  
March 7, 14  
April 4, 11, 18



# GRAPHIC NOVEL CLUB

TUESDAYS, FEB 21, MAR 21, APR 18 6:00 PM

FOR GRADES 4-8

LOVE GRAPHIC NOVELS, MANGA AND COMICS? JOIN OUR MONTHLY GRAPHIC NOVEL CLUB FOR A BRIEF DISCUSSION, ACTIVITIES, AND A CHANCE TO MAKE NEW FRIENDS!

LEARN MORE AT [DPPL.ORG](http://DPPL.ORG)



# LEGO LEAGUE

ZOOM

MARCH 27 AT 6:30 PM



KIDS



# Gummy Bear Bag

Saturday, March 25 1pm to 2pm





As Seen on TikTok  
@desplainslibrary

TEENS

## Life Drawing

AT THE LIBRARY

Saturdays from 10:00am - 12:00pm

February 4    April 1    May 27  
March 4    April 29    June 24



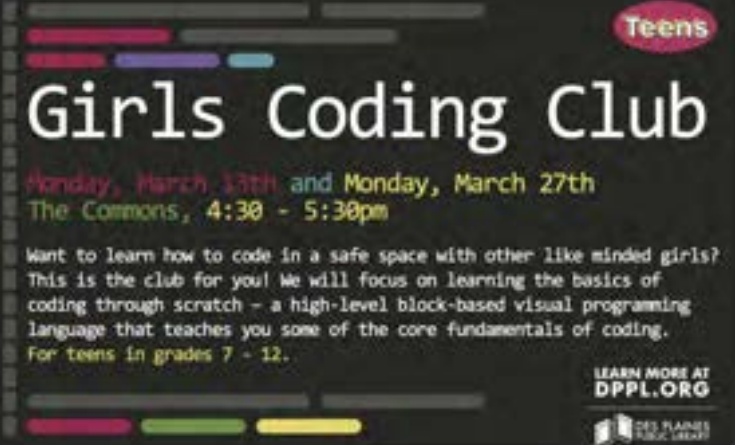
Teens

## Girls Coding Club

Monday, March 17th and Monday, March 27th  
The Commons, 4:30 - 5:30pm

Want to learn how to code in a safe space with other like minded girls? This is the club for you! We will focus on learning the basics of coding through scratch - a high-level block-based visual programming language that teaches you some of the core fundamentals of coding. For teens in grades 7 - 12.

LEARN MORE AT  
DPPL.ORG



## Teen CRAFTERNOONS

WEDNESDAY,  
MARCH 29TH  
3:30 - 5:30 PM

MARCH SPOTLIGHT:  
HEAT PRESSED TOTE BAGS



## HAPPY NOTES

cards for hospitalized kids

Wednesdays  
March 8th, April 12th,  
and May 10th at 4pm

Saturday, March 25th  
at 11am

Teens



# Teen Programs

## FINAL FRIDAY 13/4 FILMS

Teens

### Featured Movie: Dirty Dancing

Friday, March 31  
4:00pm - 6:00pm

Bring your friends and enjoy on the last Friday of the month. Be a member of the Community Patron or be a student. The movie is for Teens in grades 7-12 only. Adult prices and members will be subject to review.

LEARN MORE AT  
DPPL.ORG



TEEN Take & Make

## FORTUNE TELLER

BEGINNING  
MARCH 6

TAKE & MAKE KITS ARE FOR CRAFTS YOU CAN TAKE HOME AND MAKE ON YOUR OWN TIME. PICKUP YOUR KIT FROM THE 3RD FLOOR AT THE BEGINNING OF THE MONTH.

WHILE SUPPLIES LAST

LEARN MORE AT  
DPPL.ORG



TEENS

## ANIME CLUB

FOR TEENS BY GRADES 7 - 12

Join us to watch your favorite anime, plan your cosplay, read and discuss manga, and create your own artwork.

The club meets Tuesdays from 4:00pm - 5:30pm in the Commons.  
JANUARY 17 | FEBRUARY 19 | MARCH 21 | APRIL 23

HEY ANIME + MANGA FANS!



TEENS

## SAT & ACT PRACTICE TESTS

SATURDAYS | 9:00am - 1:00pm

MEETS IN ROOM C, 1ST FLOOR

Find out your starting score and identify your strengths and weaknesses by taking the ACT or SAT Practice Test provided by AP/IB Learning. The self-assessment will tell you what you are good at and what you need to improve. It will also tell you what you need to study for the actual test. Following the practice test you will receive an individual score report (including a detailed error analysis).

ACT Practice Test  
February 18 | April 12

SAT Practice Test  
January 14 | March 16 | May 10

LEARN MORE AT  
DPPL.ORG



## DPPL & DRAGONS


ONE SHOT CLUB

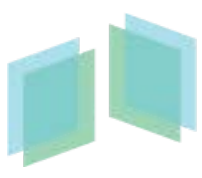
4:00pm - 7:00pm  
March 7 - April 18 - May 16

REGISTRATION REQUIRED!

Teens

LEARN MORE AT  
DPPL.ORG

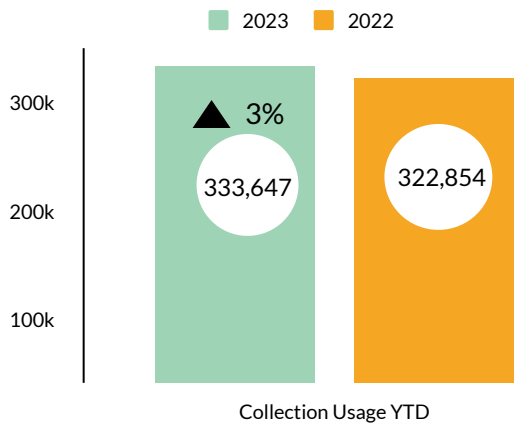




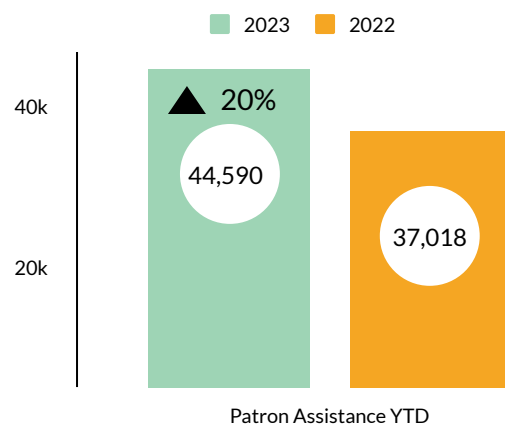
# STATISTICS REPORT

On March 2023

## Collection Usage YTD

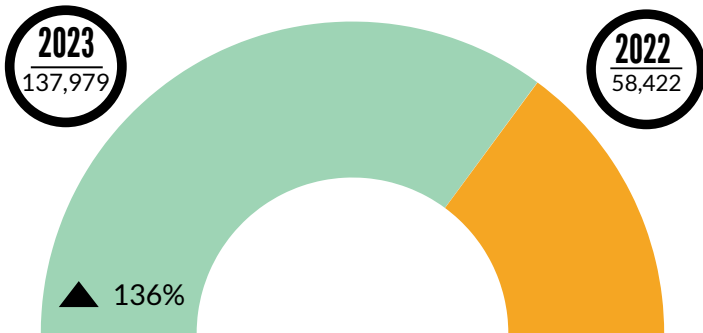


## Patron Assistance YTD



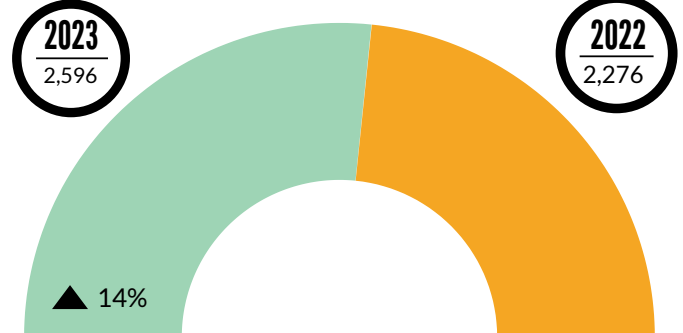
## Attendance All - YTD

Events, Programs, Outreach & Classes



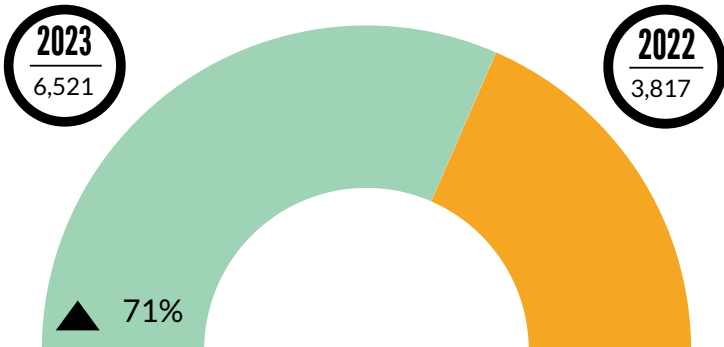
## Bookings All - YTD

Events, Programs & Classes



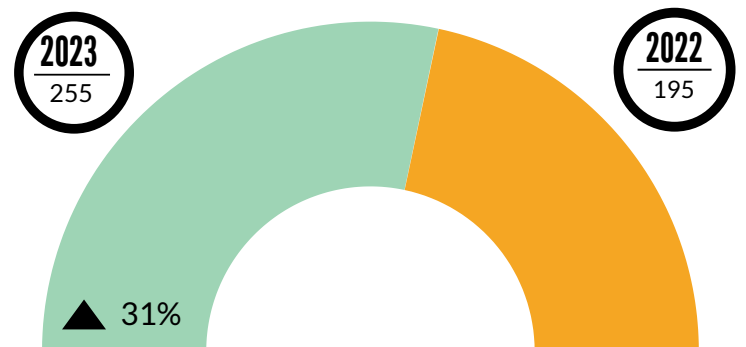
## Attendance In Person - YTD

Events, Programs & Classes



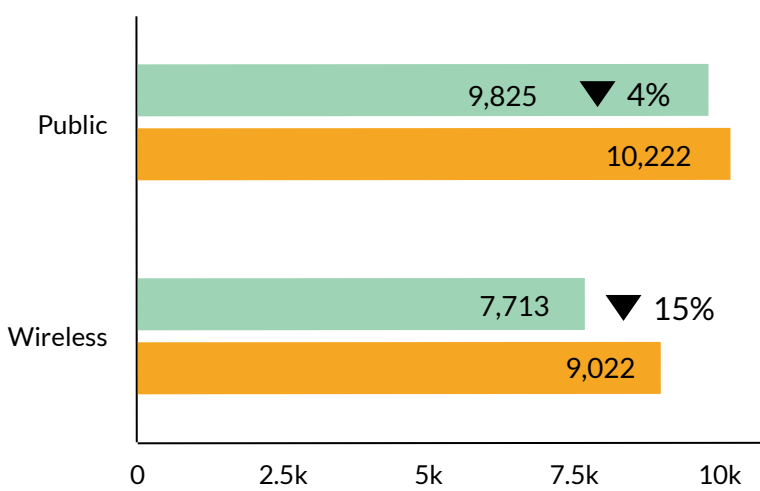
## Bookings In Person - YTD

Events, Programs & Classes



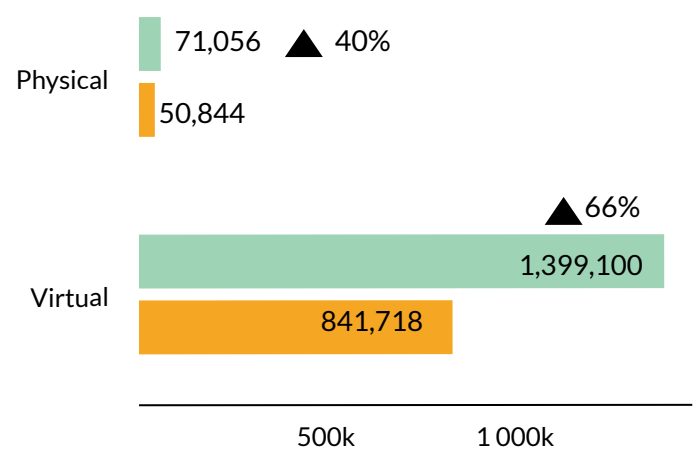
## Computer Usage YTD

2023 2022



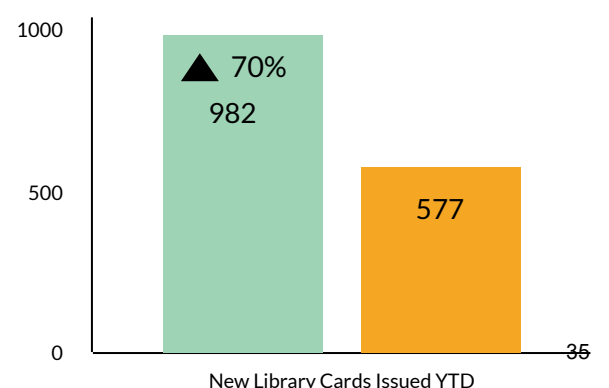
## Traffic YTD

2023 2022



## New Library Cards Issued YTD

2023 2022



2023 STATISTICS REPORT													
COLLECTION USAGE	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YTD
Physical materials	52,685	54,026	62,878										169,589
E-materials	14,973	13,013	14,338										42,324
ILL	639	639	764										2,042
Databases	38,413	35,495	45,784										119,692
<b>2023 Total</b>	<b>106,710</b>	<b>103,173</b>	<b>123,764</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>333,647</b>
Physical materials	56,638	50,882	58,763										166,283
E-materials	13,641	12,033	14,579										40,253
ILL	690	606	700										1,996
Databases	41,228	36,842	36,252										114,322
<b>2022 Total</b>	<b>112,197</b>	<b>100,363</b>	<b>110,294</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>322,854</b>
<b>PATRON ASSISTANCE</b>													
Youth Services	1,272	1,906	2,086										5,264
Adult Services	6,546	6,066	7,195										19,807
Patron Accounts	5,950	5,433	7,743										19,126
Security	154	143	96										393
<b>2023 Total</b>	<b>13,922</b>	<b>13,548</b>	<b>17,120</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44,590</b>
Youth Services	403	698	815										1,916
Adult Services	5,729	6,205	7,573										19,507
Patron Accounts	5,212	4,768	5,615										15,595
Security	235	236	305										776
<b>2022 Total</b>	<b>11,579</b>	<b>11,907</b>	<b>14,308</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37,018</b>
<b>EVENTS, PROGRAMS AND CLASSES-BOOKINGS</b>													
Youth Services In Person	18	29	19										66
Youth Services Virtual	8	1	1										10
Adult Services In Person	43	77	69										189
Adult Services Virtual	15	14	16										45
Outside groups	10	16	35										61
Public study rooms	686	744	795										2,225
<b>2023 Total</b>	<b>780</b>	<b>881</b>	<b>935</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,596</b>
Youth Services In Person	4	20	21										45
Youth Services Virtual	9	13	11										33
Adult Services In Person	43	56	51										150
Adult Services Virtual	2	4	12										18
Outside groups	0	8	16										24
Public study rooms	569	705	732										2,006
<b>2022 Total</b>	<b>627</b>	<b>806</b>	<b>843</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,276</b>
<b>EVENTS, PROGRAMS, OUTREACH &amp; CLASSES-ATTENDANCE</b>													
Youth Services In Person	989	1,314	1,698										4,001
Youth Services Virtual	29,089	11,189	13,750										54,028
Adult Services In Person	370	766	1,384										2,520
Adult Services Virtual	20,187	22,786	20,733										63,706
Outside groups	130	242	1,464										1,836
Public study rooms	1,652	1,315	1,407										3,917
Outreach- Youth Services	1,652	2,547	2,031										6,230
Outreach-Adult Services	134	219	1,388										1,741
<b>2023 Total</b>	<b>53,746</b>	<b>40,378</b>	<b>43,855</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>137,979</b>
Youth Services In Person	37	741	723										1,501
Youth Services Virtual	5,918	3,808	4,583										14,309
Adult Services In Person	618	613	1,085										2,316
Adult Services Virtual	9,763	10,331	15,294										35,388
Outside groups	0	189	238										427
Public study rooms	833	991	1,101										2,925
Outreach- Youth Services	236	298	507										1,041
Outreach-Adult Services	70	109	336										515
<b>2022 Total</b>	<b>17,475</b>	<b>17,080</b>	<b>23,867</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>58,422</b>

<b>TRAFFIC</b>											
<b>2023</b>	Physical Visits (gate count)	21,659	22,365	27,032							71,056
<b>2022</b>	Physical Visits (gate count)	14,897	16,385	19,562							50,844
<b>2023</b>	Virtual visits (catalog, website, mobile app)	480,735	444,598	473,767							1,399,100
<b>2022</b>	Virtual visits (catalog, website, mobile app)	282,242	282,108	277,368							841,718
<b>LIBRARY CARDS ISSUED-report the latest month</b>											
<b>2023</b>	Number of new library cards	259	222	501							982
<b>2022</b>	Number of new library cards	157	201	219							577
<b>COMPUTER USAGE</b>											
	Public computers-Youth Services	253	248	393							894
	Public computers Adult	2,688	2,903	3,340							8,931
<b>2023 Total</b>		<b>2,941</b>	<b>3,151</b>	<b>3,733</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,825</b>
	Public computers-Youth Services	0	0	0							0
	Public computers-Adult	2,135	2,326	5,761							10,222
<b>2022 Total</b>		<b>2,135</b>	<b>2,326</b>	<b>5,761</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,222</b>
	Wireless	2,360	2,619	2,734							7,713
<b>2023 Total</b>		<b>2,360</b>	<b>2,619</b>	<b>2,734</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,713</b>
	Wireless	4,988	1,850	2,184							9,022
<b>2022 Total</b>		<b>4,988</b>	<b>1,850</b>	<b>2,184</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,022</b>



## 2023 Year to Date Statistics

### MARCH 2023

<b>COLLECTION USAGE</b>		
	Year to Date 2023	<b>333,647</b>
	Year to Date 2022	<b>322,854</b>
	<b>% Change</b>	<b>3%</b>
<b>PATRON ASSISTANCE</b>		
	Year to Date 2023	<b>44,590</b>
	Year to Date 2022	<b>37,018</b>
	<b>% Change</b>	<b>20%</b>
<b>EVENTS, PROGRAMS, AND CLASSES- BOOKINGS</b>		
	Year to Date 2023	<b>2,596</b>
	Year to Date 2022	<b>2,276</b>
	<b>% Change</b>	<b>14%</b>
<b>EVENTS, PROGRAMS, OUTREACH, AND CLASSES-ATTENDANCE</b>		
	Year to Date 2023	<b>137,979</b>
	Year to Date 2022	<b>58,422</b>
	<b>% Change</b>	<b>136%</b>
<b>IN PERSON EVENTS</b>		
	<b>Bookings</b>	
	Year to Date 2023	<b>255</b>
	Year to Date 2022	<b>195</b>
	<b>% Change</b>	<b>31%</b>
	<b>Attendance</b>	
	Year to Date 2023	<b>6,521</b>
	Year to Date 2022	<b>3,817</b>
	<b>% Change</b>	<b>71%</b>
<b>TRAFFIC</b>		
	<b>Physical Visits (gate count)</b>	
	Year to Date 2023	<b>71,056</b>
	Year to Date 2022	<b>50,844</b>
	<b>% Change</b>	<b>40%</b>
	<b>Virtual Visits (catalog, website, mobile app)</b>	
	Year to Date 2023	<b>1,399,100</b>
	Year to Date 2022	<b>841,718</b>
	<b>% Change</b>	<b>66%</b>
<b>LIBRARY CARD OWNERSHIP</b>		
	Year to Date new library cards 2023	<b>982</b>
	Year to Date new library cards 2022	<b>577</b>
	<b>% Change</b>	<b>70%</b>
<b>COMPUTER USAGE</b>		
	<b>Public Computers</b>	
	Year to Date 2023	<b>9,825</b>
	Year to Date 2022	<b>10,222</b>
	<b>% Change</b>	<b>-4%</b>
	<b>Wireless</b>	
	Year to Date 2023	<b>7,713</b>
	Year to Date 2022	<b>9,022</b>
	<b>% Change</b>	<b>-15%</b>